

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 19, 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.** Presentation by Water Company of America
Lance Hall, Finance Director
- b.** City of Huntsville Fiscal Year 2025-2026 Budget Workshop #2
Lance Hall, Finance Director
Scott Swigert, City Manager

MAIN SESSION (6:00 p.m.)

CALL TO ORDER

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

PROCLAMATION

PRESENTATIONS

PUBLIC HEARING

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 August 5, 2025, Regular City Council Meeting.
Kristy Doll, City Secretary
- b.** Consider approving the Minutes from the August 11, 2025, Special City Council Meeting.
Kristy Doll, City Secretary
- c.** Consider the adoption of Resolution 2025-28 updating and reaffirming the Citizen Participation Plan, Excessive Force Policy and the Section 504 Policy and Grievance Procedures required for program

compliance to the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation ("CDBG-MIT") Program from the Texas General Land Office.

Kathlie Jeng-Bulloch, City Engineer

- d. Consider authorizing the City Manager to enter into a contract with the Water Company of America to examine the utility billing, distribution and collection systems for accuracy in metering, billing, and collection.

Lance Hall, Finance Director

- e. Consider authorizing the City Manager to enter into an agreement with LJA Engineering, Inc. for professional engineering services for the FY 24-25 Robinson Creek Wastewater Treatment Plant Expansion Project.

Kathlie Jeng-Bulloch, City Engineer

- f. Consider authorizing the City Manager to enter into a contract for the Huntsville Municipal Airport Terminal building fiber, security, and network cabling infrastructure project to Network Cabling Services, Inc. (NCS).

Bill Wavra, IT Director

2. STATUTORY AGENDA

- a. **Second 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

- b. **First Reading** - Consider authorizing the City Manager to enter into an agreement with Aurora Technical Services, LLC for professional engineering services for the FY 24-25 CIP Project 23 - RC-05 Wastewater Line Replacement Project.

Kathlie Jeng-Bulloch, City Engineer

- c. **First Reading** - Consider authorizing the City Manager to enter into an agreement with Lockwood, Andrews, & Newnam, Inc. (LAN) for professional engineering services for the FY 24-25 McDonald Creek Lift Station and Force Main Replacement Project.

Kathlie Jeng-Bulloch, City Engineer

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Consider authorizing the City Manager to grant a Certificate of Internment to the David Adickes Estate.

Leonard Schneider, City Attorney

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 on claims by Frost Construction Company, Inc. regarding Service Center Expansion & Renovation.

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 Cause No 14770CV; Casey v City of Huntsville, County Court at Law Walker County, Texas.

Leonard Schneider, City Attorney

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 14, 2025

TIME OF POSTING: 9:45 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: a.

Agenda Item: Presentation by Water Company of America

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Not applicable

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

Discussion: Water Company of America, through consultation with the Department staff, will examine the utility billing system and the distribution and collection systems in the field for accuracy in metering, billing, and collection.

Previous Council Action: Presented to the Finance Committee on 07/01/2025

Financial Implications: Cost sharing with the Water Company of America will last for three years. After three years, 100% of the recovered revenue will belong to the city.

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. WCA_5 Slide Short (1)



Utility Revenue Enhancement

UTILITY REVENUE ENHANCEMENT PARTNERSHIP

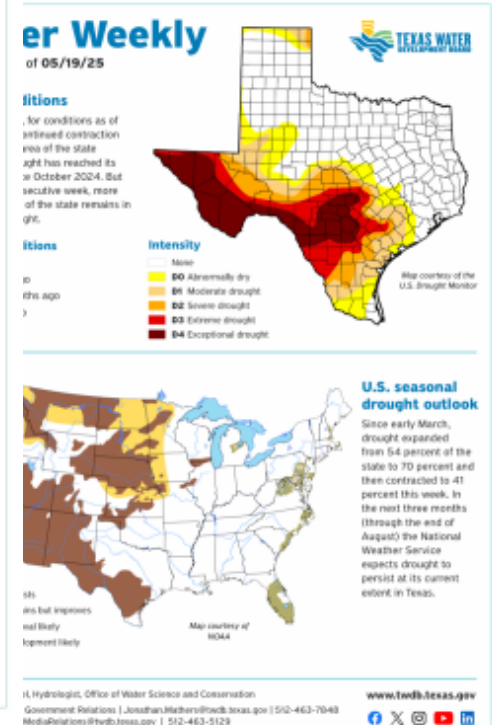
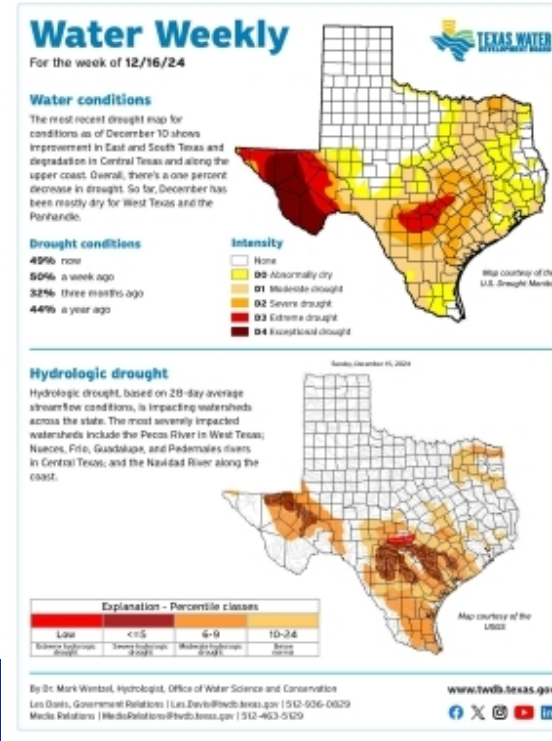
August 19, 2025

ACCOUNTABILITY – WATER CONSERVATION

TWDB – Water Loss Audit and Validation

- If you are receiving or applying for funding through TWDB Water Loss Audit
- Yearly - > 3,300 Connections
- 5 years - < 3,300 Connections
- New in 2025 – Level 1 Validation of Audit numbers

We have a problem!



ACCOUNTABILITY – RATE PAYERS & UTILITY



Arkansas – Act 605 of 2021

- Retail Water Suppliers must conduct a Rate Study every 5 years
- Rates must be implemented within 1 year of study completion
- Failure to do so places the provider in Fiscal Distress and hurts funding

Rate Payer Equity

- Rates are going to increase at a minimum every 5 years, most likely annually based on study
- Rate payers being billed accurately are making up the difference for those that are not
- Rate Payer Confidence suffers



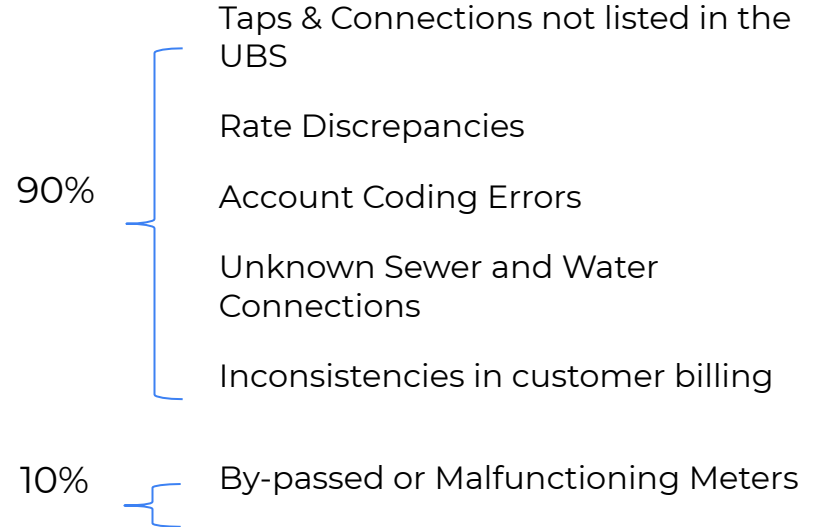
REASONS FOR LOST REVENUE - BILLING



Each year millions of dollars are lost by utilities because of unbilled and/or misbilled utility services.



Unbilled or Misbilled Utility Services



HOW MUCH REVENUE IS BEING LOST? – UTILITY BILLING

Average \$\$ lost per account

\$18.52	<10,000 Accounts
\$19.80	10,001-25,000 Accounts
\$18.67	25,001-50,000 Accounts
\$8.33	50,001-100,000 Accounts
\$8.13	>100,000 Accounts



Increased Revenue per Utility

HARRISON, AR – 7,000 ACCOUNTS

- \$ 106,856.00 - NEW ANNUAL REVENUE / \$ 15.27/ACCOUNT

LAFAYETTE UTILITY SYSTEM – 43,000 ACCOUNTS

- \$ 518,189.00 – NEW ANNUAL REVENUE / \$ 12.05/ACCOUNT

PEARL, MS – 9,000 ACCOUNTS

- \$ 161,391.00 – NEW ANNUAL REVENUE / \$ 17.97/ACCOUNT

WOODLANDS WATER AUTH – 31,000 ACCOUNTS

- \$ 291,652.00 – NEW ANNUAL REVENUE / \$ 9.41/ACCOUNT

BEAUMONT, TX – 42,000 ACCOUNTS

- \$ 1,530,646.00 – NEW ANNUAL REVENUE / \$ 36.44/ACCOUNT

MIAMI BEACH, FL – 13,000 ACCOUNTS

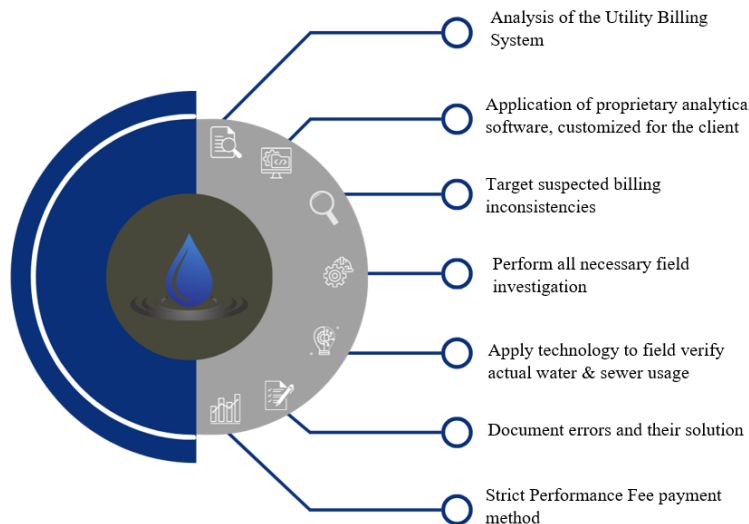
- \$ 1,004,951.00 – NEW ANNUAL REVENUE / \$ 80.52/ACCOUNT

HOT SPRINGS, AR – 31,000 ACCOUNTS

- \$ 386,149.00 – NEW ANNUAL REVENUE / \$ 12.42/ACCOUNT

THE PROGRAM

Water Company of America, through consultation with Department staff, will examine the utility billing system and the distribution and collection systems in the field for accuracy in metering, billing, and collection.



WCA locates this unbilled and misbilled service through a proprietary system analysis, unique to the industry, and subsequent physical investigation of all accounts identified as having potential revenue recovery characteristics.

Performance-Based Payment

Your utility does not pay WCA unless we produce increased revenue for you; our fee structure, compared to the approach of your paying us whether or not we find any deficient accounts, does seem to be in your best interests. It “incentivizes” WCA to do a most thorough analysis of your billing records to maximize revenue recovery. And remember, at the end of the day, the utility keeps a share of the recovered revenue for the revenue sharing period and 100% after that.

WHY NOT WCA?

Performance-Based Payment – No Risk to Utility

Best Practices are commonplace in Government Finance

WCA is a Friend not Foe – Not an Auditor

In the end, it's about being good stewards of the utilities money and ensuring rate payer equity



Utility Revenue Enhancement

ANCILLARY SERVICES OFFERED



- **Water Loss Audits & Validation**

TWDB Certified Water Loss Auditors

- **Cost Benefit Analysis**

Financial Analysis, Return on Investment (ROI)

- **Cost apportionment analysis**

Example: the City is a wholesale customer of or a member agency of a Wastewater/Water Treatment Authority serving multiple Cities

- **Property Water Audits**

When Customer Service Departments are hit with customer high bill complaints to elected officials, one solution is to use WCA for an arm's length third party field audit.

- **Water/Sewer Flow Monitoring**

Metering/Monitoring of industrial or commercial accounts to determine true flow rates for billing purposes

- **Assessment of Current Utility Billing & Metering Systems**

Review & Analysis, Data Integrity, Compliance and Regulatory Review

- **Recommendations for System Improvements**

Metering Technology, Billing System Optimization, Automation, Etc.

- **System Integration & Data Management**

Integration Strategies, Data Security & Privacy

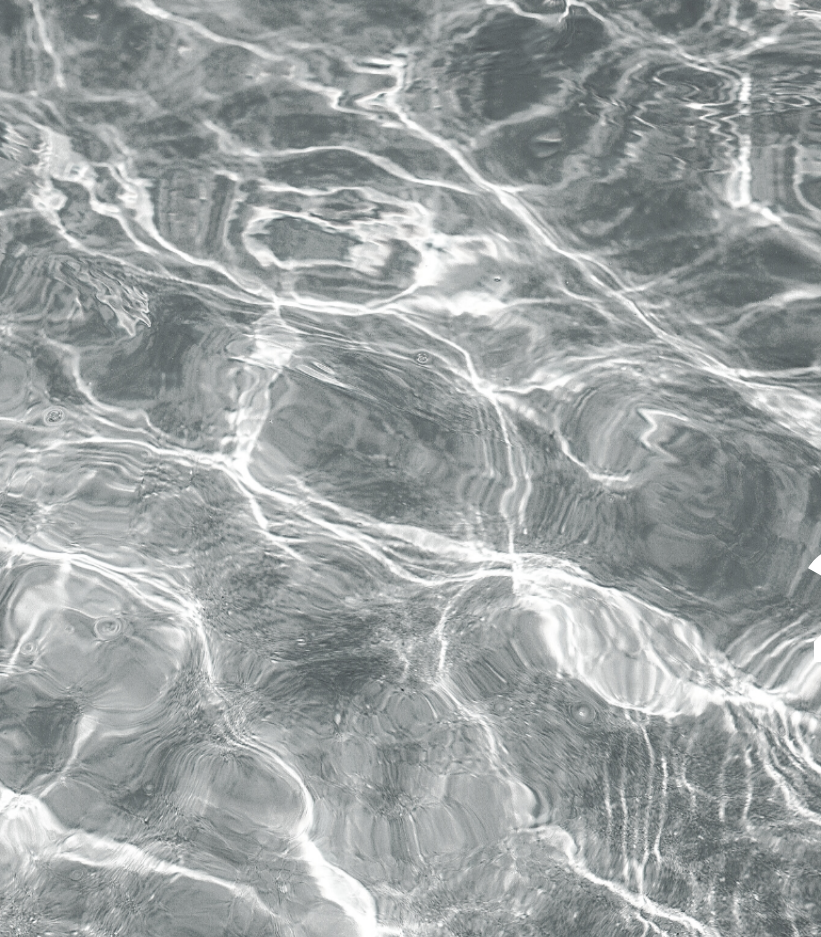
- **Vendor Selection Support**

Vendor Evaluation, Contract Negotiation

- **Implementation Support & Project Management**

- **Customer Experience Enhancement**

Customer Portals, Billing Transparency



PROCUREMENT

- RFP –
Beaumont, Bellmead,
Jacksonville
- Professional Services Contract –
Woodlands Water, Commerce
- Cooperative Purchasing Agreement –
Henderson, Euless



GET IN TOUCH



Shane Sangalli - WCA
Regional Director

shane.s@watercompanyofamerica.com



501.414.1885



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: b.

Agenda Item: City of Huntsville Fiscal Year 2025-2026 Budget Workshop #2

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Scott Swigert, City Manager

Recommended Motion: No motion

Strategic Initiative: Strategic Priority #5, Engagement - Build strong relationships within our organization and community with a focus on our culture of core values as expressed in Service, Trust, Accountability and Respect. Provide a welcoming and collaborative environment that fosters mutual partnership between city government, community organizations and our residents.

Discussion: Provide additional information on the City Manager's Proposed Budget for Fiscal Year 2025-2026 following the first Budget Workshop.

Previous Council Action: City Council met on August 11th, to set the "Not To Exceed" Tax Rate, set September 16th as the date for the Tax Rate Public Hearing and reviewed the FY 2025 - 2026 City Manager's Proposed Budget.

Financial Implications:

Approvals:

Lance Hall

Kristy Doll

Sam Masiel

Scott Swigert

Associated Information:

1. customer impact statement 2025-2026
2. FINAL ONLINE FY 26 CITY MANAGER RECOMMENDED BUDGET

	Fiscal Year 2025 Adopted Budget	Fiscal Year 2026 Budget at Proposed Tax Rate	Fiscal Year 2026 Budget at No-New Revenue Rate	
Total Tax rate (per \$100 of value)	\$0.3445	\$0.3476	\$0.3458	
Average homestead taxable value	\$248,754	\$253,909	\$253,909	
Tax on average homestead	\$856.96	\$882.33	\$878.02	
Change From Prior Year		\$25.37 or 2.96%	\$21.06 or 2.46%	



FY 2026

City Manager's
Recommended Budget

08/07/2025

City of Huntsville- Fiscal Year 2025-2026 Budget Cover Page September 2, 2025

This budget will raise more revenue from property taxes than last year's budget by an amount of \$197,186, which is a 2.14 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$178,869.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2025-2026	2024-2025
Property Tax Rate:	\$0.347500/100	\$0.344500/100
No-New-Revenue Tax Rate:	\$0.345800/100	\$0.314500/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.303400/100	\$0.246000/100
Voter-Approval Tax Rate:	\$0.347700/100	\$0.348300/100
Debt Rate:	\$0.042400/100	\$0.068500/100

Total debt obligation for City of Huntsville- secured by property taxes: \$1,773,468

	Fiscal Year 2025 Adopted Budget	Fiscal Year 2026 Budget at Proposed Tax Rate	Fiscal Year 2026 Budget at No-New Revenue Rate	
Total Tax rate (per \$100 of value)	\$0.3445	\$0.3476	\$0.3458	
Average homestead taxable value	\$248,754	\$253,909	\$253,909	
Tax on average homestead	\$856.96	\$882.33	\$878.02	
Change From Prior Year		\$25.37 or 2.96%	\$21.06 or 2.46%	



CITY OF Huntsville

Incorporated in 1845 under the Republic of Texas

Dear Mayor and City Council,

We are pleased to present the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026. Through a comprehensive and thoughtful process, our dedicated finance team and staff have developed a budget that reflects our organizational values: Service, Trust, Accountability, and Respect (STAR).

The current fiscal year, FY 2024–2025, has been a time of hard work, transition, and strategic assessment. As this was my first budget cycle as the City Manager of Huntsville, I approached it as an opportunity to learn deeply about our city, the services we provide, and how we can improve while maintaining our strong commitment to fiscal responsibility. Rather than simply follow tradition, our team took a fresh, detailed approach to ensure this budget will meet the needs of our community both now and in the future.

The total projected revenue for FY 25–26 is \$106,212,819, with projected expenditures totaling \$105,042,088. This budget reflects a conservative, sustainable approach to growth and operations. Notably, we have consistently exceeded monthly sales tax projections, even amid significant I-45 construction and associated traffic impacts. Despite these challenges, our economic outlook remains strong, and we continue to plan accordingly. Our current projections reflect a budget surplus, which is intended to replenish some of the reserves that have been previously used.

The City Manager's Recommended Budget emphasizes readiness for the future. As Huntsville grows, our services must grow with it. This year's budget includes the addition of three police officers, two new patrol units, a new CID unit, and three new firefighters to help us move closer to national standards in public safety and emergency response.

In addition, this budget includes \$5.6 million in infrastructure investments focused on water and wastewater projects through our Capital Improvement Program. These improvements are critical to addressing aging infrastructure and supporting future development. As Huntsville expands, it's essential that our systems can meet increased demand while maintaining reliability and safety for our residents.

We are also investing in the future of our community spaces and quality of life. The budget includes an additional \$207,000 toward the implementation of our Parks Master Plan, helping us continue to enhance and expand recreational opportunities for residents and visitors. In addition, we've allocated \$50,000 to support the initial implementation of the Downtown Action Plan, a community-driven vision for preserving and revitalizing our historic downtown. This document is a reflection of where we are as a city. We're preparing for growth and a new chapter in Huntsville's future. With population projections showing we'll hit 50,000 by 2030, we know that means new regulations, new challenges, and new expectations for how we operate.

1212 Avenue M • Huntsville, TX 77340-4608 • 936.291.5400 • 936.291.5409 fax • www.huntsvilletx.gov

Our vision for the City of Huntsville is a community that is beautiful, historic, culturally diverse, affordable, safe, and well planned with great opportunity for our citizens

These are exciting times, but they also require strategic thinking, a sustainable approach, and, in keeping with our STAR values, a commitment to planning ahead.

I believe this budget reflects that proactive effort, along with the hard work and dedication by our staff to meet the needs of our community within a fiscally responsible and balanced budget. Many thanks to Lance Hall, Finance Director, and Laurie O'Brien, Budget Manager, for leading this process and helping us put forward a plan that supports Huntsville today and positions us for what's to come. I also want to thank all of our department heads for their leadership throughout this process, and City Council for your continued support and guidance. The budget before you represents my recommended budget for FY 2025–2026, and I believe it sets us on the right path as we prepare for the opportunities and responsibilities ahead.

Respectfully Submitted,

Scott Swigert
City Manager



City of Huntsville
Proposed City Manager Budget
All Funds Summary
FY 25-26



Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
Revenues			
Property Taxes	\$ 8,940,922	\$ 10,584,991	\$ 11,098,468
Sales Tax	\$ 12,543,849	\$ 12,200,000	\$ 13,500,000
Other Taxes	\$ 148,282	\$ 125,000	\$ 155,000
Permits/Licenses/Development Fees	\$ 1,074,491	\$ 972,300	\$ 984,500
Water Service Charges	\$ 22,139,449	\$ 25,002,500	\$ 29,626,637
WasteWater Service Charges	\$ 11,189,113	\$ 13,000,000	\$ 14,844,075
Municipal Court Fines	\$ 884,471	\$ 890,850	\$ 1,047,650
Solid Waste Service Charges	\$ 7,943,921	\$ 8,131,000	\$ 8,382,890
Stormwater Drainage Fees	\$ 282,508	\$ 181,000	\$ 1,740,500
Fees/Charges/Sales	\$ 1,518,720	\$ 1,249,267	\$ 1,308,817
Inter Governmental	\$ 853,269	\$ 899,627	\$ 902,442
Administrative Reimbursements	\$ 6,687,870	\$ 7,119,497	\$ 6,824,291
Interest Earnings	\$ 2,979,922	\$ 1,241,250	\$ 1,645,468
Grants/Reimbursements/Contributions	\$ 343,144	\$ 295,080	\$ 362,380
Other Revenues	\$ 13,250,523	\$ 9,757,723	\$ 10,439,701
Utility Franchise Fees	\$ 2,063,172	\$ 2,200,000	\$ 2,140,000
Hotel / Motel Taxes	\$ 1,079,910	\$ 1,025,000	\$ 1,210,000
Total Revenues	\$ 93,923,539	\$ 94,875,085	\$106,212,819
Expenditures			
Salary/OtherPay/Benefits	\$ 25,775,455	\$ 30,124,356	\$ 31,748,338
Supplies	\$ 3,131,288	\$ 3,217,048	\$ 3,018,889
Maintenance of Structures	\$ 4,255,541	\$ 4,452,925	\$ 4,677,760
Maintenance of Equipment	\$ 1,016,480	\$ 1,052,138	\$ 1,223,623
Service and Utilities	\$ 10,616,014	\$ 11,794,158	\$ 14,551,016
Insurance/Sundry/Elections	\$ 1,634,887	\$ 1,636,450	\$ 1,793,500
Programs/Projects	\$ 5,089,260	\$ 5,351,050	\$ 4,720,236
Land Costs	\$ 0	\$ 0	\$ 0
Capital Outlays	\$ 4,815,318	\$ 4,125,609	\$ 3,916,222
TRA Water Plant	\$ 8,458,313	\$ 9,516,390	\$ 9,531,605
Utility Fund Debt Payments	\$ 3,931,606	\$ 4,409,080	\$ 7,342,869
Debt Service	\$ 2,863,686	\$ 2,869,979	\$ 3,522,122
Future Appropriations/Bad Debt/Depreciation	\$ 6,376,207	\$ 250,000	\$ 125,880
Administrative Reimbursements Out	\$ 8,371,146	\$ 9,080,426	\$ 9,385,734
Interfund Charges/Transfers Out	\$ 5,033,227	\$ 2,693,557	\$ 2,684,929
Transfers to Capital	\$ 7,109,667	\$ 5,908,939	\$ 6,797,865
Improvements	\$ 490	\$ 1,500	\$ 1,500
Total Expenditures	\$ 98,478,584	\$ 96,483,605	\$105,042,088

Reserve Contributions:	\$ 1,170,731
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Revenues Less Expenditures:	\$ 0
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City of Huntsville
Proposed City Manager Budget
FY 25-26
101 General Fund



Estimated 09/30/2025 Unallocated Reserve : \$ 11,843,738

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
411 - Property Taxes	\$ 6,877,787	\$ 8,522,900	\$ 9,300,000
412 - Sales Tax	\$ 12,543,849	\$ 12,200,000	\$ 13,500,000
413 - Franchise-Utilities/Comm	\$ 2,063,172	\$ 2,200,000	\$ 2,140,000
415 - Other Taxes	\$ 148,282	\$ 125,000	\$ 155,000
416 - Permit/Development Fees	\$ 36,521	\$ 32,300	\$ 38,000
417 - Permits and Licenses	\$ 1,037,570	\$ 940,000	\$ 946,500
418 - Municipal Court Fines	\$ 833,041	\$ 835,850	\$ 992,650
419 - Fees/Charges/Sales	\$ 579,634	\$ 449,150	\$ 452,700
422 - Inter Governmental	\$ 246,487	\$ 246,492	\$ 246,487
424 - Intra Governmental	\$ 6,687,870	\$ 7,119,497	\$ 6,824,291
426 - Interest Earnings	\$ 781,567	\$ 400,000	\$ 700,000
428 - Reimbursements	\$ 90,843	\$ 70,000	\$ 70,000
429 - Contributions	\$ 1,616	\$ 1,000	\$ 0
432 - Other	\$ 53,216	\$ 63,500	\$ 55,000
433 - Issue of Debt	\$ 0	\$ 0	\$ 0
434 - Charges to Other Funds	\$ 1,627,020	\$ 1,897,707	\$ 2,488,091
435 - Transfers from Other Funds	\$ 335,037	\$ 53,576	\$ 58,009
Revenues	\$ 33,943,513	\$ 35,156,972	\$ 37,966,728
51 - Salary/Other Pay/Benefits	\$ 19,875,047	\$ 20,727,147	\$ 21,857,264
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 463,122	\$ 1,475,082
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 1,511,381	\$ 795,795
52 - Supplies	\$ 1,072,486	\$ 1,248,568	\$ 1,245,609
53 - Maintenance Structures/Improvements	\$ 2,396,196	\$ 2,446,504	\$ 2,686,060
54 - Maintenance of Equipment	\$ 412,862	\$ 397,937	\$ 461,626
55 - Services and Utilities	\$ 5,254,424	\$ 5,837,955	\$ 6,048,717
56 - Insurance/Sundry/Elections	\$ 888,686	\$ 995,131	\$ 979,600
57 - Programs/Projects	\$ 89,215	\$ 98,950	\$ 171,100
69 - Capital Equipment	\$ 745,626	\$ 212,825	\$ 544,515
90 - Transfer to ISF (New Purchases)	\$ 166,268	\$ 0	\$ 0
91 - Transfers	\$ 1,045,170	\$ 265,000	\$ 500,000
94 - Transfer to ISF (Replacement)	\$ 1,741,029	\$ 678,087	\$ 1,008,991
95 - Transfers to Operating Funds	\$ 927,366	\$ 174,365	\$ 166,489
99 - Reserves	\$ 0	\$ 100,000	\$ 25,880
Expenditures	\$ 34,614,373	\$ 35,156,972	\$ 37,966,728

Revenues Less Expenditures: \$ 0

Estimated 09/30/2026 Unallocated Reserve: \$ 11,843,738

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
101	General Fund			
41101	Current Property Taxes	\$ 6,807,648	\$ 8,422,900	\$ 9,200,000
41102	Delinquent Property Taxes	\$ 10,270	\$ 60,000	\$ 40,000
41103	Tax Penalty & Interest	\$ 59,870	\$ 40,000	\$ 60,000
41201	Sales Tax Revenue	\$ 12,543,849	\$ 12,200,000	\$ 13,500,000
41301	Franchise - Electrical	\$ 1,542,413	\$ 1,600,000	\$ 1,600,000
41302	Franchise - Telephone	\$ 117,100	\$ 150,000	\$ 110,000
41303	Franchise - Gas	\$ 197,734	\$ 270,000	\$ 230,000
41304	Franchise - Telecable	\$ 205,926	\$ 180,000	\$ 200,000
41305	Utility Fund - Use of Right of Way	\$ 1,321,560	\$ 1,563,299	\$ 2,053,986
41306	WW Fund - Use of Right of Way	\$ 0	\$ 0	\$ 0
41307	Solid Waste-Use of Right of Way	\$ 305,460	\$ 334,408	\$ 434,105
41501	Tax on Sale of Mixed Drinks	\$ 139,394	\$ 120,000	\$ 150,000
41503	Payment in Lieu of Taxes	\$ 8,888	\$ 5,000	\$ 5,000
41611	CoC - City Limits	\$ 10,370	\$ 12,500	\$ 10,000
41614	Rezoning			\$ 0
41621	CoC - ETJ	\$ 8,415	\$ 8,000	\$ 8,000
41624	NonConform/Conditnl Use Permits	\$ 0	\$ 0	\$ 0
41631	Plats	\$ 12,686	\$ 10,000	\$ 15,000
41651	Variances	\$ 4,200	\$ 1,500	\$ 4,000
41661	Zoning Changes	\$ 850	\$ 300	\$ 1,000
41701	Mstr & Jnymn Electricians Licen	\$ 0	\$ 0	\$ 0
41702	City Sign Contractors License	\$ 0	\$ 0	\$ 0
41703	Beer, Liquor, Wine License	\$ 13,450	\$ 10,000	\$ 10,000
41704	Building Permits	\$ 385,917	\$ 400,000	\$ 420,000
41705	Electrical Permits	\$ 58,244	\$ 50,000	\$ 65,000
41706	Refrigeration Permits	\$ 42,045	\$ 40,000	\$ 45,000
41707	Plumbing Permits	\$ 54,999	\$ 50,000	\$ 50,000
41708	Miscellaneous Permits	\$ 304,455	\$ 250,000	\$ 275,000
41709	Wrecker/Taxi/Chaufer Permits	\$ 0	\$ 1,000	\$ 1,000
41710	Food Establishment Permits	\$ 67,980	\$ 75,000	\$ 65,000
41711	Construct Trade Registr Permits	\$ 13,920	\$ 9,000	\$ 15,000
41712	Public Improvement Permits - Application Fee	\$ 13,080	\$ 0	\$ 0
41713	Public Improvement Permits - Plans Review Fee	\$ 21,630	\$ 25,000	\$ 0
41714	Private Development Permits - Application Fee	\$ 60,570	\$ 30,000	\$ 0
41715	Private Development Permits - Plans Review Fee	\$ 780	\$ 0	\$ 0
41716	ETJ Dis Annexation Application Fee	\$ 500	\$ 0	\$ 500
41717	Engineering Permits			\$ 0
41801	Municipal Court Fines	\$ 792,080	\$ 800,000	\$ 950,000
41803	Collection Agency Fees	\$ 0	\$ 0	\$ 0
41804	Municipal Court Extension Fee	\$ 173	\$ 500	\$ 150
41805	Juvenile Case Coordinator Fees	\$ 551	\$ 1,000	\$ 500
41808	Judicial Efficiency Fees	\$ 8,396	\$ 6,500	\$ 8,500
41809	TXSBLT Fees	\$ 625	\$ 800	\$ 1,000
41810	Omnibase F t A - City Revenue	\$ 2,088	\$ 1,700	\$ 2,000
41811	Local Youth Diversion Fee	\$ 28,559	\$ 25,000	\$ 30,000
41812	Truant Conduct	\$ 0	\$ 0	\$ 0
41813	Municipal Jury Fees	\$ 569	\$ 350	\$ 500
41814	Local Youth Diversion Admin Fee			\$ 0
41903	Library Card Fees	\$ 681	\$ 150	\$ 500
41904	Food Handlers Fees	\$ 0	\$ 0	\$ 0
41905	Miscellaneous Fees	\$ 1,130	\$ 1,500	\$ 2,000
41907	Copier Fees	\$ 4,687	\$ 3,500	\$ 5,000
41908	Returned Check Fees	\$ 105	\$ 300	\$ 0
41909	Library Fines/Misc Fees	\$ 4,594	\$ 4,000	\$ 4,500
41910	Program Fees	\$ 22,953	\$ 15,000	\$ 25,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
41912	Passport Fees	\$ 0	\$ 0	\$ 0
41913	Proceeds from Auction	\$ 0	\$ 0	\$ 0
41914	Alarm Revenue - Police	\$ 21,554	\$ 20,000	\$ 25,000
41915	Driveway & Culvert	\$ 12,514	\$ 5,000	\$ 5,000
41916	Use of City Equipment or Labor	\$ 86,821	\$ 60,000	\$ 60,000
41917	Building/Park Rentals	\$ 28,950	\$ 20,000	\$ 25,000
41924	Accident/Offense Reports	\$ 4,397	\$ 3,000	\$ 3,000
41925	Lease of City Property	\$ 31,908	\$ 25,000	\$ 35,000
41926	Health Reinspection	\$ 2,520	\$ 4,000	\$ 2,500
41927	Fingerprint Fees	\$ 956	\$ 1,000	\$ 500
41928	Sale of City Property	\$ 80,599	\$ 0	\$ 0
41929	FD Svcs-Veh Extr, Haz Mat, etc.	\$ 4,847	\$ 4,000	\$ 0
41930	Fire CPR Training			\$ 0
41931	Inspection - Use City Labor	\$ 3,300	\$ 500	\$ 3,000
41935	Paid Parking Fees	\$ 155,942	\$ 200,000	\$ 160,000
41937	Swimming Fees & Passes	\$ 33,409	\$ 25,000	\$ 35,000
41938	Swimming Pool Rental	\$ 1,947	\$ 1,000	\$ 1,000
41939	Swim Pool Concessions & Vending	\$ 4,977	\$ 5,100	\$ 5,100
41940	Tennis in the Park - Fees	\$ 0	\$ 0	\$ 0
41945	Church BB Tourn. Fees&Concessns	\$ 0	\$ 0	\$ 0
41946	Open Gym Fees	\$ 0	\$ 0	\$ 0
41948	Library Room Rental	\$ 2,337	\$ 1,000	\$ 500
41949	Tour Fees - "Adventure Guides"	\$ 58	\$ 100	\$ 100
41950	Gift Shop Sales	\$ 0	\$ 0	\$ 0
41960	Sales - Cemetery Space	\$ 42,030	\$ 25,000	\$ 25,000
41961	Cemetery Filing Fees	\$ 43	\$ 0	\$ 0
41971	Grant Adm. Fees - Comm. Dvlp.	\$ 0	\$ 0	\$ 0
41980	Card Processing Fees	\$ 26,462	\$ 25,000	\$ 30,000
42201	County (Fire Service)	\$ 246,487	\$ 246,492	\$ 246,487
42401	Administrative Reimbursement	\$ 2,796,419	\$ 3,287,374	\$ 3,272,153
42402	AdminCost Reimb - Fleet	\$ 405,987	\$ 356,516	\$ 371,215
42403	AdminCost Reimb-Planning&Develop	\$ 2,446,905	\$ 2,483,412	\$ 2,561,357
42404	AdminCost Reimb - Info Svcs	\$ 1,038,559	\$ 992,195	\$ 619,566
42601	Interest - Checking	\$ 0	\$ 0	\$ 0
42602	Interest Income	\$ 781,567	\$ 400,000	\$ 700,000
42605	Interest - Special Funds	\$ 0	\$ 0	\$ 0
42801	Grants	\$ 90,843	\$ 70,000	\$ 70,000
42804	Disaster Relief - Fed Govt	\$ 0	\$ 0	\$ 0
42805	Disaster Relief - State Govt	\$ 0	\$ 0	\$ 0
42808	From County - Dispatch Rfnd	\$ 0	\$ 0	\$ 0
42905	Contributions	\$ 0	\$ 0	\$ 0
42906	Contributions - Main Street	\$ 420	\$ 0	\$ 0
42910	Contributions - Library Dons.	\$ 309	\$ 0	\$ 0
42911	Contributions - Library Memorial	\$ 0	\$ 0	\$ 0
42918	Visitors Center - Donations	\$ 887	\$ 1,000	\$ 0
42925	Hntsvll Beautification Contribs	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 45,948	\$ 50,000	\$ 50,000
43202	Over/Short	\$ 40	\$ 0	\$ 0
43205	Mainstreet Fundraiser Revenues	\$ 7,307	\$ 13,500	\$ 5,000
43209	Gain/Loss - Sale of Security	\$ 0	\$ 0	\$ 0
43210	Golf Course Lease	\$ 0	\$ 0	\$ 0
43301	Proceeds - Issue of Debt	\$ 0	\$ 0	\$ 0
43302	Bond/CO Premium Proceeds	\$ 0	\$ 0	\$ 0
43404	Charge to Wstwr Fund			\$ 0
43503	Transfer from Utility Fund	\$ 13,104	\$ 12,027	\$ 12,083
43504	Transfer from Wastewater Fund	\$ 0	\$ 0	\$ 0
43505	Transfer from Solid Waste Fund	\$ 12,980	\$ 12,445	\$ 15,110

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
43509	Transfer from CIP	\$ 180,419	\$ 0	\$ 0
43511	Transfer from H/M Tax-Tourism&Vis Cntr	\$ 0	\$ 0	\$ 169
43512	Transfer Stormwater Drain Fd			\$ 338
43513	Transfer - Court Tech Fund	\$ 0	\$ 0	\$ 0
43514	Transfer from Street SRF	\$ 0	\$ 0	\$ 0
43516	Transfer from Oakwood Cemetery Endowment Fund	\$ 0	\$ 0	\$ 0
43519	Transfer from FD Equip Replace	\$ 0	\$ 0	\$ 0
43521	Transfer - Police Forfeiture	\$ 0	\$ 0	\$ 0
43522	Transfer from Library SRF	\$ 0	\$ 0	\$ 0
43523	Transfer from Debt Service Fund	\$ 0	\$ 0	\$ 0
43526	Transfr from Other H/M Tax Funds	\$ 0	\$ 0	\$ 0
43527	Transfer from TIRZ Fund	\$ 0	\$ 0	\$ 0
43530	Trnsfr from Computer Equip Rplc	\$ 0	\$ 0	\$ 0
43532	Transfer - Court Security Fund	\$ 28,050	\$ 29,104	\$ 30,309
43533	Transfer from Arts Center SRF	\$ 0	\$ 0	\$ 0
43534	Transfer from HOME Grant Fund	\$ 69,020	\$ 0	\$ 0
43536	Transfer from PEB Trust - Medical Fund	\$ 10,150	\$ 0	\$ 0
43537	Transfer from Huntsville Beautification SRF	\$ 21,314	\$ 0	\$ 0
43560	Transfer from Cemetery Endow	\$ 0	\$ 0	\$ 0
49000	Project/Conversion/Corrections	\$ 0	\$ 0	\$ 0
Total		\$ 33,943,513	\$ 35,156,972	\$ 37,966,728
Total General Fund		\$ 33,943,513	\$ 35,156,972	\$ 37,966,728
1101 Nondepartmental General Fund				
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 1,511,381	\$ 795,795
52280	Disaster - Materials/Supplies	\$ 45,571	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55074	Paid Parking Adm Exps - MobileNOW	\$ 37,346	\$ 40,000	\$ 40,000
55226	Refund Prior Year Property Taxes	\$ 0	\$ 0	\$ 0
56010	Insurance Policies - other than Auto	\$ 205,699	\$ 306,631	\$ 315,000
56012	Insurance Policies - Auto	\$ 68,119	\$ 90,000	\$ 100,000
56060	Retiree Health Insur Premiums	\$ 416,850	\$ 391,800	\$ 402,000
56120	Miscellaneous Expense	\$ 85,527	\$ 65,000	\$ 12,000
67010	Land Acquisition	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 0	\$ 0	\$ 0
91230	Transfer to CIP Program	\$ 1,045,170	\$ 265,000	\$ 500,000
91260	Transfer to Debt Service	\$ 0	\$ 0	\$ 0
91925	Transfer to Economic Development	\$ 0	\$ 0	\$ 0
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
94306	Transfer - Equip Replace Fund	\$ 1,344,190	\$ 400,510	\$ 646,826
94307	Transfer - Fire Equipment	\$ 25,000	\$ 0	\$ 0
94309	Transfer - Computer Replace Fd	\$ 371,839	\$ 277,577	\$ 362,165
95220	Transfer to Utility Fund	\$ 0	\$ 0	\$ 0
95602	Transfer to Court Technology Fund	\$ 0	\$ 0	\$ 0
95606	Transfer to H/M Tax SRF			\$ 0
95609	Transfer to Airport SRF	\$ 685,000	\$ 0	\$ 0
95611	Transfer to Library Grants SRF	\$ 0	\$ 0	\$ 0
95612	Transfer to Police SRO Fund	\$ 152,662	\$ 174,365	\$ 166,489
95618	Transfer to Arts & Visitor Center SRF	\$ 89,704	\$ 0	\$ 0
95619	Transfer to LEOSE SRF	\$ 0	\$ 0	\$ 0
97173	Transfer to Police Grant SRF	\$ 0	\$ 0	\$ 0
98110	Transfer - Capital Project	\$ 0	\$ 0	\$ 0
98130	Transfer to HOME Grant SRF	\$ 0	\$ 0	\$ 0
99100	Future Appropriations	\$ 0	\$ 100,000	\$ 25,880
Total		\$ 4,572,676	\$ 3,622,264	\$ 3,366,155

1111 Debt Payments-General Fund

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
82090	Anticipation Note Principal	\$ 0	\$ 0	\$ 0
82100	Anticipation Note Interest	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
112 City Council				
51111	Salaries - Full Time	\$ 2,110	\$ 2,520	\$ 2,520
51200	MissionSquare FKA ICMA Retirement Expense			\$ 0
51201	TMRs Retirement	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2	\$ 9	\$ 9
51205	Medicare Tax	\$ 31	\$ 41	\$ 41
51206	Unemployment Comp Insur	\$ 20	\$ 40	\$ 40
52120	Reproduction & Printing	\$ 7,892	\$ 850	\$ 1,850
52129	Reception Expenses	\$ 197	\$ 2,500	\$ 7,250
52130	Other Supplies	\$ 2,316	\$ 1,000	\$ 2,000
52134	City Council Expenses	\$ 5,550	\$ 6,200	\$ 6,200
55034	Communication & Data Services	\$ 187	\$ 720	\$ 720
55040	Electric	\$ 1,459	\$ 1,500	\$ 1,500
55070	Purchased Services/Contracts	\$ 93,019	\$ 98,250	\$ 98,250
55075	Payments to Council Members	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 8,768	\$ 22,000	\$ 46,000
55085	Community Relations	\$ 6,617	\$ 8,000	\$ 10,250
55090	Memberships/Subscriptions	\$ 8,218	\$ 13,430	\$ 28,715
55091	ARP - funding to other Organizations	\$ 0	\$ 0	\$ 0
55092	ARP - Administration & Contingency	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges			\$ 0
55236	Public Communications/City Connection	\$ 16	\$ 150	\$ 150
55530	Channel 7 Contract	\$ 0	\$ 0	\$ 0
55889	Special Studies	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 24,050
62251	Land/Easement Acquisition	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 136,402	\$ 157,210	\$ 229,545
113 Office of City Manager				
51111	Salaries - Full Time	\$ 429,218	\$ 432,648	\$ 478,317
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 1,533	\$ 1,680	\$ 1,008
51124	Allowances-Clothing/Cell Phone	\$ 1,928	\$ 1,920	\$ 1,920
51125	Auto Allowance	\$ 12,728	\$ 12,600	\$ 15,600
51127	Tool Allowance	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 168	\$ 500	\$ 500
51200	MissionSquare FKA ICMA Retirement Expense	\$ 7,529	\$ 7,500	\$ 11,943
51201	TMRs Retirement	\$ 89,954	\$ 91,264	\$ 101,710
51202	Health Insurance	\$ 30,600	\$ 30,603	\$ 30,603
51203	Disability Insurance	\$ 300	\$ 188	\$ 188
51204	Workers Comp Insur	\$ 534	\$ 542	\$ 501
51205	Medicare Tax	\$ 6,199	\$ 6,518	\$ 7,213
51206	Unemployment Comp Insur	\$ 351	\$ 380	\$ 372
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 79,127
52010	Office Supplies	\$ 4,433	\$ 4,000	\$ 4,000
52130	Other Supplies	\$ 30	\$ 3,000	\$ 3,000
52133	Economic Development Expenses	\$ 0	\$ 0	\$ 0
52610	Office Furnishings/Equip	\$ 0	\$ 500	\$ 500
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 133	\$ 130	\$ 0
55070	Purchased Services/Contracts	\$ 73,642	\$ 75,000	\$ 44,372

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55080	Travel & Training	\$ 14,076	\$ 12,000	\$ 12,000
55084	City Promotional Items	\$ 0	\$ 0	\$ 0
55085	Community Relations	\$ 0	\$ 0	\$ 2,250
55087	Community Relations - State & Other	\$ 0	\$ 0	\$ 0
55088	COVID-19 specific related	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 10,459	\$ 7,385	\$ 6,568
55120	Mileage & Miscellaneous Meals	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 483	\$ 540	\$ 540
55941	Moving Expenses Reimbursement	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 21,000
69999	Decision Packages for Discussion			\$ 0
Total		\$ 684,298	\$ 688,898	\$ 823,232
114 Office of City Secretary				
51111	Salaries - Full Time	\$ 193,492	\$ 206,066	\$ 218,727
51118	Salaries - Part Time	\$ 5,816	\$ 0	\$ 0
51121	Longevity	\$ 214	\$ 336	\$ 480
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51125	Auto Allowance	\$ 4,820	\$ 4,800	\$ 7,200
51130	Overtime	\$ 281	\$ 0	\$ 0
51201	TMRS Retirement	\$ 40,133	\$ 42,897	\$ 46,303
51202	Health Insurance	\$ 20,844	\$ 20,994	\$ 20,402
51203	Disability Insurance	\$ 103	\$ 0	\$ 909
51204	Workers Comp Insur	\$ 245	\$ 255	\$ 229
51205	Medicare Tax	\$ 2,718	\$ 3,064	\$ 3,284
51206	Unemployment Comp Insur	\$ 427	\$ 356	\$ 358
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 24,101
52010	Office Supplies	\$ 1,765	\$ 1,650	\$ 3,882
52120	Reproduction & Printing	\$ 0	\$ 350	\$ 350
52130	Other Supplies	\$ 1,819	\$ 350	\$ 3,000
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 47	\$ 100	\$ 0
55070	Purchased Services/Contracts	\$ 9,596	\$ 14,450	\$ 17,000
55080	Travel & Training	\$ 4,564	\$ 9,300	\$ 9,300
55090	Memberships/Subscriptions	\$ 3,267	\$ 4,403	\$ 4,365
55195	Cellular Phone Charges	\$ 965	\$ 1,640	\$ 2,840
55510	Bank/Paying Agent Fees	\$ 82	\$ 0	\$ 0
55610	Microfilming Services	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56020	Elections	\$ 18,097	\$ 27,500	\$ 45,000
56030	Legal Advertising	\$ 473	\$ 4,500	\$ 4,500
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 309,768	\$ 343,011	\$ 412,230
115 Office of City Attorney				
51111	Salaries - Full Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51206	Unemployment Comp Insur	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion			\$ 195,974
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54110	Book Replacement	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 0	\$ 0
55060	Attorney Fees/Court Costs	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 238,772	\$ 350,000	\$ 90,000
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 238,772	\$ 350,000	\$ 285,974
117 Office of City Judge				
51111	Salaries - Full Time	\$ 73,760	\$ 74,202	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 88	\$ 89	\$ 0
51205	Medicare Tax	\$ 1,070	\$ 1,076	\$ 0
51206	Unemployment Comp Insur	\$ 117	\$ 117	\$ 0
51999	Decision Packages for Discussion			\$ 0
52080	Educational	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55060	Attorney Fees/Court Costs	\$ 0	\$ 500	\$ 500
55070	Purchased Services/Contracts	\$ 29	\$ 100	\$ 74,296
55080	Travel & Training	\$ 523	\$ 950	\$ 1,900
55090	Memberships/Subscriptions	\$ 158	\$ 155	\$ 230
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 75,744	\$ 77,189	\$ 76,926
150 Human Resources				
51111	Salaries - Full Time	\$ 362,264	\$ 380,818	\$ 342,626
51117	SHSU Intern/Student	\$ 41,880	\$ 55,695	\$ 30,000
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 1,004	\$ 1,248	\$ 1,584
51124	Allowances-Clothing/Cell Phone	\$ 1,564	\$ 1,680	\$ 960
51125	Auto Allowance	\$ 4,220	\$ 4,800	\$ 8,400
51126	License Pay (Certification/Bilingual)	\$ 2,410	\$ 2,400	\$ 2,400
51130	Overtime	\$ 664	\$ 1,000	\$ 1,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 75,032	\$ 79,607	\$ 73,002
51202	Health Insurance	\$ 49,110	\$ 50,773	\$ 40,572
51203	Disability Insurance	\$ 193	\$ 121	\$ 120
51204	Workers Comp Insur	\$ 552	\$ 518	\$ 389
51205	Medicare Tax	\$ 5,013	\$ 6,217	\$ 5,613
51206	Unemployment Comp Insur	\$ 833	\$ 732	\$ 619
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,772	\$ 3,100	\$ 2,500
52031	Clothing - Safety Gear	\$ 23,144	\$ 23,100	\$ 24,000
52040	Fuel	\$ 1,057	\$ 1,200	\$ 0
52120	Reproduction & Printing	\$ 0	\$ 500	\$ 500
52130	Other Supplies	\$ 575	\$ 2,000	\$ 2,000
52132	Safety Program Expenses	\$ 7,551	\$ 11,000	\$ 15,000
52200	Non Capital Equipment Purchases	\$ 1,204	\$ 0	\$ 0
52600	Employee Recognition	\$ 13,518	\$ 25,000	\$ 25,000
52601	Benefits Fair	\$ 0	\$ 0	\$ 0
52602	Wellness Program	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 402	\$ 800	\$ 0
54999	Decision Packages for Discussion			\$ 0
55017	Intern/Special Pay Program	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 73	\$ 200	\$ 0
55070	Purchased Services/Contracts	\$ 90,797	\$ 27,800	\$ 23,350
55080	Travel & Training	\$ 3,102	\$ 5,000	\$ 10,000
55081	Organization Training	\$ 5,018	\$ 7,500	\$ 7,500
55086	Job Fair Registration/Exps	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 1,669	\$ 1,500	\$ 1,500
55120	Mileage & Miscellaneous Meals	\$ 0	\$ 0	\$ 0
55130	Service Awards	\$ 4,966	\$ 5,000	\$ 5,500
55195	Cellular Phone Charges	\$ 508	\$ 600	\$ 600
55720	Employee Physicals/Testing	\$ 11,805	\$ 15,000	\$ 15,000
55735	Random Drug Testing	\$ 0	\$ 0	\$ 0
55880	Employee Compensation Studies	\$ 0	\$ 0	\$ 0
55889	Special Studies	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56010	Insurance Policies - other than Auto	\$ 0	\$ 0	\$ 0
56012	Insurance Policies - Auto			\$ 0
56015	Insurance Deductibles	\$ 25,376	\$ 25,000	\$ 25,000
56030	Legal Advertising	\$ 435	\$ 2,200	\$ 2,000
56050	Liability Claims Pd by City	\$ 4,004	\$ 5,000	\$ 5,000
56070	Tuition Reimbursement	\$ 6,000	\$ 10,000	\$ 9,000
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 747,713	\$ 757,109	\$ 680,735
210 Finance				
51111	Salaries - Full Time	\$ 551,841	\$ 603,903	\$ 608,447
51121	Longevity	\$ 3,402	\$ 3,744	\$ 3,984
51125	Auto Allowance	\$ 5,020	\$ 4,800	\$ 4,800
51130	Overtime	\$ 1,159	\$ 2,000	\$ 500
51201	TMRs Retirement	\$ 113,386	\$ 124,798	\$ 126,330
51202	Health Insurance	\$ 65,200	\$ 72,237	\$ 72,597
51203	Disability Insurance	\$ 3,121	\$ 1,951	\$ 2,526
51204	Workers Comp Insur	\$ 673	\$ 742	\$ 621
51205	Medicare Tax	\$ 7,659	\$ 8,913	\$ 8,962
51206	Unemployment Comp Insur	\$ 819	\$ 894	\$ 878
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 5,415	\$ 6,500	\$ 5,000
52120	Reproduction & Printing	\$ 3,242	\$ 5,800	\$ 5,800
52200	Non Capital Equipment Purchases	\$ 3,984	\$ 1,500	\$ 4,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 66	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 9,064	\$ 3,000	\$ 5,000
55080	Travel & Training	\$ 3,039	\$ 7,900	\$ 12,000
55090	Memberships/Subscriptions	\$ 2,152	\$ 2,381	\$ 1,530
55195	Cellular Phone Charges	\$ 687	\$ 1,200	\$ 2,604
55510	Bank/Paying Agent Fees	\$ 2,700	\$ 2,000	\$ 3,500
55520	Appraisal/Collection Contract	\$ 231,676	\$ 229,269	\$ 304,242
55575	Software - Support Services	\$ 80	\$ 2,282	\$ 2,007
55620	Annual Audit Contract	\$ 54,000	\$ 55,000	\$ 55,000
55770	Financial Services	\$ 14,185	\$ 17,210	\$ 17,210
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56030	Legal Advertising	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 1,082,571	\$ 1,158,024	\$ 1,247,538
216	Office Services			
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 3,966	\$ 4,200	\$ 6,200
52020	Postage	\$ 24,218	\$ 30,000	\$ 25,000
52040	Fuel	\$ 0	\$ 0	\$ 0
52120	Reproduction & Printing	\$ 403	\$ 1,500	\$ 750
52130	Other Supplies	\$ 0	\$ 0	\$ 4,500
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52610	Office Furnishings/Equip	\$ 0	\$ 2,500	\$ 2,500
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55011	Postage Meter	\$ 6,335	\$ 9,000	\$ 8,000
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55170	Contract Printing	\$ 2,196	\$ 5,000	\$ 2,500
55562	Copier Contracts	\$ 34,426	\$ 30,000	\$ 38,000
55630	Rug Rental	\$ 14,743	\$ 15,000	\$ 15,000
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 86,288	\$ 97,200	\$ 102,450
231	Municipal Court			
51111	Salaries - Full Time	\$ 219,200	\$ 235,600	\$ 249,570
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 20,552	\$ 19,500	\$ 19,989
51121	Longevity	\$ 1,624	\$ 1,872	\$ 2,400
51126	License Pay (Certification/Bilingual)	\$ 4,105	\$ 4,200	\$ 4,500
51130	Overtime	\$ 1,052	\$ 3,900	\$ 3,900
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 45,586	\$ 49,880	\$ 53,248
51202	Health Insurance	\$ 47,967	\$ 51,365	\$ 41,392
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 296	\$ 322	\$ 285
51205	Medicare Tax	\$ 3,346	\$ 3,848	\$ 4,069
51206	Unemployment Comp Insur	\$ 723	\$ 778	\$ 785
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 6,384	\$ 7,000	\$ 7,000
52040	Fuel	\$ 0	\$ 0	\$ 0
52080	Educational	\$ 0	\$ 252	\$ 0
52120	Reproduction & Printing	\$ 2,267	\$ 2,500	\$ 2,500
52130	Other Supplies	\$ 0	\$ 600	\$ 600
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 113	\$ 150	\$ 0
55034	Communication & Data Services	\$ 0	\$ 0	\$ 0
55045	Bldg Overhead Justice Center	\$ 8,220	\$ 8,000	\$ 8,500
55060	Attorney Fees/Court Costs	\$ 0	\$ 600	\$ 600
55061	Jury Costs	\$ 72	\$ 632	\$ 632
55070	Purchased Services/Contracts	\$ 611	\$ 2,164	\$ 2,258
55080	Travel & Training	\$ 3,312	\$ 4,500	\$ 4,500

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55090	Memberships/Subscriptions	\$ 622	\$ 350	\$ 350
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55510	Bank/Paying Agent Fees	\$ 22,217	\$ 15,500	\$ 22,500
55999	Decision Packages for Discussion			\$ 0
69040	Motor Vehicles	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 388,270	\$ 413,513	\$ 429,578
234 Purchasing				
51111	Salaries - Full Time	\$ 73,213	\$ 74,507	\$ 78,279
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 123	\$ 192	\$ 192
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 14,952	\$ 15,318	\$ 16,048
51202	Health Insurance	\$ 10,200	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 879	\$ 550	\$ 550
51204	Workers Comp Insur	\$ 89	\$ 92	\$ 80
51205	Medicare Tax	\$ 996	\$ 1,094	\$ 1,139
51206	Unemployment Comp Insur	\$ 117	\$ 120	\$ 120
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 239	\$ 400	\$ 400
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 17	\$ 50	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 74	\$ 750	\$ 4,000
55090	Memberships/Subscriptions	\$ 1,544	\$ 1,100	\$ 1,100
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 480
55999	Decision Packages for Discussion			\$ 40,000
56030	Legal Advertising	\$ 3,382	\$ 3,500	\$ 3,500
69999	Decision Packages for Discussion			\$ 0
Total		\$ 106,547	\$ 108,594	\$ 156,089
320 Public Works Administration				
51111	Salaries - Full Time	\$ 319,054	\$ 325,851	\$ 340,286
51121	Longevity	\$ 1,985	\$ 2,112	\$ 2,256
51124	Allowances-Clothing/Cell Phone	\$ 1,687	\$ 1,680	\$ 1,680
51125	Auto Allowance	\$ 9,063	\$ 9,000	\$ 9,000
51126	License Pay (Certification/Bilingual)	\$ 1,506	\$ 1,500	\$ 1,500
51130	Overtime	\$ 1,140	\$ 500	\$ 500
51201	TMRS Retirement	\$ 67,523	\$ 69,186	\$ 72,646
51202	Health Insurance	\$ 30,600	\$ 30,603	\$ 30,603
51203	Disability Insurance	\$ 577	\$ 361	\$ 550
51204	Workers Comp Insur	\$ 401	\$ 411	\$ 357
51205	Medicare Tax	\$ 4,435	\$ 4,942	\$ 5,153
51206	Unemployment Comp Insur	\$ 351	\$ 386	\$ 388
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 2,632	\$ 3,150	\$ 3,150
52030	Clothing	\$ 237	\$ 964	\$ 500
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55030	Long Distance/Circuit Ch	\$ 20	\$ 100	\$ 0
55034	Communication & Data Services	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 12,743	\$ 14,515	\$ 14,515
55080	Travel & Training	\$ 6,019	\$ 7,000	\$ 7,000
55090	Memberships/Subscriptions	\$ 2,183	\$ 2,152	\$ 1,650
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 462,157	\$ 474,413	\$ 491,734
323 Streets				
51111	Salaries - Full Time	\$ 531,142	\$ 628,051	\$ 643,343
51115	Seasonal	\$ 0	\$ 0	\$ 30,000
51118	Salaries - Part Time	\$ 0	\$ 44,275	\$ 0
51121	Longevity	\$ 4,823	\$ 5,376	\$ 4,704
51124	Allowances-Clothing/Cell Phone	\$ 3,163	\$ 3,120	\$ 3,120
51126	License Pay (Certification/Bilingual)	\$ 6,376	\$ 6,300	\$ 7,500
51130	Overtime	\$ 18,466	\$ 22,000	\$ 22,000
51201	TMRS Retirement	\$ 113,878	\$ 135,035	\$ 139,200
51202	Health Insurance	\$ 103,515	\$ 134,295	\$ 133,575
51203	Disability Insurance	\$ 1,231	\$ 850	\$ 347
51204	Workers Comp Insur	\$ 9,499	\$ 12,945	\$ 9,647
51205	Medicare Tax	\$ 7,685	\$ 10,288	\$ 10,312
51206	Unemployment Comp Insur	\$ 1,512	\$ 1,825	\$ 1,817
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 242,596
52010	Office Supplies	\$ 332	\$ 350	\$ 350
52030	Clothing	\$ 6,820	\$ 9,032	\$ 8,000
52031	Clothing - Safety Gear	\$ 2,813	\$ 5,454	\$ 4,000
52040	Fuel	\$ 42,909	\$ 50,000	\$ 45,000
52050	Minor Tools/Instruments	\$ 664	\$ 1,600	\$ 1,000
52060	Cleaning Supplies	\$ 2,043	\$ 1,900	\$ 1,900
52070	Chemical Supplies	\$ 1,287	\$ 1,800	\$ 1,800
52100	Traffic Supplies	\$ 18,315	\$ 20,000	\$ 30,000
52130	Other Supplies	\$ 881	\$ 500	\$ 750
52200	Non Capital Equipment Purchases	\$ 3,635	\$ 7,154	\$ 5,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53050	Maint-Street/Curbs/Gutters	\$ 110,647	\$ 227,604	\$ 225,000
53051	Street Infrastructure Project	\$ 1,995,568	\$ 2,000,000	\$ 2,250,000
53053	Street Lighting	\$ 2,441	\$ 4,000	\$ 4,000
53160	Sidewalks Maintenance	\$ 1,360	\$ 3,000	\$ 3,000
53170	Street Sign Replacement	\$ 4,913	\$ 15,000	\$ 0
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 107,520	\$ 75,950	\$ 100,000
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 300	\$ 0
55030	Long Distance/Circuit Ch	\$ 28	\$ 50	\$ 0
55034	Communication & Data Services	\$ 5,605	\$ 7,500	\$ 5,500
55040	Electric	\$ 276,156	\$ 311,278	\$ 320,000
55070	Purchased Services/Contracts	\$ 64,318	\$ 99,293	\$ 90,000
55080	Travel & Training	\$ 2,649	\$ 5,000	\$ 5,000
55090	Memberships/Subscriptions	\$ 298	\$ 315	\$ 315
55195	Cellular Phone Charges	\$ 388	\$ 480	\$ 276
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57100	Street Light Installation	\$ 0	\$ 5,000	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69040	Motor Vehicles	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
90300	New Vehicle & Equipment Purchases	\$ 166,268	\$ 0	\$ 0
Total		\$ 3,619,148	\$ 3,856,920	\$ 4,349,052
388	Warehouse			
51111	Salaries - Full Time	\$ 45,991	\$ 45,469	\$ 46,613
51121	Longevity	\$ 450	\$ 480	\$ 528
51126	License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 2,562	\$ 2,000	\$ 2,000
51201	TMRS Retirement	\$ 9,892	\$ 9,740	\$ 10,050
51202	Health Insurance	\$ 10,200	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 1,106	\$ 1,085	\$ 876
51205	Medicare Tax	\$ 604	\$ 696	\$ 713
51206	Unemployment Comp Insur	\$ 117	\$ 150	\$ 150
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 623	\$ 700	\$ 700
52030	Clothing	\$ 572	\$ 824	\$ 775
52031	Clothing - Safety Gear	\$ 69	\$ 222	\$ 150
52200	Non Capital Equipment Purchases	\$ 0	\$ 1,500	\$ 0
52270	Non Controlled-Phys Count Differ	\$ 0	\$ 0	\$ 0
52329	Controlled-Auction/Scrap	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 63	\$ 61	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 150	\$ 150
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 72,248	\$ 73,278	\$ 72,906
389	Garage/Fleet Services			
51111	Salaries - Full Time	\$ 300,269	\$ 344,236	\$ 366,472
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 29,876	\$ 27,009	\$ 27,009
51121	Longevity	\$ 1,286	\$ 1,584	\$ 1,824
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 720
51126	License Pay (Certification/Bilingual)	\$ 2,788	\$ 3,000	\$ 3,600
51127	Tool Allowance	\$ 4,376	\$ 5,760	\$ 4,800
51130	Overtime	\$ 12,827	\$ 12,000	\$ 12,000
51201	TMRS Retirement	\$ 64,998	\$ 74,603	\$ 79,639
51202	Health Insurance	\$ 55,250	\$ 61,206	\$ 61,206
51203	Disability Insurance	\$ 1,529	\$ 956	\$ 1,930
51204	Workers Comp Insur	\$ 6,684	\$ 7,717	\$ 6,365
51205	Medicare Tax	\$ 4,815	\$ 5,722	\$ 6,043
51206	Unemployment Comp Insur	\$ 943	\$ 1,074	\$ 1,077
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 2,189	\$ 1,750	\$ 1,750
52030	Clothing	\$ 5,679	\$ 5,789	\$ 6,000
52031	Clothing - Safety Gear	\$ 3,680	\$ 3,816	\$ 3,500
52040	Fuel	\$ 10,799	\$ 11,000	\$ 12,000
52050	Minor Tools/Instruments	\$ 4,211	\$ 4,815	\$ 5,000
52060	Cleaning Supplies	\$ 5,623	\$ 5,500	\$ 5,500
52130	Other Supplies	\$ 0	\$ 0	\$ 0
52200	Non Capital Equipment Purchases	\$ 6,419	\$ 7,900	\$ 7,500
52250	Garage Supplies	\$ 15,878	\$ 14,000	\$ 15,000
52270	Non Controlled-Phys Count Differ	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52329	Controlled-Auction/Scrap	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 27,134	\$ 27,125	\$ 30,000
54080	Maintenance of Pumps/Motors	\$ 5	\$ 1,500	\$ 1,500
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 37	\$ 150	\$ 0
55070	Purchased Services/Contracts	\$ 1,260	\$ 984	\$ 0
55080	Travel & Training	\$ 3,622	\$ 2,500	\$ 2,000
55087	Community Relations - State & Other	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 2,198	\$ 2,270	\$ 2,268
55195	Cellular Phone Charges	\$ 274	\$ 480	\$ 480
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 9,800	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 585,175	\$ 635,166	\$ 665,183
420 Parks & Leisure Administration				
51111	Salaries - Full Time	\$ 167,549	\$ 164,040	\$ 172,630
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 1,456	\$ 1,536	\$ 1,632
51124	Allowances-Clothing/Cell Phone	\$ 1,085	\$ 1,080	\$ 1,080
51125	Auto Allowance	\$ 4,845	\$ 4,800	\$ 4,800
51126	License Pay (Certification/Bilingual)	\$ 603	\$ 600	\$ 600
51130	Overtime	\$ 4,416	\$ 6,000	\$ 6,000
51201	TMRS Retirement	\$ 36,297	\$ 36,164	\$ 38,189
51202	Health Insurance	\$ 20,400	\$ 20,402	\$ 20,402
51203	Disability Insurance	\$ 1,479	\$ 925	\$ 1,029
51204	Workers Comp Insur	\$ 216	\$ 216	\$ 188
51205	Medicare Tax	\$ 2,332	\$ 2,584	\$ 2,710
51206	Unemployment Comp Insur	\$ 234	\$ 332	\$ 334
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 24,224
52010	Office Supplies	\$ 1,036	\$ 1,300	\$ 1,000
52040	Fuel	\$ 0	\$ 0	\$ 0
52130	Other Supplies	\$ 3,887	\$ 3,630	\$ 3,730
52610	Office Furnishings/Equip	\$ 1,687	\$ 1,800	\$ 1,800
52999	Decision Packages for Discussion			\$ 250
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55020	Lease of Land	\$ 4,770	\$ 4,938	\$ 0
55030	Long Distance/Circuit Ch	\$ 58	\$ 40	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 3,327	\$ 5,840	\$ 5,840
55090	Memberships/Subscriptions	\$ 1,388	\$ 1,995	\$ 1,892
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55240	HEAP/Youth Contract	\$ 28,696	\$ 29,000	\$ 29,000
55510	Bank/Paying Agent Fees	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 300
57375	Youth and Recreation Programs	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 5,570
Total		\$ 285,761	\$ 287,222	\$ 323,200
421 Recreation				
51111	Salaries - Full Time	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51121	Longevity	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51206	Unemployment Comp Insur	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 0	\$ 0	\$ 0
52040	Fuel	\$ 0	\$ 0	\$ 0
52060	Cleaning Supplies	\$ 0	\$ 0	\$ 0
52120	Reproduction & Printing	\$ 2,576	\$ 6,352	\$ 6,352
52130	Other Supplies	\$ 12,626	\$ 5,650	\$ 4,250
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 3,250
52999	Decision Packages for Discussion			\$ 12,500
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 0
54100	Recreation Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 0	\$ 0
55034	Communication & Data Services	\$ 190	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 6,642	\$ 8,075	\$ 7,600
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55240	HEAP/Youth Contract	\$ 0	\$ 0	\$ 0
55890	Fireworks Contract	\$ 30,000	\$ 31,000	\$ 32,000
55999	Decision Packages for Discussion			\$ 0
56030	Legal Advertising	\$ 0	\$ 0	\$ 0
57375	Youth and Recreation Programs	\$ 26,837	\$ 28,350	\$ 30,000
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 78,871	\$ 79,427	\$ 95,952
422 Parks Maintenance				
51111	Salaries - Full Time	\$ 435,424	\$ 453,555	\$ 472,682
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 29,406	\$ 37,830	\$ 37,830
51121	Longevity	\$ 2,784	\$ 3,024	\$ 3,504
51124	Allowances-Clothing/Cell Phone	\$ 1,446	\$ 1,440	\$ 1,440
51126	License Pay (Certification/Bilingual)	\$ 4,350	\$ 3,600	\$ 6,000
51130	Overtime	\$ 37,363	\$ 48,000	\$ 48,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 101,711	\$ 111,194	\$ 116,462
51202	Health Insurance	\$ 114,629	\$ 122,959	\$ 112,626
51203	Disability Insurance	\$ 0	\$ 0	\$ 602
51204	Workers Comp Insur	\$ 4,934	\$ 5,348	\$ 4,164
51205	Medicare Tax	\$ 7,073	\$ 7,944	\$ 8,263
51206	Unemployment Comp Insur	\$ 1,799	\$ 1,678	\$ 1,684
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 51,849
52010	Office Supplies	\$ 269	\$ 0	\$ 0
52030	Clothing	\$ 8,441	\$ 8,278	\$ 8,000
52031	Clothing - Safety Gear	\$ 4,425	\$ 3,500	\$ 4,000
52040	Fuel	\$ 26,879	\$ 30,000	\$ 30,000
52050	Minor Tools/Instruments	\$ 2,388	\$ 2,500	\$ 2,500
52060	Cleaning Supplies	\$ 16,017	\$ 10,500	\$ 16,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52070	Chemical Supplies	\$ 681	\$ 2,500	\$ 1,000
52090	Botanical/Agricultural	\$ 2,082	\$ 6,750	\$ 4,000
52130	Other Supplies	\$ 507	\$ 2,000	\$ 2,000
52200	Non Capital Equipment Purchases	\$ 9,985	\$ 4,300	\$ 5,820
52999	Decision Packages for Discussion	\$ 0	\$ 6,000	\$ 750
53080	Parks Maintenance	\$ 67,279	\$ 70,000	\$ 70,000
53110	Drainage Maintenance	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 33,973	\$ 2,500	\$ 2,500
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 16,966	\$ 18,000	\$ 17,000
54100	Recreation Equipment Maintenance	\$ 9,310	\$ 13,000	\$ 13,000
54150	Maint - Fence/Netting@Parks	\$ 2,517	\$ 7,000	\$ 5,000
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55010	Rental of Equipment	\$ 1,044	\$ 4,000	\$ 4,000
55020	Lease of Land	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 0	\$ 0
55040	Electric	\$ 93,360	\$ 105,000	\$ 100,000
55070	Purchased Services/Contracts	\$ 10,556	\$ 0	\$ 5,000
55080	Travel & Training	\$ 1,489	\$ 2,500	\$ 7,000
55087	Community Relations - State & Other	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 355	\$ 455
55180	Alarm Monitoring	\$ 590	\$ 536	\$ 536
55195	Cellular Phone Charges	\$ 1,333	\$ 1,440	\$ 1,080
55999	Decision Packages for Discussion			\$ 250
69020	Cap. Mach/Tools/Equip	\$ 24,345	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 1,075,354	\$ 1,097,231	\$ 1,164,997
424 Aquatic Center Operations				
51111	Salaries - Full Time	\$ 43,575	\$ 43,514	\$ 47,736
51115	Seasonal	\$ 58,024	\$ 84,000	\$ 65,000
51118	Salaries - Part Time	\$ 34,943	\$ 42,506	\$ 43,223
51121	Longevity	\$ 97	\$ 144	\$ 192
51130	Overtime	\$ 1,692	\$ 5,000	\$ 3,500
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 9,140	\$ 9,884	\$ 10,825
51202	Health Insurance	\$ 10,200	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 1,507	\$ 1,914	\$ 1,481
51205	Medicare Tax	\$ 1,936	\$ 2,542	\$ 2,615
51206	Unemployment Comp Insur	\$ 1,210	\$ 652	\$ 653
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 98	\$ 300	\$ 300
52020	Postage	\$ 0	\$ 0	\$ 0
52030	Clothing	\$ 973	\$ 2,500	\$ 1,500
52031	Clothing - Safety Gear	\$ 316	\$ 1,000	\$ 1,000
52060	Cleaning Supplies	\$ 1,426	\$ 1,000	\$ 1,750
52070	Chemical Supplies	\$ 34,716	\$ 30,000	\$ 35,000
52120	Reproduction & Printing	\$ 0	\$ 0	\$ 0
52130	Other Supplies	\$ 169	\$ 500	\$ 500
52139	Concession Supplies	\$ 5,559	\$ 8,100	\$ 5,100
52200	Non Capital Equipment Purchases	\$ 4,646	\$ 4,500	\$ 4,500
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance	\$ 15,061	\$ 7,500	\$ 7,500
53090	Special Maintenance Projects	\$ 70,713	\$ 16,000	\$ 17,000
53999	Decision Packages for Discussion			\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
54020	Maint - Mach/Tools/Instruments	\$ 2,577	\$ 2,500	\$ 1,000
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 7	\$ 0	\$ 0
55040	Electric	\$ 18,340	\$ 18,000	\$ 18,000
55051	Gas Heating	\$ 1,783	\$ 5,000	\$ 5,000
55080	Travel & Training	\$ 0	\$ 2,500	\$ 3,000
55090	Memberships/Subscriptions	\$ 0	\$ 480	\$ 480
55195	Cellular Phone Charges	\$ 977	\$ 720	\$ 720
55999	Decision Packages for Discussion			\$ 0
57375	Youth and Recreation Programs	\$ 0	\$ 200	\$ 200
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 110,000
Total		\$ 316,120	\$ 301,157	\$ 397,976
430 Community Service Asst. Groups				
51999	Decision Packages for Discussion			\$ 0
52031	Clothing - Safety Gear	\$ 2,114	\$ 2,000	\$ 2,000
52040	Fuel	\$ 1,480	\$ 1,200	\$ 1,500
52130	Other Supplies	\$ 14,900	\$ 15,000	\$ 15,000
52200	Non Capital Equipment Purchases	\$ 0	\$ 2,000	\$ 2,000
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 768	\$ 2,000	\$ 2,000
54999	Decision Packages for Discussion			\$ 0
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 19,262	\$ 22,200	\$ 22,500
444 Building Maintenance				
51111	Salaries - Full Time	\$ 192,998	\$ 171,331	\$ 176,344
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 1,698	\$ 1,632	\$ 1,728
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51125	Auto Allowance	\$ 2,585	\$ 2,400	\$ 2,400
51130	Overtime	\$ 13,359	\$ 17,000	\$ 14,000
51201	TMRS Retirement	\$ 41,126	\$ 39,071	\$ 40,386
51202	Health Insurance	\$ 25,802	\$ 31,378	\$ 31,018
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 3,059	\$ 2,826	\$ 2,263
51205	Medicare Tax	\$ 2,871	\$ 2,792	\$ 2,867
51206	Unemployment Comp Insur	\$ 409	\$ 607	\$ 608
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 90,391
52030	Clothing	\$ 2,650	\$ 2,223	\$ 2,250
52031	Clothing - Safety Gear	\$ 1,006	\$ 1,000	\$ 1,000
52040	Fuel	\$ 4,102	\$ 5,000	\$ 5,000
52050	Minor Tools/Instruments	\$ 2,130	\$ 2,300	\$ 5,000
52060	Cleaning Supplies	\$ 3,449	\$ 4,250	\$ 4,750
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 28,140	\$ 50,000	\$ 45,000
53090	Special Maintenance Projects	\$ 56	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54031	Radio Maint - Service Center	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 3,269	\$ 3,000	\$ 4,000
54060	Heat/AC Maintenance	\$ 76,838	\$ 50,000	\$ 52,000
54140	Ice Machine Maintenance	\$ 2,612	\$ 8,000	\$ 10,000
54999	Decision Packages for Discussion			\$ 0
55034	Communication & Data Services	\$ 101	\$ 0	\$ 0
55040	Electric	\$ 233,993	\$ 225,000	\$ 275,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55051	Gas Heating	\$ 22,150	\$ 26,000	\$ 26,000
55070	Purchased Services/Contracts	\$ 193,270	\$ 291,112	\$ 306,000
55080	Travel & Training	\$ 1,295	\$ 2,000	\$ 2,500
55160	Pest Control Services	\$ 9,732	\$ 10,000	\$ 15,500
55195	Cellular Phone Charges	\$ 793	\$ 1,080	\$ 1,080
55500	Janitorial Services	\$ 7,941	\$ 16,420	\$ 11,420
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 877,434	\$ 966,422	\$ 1,128,505
460 Cemetery				
51111	Salaries - Full Time	\$ 45,826	\$ 46,364	\$ 46,364
51121	Longevity	\$ 707	\$ 768	\$ 816
51126	License Pay (Certification/Bilingual)	\$ 603	\$ 600	\$ 600
51130	Overtime	\$ 6,061	\$ 4,500	\$ 4,500
51201	TMRS Retirement	\$ 10,736	\$ 10,609	\$ 10,693
51202	Health Insurance	\$ 10,645	\$ 10,616	\$ 10,616
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 579	\$ 571	\$ 430
51205	Medicare Tax	\$ 748	\$ 759	\$ 759
51206	Unemployment Comp Insur	\$ 117	\$ 186	\$ 187
51999	Decision Packages for Discussion			\$ 0
52030	Clothing	\$ 870	\$ 1,025	\$ 1,025
52031	Clothing - Safety Gear	\$ 357	\$ 250	\$ 250
52040	Fuel	\$ 3,804	\$ 4,600	\$ 4,000
52050	Minor Tools/Instruments	\$ 1,058	\$ 300	\$ 300
52070	Chemical Supplies	\$ 23	\$ 150	\$ 150
52090	Botanical/Agricultural	\$ 0	\$ 500	\$ 500
52130	Other Supplies	\$ 411	\$ 250	\$ 250
52200	Non Capital Equipment Purchases	\$ 150	\$ 1,400	\$ 1,400
52999	Decision Packages for Discussion			\$ 0
53080	Parks Maintenance	\$ 3,151	\$ 5,000	\$ 3,500
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 400	\$ 400
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 1,721	\$ 2,500	\$ 2,500
54150	Maint - Fence/Netting@Parks	\$ 0	\$ 2,000	\$ 2,000
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 500	\$ 0
55034	Communication & Data Services	\$ 420	\$ 456	\$ 456
55070	Purchased Services/Contracts	\$ 34,080	\$ 38,080	\$ 38,080
55087	Community Relations - State & Other	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 476	\$ 720	\$ 720
55999	Decision Packages for Discussion			\$ 0
57022	Improvements	\$ 1,500	\$ 2,500	\$ 1,000
57110	Historical Markers	\$ 184	\$ 1,000	\$ 1,000
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 124,228	\$ 136,604	\$ 132,496
550 Police Administration				
51111	Salaries - Full Time	\$ 214,522	\$ 212,363	\$ 232,629
51121	Longevity	\$ 1,980	\$ 2,016	\$ 2,064
51123	Incentive Pay (Degree/OIC)	\$ 1,705	\$ 1,200	\$ 1,200
51124	Allowances-Clothing/Cell Phone	\$ 1,225	\$ 1,221	\$ 1,221
51125	Auto Allowance	\$ 4,820	\$ 4,800	\$ 4,800
51126	License Pay (Certification/Bilingual)	\$ 1,808	\$ 1,800	\$ 1,800
51130	Overtime	\$ 0	\$ 158	\$ 300

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51201	TMRS Retirement	\$ 45,630	\$ 45,406	\$ 49,903
51202	Health Insurance	\$ 20,978	\$ 20,994	\$ 20,994
51203	Disability Insurance	\$ 525	\$ 328	\$ 387
51204	Workers Comp Insur	\$ 271	\$ 271	\$ 246
51205	Medicare Tax	\$ 3,133	\$ 3,244	\$ 3,540
51206	Unemployment Comp Insur	\$ 234	\$ 264	\$ 265
51999	Decision Packages for Discussion			\$ 0
52040	Fuel	\$ 0	\$ 0	\$ 2,500
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 20	\$ 21	\$ 0
55070	Purchased Services/Contracts	\$ 8,007	\$ 10,026	\$ 10,026
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55540	Animal Control Facility	\$ 300,000	\$ 300,000	\$ 300,000
55905	WCPSCC-Dispatcher Contract	\$ 784,806	\$ 821,502	\$ 846,157
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57464	Police Grant - Opioid Settlement \$	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 1,389,663	\$ 1,425,614	\$ 1,478,032
551 Police Services				
51111	Salaries - Full Time	\$ 4,517,274	\$ 4,602,356	\$ 5,054,318
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 25,412	\$ 27,552	\$ 30,240
51123	Incentive Pay (Degree/OIC)	\$ 52,248	\$ 51,700	\$ 57,000
51124	Allowances-Clothing/Cell Phone	\$ 13,724	\$ 14,075	\$ 14,578
51125	Auto Allowance	\$ 17,166	\$ 17,040	\$ 17,040
51126	License Pay (Certification/Bilingual)	\$ 67,376	\$ 66,900	\$ 72,900
51130	Overtime	\$ 155,288	\$ 153,500	\$ 164,240
51201	TMRS Retirement	\$ 978,742	\$ 1,001,942	\$ 1,106,439
51202	Health Insurance	\$ 584,934	\$ 596,589	\$ 606,890
51203	Disability Insurance	\$ 4,996	\$ 2,966	\$ 6,831
51204	Workers Comp Insur	\$ 69,151	\$ 70,903	\$ 54,067
51205	Medicare Tax	\$ 66,158	\$ 71,562	\$ 78,484
51206	Unemployment Comp Insur	\$ 7,632	\$ 7,722	\$ 7,956
51999	Decision Packages for Discussion	\$ 0	\$ 176,994	\$ 444,656
52010	Office Supplies	\$ 6,257	\$ 7,000	\$ 7,000
52020	Postage	\$ 798	\$ 2,540	\$ 1,000
52030	Clothing	\$ 44,853	\$ 56,584	\$ 50,000
52040	Fuel	\$ 130,311	\$ 175,000	\$ 150,000
52050	Minor Tools/Instruments	\$ 14,736	\$ 18,400	\$ 18,400
52051	Ammunition and Supplies	\$ 35,475	\$ 36,148	\$ 36,148
52100	Traffic Supplies	\$ 500	\$ 500	\$ 500
52120	Reproduction & Printing	\$ 13,557	\$ 15,500	\$ 14,000
52130	Other Supplies	\$ 3,659	\$ 8,800	\$ 7,500
52200	Non Capital Equipment Purchases	\$ 22,574	\$ 25,704	\$ 32,500
52400	K-9 Program	\$ 1,922	\$ 2,300	\$ 2,300
52415	Animal Control Supplies	\$ 371	\$ 1,000	\$ 1,000
52420	Community Services Programs	\$ 3,162	\$ 3,500	\$ 3,500
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 34,442	\$ 17,472	\$ 25,000
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 3,882	\$ 5,990	\$ 4,500
54030	Radio Maintenance	\$ 3,961	\$ 5,000	\$ 5,000
54040	Vehicle and Equipment Maintenance	\$ 67,086	\$ 58,000	\$ 62,000
54999	Decision Packages for Discussion			\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55030	Long Distance/Circuit Ch	\$ 1,069	\$ 1,100	\$ 0
55034	Communication & Data Services	\$ 24,269	\$ 22,344	\$ 22,750
55070	Purchased Services/Contracts	\$ 13,145	\$ 26,612	\$ 27,332
55080	Travel & Training	\$ 42,892	\$ 49,135	\$ 50,000
55085	Community Relations	\$ 2,923	\$ 5,000	\$ 3,000
55090	Memberships/Subscriptions	\$ 807	\$ 1,975	\$ 1,675
55180	Alarm Monitoring	\$ 1,180	\$ 1,200	\$ 1,200
55195	Cellular Phone Charges	\$ 1,239	\$ 2,500	\$ 2,500
55570	Software Annual Maint Agreemnts	\$ 23,205	\$ 63,160	\$ 23,160
55720	Employee Physicals/Testing	\$ 4,471	\$ 13,800	\$ 13,800
55730	Investigation Testing Fees	\$ 4,954	\$ 10,861	\$ 7,500
55790	Parking Contracts	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 2,000	\$ 0
56012	Insurance Policies - Auto	\$ 0	\$ 0	\$ 0
57510	Police Reserve Program	\$ 290	\$ 500	\$ 500
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 500
69040	Motor Vehicles	\$ 0	\$ 60,312	\$ 52,312
69999	Decision Packages for Discussion	\$ 0	\$ 104,513	\$ 245,026
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 7,068,093	\$ 7,666,251	\$ 8,587,242
552	Fire Services			
51111	Salaries - Full Time	\$ 1,706,935	\$ 1,827,811	\$ 2,053,429
51112	Firefighters Pay	\$ 100,214	\$ 124,200	\$ 124,200
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 6,738	\$ 7,872	\$ 8,640
51123	Incentive Pay (Degree/OIC)	\$ 9,260	\$ 8,700	\$ 9,600
51124	Allowances-Clothing/Cell Phone	\$ 3,374	\$ 3,360	\$ 3,360
51125	Auto Allowance	\$ 9,138	\$ 9,000	\$ 9,000
51126	License Pay (Certification/Bilingual)	\$ 32,026	\$ 33,600	\$ 36,300
51130	Overtime	\$ 271,014	\$ 195,000	\$ 277,689
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 411,554	\$ 423,546	\$ 491,532
51202	Health Insurance	\$ 243,244	\$ 245,056	\$ 255,621
51203	Disability Insurance	\$ 2,148	\$ 1,343	\$ 5,955
51204	Workers Comp Insur	\$ 36,036	\$ 37,257	\$ 29,781
51205	Medicare Tax	\$ 29,337	\$ 32,052	\$ 36,668
51206	Unemployment Comp Insur	\$ 4,239	\$ 3,262	\$ 3,623
51210	Retirement-Parttime Firefighters	\$ 4,932	\$ 9,990	\$ 5,000
51999	Decision Packages for Discussion	\$ 0	\$ 286,128	\$ 316,527
52010	Office Supplies	\$ 4,773	\$ 5,225	\$ 5,225
52030	Clothing	\$ 14,449	\$ 27,900	\$ 27,900
52040	Fuel	\$ 37,044	\$ 40,000	\$ 40,000
52050	Minor Tools/Instruments	\$ 3,227	\$ 6,000	\$ 6,000
52060	Cleaning Supplies	\$ 5,430	\$ 3,600	\$ 3,600
52070	Chemical Supplies	\$ 3,657	\$ 5,000	\$ 3,500
52080	Educational	\$ 5,319	\$ 6,050	\$ 6,500
52130	Other Supplies	\$ 6,557	\$ 1,700	\$ 1,700
52200	Non Capital Equipment Purchases	\$ 53,594	\$ 52,100	\$ 51,100
52240	Fire Gear / P.A.S.S.	\$ 43,175	\$ 81,594	\$ 94,365
52246	Exps re: Rescue/HazMat	\$ 1,369	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 61,814	\$ 25,392	\$ 26,060
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 6,607	\$ 9,600	\$ 9,600
54030	Radio Maintenance	\$ 5,532	\$ 8,212	\$ 6,500
54040	Vehicle and Equipment Maintenance	\$ 60,805	\$ 70,000	\$ 70,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
54052	Air Pack Bottle Replacement	\$ 7,213	\$ 12,800	\$ 12,800
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 46	\$ 60	\$ 0
55034	Communication & Data Services	\$ 5,211	\$ 5,832	\$ 6,552
55050	Gas Heating	\$ 84	\$ 1,400	\$ 750
55065	State Mandated Testing	\$ 44,589	\$ 38,746	\$ 46,564
55070	Purchased Services/Contracts	\$ 14,718	\$ 18,835	\$ 20,580
55080	Travel & Training	\$ 35,798	\$ 44,167	\$ 45,000
55090	Memberships/Subscriptions	\$ 6,394	\$ 7,100	\$ 7,100
55120	Mileage & Miscellaneous Meals	\$ 0	\$ 0	\$ 0
55180	Alarm Monitoring	\$ 2,180	\$ 2,445	\$ 2,580
55195	Cellular Phone Charges	\$ 543	\$ 1,896	\$ 1,896
55200	Pager Air Time	\$ 0	\$ 0	\$ 0
55570	Software Annual Maint Agreemnts	\$ 8,791	\$ 25,071	\$ 19,665
55720	Employee Physicals/Testing	\$ 0	\$ 1,000	\$ 1,000
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57151	Emergency Management	\$ 2,168	\$ 3,400	\$ 3,400
57475	Grant Expenses	\$ 0	\$ 0	\$ 0
57476	Fire Mitigation Costs	\$ 0	\$ 0	\$ 0
57999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 23,365	\$ 0	\$ 0
69041	Fire Vehicles	\$ 645,334	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 3,979,973	\$ 3,753,302	\$ 4,186,862
556	Victim Services			
51111	Salaries - Full Time	\$ 50,869	\$ 51,896	\$ 53,186
51121	Longevity	\$ 288	\$ 336	\$ 384
51130	Overtime	\$ 695	\$ 1,200	\$ 1,200
51201	TMRs Retirement	\$ 10,468	\$ 10,854	\$ 11,202
51202	Health Insurance	\$ 10,200	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 62	\$ 66	\$ 57
51205	Medicare Tax	\$ 652	\$ 776	\$ 796
51206	Unemployment Comp Insur	\$ 117	\$ 138	\$ 138
52010	Office Supplies	\$ 6,233	\$ 5,000	\$ 5,000
52130	Other Supplies	\$ 6,611	\$ 6,250	\$ 6,250
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
55034	Communication & Data Services	\$ 912	\$ 960	\$ 960
55080	Travel & Training	\$ 7,605	\$ 5,072	\$ 5,072
55085	Community Relations	\$ 6,081	\$ 2,500	\$ 2,500
55195	Cellular Phone Charges	\$ 483	\$ 504	\$ 504
Total		\$ 101,274	\$ 95,753	\$ 97,450
640	Information Technology			
51111	Salaries - Full Time	\$ 468,807	\$ 485,623	\$ 529,583
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 2,539	\$ 2,832	\$ 3,168
51124	Allowances-Clothing/Cell Phone	\$ 6,468	\$ 6,720	\$ 6,720
51125	Auto Allowance	\$ 5,020	\$ 4,800	\$ 4,800
51130	Overtime	\$ 3,828	\$ 4,000	\$ 4,000
51201	TMRs Retirement	\$ 98,289	\$ 102,360	\$ 112,126
51202	Health Insurance	\$ 61,200	\$ 61,206	\$ 61,206
51203	Disability Insurance	\$ 562	\$ 352	\$ 995
51204	Workers Comp Insur	\$ 584	\$ 610	\$ 553
51205	Medicare Tax	\$ 6,406	\$ 7,314	\$ 7,954
51206	Unemployment Comp Insur	\$ 819	\$ 908	\$ 913

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,180	\$ 1,500	\$ 1,700
52040	Fuel	\$ 0	\$ 400	\$ 500
52080	Educational	\$ 30	\$ 500	\$ 500
52130	Other Supplies	\$ 0	\$ 0	\$ 0
52140	Computer Supplies	\$ 45,383	\$ 38,000	\$ 38,000
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 337	\$ 1,000	\$ 1,000
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 90	\$ 200	\$ 0
55034	Communication & Data Services	\$ 129,398	\$ 149,150	\$ 131,770
55053	Microsoft Licenses	\$ 81,475	\$ 91,500	\$ 83,000
55070	Purchased Services/Contracts	\$ 10,628	\$ 33,500	\$ 26,000
55080	Travel & Training	\$ 19,357	\$ 14,400	\$ 15,000
55090	Memberships/Subscriptions	\$ 350	\$ 1,225	\$ 175
55120	Mileage & Miscellaneous Meals	\$ 480	\$ 1,400	\$ 1,000
55195	Cellular Phone Charges	\$ 750	\$ 1,400	\$ 1,400
55570	Software Annual Maint Agreemnts	\$ 685,100	\$ 728,853	\$ 906,336
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 26,789
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 1,629,079	\$ 1,739,753	\$ 1,965,188
642 GIS				
51111	Salaries - Full Time	\$ 196,356	\$ 196,781	\$ 199,565
51121	Longevity	\$ 1,673	\$ 1,824	\$ 1,152
51130	Overtime	\$ 267	\$ 500	\$ 500
51201	TMRs Retirement	\$ 40,026	\$ 40,440	\$ 41,152
51202	Health Insurance	\$ 30,600	\$ 30,603	\$ 30,963
51203	Disability Insurance	\$ 450	\$ 282	\$ 371
51204	Workers Comp Insur	\$ 238	\$ 243	\$ 204
51205	Medicare Tax	\$ 2,540	\$ 2,890	\$ 2,920
51206	Unemployment Comp Insur	\$ 351	\$ 382	\$ 373
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,065	\$ 2,500	\$ 2,000
52080	Educational	\$ 28	\$ 750	\$ 750
52120	Reproduction & Printing	\$ 5,800	\$ 7,500	\$ 9,900
52200	Non Capital Equipment Purchases	\$ 787	\$ 1,500	\$ 1,500
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 18	\$ 60	\$ 0
55080	Travel & Training	\$ 1,272	\$ 5,000	\$ 3,300
55090	Memberships/Subscriptions	\$ 100	\$ 770	\$ 555
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55570	Software Annual Maint Agreemnts	\$ 0	\$ 0	\$ 0
55590	Easements/Filing Fees	\$ 349	\$ 2,000	\$ 500
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 281,920	\$ 294,025	\$ 295,705
647 Library Services				
51111	Salaries - Full Time	\$ 0	\$ 0	\$ 0
51115	Seasonal	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51206	Unemployment Comp Insur	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,981	\$ 3,000	\$ 3,000
52090	Botanical/Agricultural	\$ 0	\$ 0	\$ 0
52120	Reproduction & Printing	\$ 0	\$ 0	\$ 0
52128	Library Program Expenses	\$ 0	\$ 0	\$ 0
52129	Reception Expenses	\$ 0	\$ 0	\$ 0
52130	Other Supplies	\$ 0	\$ 0	\$ 0
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52440	Library Process/Marc Rec	\$ 0	\$ 6,000	\$ 3,000
52610	Office Furnishings/Equip	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 611	\$ 5,536	\$ 10,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54010	Office Equipment Maintenance	\$ 68	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 35,066	\$ 0	\$ 36,000
54110	Book Replacement	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 85	\$ 0	\$ 0
55040	Electric	\$ 65,101	\$ 80,000	\$ 77,000
55051	Gas Heating	\$ 658	\$ 1,000	\$ 1,000
55070	Purchased Services/Contracts	\$ 582,059	\$ 577,984	\$ 595,536
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55084	City Promotional Items	\$ 0	\$ 0	\$ 0
55085	Community Relations	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 3,000	\$ 3,685	\$ 4,200
55195	Cellular Phone Charges	\$ 40	\$ 0	\$ 0
55570	Software Annual Maint Agreemnts	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57647	Literacy Project	\$ 0	\$ 0	\$ 0
69110	Reference Books	\$ 42,782	\$ 48,000	\$ 49,227
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 661,318	\$ 725,205	\$ 778,963
715 Support Services				
51111	Salaries - Full Time	\$ 119,478	\$ 127,464	\$ 139,088
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 579	\$ 720	\$ 816
51126	License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 4,094	\$ 2,150	\$ 3,250
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 25,056	\$ 26,473	\$ 29,277
51202	Health Insurance	\$ 28,050	\$ 30,603	\$ 30,603
51203	Disability Insurance	\$ 340	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 149	\$ 158	\$ 146
51205	Medicare Tax	\$ 1,632	\$ 1,893	\$ 2,079
51206	Unemployment Comp Insur	\$ 360	\$ 389	\$ 405
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52010	Office Supplies	\$ 1,224	\$ 1,700	\$ 2,000
52120	Reproduction & Printing	\$ 0	\$ 750	\$ 500
52130	Other Supplies	\$ 216	\$ 1,100	\$ 0
52200	Non Capital Equipment Purchases	\$ 589	\$ 1,500	\$ 1,500
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 0	\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 43	\$ 200	\$ 0
55070	Purchased Services/Contracts	\$ 130	\$ 325	\$ 0
55080	Travel & Training	\$ 1,049	\$ 3,250	\$ 3,250
55090	Memberships/Subscriptions	\$ 0	\$ 225	\$ 425
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 6,470
Total		\$ 182,989	\$ 198,900	\$ 219,809
716 Planning				
51111	Salaries - Full Time	\$ 190,172	\$ 195,616	\$ 175,793
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 219	\$ 384	\$ 528
51124	Allowances-Clothing/Cell Phone	\$ 690	\$ 720	\$ 720
51125	Auto Allowance	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 359	\$ 0	\$ 1,500
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 38,646	\$ 39,955	\$ 36,366
51202	Health Insurance	\$ 30,600	\$ 30,603	\$ 20,630
51203	Disability Insurance	\$ 0	\$ 0	\$ 150
51204	Workers Comp Insur	\$ 230	\$ 238	\$ 180
51205	Medicare Tax	\$ 2,546	\$ 2,855	\$ 2,580
51206	Unemployment Comp Insur	\$ 351	\$ 356	\$ 378
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 688	\$ 600	\$ 600
52080	Educational	\$ 1,200	\$ 300	\$ 300
52120	Reproduction & Printing	\$ 1,436	\$ 1,000	\$ 1,000
52130	Other Supplies	\$ 2,178	\$ 2,000	\$ 2,300
52200	Non Capital Equipment Purchases	\$ 64	\$ 800	\$ 500
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 65	\$ 200	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 2,510	\$ 3,500	\$ 3,500
55085	Community Relations	\$ 2,025	\$ 1,750	\$ 1,750
55090	Memberships/Subscriptions	\$ 665	\$ 775	\$ 1,325
55195	Cellular Phone Charges	\$ 241	\$ 720	\$ 0
55570	Software Annual Maint Agreemnts			\$ 300
55590	Easements/Filing Fees	\$ 1,364	\$ 2,000	\$ 2,000
55999	Decision Packages for Discussion			\$ 0
56030	Legal Advertising	\$ 1,052	\$ 1,500	\$ 1,100
69999	Decision Packages for Discussion			\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 277,301	\$ 285,872	\$ 253,500
717 Engineering and Mapping				
51111	Salaries - Full Time	\$ 794,584	\$ 834,189	\$ 853,359
51118	Salaries - Part Time			\$ 0
51121	Longevity	\$ 3,924	\$ 4,368	\$ 4,416

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51124	Allowances-Clothing/Cell Phone	\$ 993	\$ 720	\$ 0
51125	Auto Allowance	\$ 7,405	\$ 7,200	\$ 4,800
51126	License Pay (Certification/Bilingual)	\$ 1,356	\$ 1,350	\$ 1,350
51130	Overtime	\$ 3,949	\$ 1,000	\$ 1,000
51201	TMRS Retirement	\$ 163,979	\$ 172,403	\$ 176,882
51202	Health Insurance	\$ 106,090	\$ 113,163	\$ 102,734
51203	Disability Insurance	\$ 960	\$ 600	\$ 600
51204	Workers Comp Insur	\$ 1,959	\$ 2,058	\$ 1,619
51205	Medicare Tax	\$ 11,313	\$ 12,315	\$ 12,548
51206	Unemployment Comp Insur	\$ 1,295	\$ 1,357	\$ 1,358
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,997	\$ 3,000	\$ 2,000
52030	Clothing	\$ 735	\$ 1,200	\$ 1,200
52040	Fuel	\$ 8,808	\$ 11,000	\$ 9,000
52050	Minor Tools/Instruments	\$ 271	\$ 400	\$ 400
52120	Reproduction & Printing	\$ 272	\$ 3,500	\$ 750
52130	Other Supplies	\$ 1,589	\$ 2,700	\$ 2,700
52160	Surveying Supplies	\$ 0	\$ 100	\$ 100
52200	Non Capital Equipment Purchases	\$ 1,292	\$ 7,950	\$ 7,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 0	\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 2,265	\$ 3,500	\$ 3,800
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 70	\$ 400	\$ 0
55034	Communication & Data Services	\$ 1,862	\$ 1,824	\$ 1,824
55070	Purchased Services/Contracts	\$ 52,490	\$ 72,120	\$ 72,000
55080	Travel & Training	\$ 17,949	\$ 15,000	\$ 15,000
55090	Memberships/Subscriptions	\$ 1,646	\$ 5,110	\$ 4,747
55195	Cellular Phone Charges	\$ 2,407	\$ 2,880	\$ 3,600
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 1,191,460	\$ 1,281,407	\$ 1,284,787
718 Grants Management				
51111	Salaries - Full Time	\$ 63,478	\$ 77,004	\$ 78,929
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 1	\$ 48	\$ 96
51125	Auto Allowance	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 12,869	\$ 15,650	\$ 16,161
51202	Health Insurance	\$ 7,650	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 76	\$ 94	\$ 81
51205	Medicare Tax	\$ 887	\$ 1,118	\$ 1,147
51206	Unemployment Comp Insur	\$ 117	\$ 118	\$ 119
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 920	\$ 1,000	\$ 500
52020	Postage	\$ 0	\$ 100	\$ 50
52120	Reproduction & Printing	\$ 0	\$ 0	\$ 0
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 2	\$ 50	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 517	\$ 1,000	\$ 1,000
55085	Community Relations	\$ 0	\$ 150	\$ 100
55087	Community Relations - State & Other	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 3,500	\$ 4,000	\$ 4,000
55120	Mileage & Miscellaneous Meals	\$ 0	\$ 500	\$ 250
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 480
55999	Decision Packages for Discussion			\$ 0
56030	Legal Advertising	\$ 0	\$ 1,500	\$ 500
69999	Decision Packages for Discussion			\$ 0
Total		\$ 90,017	\$ 112,533	\$ 113,614
719 Survey				
51111	Salaries - Full Time	\$ 199,013	\$ 194,455	\$ 187,278
51121	Longevity	\$ 2,397	\$ 2,448	\$ 1,344
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 720
51126	License Pay (Certification/Bilingual)	\$ 603	\$ 600	\$ 600
51130	Overtime	\$ 0	\$ 1,000	\$ 1,000
51201	TMRs Retirement	\$ 40,928	\$ 40,465	\$ 39,049
51202	Health Insurance	\$ 31,016	\$ 31,022	\$ 30,375
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 526	\$ 521	\$ 385
51205	Medicare Tax	\$ 2,780	\$ 2,892	\$ 2,771
51206	Unemployment Comp Insur	\$ 351	\$ 396	\$ 382
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 237	\$ 300	\$ 0
52030	Clothing	\$ 395	\$ 800	\$ 800
52031	Clothing - Safety Gear	\$ 20	\$ 300	\$ 300
52040	Fuel	\$ 4,248	\$ 5,500	\$ 5,000
52120	Reproduction & Printing	\$ 0	\$ 500	\$ 586
52160	Surveying Supplies	\$ 623	\$ 1,300	\$ 800
52190	Minor Tools/Instruments/Survey	\$ 249	\$ 3,000	\$ 1,800
52200	Non Capital Equipment Purchases	\$ 726	\$ 3,000	\$ 3,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 1,057	\$ 1,200	\$ 1,200
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 1,582	\$ 2,250	\$ 2,250
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 9	\$ 50	\$ 0
55034	Communication & Data Services	\$ 1,368	\$ 2,037	\$ 1,872
55080	Travel & Training	\$ 1,558	\$ 3,400	\$ 3,400
55090	Memberships/Subscriptions	\$ 600	\$ 975	\$ 975
55195	Cellular Phone Charges	\$ 848	\$ 960	\$ 960
55590	Easements/Filing Fees	\$ 0	\$ 0	\$ 5,000
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 68,720
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 291,857	\$ 300,091	\$ 360,567
724 Inspections				
51111	Salaries - Full Time	\$ 582,442	\$ 590,694	\$ 630,887
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 3,141	\$ 3,648	\$ 3,984

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51124	Allowances-Clothing/Cell Phone	\$ 3,615	\$ 3,600	\$ 2,880
51125	Auto Allowance	\$ 4,845	\$ 4,800	\$ 4,800
51126	License Pay (Certification/Bilingual)	\$ 3,993	\$ 4,200	\$ 4,200
51130	Overtime	\$ 3,750	\$ 2,000	\$ 2,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 121,494	\$ 123,682	\$ 132,672
51202	Health Insurance	\$ 93,032	\$ 92,273	\$ 92,041
51203	Disability Insurance	\$ 2,100	\$ 1,313	\$ 1,913
51204	Workers Comp Insur	\$ 1,374	\$ 1,396	\$ 1,208
51205	Medicare Tax	\$ 7,977	\$ 8,835	\$ 9,413
51206	Unemployment Comp Insur	\$ 1,053	\$ 1,127	\$ 1,131
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 593	\$ 1,200	\$ 1,000
52030	Clothing	\$ 1,209	\$ 1,750	\$ 1,500
52040	Fuel	\$ 10,907	\$ 13,000	\$ 12,000
52050	Minor Tools/Instruments	\$ 331	\$ 500	\$ 500
52080	Educational	\$ 2,367	\$ 2,301	\$ 2,301
52120	Reproduction & Printing			\$ 0
52200	Non Capital Equipment Purchases	\$ 1,683	\$ 3,200	\$ 2,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 76	\$ 76
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 1,718	\$ 3,034	\$ 3,000
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 92	\$ 150	\$ 0
55034	Communication & Data Services	\$ 4,067	\$ 3,893	\$ 4,000
55070	Purchased Services/Contracts	\$ 3,991	\$ 0	\$ 0
55080	Travel & Training	\$ 17,346	\$ 12,508	\$ 12,508
55090	Memberships/Subscriptions	\$ 4,252	\$ 5,115	\$ 6,000
55195	Cellular Phone Charges	\$ 2,494	\$ 1,920	\$ 1,920
55570	Software Annual Maint Agreemnts			\$ 660
55600	Condemnation Costs	\$ 0	\$ 750	\$ 750
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57280	Demolition Program	\$ 38,960	\$ 40,000	\$ 50,000
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 6,690
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 918,825	\$ 926,965	\$ 992,034
725 Health				
51111	Salaries - Full Time	\$ 94,410	\$ 96,721	\$ 106,996
51115	Seasonal	\$ 0	\$ 0	\$ 0
51117	SHSU Intern/Student	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 642	\$ 768	\$ 816
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 1,205	\$ 1,200	\$ 1,200
51130	Overtime	\$ 1,957	\$ 1,000	\$ 1,000
51201	TMRS Retirement	\$ 19,826	\$ 20,249	\$ 22,499
51202	Health Insurance	\$ 20,314	\$ 20,402	\$ 20,402
51203	Disability Insurance	\$ 797	\$ 571	\$ 600
51204	Workers Comp Insur	\$ 255	\$ 261	\$ 233
51205	Medicare Tax	\$ 1,285	\$ 1,448	\$ 1,597
51206	Unemployment Comp Insur	\$ 234	\$ 257	\$ 258
51999	Decision Packages for Discussion			\$ 5,637

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52010	Office Supplies	\$ 187	\$ 1,200	\$ 750
52030	Clothing	\$ 377	\$ 400	\$ 400
52040	Fuel	\$ 1,289	\$ 3,092	\$ 1,500
52050	Minor Tools/Instruments	\$ 467	\$ 600	\$ 600
52060	Cleaning Supplies	\$ 175	\$ 200	\$ 200
52080	Educational	\$ 399	\$ 600	\$ 600
52200	Non Capital Equipment Purchases	\$ 386	\$ 2,000	\$ 1,000
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 201	\$ 1,000	\$ 1,000
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 21	\$ 50	\$ 0
55034	Communication & Data Services	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 3,391	\$ 4,060	\$ 4,500
55090	Memberships/Subscriptions	\$ 285	\$ 676	\$ 750
55195	Cellular Phone Charges	\$ 965	\$ 965	\$ 965
55200	Pager Air Time	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 149,069	\$ 157,720	\$ 173,503
830	Economic Development			
51111	Salaries - Full Time	\$ 165,162	\$ 167,613	\$ 61,659
51121	Longevity	\$ 1,613	\$ 1,632	\$ 0
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 0
51125	Auto Allowance	\$ 4,870	\$ 4,800	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 34,800	\$ 35,495	\$ 12,856
51202	Health Insurance	\$ 20,400	\$ 20,402	\$ 10,561
51203	Disability Insurance	\$ 960	\$ 600	\$ 0
51204	Workers Comp Insur	\$ 207	\$ 211	\$ 64
51205	Medicare Tax	\$ 2,440	\$ 2,536	\$ 913
51206	Unemployment Comp Insur	\$ 234	\$ 251	\$ 133
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 151	\$ 400	\$ 400
52120	Reproduction & Printing	\$ 604	\$ 1,500	\$ 500
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54830	Economic Development	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 21	\$ 25	\$ 0
55070	Purchased Services/Contracts	\$ 26,350	\$ 19,995	\$ 0
55080	Travel & Training	\$ 16,853	\$ 20,350	\$ 15,000
55085	Community Relations	\$ 6,616	\$ 2,500	\$ 2,500
55089	COVID-19 TDEM CFR	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 11,500	\$ 23,135	\$ 10,000
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56031	Advertising	\$ 9,500	\$ 15,000	\$ 10,000
56100	Tourism Promotion	\$ 646	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 303,649	\$ 317,165	\$ 124,586
839	Main Street			
51111	Salaries - Full Time	\$ 46,507	\$ 58,688	\$ 173,155
51115	Seasonal	\$ 5,620	\$ 0	\$ 0
51117	SHSU Intern/Student	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 0	\$ 48	\$ 1,680
51124	Allowances-Clothing/Cell Phone	\$ 543	\$ 720	\$ 6,240
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 9,469	\$ 12,076	\$ 36,785
51202	Health Insurance	\$ 7,498	\$ 9,973	\$ 20,402
51203	Disability Insurance	\$ 0	\$ 0	\$ 944
51204	Workers Comp Insur	\$ 63	\$ 73	\$ 181
51205	Medicare Tax	\$ 738	\$ 863	\$ 2,610
51206	Unemployment Comp Insur	\$ 123	\$ 118	\$ 236
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 983	\$ 1,500	\$ 1,000
52120	Reproduction & Printing	\$ 2,945	\$ 3,000	\$ 3,000
52130	Other Supplies	\$ 990	\$ 1,000	\$ 1,000
52135	Mainstreet Promo Expenses	\$ 2,391	\$ 4,000	\$ 3,000
52136	Main Street Meeting Expenses	\$ 1,489	\$ 1,500	\$ 1,500
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55012	Rental of Buildings	\$ 0	\$ 0	\$ 0
55017	Intern/Special Pay Program	\$ 0	\$ 0	\$ 0
55021	Lease of Buildings	\$ 4,200	\$ 4,200	\$ 4,200
55030	Long Distance/Circuit Ch	\$ 13	\$ 25	\$ 0
55070	Purchased Services/Contracts	\$ 2,000	\$ 6,125	\$ 9,000
55080	Travel & Training	\$ 2,254	\$ 3,000	\$ 3,000
55090	Memberships/Subscriptions	\$ 2,151	\$ 2,150	\$ 2,000
55180	Alarm Monitoring	\$ 302	\$ 305	\$ 0
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
56031	Advertising	\$ 9,134	\$ 11,000	\$ 10,000
56110	Event Funding	\$ 34,393	\$ 35,000	\$ 35,000
57839	Main St. Signage Grants	\$ 1,000	\$ 5,000	\$ 20,000
57900	Downtown Maint/Improvement	\$ 18,275	\$ 13,000	\$ 15,000
57999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 50,000
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 153,081	\$ 173,364	\$ 399,933
883 Gift Shop @ Visitors Center				
51111	Salaries - Full Time	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 0	\$ 0	\$ 0
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51206	Unemployment Comp Insur	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 0	\$ 0	\$ 0
52020	Postage	\$ 0	\$ 0	\$ 0
52120	Reproduction & Printing			\$ 0
52130	Other Supplies	\$ 0	\$ 0	\$ 0
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52945	Gift Shop-Mdse. COGS	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance			\$ 0
53999	Decision Packages for Discussion			\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 0	\$ 0
55034	Communication & Data Services	\$ 0	\$ 0	\$ 0
55040	Electric	\$ 0	\$ 0	\$ 0
55051	Gas Heating	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55120	Mileage & Miscellaneous Meals	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges			\$ 0
55510	Bank/Paying Agent Fees	\$ 0	\$ 0	\$ 0
55560	Copier Contracts	\$ 0	\$ 0	\$ 0
55562	Copier Contracts	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
56031	Advertising	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 0	\$ 0	\$ 0
886	Tourism			
51118	Salaries - Part Time			\$ 0
51999	Decision Packages for Discussion			\$ 0
52600	Employee Recognition	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54999	Decision Packages for Discussion			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55120	Mileage & Miscellaneous Meals			\$ 0
55999	Decision Packages for Discussion			\$ 0
56100	Tourism Promotion	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 0	\$ 0	\$ 0
Total General Fund		\$ 34,614,373	\$ 35,156,972	\$ 37,966,728

City of Huntsville
Proposed City Manager Budget
FY 25-26
116 Debt Service Fund



Estimated 09/30/2025 Unallocated Reserve : \$				623,277
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
411 - Property Taxes	\$ 2,063,135	\$ 2,062,091	\$ 1,798,468	
426 - Interest Earnings	\$ 40,412	\$ 10,000	\$ 10,000	
432 - Other	\$ 0	\$ 0	\$ 0	
435 - Transfers from Other Funds	\$ 590,363	\$ 590,363	\$ 590,363	
Revenues	\$ 2,693,910	\$ 2,662,454	\$ 2,398,831	
55 - Services and Utilities	\$ 0	\$ 0	\$ 0	
81 - GO/Revenue Bond Debt	\$ 2,657,179	\$ 2,662,454	\$ 2,363,832	
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 2,657,179	\$ 2,662,454	\$ 2,363,832	
Revenues Less Expenditures: \$				34,999
Estimated 09/30/2026 Unallocated Reserve: \$				658,276

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
116	Debt Service Fund			
41101	Current Property Taxes	\$ 2,042,746	\$ 2,037,091	\$ 1,773,468
41102	Delinquent Property Taxes	\$ 2,440	\$ 10,000	\$ 10,000
41103	Tax Penalty & Interest	\$ 17,949	\$ 15,000	\$ 15,000
42602	Interest Income	\$ 40,412	\$ 10,000	\$ 10,000
43001	Issue of Debt	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 0	\$ 0	\$ 0
43210	Golf Course Lease	\$ 0	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43503	Transfer from Utility Fund	\$ 590,363	\$ 590,363	\$ 590,363
43509	Transfer from CIP	\$ 0	\$ 0	\$ 0
43511	Transfer from H/M Tax-Tourism&Vis Cntr	\$ 0	\$ 0	\$ 0
Total		\$ 2,693,910	\$ 2,662,454	\$ 2,398,831
Total Debt Service Fund		\$ 2,693,910	\$ 2,662,454	\$ 2,398,831
1116	Nondepartmental Debt Service Fund			
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55226	Refund Prior Year Property Taxes	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 0	\$ 0	\$ 0
95101	Transfer to General Fund	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
1161	Debt Payments-Debt Service			
81010	Bond Principal Payments	\$ 1,340,000	\$ 1,465,000	\$ 1,210,000
81020	Bond Interest Payments	\$ 1,317,179	\$ 1,197,454	\$ 1,153,832
82055	'01 Golf - Principal	\$ 0	\$ 0	\$ 0
82065	01' Golf - Interest	\$ 0	\$ 0	\$ 0
82075	'04 Fire Station - Principal	\$ 0	\$ 0	\$ 0
82076	'08 Fire Station - Principal	\$ 0	\$ 0	\$ 0
82085	'04 Fire Station - Interest	\$ 0	\$ 0	\$ 0
82086	'08 Fire Station - Interest	\$ 0	\$ 0	\$ 0
82111	'15 SW Trnsfr Stn - Principal	\$ 0	\$ 0	\$ 0
82121	'15 SW Trnsfr Stn - Interest	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 0	\$ 0	\$ 0
Total		\$ 2,657,179	\$ 2,662,454	\$ 2,363,832
Total Debt Service Fund		\$ 2,657,179	\$ 2,662,454	\$ 2,363,832

City of Huntsville
Proposed City Manager Budget
FY 25-26
220 Utility Fund



Estimated 09/30/2025 Unallocated Reserve : \$ 9,912,532

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
401 - Water Sales	\$ 22,139,449	\$ 25,002,500	\$ 29,626,637
402 - Waste Water Service	\$ 11,189,113	\$ 13,000,000	\$ 14,844,075
403 - Water/Wastewater Taps	\$ 223,671	\$ 280,000	\$ 280,000
408 - Late Payment Penalties	\$ 204,110	\$ 129,000	\$ 175,000
417 - Permits and Licenses	\$ 400	\$ 0	\$ 0
419 - Fees/Charges/Sales	\$ 332,631	\$ 300,000	\$ 352,000
426 - Interest Earnings	\$ 707,153	\$ 310,750	\$ 310,750
428 - Reimbursements	\$ 10,805	\$ 20,000	\$ 10,000
429 - Contributions	\$ 0	\$ 0	\$ 0
432 - Other	\$ 150,912	\$ 50,000	\$ 50,000
434 - Charges to Other Funds	\$ 56,256	\$ 63,222	\$ 73,352
435 - Transfers from Other Funds	\$ 108,894	\$ 0	\$ 0
Revenues	\$ 35,123,395	\$ 39,155,472	\$ 45,721,814
51 - Salary/Other Pay/Benefits	\$ 3,598,489	\$ 4,209,731	\$ 4,221,666
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 118,354	\$ 169,474
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 301,235	\$ 136,855
52 - Supplies	\$ 1,414,614	\$ 1,050,277	\$ 996,440
53 - Maintenance Structures/Improvements	\$ 1,747,834	\$ 1,817,921	\$ 1,683,700
54 - Maintenance of Equipment	\$ 288,735	\$ 328,521	\$ 356,021
55 - Services and Utilities	\$ 2,363,802	\$ 2,421,487	\$ 4,831,960
56 - Insurance/Sundry/Elections	\$ 451,778	\$ 282,503	\$ 344,950
68 - Improvements	\$ 0	\$ 0	\$ 0
69 - Capital Equipment	\$ 757,160	\$ 541,055	\$ 585,000
79 - TRA Water Plant	\$ 8,458,313	\$ 9,516,390	\$ 9,531,605
80 - Utility Fund Debt Payments	\$ 3,931,606	\$ 4,409,080	\$ 7,342,869
81 - GO/Revenue Bond Debt	\$ 0	\$ 0	\$ 0
90 - Transfer to ISF (New Purchases)	\$ 584,456	\$ 0	\$ 0
91 - Transfers	\$ 6,023,467	\$ 5,602,390	\$ 6,252,446
93 - Charges Other Funds	\$ 7,080,884	\$ 7,637,875	\$ 7,868,565
94 - Transfer to ISF (Replacement)	\$ 731,458	\$ 768,653	\$ 586,182
95 - Transfers to Operating Funds			\$ 0
99 - Reserves	\$ 0	\$ 150,000	\$ 100,000
Expenditures	\$ 37,432,596	\$ 39,155,472	\$ 45,007,733

Revenues Less Expenditures: \$ 714,081

Estimated 09/30/2026 Unallocated Reserve: \$ 10,626,613

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
220	Utility Fund			
40101	Water Revenue	\$ 16,446,812	\$ 20,060,000	\$ 22,635,850
40102	Water Sales - Tenaska	\$ 1,495,606	\$ 1,300,000	\$ 1,935,672
40103	Water - Tenaska Raw Water Charge	\$ 638,481	\$ 700,000	\$ 735,000
40104	Water - Tenaska Fixed Payment	\$ 711,000	\$ 642,500	\$ 674,625
40105	Water - Tenaska Debt Payment	\$ 0	\$ 0	\$ 0
40106	Water Sales - Tenaska Roans Prairie			\$ 0
40142	Water Sales - Ellis/Estell	\$ 2,847,550	\$ 2,300,000	\$ 3,645,490
40143	Ellis/Estelle Bond Pmts-Water	\$ 0	\$ 0	\$ 0
40146	Stand-By Fees - Tenaska Roans Prairie	\$ 0	\$ 0	\$ 0
40201	Wastewater Revenue	\$ 11,189,113	\$ 13,000,000	\$ 14,844,075
40202	SHSU reimbursements - WW reclamation plant	\$ 0	\$ 0	\$ 0
40301	Water Taps	\$ 149,047	\$ 200,000	\$ 200,000
40302	Wastewater Taps	\$ 74,624	\$ 80,000	\$ 80,000
40801	Penalties - Water	\$ 118,170	\$ 76,000	\$ 90,000
40802	Penalties - Wastewater	\$ 85,940	\$ 53,000	\$ 85,000
41708	Miscellaneous Permits	\$ 400	\$ 0	\$ 0
41901	Reconnect Fees	\$ 102,240	\$ 60,000	\$ 100,000
41902	Service Connect Fees	\$ 41,145	\$ 48,000	\$ 45,000
41908	Returned Check Fees	\$ 4,440	\$ 2,000	\$ 2,000
41913	Proceeds from Auction	\$ 0	\$ 0	\$ 0
41916	Use of City Equipment or Labor	\$ 17,537	\$ 4,000	\$ 18,000
41980	Card Processing Fees	\$ 160,804	\$ 174,000	\$ 175,000
41990	Portal Service	\$ 6,465	\$ 12,000	\$ 12,000
42601	Interest - Checking	\$ 0	\$ 0	\$ 0
42602	Interest Income	\$ 618,569	\$ 300,000	\$ 300,000
42642	1997 TWDB RSV Interest	\$ 0	\$ 0	\$ 0
42643	1997 I&S Interest	\$ 0	\$ 0	\$ 0
42645	Interest - Nov '02 I&S	\$ 60,706	\$ 2,000	\$ 2,000
42647	Interest - Wtr 2007 I & S	\$ 24,441	\$ 7,500	\$ 7,500
42648	Interest - Wtr 2007 Reserve	\$ 3,437	\$ 1,250	\$ 1,250
42801	Grants	\$ 0	\$ 0	\$ 0
42804	Disaster Relief - Fed Govt	\$ 0	\$ 0	\$ 0
42805	Disaster Relief - State Govt	\$ 0	\$ 0	\$ 0
42809	Tenaska Line Maintenance Reimb	\$ 10,805	\$ 20,000	\$ 10,000
42915	Contributions - Customers	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 150,891	\$ 50,000	\$ 50,000
43202	Over/Short	\$ 21	\$ 0	\$ 0
43206	Writeoffs Collected	\$ 0	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43404	Charge to Wstwtr Fund	\$ 0	\$ 0	\$ 0
43405	Charge to Solid Waste	\$ 56,256	\$ 63,222	\$ 73,352
43410	Charge to Wstwtr Fund(Util Bill)	\$ 0	\$ 0	\$ 0
43411	Charge to Wstwtr Fd(Meter Read)	\$ 0	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43504	Transfer from Wastewater Fund	\$ 0	\$ 0	\$ 0
43509	Transfer from CIP	\$ 108,894	\$ 0	\$ 0
43536	Transfer from PEB Trust - Medical Fund	\$ 0	\$ 0	\$ 0
Total		\$ 35,123,395	\$ 39,155,472	\$ 45,721,814
Total Utility Fund		\$ 35,123,395	\$ 39,155,472	\$ 45,721,814

1220 Nondepartmental Water

51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 268,460	\$ 71,879
52280	Disaster - Materials/Supplies	\$ 46,545	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 22,750	\$ 50,000	\$ 50,000
56010	Insurance Policies - other than Auto	\$ 69,283	\$ 113,853	\$ 130,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
56012	Insurance Policies - Auto	\$ 16,309	\$ 16,368	\$ 15,000
56060	Retiree Health Insur Premiums	\$ 34,950	\$ 45,150	\$ 40,200
56120	Miscellaneous Expense	\$ 214,918	\$ 0	\$ 0
88190	Legal/Fiscal	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 167,886	\$ 0	\$ 0
89603	Franchise Fee for use of Streets	\$ 874,940	\$ 1,036,779	\$ 1,371,486
91230	Transfer to CIP Program	\$ 2,500,000	\$ 2,500,000	\$ 1,650,000
91240	Transfer to General Fund	\$ 5,927	\$ 4,850	\$ 5,619
91242	Transfer to IT Equipment	\$ 0	\$ 0	\$ 0
91260	Transfer to Debt Service	\$ 590,363	\$ 590,363	\$ 590,363
91400	Depreciation Expense	\$ 2,252,434	\$ 0	\$ 0
91410	Bad Debt Expense	\$ 0	\$ 0	\$ 0
93170	Admin Cost Reimburse - General	\$ 1,476,747	\$ 1,692,279	\$ 1,607,285
93221	Admin Costs by Wastewater Fund	\$ 0	\$ 0	\$ 0
93388	Admin Costs Fleet	\$ 93,947	\$ 92,264	\$ 93,987
93640	Admin Costs IT Operations	\$ 535,838	\$ 509,970	\$ 326,087
93720	Admin Costs Plan/Develop	\$ 1,223,452	\$ 1,241,706	\$ 1,280,678
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
94306	Transfer - Equip Replace Fund	\$ 224,404	\$ 186,366	\$ 185,675
94309	Transfer - Computer Replace Fd	\$ 52,152	\$ 28,359	\$ 29,532
94310	Xfr to Fd 309 for Lse Purch pmts	\$ 0	\$ 0	\$ 0
95103	Reimb/Trnsfr Street Fund - Utility Cuts			\$ 0
99100	Future Appropriations	\$ 0	\$ 100,000	\$ 50,000
Total		\$ 10,309,756	\$ 8,476,767	\$ 7,497,791
1221 Nondepartmental Wastewater				
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 32,775	\$ 64,976
52280	Disaster - Materials/Supplies	\$ 608,608	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 50,000	\$ 50,000
56010	Insurance Policies - other than Auto	\$ 69,283	\$ 69,332	\$ 110,000
56012	Insurance Policies - Auto	\$ 17,035	\$ 18,000	\$ 25,000
56060	Retiree Health Insur Premiums	\$ 30,000	\$ 19,800	\$ 24,750
88190	Legal/Fiscal	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 0	\$ 0	\$ 0
89603	Franchise Fee for use of Streets	\$ 446,620	\$ 526,520	\$ 682,500
91230	Transfer to CIP Program	\$ 2,920,000	\$ 2,500,000	\$ 4,000,000
91231	Transfer Bond Proceeds to CIP	\$ 0	\$ 0	\$ 0
91240	Transfer to General Fund	\$ 7,177	\$ 7,177	\$ 6,464
91400	Depreciation Expense	\$ 1,914,417	\$ 0	\$ 0
93170	Admin Cost Reimburse - General	\$ 818,405	\$ 960,653	\$ 1,003,153
93230	Admin Costs Wtr Fd(Util Bill)			\$ 0
93240	Admin Costs Wtr Fd(Meter Read)			\$ 0
93388	Admin Costs Fleet	\$ 48,116	\$ 46,641	\$ 48,798
93640	Admin Costs IT Operations	\$ 339,367	\$ 289,357	\$ 173,913
93720	Admin Costs Plan/Develop	\$ 1,223,452	\$ 1,241,706	\$ 1,280,678
94306	Transfer - Equip Replace Fund	\$ 410,420	\$ 521,030	\$ 337,921
94309	Transfer - Computer Replace Fd	\$ 44,482	\$ 32,898	\$ 33,054
99100	Future Appropriations	\$ 0	\$ 50,000	\$ 50,000
Total		\$ 8,897,382	\$ 6,365,889	\$ 7,891,207
212 Utility Billing				
51111	Salaries - Full Time	\$ 239,616	\$ 243,060	\$ 256,365
51118	Salaries - Part Time	\$ 7,564	\$ 16,349	\$ 17,077
51121	Longevity	\$ 2,643	\$ 2,880	\$ 3,168
51126	License Pay (Certification/Bilingual)	\$ 1,205	\$ 1,200	\$ 1,200
51130	Overtime	\$ 747	\$ 1,000	\$ 1,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 4,670	\$ 50,400	\$ 53,528
51202	Health Insurance	\$ 184,334	\$ 41,219	\$ 41,219

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 302	\$ 321	\$ 284
51205	Medicare Tax	\$ 3,439	\$ 3,839	\$ 4,046
51206	Unemployment Comp Insur	\$ 733	\$ 753	\$ 757
51999	Decision Packages for Discussion			\$ 48,448
52010	Office Supplies	\$ 4,259	\$ 2,800	\$ 3,400
52020	Postage	\$ 56,727	\$ 58,000	\$ 65,000
52200	Non Capital Equipment Purchases	\$ 130	\$ 2,000	\$ 2,500
52410	Customer Education Supplies	\$ 0	\$ 1,200	\$ 1,200
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 500	\$ 500
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54180	Maint - Drive Thru Pymnt Window	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 24	\$ 100	\$ 100
55070	Purchased Services/Contracts	\$ 0	\$ 2,100	\$ 2,100
55080	Travel & Training	\$ 150	\$ 2,500	\$ 1,500
55172	Bill Services Supp/Mail	\$ 14,546	\$ 14,000	\$ 22,000
55236	Public Communications/City Connection	\$ 2,177	\$ 10,000	\$ 10,000
55510	Bank/Paying Agent Fees	\$ 179,576	\$ 174,000	\$ 185,000
55575	Software - Support Services	\$ 0	\$ 4,000	\$ 4,000
55999	Decision Packages for Discussion			\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 324,835	\$ 632,221	\$ 724,392
2201 Debt Payments-Water				
80010	Series 2018 Principal	\$ 1,325,000	\$ 1,390,000	\$ 1,460,000
80020	2010A Rfndg (orig '96 issue) - Principal	\$ 0	\$ 0	\$ 0
80030	2010B Rfndg (orig '97 issue) - Principal	\$ 0	\$ 0	\$ 0
80044	2010C Rfndg (orig '99 /Tenaska issue) - Principal	\$ 0	\$ 0	\$ 0
80050	2012 TRA Contr Rev Bonds - Principal	\$ 0	\$ 0	\$ 0
80070	2024 TRA Contr Rev Bonds - Principal	\$ 0	\$ 170,000	\$ 590,000
80090	2025 TRA Contr Rev Bonds -Principal			\$ 175,000
80095	2026 TRA Contr Rev Bonds -Principal			\$ 0
80110	Series 2018 Interest	\$ 1,525,289	\$ 1,466,363	\$ 1,396,863
80120	2010A Rfndg (orig '96 issue) - Interest	\$ 0	\$ 0	\$ 0
80130	2010B Rfndg (orig '97 issue) - Interest	\$ 0	\$ 0	\$ 0
80140	2010C Rfndg (orig '99/Tenaska issue) - Interest	\$ 0	\$ 0	\$ 0
80150	2012 TRA Contr Rev Bonds - Interest	\$ 0	\$ 0	\$ 0
80170	2024 TRA Contr Rev Bonds - Interest	\$ 86,900	\$ 381,167	\$ 189,500
80190	2025 TRA Contr Rev Bonds - Interest	\$ 0	\$ 0	\$ 215,975
80195	2026 TRA Contr Rev Bonds - Interest			\$ 198,000
81015	Share of '12 GO Ref (ref '07) - Principal	\$ 0	\$ 0	\$ 0
81025	Share of '12 GO Ref (ref '07) - Interest	\$ 0	\$ 0	\$ 0
81029	Amortizatin Issue Costs	\$ 0	\$ 0	\$ 0
82111	'15 SW Trnsfr Stn - Principal	\$ 0	\$ 0	\$ 0
82121	'15 SW Trnsfr Stn - Interest	\$ 0	\$ 0	\$ 0
Total		\$ 2,937,189	\$ 3,407,530	\$ 4,225,338
2211 Debt Payments-Wastewater				
80060	Rev Bonds, 2022 Series Wastewater - Principal	\$ 395,000	\$ 415,000	\$ 430,000
80080	Rev Bonds, 2025 Series Wastewater - Principal			\$ 0
80160	Rev Bonds, 2022 Series Wastewater - Interest	\$ 599,417	\$ 586,550	\$ 569,950
80180	Rev Bonds, 2025 Series Wastewater - Interest			\$ 2,117,581
81014	Share of '12 GO Ref (ref '02) - Principal	\$ 0	\$ 0	\$ 0
81016	2011 Ref (ref '97) - Principal	\$ 0	\$ 0	\$ 0
81024	Share of '12 GO Ref (ref 02) - Interest	\$ 0	\$ 0	\$ 0
81026	2011 Ref (ref '97) - Interest			\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
Total		\$ 994,417	\$ 1,001,550	\$ 3,117,531
360 Surface Water Plant				
68020	Improvements	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
79010	Plant Operations	\$ 6,631,040	\$ 7,816,390	\$ 7,831,605
79020	Raw Water Purchase	\$ 1,827,274	\$ 1,700,000	\$ 1,700,000
79030	TRA Stand-By Fees - Tenaska Roans Prairie	\$ 0	\$ 0	\$ 0
Total		\$ 8,458,313	\$ 9,516,390	\$ 9,531,605
361 Water Production				
51111	Salaries - Full Time	\$ 161,913	\$ 164,300	\$ 202,946
51121	Longevity	\$ 1,449	\$ 1,536	\$ 1,584
51124	Allowances-Clothing/Cell Phone	\$ 2,109	\$ 2,160	\$ 1,440
51126	License Pay (Certification/Bilingual)	\$ 1,958	\$ 1,950	\$ 1,950
51130	Overtime	\$ 39,334	\$ 45,000	\$ 45,000
51201	TMRS Retirement	\$ 41,729	\$ 43,657	\$ 51,724
51202	Health Insurance	\$ 28,900	\$ 30,603	\$ 30,603
51203	Disability Insurance	\$ 231	\$ 141	\$ 502
51204	Workers Comp Insur	\$ 2,831	\$ 2,948	\$ 2,735
51205	Medicare Tax	\$ 2,802	\$ 3,119	\$ 3,669
51206	Unemployment Comp Insur	\$ 357	\$ 488	\$ 606
51999	Decision Packages for Discussion	\$ 0	\$ 59,177	\$ 0
52010	Office Supplies	\$ 1,737	\$ 1,200	\$ 1,500
52020	Postage	\$ 0	\$ 100	\$ 100
52030	Clothing	\$ 3,053	\$ 2,134	\$ 3,125
52031	Clothing - Safety Gear	\$ 1,667	\$ 1,494	\$ 1,800
52040	Fuel	\$ 17,464	\$ 20,000	\$ 18,000
52050	Minor Tools/Instruments	\$ 2,090	\$ 3,000	\$ 3,000
52060	Cleaning Supplies	\$ 1,094	\$ 750	\$ 1,000
52070	Chemical Supplies	\$ 83,513	\$ 161,900	\$ 150,000
52090	Botanical/Agricultural	\$ 0	\$ 500	\$ 500
52130	Other Supplies	\$ 48	\$ 250	\$ 250
52200	Non Capital Equipment Purchases	\$ 2,910	\$ 3,000	\$ 3,000
52410	Customer Education Supplies	\$ 989	\$ 1,000	\$ 1,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 0	\$ 1,000	\$ 1,000
53060	Maint.-Wells/Tank/Booster	\$ 527,719	\$ 300,000	\$ 300,000
53070	Maint-Sewer Plant/Lift Station	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 3,380	\$ 5,000	\$ 5,000
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 11,682	\$ 8,000	\$ 10,000
54130	SCADA Maintenance	\$ 75	\$ 15,000	\$ 15,000
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 45	\$ 80	\$ 0
55034	Communication & Data Services	\$ 1,301	\$ 2,300	\$ 3,048
55040	Electric	\$ 408,003	\$ 436,200	\$ 436,200
55050	Gas Heating	\$ 1,736	\$ 2,000	\$ 2,000
55070	Purchased Services/Contracts	\$ 520,603	\$ 0	\$ 39,960
55080	Travel & Training	\$ 2,676	\$ 1,675	\$ 1,675
55090	Memberships/Subscriptions	\$ 0	\$ 244	\$ 244
55137	Bluebonnet Water Conserv. Dist	\$ 18,527	\$ 24,840	\$ 24,840
55195	Cellular Phone Charges	\$ 0	\$ 480	\$ 480
55700	Testing - TCEQ Fees	\$ 61,333	\$ 65,850	\$ 65,850
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 2,000,000
69020	Cap. Mach/Tools/Equip	\$ 140,000	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 491,055	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 2,095,258	\$ 1,904,131	\$ 3,431,331
362	Water Distribution			
51111	Salaries - Full Time	\$ 651,719	\$ 732,399	\$ 794,041
51121	Longevity	\$ 3,056	\$ 3,840	\$ 3,936
51124	Allowances-Clothing/Cell Phone	\$ 2,892	\$ 2,880	\$ 2,880
51126	License Pay (Certification/Bilingual)	\$ 10,571	\$ 10,950	\$ 12,450
51130	Overtime	\$ 97,931	\$ 85,000	\$ 90,000
51201	TMRs Retirement	\$ 152,432	\$ 169,607	\$ 176,266
51202	Health Insurance	\$ 120,309	\$ 143,497	\$ 123,191
51203	Disability Insurance	\$ 1,311	\$ 706	\$ 1,577
51204	Workers Comp Insur	\$ 8,503	\$ 9,623	\$ 8,224
51205	Medicare Tax	\$ 10,301	\$ 12,117	\$ 12,506
51206	Unemployment Comp Insur	\$ 1,975	\$ 2,039	\$ 2,041
51999	Decision Packages for Discussion	\$ 0	\$ 59,177	\$ 0
52010	Office Supplies	\$ 2,751	\$ 2,500	\$ 2,000
52020	Postage	\$ 0	\$ 0	\$ 0
52030	Clothing	\$ 10,469	\$ 10,954	\$ 12,724
52031	Clothing - Safety Gear	\$ 8,458	\$ 7,776	\$ 8,298
52040	Fuel	\$ 40,982	\$ 45,000	\$ 45,000
52050	Minor Tools/Instruments	\$ 12,902	\$ 12,000	\$ 15,000
52060	Cleaning Supplies	\$ 4,249	\$ 2,500	\$ 3,000
52100	Traffic Supplies	\$ 2,860	\$ 1,500	\$ 1,500
52130	Other Supplies	\$ 0	\$ 0	\$ 0
52150	Water Tap Supplies	\$ 143,033	\$ 150,000	\$ 150,000
52200	Non Capital Equipment Purchases	\$ 12,899	\$ 15,920	\$ 15,920
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53020	Water Line Maintenance	\$ 301,978	\$ 350,000	\$ 375,000
53025	Tenaska Water Line Maintenance	\$ 1,268	\$ 36,421	\$ 10,000
53050	Maint-Street/Curbs/Gutters	\$ 125,242	\$ 150,000	\$ 150,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 3,034	\$ 5,000	\$ 6,000
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 41,740	\$ 45,570	\$ 45,570
54042	Meters - Change Out Program	\$ 0	\$ 0	\$ 0
54050	Maintenance of Meters	\$ 75,226	\$ 75,000	\$ 100,000
54070	Maintenance of Fire Hydrants	\$ 28,949	\$ 35,000	\$ 35,000
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 8	\$ 20	\$ 0
55034	Communication & Data Services	\$ 2,279	\$ 3,192	\$ 3,648
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 13,210	\$ 17,920	\$ 15,320
55090	Memberships/Subscriptions	\$ 6,300	\$ 7,963	\$ 7,963
55195	Cellular Phone Charges	\$ 2,736	\$ 1,920	\$ 1,920
55570	Software Annual Maint Agreemnts	\$ 0	\$ 0	\$ 0
55581	Waterline Cleaning	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 7,981	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 50,000	\$ 585,000
90300	New Vehicle & Equipment Purchases	\$ 213,352	\$ 0	\$ 0
Total		\$ 2,122,906	\$ 2,257,991	\$ 2,815,975
363	Wastewater Collection			
51111	Salaries - Full Time	\$ 497,443	\$ 516,821	\$ 534,153
51121	Longevity	\$ 2,848	\$ 3,360	\$ 3,408
51124	Allowances-Clothing/Cell Phone	\$ 1,808	\$ 1,800	\$ 1,800
51126	License Pay (Certification/Bilingual)	\$ 4,740	\$ 4,200	\$ 5,400
51130	Overtime	\$ 38,136	\$ 25,000	\$ 30,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51201	TMRS Retirement	\$ 110,009	\$ 111,951	\$ 117,544
51202	Health Insurance	\$ 78,861	\$ 93,768	\$ 82,615
51203	Disability Insurance	\$ 1,889	\$ 1,181	\$ 1,648
51204	Workers Comp Insur	\$ 5,596	\$ 5,761	\$ 4,747
51205	Medicare Tax	\$ 7,495	\$ 7,998	\$ 8,339
51206	Unemployment Comp Insur	\$ 1,468	\$ 1,331	\$ 1,332
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 121,026
52010	Office Supplies	\$ 269	\$ 500	\$ 500
52030	Clothing	\$ 6,527	\$ 6,417	\$ 7,056
52031	Clothing - Safety Gear	\$ 5,276	\$ 3,888	\$ 3,500
52040	Fuel	\$ 48,457	\$ 57,000	\$ 50,000
52050	Minor Tools/Instruments	\$ 2,614	\$ 3,000	\$ 3,000
52060	Cleaning Supplies	\$ 2,466	\$ 1,600	\$ 2,500
52070	Chemical Supplies	\$ 2,977	\$ 6,800	\$ 5,100
52100	Traffic Supplies	\$ 28	\$ 400	\$ 250
52170	Sewer Tap Supplies	\$ 18,926	\$ 35,000	\$ 20,000
52200	Non Capital Equipment Purchases	\$ 2,043	\$ 3,000	\$ 3,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53030	Sewer Line Maintenance	\$ 204,809	\$ 250,000	\$ 250,000
53070	Maint-Sewer Plant/Lift Station	\$ 251,614	\$ 225,000	\$ 215,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 3,417	\$ 7,000	\$ 7,000
54040	Vehicle and Equipment Maintenance	\$ 58,721	\$ 45,000	\$ 60,000
54130	SCADA Maintenance	\$ 4,343	\$ 15,000	\$ 15,000
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55010	Rental of Equipment	\$ 45,966	\$ 5,000	\$ 2,500
55020	Lease of Land	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 15	\$ 20	\$ 0
55034	Communication & Data Services	\$ 2,719	\$ 3,216	\$ 7,104
55040	Electric	\$ 126,379	\$ 128,400	\$ 128,400
55070	Purchased Services/Contracts	\$ 1,054	\$ 0	\$ 0
55080	Travel & Training	\$ 5,087	\$ 10,861	\$ 9,490
55090	Memberships/Subscriptions	\$ 711	\$ 742	\$ 742
55195	Cellular Phone Charges	\$ 1,248	\$ 1,440	\$ 1,236
55999	Decision Packages for Discussion	\$ 0	\$ 150,000	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 111,539	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 269,104	\$ 0	\$ 0
Total		\$ 1,926,602	\$ 1,732,455	\$ 1,703,390
364 A J Brown WW Treatment Plant				
51111	Salaries - Full Time	\$ 185,007	\$ 189,885	\$ 198,351
51121	Longevity	\$ 490	\$ 720	\$ 768
51124	Allowances-Clothing/Cell Phone			\$ 0
51126	License Pay (Certification/Bilingual)	\$ 1,506	\$ 1,500	\$ 1,500
51130	Overtime	\$ 24,408	\$ 20,000	\$ 20,000
51201	TMRS Retirement	\$ 42,647	\$ 43,081	\$ 45,119
51202	Health Insurance	\$ 36,950	\$ 40,216	\$ 40,576
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2,894	\$ 2,908	\$ 2,387
51205	Medicare Tax	\$ 2,914	\$ 3,079	\$ 3,201
51206	Unemployment Comp Insur	\$ 698	\$ 712	\$ 712
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 468	\$ 200	\$ 200
52030	Clothing	\$ 3,537	\$ 3,718	\$ 4,100
52031	Clothing - Safety Gear	\$ 2,657	\$ 2,466	\$ 2,466
52040	Fuel	\$ 9,013	\$ 7,500	\$ 7,000
52050	Minor Tools/Instruments	\$ 855	\$ 700	\$ 1,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52060	Cleaning Supplies	\$ 1,927	\$ 1,200	\$ 1,200
52070	Chemical Supplies	\$ 143,296	\$ 194,950	\$ 170,000
52200	Non Capital Equipment Purchases	\$ 555	\$ 1,500	\$ 1,500
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance	\$ 20	\$ 100	\$ 0
53070	Maint-Sewer Plant/Lift Station	\$ 66,131	\$ 87,000	\$ 100,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 227	\$ 1,000	\$ 1,000
54040	Vehicle and Equipment Maintenance	\$ 4,615	\$ 7,000	\$ 5,000
54130	SCADA Maintenance	\$ 2,093	\$ 2,000	\$ 3,000
54999	Decision Packages for Discussion			\$ 0
55010	Rental of Equipment	\$ 0	\$ 500	\$ 500
55030	Long Distance/Circuit Ch	\$ 8	\$ 10	\$ 0
55034	Communication & Data Services	\$ 486	\$ 480	\$ 456
55040	Electric	\$ 244,547	\$ 325,000	\$ 320,000
55070	Purchased Services/Contracts	\$ 0	\$ 25,000	\$ 0
55080	Travel & Training	\$ 2,660	\$ 1,961	\$ 2,090
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 1,239	\$ 1,440	\$ 1,236
55580	Sludge Removal	\$ 85,995	\$ 122,500	\$ 122,500
55700	Testing - TCEQ Fees	\$ 28,373	\$ 51,650	\$ 45,000
55999	Decision Packages for Discussion			\$ 575,000
69999	Decision Packages for Discussion			\$ 0
Total		\$ 896,216	\$ 1,139,976	\$ 1,675,862
364.1 Operations of SHSU reclaimed WW				
52070	Chemical Supplies			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
365 N B Davidson WW Treatment Plant				
51111	Salaries - Full Time	\$ 132,178	\$ 159,641	\$ 163,906
51121	Longevity	\$ 421	\$ 576	\$ 720
51124	Allowances-Clothing/Cell Phone	\$ 703	\$ 720	\$ 720
51126	License Pay (Certification/Bilingual)	\$ 1,584	\$ 1,500	\$ 2,100
51130	Overtime	\$ 17,306	\$ 15,000	\$ 15,000
51201	TMRS Retirement	\$ 30,706	\$ 36,039	\$ 37,313
51202	Health Insurance	\$ 34,730	\$ 40,804	\$ 41,396
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2,081	\$ 2,434	\$ 1,974
51205	Medicare Tax	\$ 2,044	\$ 2,576	\$ 2,648
51206	Unemployment Comp Insur	\$ 556	\$ 593	\$ 595
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 217	\$ 150	\$ 150
52030	Clothing	\$ 2,104	\$ 2,894	\$ 3,200
52031	Clothing - Safety Gear	\$ 2,263	\$ 1,944	\$ 1,944
52040	Fuel	\$ 5,497	\$ 3,500	\$ 3,500
52050	Minor Tools/Instruments	\$ 658	\$ 350	\$ 350
52060	Cleaning Supplies	\$ 2,135	\$ 600	\$ 600
52070	Chemical Supplies	\$ 53,772	\$ 57,700	\$ 58,850
52200	Non Capital Equipment Purchases	\$ 773	\$ 1,000	\$ 1,000
53010	Building Maintenance	\$ 0	\$ 400	\$ 0
53070	Maint-Sewer Plant/Lift Station	\$ 68,914	\$ 102,700	\$ 102,700
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 471	\$ 400	\$ 400
54040	Vehicle and Equipment Maintenance	\$ 3,838	\$ 4,883	\$ 4,883
54130	SCADA Maintenance	\$ 0	\$ 2,000	\$ 1,000
55010	Rental of Equipment	\$ 500	\$ 500	\$ 500
55020	Lease of Land	\$ 2,045	\$ 4,000	\$ 3,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55030	Long Distance/Circuit Ch	\$ 0	\$ 10	\$ 0
55034	Communication & Data Services	\$ 190	\$ 0	\$ 480
55040	Electric	\$ 111,306	\$ 130,000	\$ 115,000
55050	Gas Heating	\$ 1,863	\$ 4,000	\$ 3,000
55080	Travel & Training	\$ 1,771	\$ 1,550	\$ 1,550
55090	Memberships/Subscriptions	\$ 70	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 1,252	\$ 960	\$ 1,440
55580	Sludge Removal	\$ 10,085	\$ 20,000	\$ 20,000
55700	Testing - TCEQ Fees	\$ 13,813	\$ 24,150	\$ 22,500
55999	Decision Packages for Discussion			\$ 0
69020	Cap. Mach/Tools/Equip	\$ 332,637	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 838,483	\$ 623,574	\$ 612,419
366 Robinson Creek WW Treatment Plant				
51111	Salaries - Full Time	\$ 162,250	\$ 168,461	\$ 170,895
51121	Longevity	\$ 1,438	\$ 1,824	\$ 1,152
51124	Allowances-Clothing/Cell Phone			\$ 0
51126	License Pay (Certification/Bilingual)	\$ 1,304	\$ 1,500	\$ 900
51130	Overtime	\$ 18,400	\$ 10,000	\$ 10,000
51201	TMRS Retirement	\$ 36,992	\$ 36,922	\$ 37,414
51202	Health Insurance	\$ 28,050	\$ 30,603	\$ 30,603
51203	Disability Insurance	\$ 386	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2,511	\$ 2,492	\$ 1,979
51205	Medicare Tax	\$ 2,528	\$ 2,639	\$ 2,654
51206	Unemployment Comp Insur	\$ 473	\$ 609	\$ 600
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 0	\$ 150	\$ 150
52030	Clothing	\$ 1,706	\$ 2,894	\$ 3,200
52031	Clothing - Safety Gear	\$ 1,284	\$ 1,940	\$ 1,944
52040	Fuel	\$ 3,140	\$ 4,500	\$ 4,500
52050	Minor Tools/Instruments	\$ 314	\$ 500	\$ 500
52060	Cleaning Supplies	\$ 870	\$ 800	\$ 800
52070	Chemical Supplies	\$ 31,911	\$ 29,780	\$ 29,780
52200	Non Capital Equipment Purchases	\$ 239	\$ 1,000	\$ 1,000
53070	Maint-Sewer Plant/Lift Station	\$ 118,837	\$ 200,000	\$ 180,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 300	\$ 300
54040	Vehicle and Equipment Maintenance	\$ 4,950	\$ 4,500	\$ 3,000
54130	SCADA Maintenance	\$ 0	\$ 2,000	\$ 3,000
55010	Rental of Equipment	\$ 0	\$ 500	\$ 500
55030	Long Distance/Circuit Ch	\$ 8	\$ 10	\$ 0
55034	Communication & Data Services	\$ 190	\$ 0	\$ 456
55040	Electric	\$ 225,516	\$ 337,454	\$ 300,000
55070	Purchased Services/Contracts	\$ 48,376	\$ 0	\$ 0
55080	Travel & Training	\$ 1,212	\$ 1,061	\$ 1,070
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 1,448	\$ 1,440	\$ 1,440
55580	Sludge Removal	\$ 43,999	\$ 49,000	\$ 53,900
55700	Testing - TCEQ Fees	\$ 20,337	\$ 34,700	\$ 30,000
55999	Decision Packages for Discussion			\$ 0
69020	Cap. Mach/Tools/Equip	\$ 165,003	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 57,000	\$ 0	\$ 0
Total		\$ 980,671	\$ 927,579	\$ 871,737
367 Environmental Services				
51111	Salaries - Full Time	\$ 112,386	\$ 150,761	\$ 162,683
51121	Longevity	\$ 602	\$ 672	\$ 768

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 720
51126	License Pay (Certification/Bilingual)	\$ 603	\$ 600	\$ 600
51130	Overtime	\$ 228	\$ 500	\$ 500
51201	TMRS Retirement	\$ 23,103	\$ 31,128	\$ 33,801
51202	Health Insurance	\$ 22,132	\$ 30,963	\$ 30,603
51203	Disability Insurance			\$ 0
51204	Workers Comp Insur	\$ 683	\$ 1,235	\$ 1,058
51205	Medicare Tax	\$ 1,564	\$ 2,224	\$ 2,400
51206	Unemployment Comp Insur	\$ 234	\$ 367	\$ 368
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 414	\$ 650	\$ 650
52020	Postage	\$ 115	\$ 175	\$ 100
52030	Clothing	\$ 796	\$ 1,302	\$ 1,352
52031	Clothing - Safety Gear	\$ 345	\$ 969	\$ 1,200
52040	Fuel	\$ 2,485	\$ 2,500	\$ 2,500
52050	Minor Tools/Instruments	\$ 6,685	\$ 8,000	\$ 8,000
52060	Cleaning Supplies	\$ 657	\$ 665	\$ 665
52070	Chemical Supplies	\$ 29,590	\$ 33,500	\$ 36,500
52080	Educational	\$ 0	\$ 500	\$ 500
52130	Other Supplies	\$ 115	\$ 200	\$ 200
52200	Non Capital Equipment Purchases	\$ 5,000	\$ 5,000	\$ 5,000
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance	\$ 353	\$ 300	\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 1,501	\$ 1,500	\$ 1,500
54040	Vehicle and Equipment Maintenance	\$ 549	\$ 868	\$ 868
55030	Long Distance/Circuit Ch	\$ 14	\$ 20	\$ 0
55070	Purchased Services/Contracts	\$ 8,289	\$ 36,000	\$ 33,000
55080	Travel & Training	\$ 1,428	\$ 3,261	\$ 3,200
55090	Memberships/Subscriptions	\$ 342	\$ 672	\$ 672
55120	Mileage & Miscellaneous Meals	\$ 752	\$ 1,250	\$ 800
55700	Testing - TCEQ Fees	\$ 48,377	\$ 54,475	\$ 58,275
Total		\$ 270,064	\$ 370,977	\$ 388,483
368 Meter Reading				
51111	Salaries - Full Time	\$ 144,057	\$ 173,328	\$ 180,296
51121	Longevity	\$ 1,146	\$ 1,248	\$ 1,440
51126	License Pay (Certification/Bilingual)	\$ 603	\$ 600	\$ 600
51130	Overtime	\$ 10,210	\$ 15,000	\$ 6,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 31,498	\$ 38,627	\$ 39,335
51202	Health Insurance	\$ 32,708	\$ 41,579	\$ 40,987
51203	Disability Insurance	\$ 960	\$ 600	\$ 600
51204	Workers Comp Insur	\$ 2,135	\$ 2,609	\$ 2,080
51205	Medicare Tax	\$ 2,154	\$ 2,761	\$ 2,791
51206	Unemployment Comp Insur	\$ 473	\$ 602	\$ 604
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52030	Clothing	\$ 1,471	\$ 2,895	\$ 3,200
52031	Clothing - Safety Gear	\$ 876	\$ 1,088	\$ 1,088
52040	Fuel	\$ 8,475	\$ 10,000	\$ 9,000
52050	Minor Tools/Instruments	\$ 1,185	\$ 1,500	\$ 1,500
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 1,908	\$ 5,000	\$ 3,000
54999	Decision Packages for Discussion			\$ 0
55080	Travel & Training	\$ 0	\$ 950	\$ 475

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55195	Cellular Phone Charges	\$ 483	\$ 1,920	\$ 2,400
55571	Software Project - Special	\$ 15,045	\$ 12,000	\$ 34,200
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 45,000	\$ 0	\$ 0
Total		\$ 300,386	\$ 312,307	\$ 329,596
382	Street Sweeping			
51111	Salaries - Full Time	\$ 83,535	\$ 84,844	\$ 89,316
51121	Longevity	\$ 407	\$ 528	\$ 624
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 1,205	\$ 1,200	\$ 1,200
51130	Overtime	\$ 4,645	\$ 4,000	\$ 4,000
51201	TMRS Retirement	\$ 18,130	\$ 18,398	\$ 19,457
51202	Health Insurance	\$ 20,808	\$ 20,817	\$ 20,817
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2,081	\$ 2,103	\$ 1,657
51205	Medicare Tax	\$ 1,260	\$ 1,315	\$ 1,382
51206	Unemployment Comp Insur	\$ 234	\$ 293	\$ 295
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52030	Clothing	\$ 1,377	\$ 1,448	\$ 1,600
52031	Clothing - Safety Gear	\$ 297	\$ 972	\$ 572
52040	Fuel	\$ 16,266	\$ 25,500	\$ 20,000
52060	Cleaning Supplies	\$ 177	\$ 129	\$ 156
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 33,620	\$ 35,000	\$ 30,000
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 184,041	\$ 196,547	\$ 191,076
384	Drainage Maintenance			
51111	Salaries - Full Time	\$ 90,809	\$ 104,147	\$ 0
51121	Longevity	\$ 83	\$ 240	\$ 0
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 1,580	\$ 1,800	\$ 0
51130	Overtime	\$ 5,021	\$ 6,000	\$ 0
51201	TMRS Retirement	\$ 19,688	\$ 22,787	\$ 0
51202	Health Insurance	\$ 20,583	\$ 20,685	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 2,260	\$ 2,603	\$ 0
51205	Medicare Tax	\$ 1,285	\$ 1,628	\$ 0
51206	Unemployment Comp Insur	\$ 363	\$ 433	\$ 0
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52030	Clothing	\$ 1,064	\$ 2,271	\$ 0
52031	Clothing - Safety Gear	\$ 448	\$ 1,494	\$ 0
52040	Fuel	\$ 1,063	\$ 1,000	\$ 0
52050	Minor Tools/Instruments	\$ 240	\$ 200	\$ 0
52060	Cleaning Supplies	\$ 226	\$ 250	\$ 0
52130	Other Supplies	\$ 130	\$ 100	\$ 0
52200	Non Capital Equipment Purchases	\$ 0	\$ 950	\$ 0
53110	Drainage Maintenance	\$ 80,948	\$ 115,000	\$ 0
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 4,396	\$ 6,000	\$ 0
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 627	\$ 2,000	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0

Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
Total	\$ 230,815	\$ 289,588	\$ 0
Total Utility Fund	\$ 41,767,333	\$ 39,155,472	\$ 45,007,733

City of Huntsville
Proposed City Manager Budget
FY 25-26
224 Solid Waste Fund



Estimated 09/30/2025 Unallocated Reserve : \$ 6,106,216

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
406 - Collection Charges	\$ 6,133,617	\$ 6,600,000	\$ 6,798,000
407- Solid Waste Disposal	\$ 1,810,305	\$ 1,531,000	\$ 1,584,890
408 - Late Payment Penalties	\$ 78,398	\$ 52,000	\$ 65,000
419 - Fees/Charges/Sales	\$ 10,918	\$ 7,200	\$ 9,200
426 - Interest Earnings	\$ 342,334	\$ 135,000	\$ 185,000
428 - Reimbursements	\$ 0	\$ 0	\$ 0
432 - Other	\$ 62,176	\$ 35,000	\$ 40,000
433 - Issue of Debt	\$ 0	\$ 0	\$ 0
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0
Revenues	\$ 8,437,748	\$ 8,360,200	\$ 8,682,090
51 - Salary/OtherPay/Benefits	\$ 1,161,112	\$ 1,367,485	\$ 1,417,830
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 31,233	\$ 76,445
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 100,948	\$ 46,192
52 - Supplies	\$ 353,593	\$ 424,639	\$ 377,212
53 - Maintenance Structures/Improvements	\$ 9,897	\$ 15,000	\$ 15,000
54 - Maintenance of Equipment	\$ 305,160	\$ 310,730	\$ 387,776
55 - Services and Utilities	\$ 2,763,174	\$ 3,168,384	\$ 3,321,514
56 - Insurance/Sundry/Elections	\$ 159,322	\$ 176,156	\$ 221,550
57 - Programs/Projects	\$ 86	\$ 500	\$ 500
68 - Improvements	\$ 490	\$ 1,500	\$ 1,500
69 - Capital Equipment	\$ 11,758	\$ 779,906	\$ 230,000
81 - GO/Revenue Bond Debt	\$ 0	\$ 0	\$ 0
90 - Transfer to ISF (New Purchases)	\$ 0	\$ 0	\$ 0
91 - Transfers	\$ 12,980	\$ 12,445	\$ 15,110
93 - Charges Other Funds	\$ 1,221,816	\$ 1,359,423	\$ 1,448,090
94 - Transfer to ISF (Replacement)	\$ 798,194	\$ 1,010,183	\$ 858,679
99 - Reserves	\$ 0	\$ 0	\$ 0
Expenditures	\$ 6,797,583	\$ 8,758,532	\$ 8,417,398

Revenues Less Expenditures: \$ 56,892

Estimated 09/30/2026 Unallocated Reserve: \$ 6,163,108

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
224	Solid Waste Fund			
40601	Residential Collection	\$ 2,435,806	\$ 2,600,000	\$ 2,678,000
40602	Commercial Collection	\$ 2,498,656	\$ 2,750,000	\$ 2,832,500
40701	Solid Waste Disposal	\$ 860,123	\$ 735,000	\$ 757,000
40702	TDCJ - Waste Disposal	\$ 818,142	\$ 675,000	\$ 702,000
40703	SHSU - Waste Disposal	\$ 132,040	\$ 121,000	\$ 125,890
40704	Rolloffs	\$ 1,199,155	\$ 1,250,000	\$ 1,287,500
40803	Penalties - Solid Waste	\$ 78,398	\$ 52,000	\$ 65,000
41908	Returned Check Fees	\$ 35	\$ 0	\$ 0
41925	Lease of City Property	\$ 700	\$ 700	\$ 700
41980	Card Processing Fees	\$ 10,183	\$ 6,500	\$ 8,500
42601	Interest - Checking	\$ 0	\$ 0	\$ 0
42602	Interest Income	\$ 342,334	\$ 135,000	\$ 185,000
42801	Grants	\$ 0	\$ 0	\$ 0
42804	Disaster Relief - Fed Govt	\$ 0	\$ 0	\$ 0
42805	Disaster Relief - State Govt	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 62,176	\$ 35,000	\$ 40,000
43202	Over/Short	\$ 0	\$ 0	\$ 0
43206	Writeoffs Collected	\$ 0	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43302	Bond/CO Premium Proceeds	\$ 0	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43531	Trnsfr from Equip Replace Fund	\$ 0	\$ 0	\$ 0
43536	Transfer from PEB Trust - Medical Fund	\$ 0	\$ 0	\$ 0
Total		\$ 8,437,748	\$ 8,360,200	\$ 8,682,090
Total Solid Waste Fund		\$ 8,437,748	\$ 8,360,200	\$ 8,682,090
1224	Nondepartmental Solid Waste Fund			
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 100,948	\$ 46,192
55060	Attorney Fees/Court Costs	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55510	Bank/Paying Agent Fees	\$ 0	\$ 0	\$ 0
55881	Special Studies	\$ 0	\$ 0	\$ 0
56010	Insurance Policies - other than Auto	\$ 18,351	\$ 23,706	\$ 45,000
56012	Insurance Policies - Auto	\$ 65,821	\$ 66,100	\$ 80,000
56060	Retiree Health Insur Premiums	\$ 75,150	\$ 85,350	\$ 95,550
56120	Miscellaneous Expense	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
88200	Debt Issue Costs	\$ 0	\$ 0	\$ 0
89603	Franchise Fee for use of Streets	\$ 305,460	\$ 334,408	\$ 434,105
91230	Transfer to CIP Program	\$ 0	\$ 0	\$ 0
91240	Transfer to General Fund	\$ 12,980	\$ 12,445	\$ 15,110
91400	Depreciation Expense	\$ 271,276	\$ 0	\$ 0
91410	Bad Debt Expense	\$ 0	\$ 0	\$ 0
93170	Admin Cost Reimburse - General	\$ 455,091	\$ 577,904	\$ 603,507
93230	Admin Costs Wtr Fd(Util Bill)	\$ 56,256	\$ 63,222	\$ 73,352
93388	Admin Costs Fleet	\$ 263,924	\$ 217,611	\$ 228,430
93640	Admin Costs IT Operations	\$ 141,085	\$ 166,278	\$ 108,696
93720	Admin Costs Plan/Develop	\$ 0	\$ 0	\$ 0
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
94306	Transfer - Equip Replace Fund	\$ 769,106	\$ 989,982	\$ 837,399
94309	Transfer - Computer Replace Fd	\$ 29,088	\$ 20,201	\$ 21,280
99100	Future Appropriations	\$ 0	\$ 0	\$ 0
Total		\$ 2,463,589	\$ 2,658,155	\$ 2,588,621
2241	Debt Payments-Solid Waste Fund			
81029	Amortizatin Issue Costs	\$ 0	\$ 0	\$ 0

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
82070	Lease Principal	\$ 0	\$ 0	\$ 0
82080	Lease Interest	\$ 0	\$ 0	\$ 0
82111	'15 SW Trnsfr Stn - Principal	\$ 130,000	\$ 135,000	\$ 140,000
82121	'15 SW Trnsfr Stn - Interest	\$ 76,507	\$ 72,525	\$ 67,800
Total		\$ 206,507	\$ 207,525	\$ 207,800
373 Commercial Collection				
51111	Salaries - Full Time	\$ 336,307	\$ 333,656	\$ 337,899
51121	Longevity	\$ 3,564	\$ 3,121	\$ 4,513
51126	License Pay (Certification/Bilingual)	\$ 4,770	\$ 4,800	\$ 4,800
51130	Overtime	\$ 11,758	\$ 11,500	\$ 12,000
51201	TMRs Retirement	\$ 58,106	\$ 71,714	\$ 73,463
51202	Health Insurance	\$ 2,248	\$ 72,414	\$ 72,829
51203	Disability Insurance	\$ 960	\$ 600	\$ 600
51204	Workers Comp Insur	\$ 8,875	\$ 8,726	\$ 7,009
51205	Medicare Tax	\$ 4,845	\$ 5,123	\$ 5,211
51206	Unemployment Comp Insur	\$ 911	\$ 975	\$ 993
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 69,447
52010	Office Supplies	\$ 448	\$ 500	\$ 500
52030	Clothing	\$ 4,695	\$ 4,965	\$ 5,432
52031	Clothing - Safety Gear	\$ 3,225	\$ 3,438	\$ 3,510
52040	Fuel	\$ 121,148	\$ 154,500	\$ 135,000
52050	Minor Tools/Instruments	\$ 724	\$ 1,200	\$ 1,200
52060	Cleaning Supplies	\$ 1,249	\$ 1,450	\$ 1,450
52070	Chemical Supplies	\$ 0	\$ 0	\$ 0
52130	Other Supplies	\$ 769	\$ 800	\$ 800
52200	Non Capital Equipment Purchases	\$ 4,120	\$ 4,500	\$ 4,500
52220	Containers	\$ 48,349	\$ 49,868	\$ 49,930
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 127	\$ 500	\$ 500
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 160,054	\$ 136,500	\$ 204,000
54120	Container Maintenance	\$ 39,140	\$ 49,675	\$ 49,276
54999	Decision Packages for Discussion			\$ 0
55015	Lease of Vehicles	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55570	Software Annual Maint Agreemnts	\$ 65,022	\$ 69,413	\$ 82,264
55999	Decision Packages for Discussion			\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 230,000
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 881,414	\$ 989,938	\$ 1,357,126
374 Solid Waste Disposal				
51111	Salaries - Full Time	\$ 202,218	\$ 204,025	\$ 253,358
51118	Salaries - Part Time	\$ 12,996	\$ 15,559	\$ 0
51121	Longevity	\$ 1,170	\$ 1,344	\$ 1,584
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 3,314	\$ 3,300	\$ 3,300
51130	Overtime	\$ 1,792	\$ 2,000	\$ 2,000
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 42,083	\$ 42,790	\$ 53,222
51202	Health Insurance	\$ 20,400	\$ 20,402	\$ 20,402
51203	Disability Insurance	\$ 0	\$ 0	\$ 442
51204	Workers Comp Insur	\$ 266	\$ 355	\$ 329
51205	Medicare Tax	\$ 3,129	\$ 3,283	\$ 3,777

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
51206	Unemployment Comp Insur	\$ 597	\$ 629	\$ 632
51999	Decision Packages for Discussion	\$ 0	\$ 31,233	\$ 0
52010	Office Supplies	\$ 745	\$ 2,000	\$ 2,000
52030	Clothing	\$ 1,896	\$ 1,804	\$ 2,242
52031	Clothing - Safety Gear	\$ 196	\$ 666	\$ 666
52040	Fuel	\$ 2,561	\$ 4,000	\$ 2,500
52050	Minor Tools/Instruments	\$ 214	\$ 500	\$ 500
52060	Cleaning Supplies	\$ 2,153	\$ 2,175	\$ 2,175
52070	Chemical Supplies	\$ 2,360	\$ 5,117	\$ 4,640
52090	Botanical/Agricultural	\$ 1,089	\$ 1,500	\$ 1,000
52130	Other Supplies	\$ 379	\$ 650	\$ 600
52200	Non Capital Equipment Purchases	\$ 6,109	\$ 7,000	\$ 7,000
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 2,506	\$ 5,000	\$ 5,000
53050	Maint-Street/Curbs/Gutters	\$ 0	\$ 1,500	\$ 1,500
53100	Transfer Station Maintenance Costs	\$ 7,392	\$ 7,500	\$ 7,500
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 0	\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 650	\$ 2,300	\$ 5,000
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 3,640	\$ 3,500	\$ 3,500
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55010	Rental of Equipment	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 100	\$ 0
55040	Electric	\$ 14,726	\$ 40,000	\$ 20,000
55070	Purchased Services/Contracts	\$ 10,720	\$ 23,500	\$ 22,900
55080	Travel & Training	\$ 1,696	\$ 1,800	\$ 1,800
55090	Memberships/Subscriptions	\$ 960	\$ 1,861	\$ 1,965
55195	Cellular Phone Charges	\$ 965	\$ 960	\$ 960
55510	Bank/Paying Agent Fees	\$ 35,892	\$ 20,000	\$ 15,000
55550	Waste Disposal Contract	\$ 2,461,178	\$ 2,819,600	\$ 2,970,000
55570	Software Annual Maint Agreemnts	\$ 0	\$ 0	\$ 0
55650	Yard Waste Contract	\$ 93,074	\$ 80,000	\$ 95,475
55660	Composting Contract	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
57231	Trnsfr Stn Tipping Floor Reconstruct	\$ 0	\$ 0	\$ 0
68020	Improvements	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 2,939,062	\$ 3,357,953	\$ 3,512,969
375 Residential Collection				
51111	Salaries - Full Time	\$ 332,391	\$ 336,443	\$ 331,930
51121	Longevity	\$ 2,137	\$ 2,976	\$ 1,776
51126	License Pay (Certification/Bilingual)	\$ 4,545	\$ 4,800	\$ 4,800
51130	Overtime	\$ 5,538	\$ 7,000	\$ 7,500
51201	TMRS Retirement	\$ 67,965	\$ 71,338	\$ 70,765
51202	Health Insurance	\$ 68,511	\$ 71,407	\$ 71,407
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 8,311	\$ 8,679	\$ 6,752
51205	Medicare Tax	\$ 4,602	\$ 5,097	\$ 5,021
51206	Unemployment Comp Insur	\$ 1,374	\$ 1,066	\$ 1,058
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 6,998
52010	Office Supplies	\$ 258	\$ 350	\$ 350
52030	Clothing	\$ 5,896	\$ 4,999	\$ 5,534
52031	Clothing - Safety Gear	\$ 3,652	\$ 3,888	\$ 3,888

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52040	Fuel	\$ 78,016	\$ 111,000	\$ 85,000
52060	Cleaning Supplies	\$ 622	\$ 1,450	\$ 1,000
52120	Reproduction & Printing	\$ 0	\$ 400	\$ 400
52130	Other Supplies	\$ 519	\$ 400	\$ 400
52200	Non Capital Equipment Purchases	\$ 3,606	\$ 4,000	\$ 4,000
52220	Containers	\$ 32,185	\$ 27,050	\$ 24,000
52999	Decision Packages for Discussion			\$ 0
53300	Driveway Repairs	\$ 0	\$ 1,000	\$ 1,000
53999	Decision Packages for Discussion			\$ 0
54030	Radio Maintenance	\$ 0	\$ 0	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 101,470	\$ 117,955	\$ 125,000
54999	Decision Packages for Discussion			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55570	Software Annual Maint Agreements	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
69040	Motor Vehicles	\$ 0	\$ 779,906	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 721,600	\$ 1,561,204	\$ 758,579
377 Recycling				
51111	Salaries - Full Time	\$ 27,232	\$ 32,698	\$ 37,440
51121	Longevity	\$ 2	\$ 48	\$ 48
51126	License Pay (Certification/Bilingual)	\$ 50	\$ 0	\$ 0
51130	Overtime	\$ 509	\$ 1,000	\$ 1,000
51201	TMRs Retirement	\$ 93,042	\$ 6,855	\$ 7,872
51202	Health Insurance	\$ 9,350	\$ 10,201	\$ 10,561
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 772	\$ 939	\$ 847
51205	Medicare Tax	\$ 389	\$ 491	\$ 559
51206	Unemployment Comp Insur	\$ 169	\$ 131	\$ 131
51999	Decision Packages for Discussion			\$ 0
52010	Office Supplies	\$ 0	\$ 250	\$ 250
52030	Clothing	\$ 651	\$ 824	\$ 900
52031	Clothing - Safety Gear	\$ 314	\$ 520	\$ 520
52040	Fuel	\$ 0	\$ 0	\$ 0
52060	Cleaning Supplies	\$ 53	\$ 150	\$ 150
52090	Botanical/Agricultural	\$ 670	\$ 1,000	\$ 1,000
52120	Reproduction & Printing	\$ 1,368	\$ 1,600	\$ 1,900
52130	Other Supplies	\$ 9,058	\$ 2,700	\$ 4,225
52220	Containers	\$ 14,298	\$ 17,425	\$ 18,050
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 78	\$ 300	\$ 500
54999	Decision Packages for Discussion			\$ 0
55040	Electric	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 78,941	\$ 111,150	\$ 111,150
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
56030	Legal Advertising	\$ 0	\$ 1,000	\$ 1,000
57235	Curbside Recycling Pilot	\$ 0	\$ 0	\$ 0
57377	Bag Some Litter Project	\$ 86	\$ 500	\$ 500
57381	Rcycl Cntr Addtn FY 2011 - HGAC Grant	\$ 0	\$ 0	\$ 0
68010	Building Improvements	\$ 490	\$ 1,500	\$ 1,500
69020	Cap. Mach/Tools/Equip	\$ 11,758	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 63,194	\$ 191,282	\$ 200,103

Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
382 Street Sweeping			
51203 Disability Insurance	\$ 0	\$ 0	\$ 0
Total	\$ 0	\$ 0	\$ 0
Total Solid Waste Fund	\$ 7,275,366	\$ 8,966,057	\$ 8,625,198

City of Huntsville
Proposed City Manager Budget
FY 25-26
226 Stormwater Drainage Fund



Estimated 09/30/2025 Unallocated Reserve :

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
408 - Late Payment Penalties	\$ 0	\$ 0	\$ 500
409 - Stormwater Drainage Fees	\$ 0	\$ 0	\$ 1,500,000
426 - Interest Earnings	\$ 0	\$ 0	\$ 5,000
Revenues	\$ 0	\$ 0	\$ 1,505,500
51 - Salary/Other Pay/Benefits	\$ 0	\$ 0	\$ 179,902
51a - Salary/Other Pay/Benefits - New Position DP			\$ 68,372
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit			\$ 5,665
52 - Supplies	\$ 0	\$ 0	\$ 6,450
53 - Maintenance Structures/Improvements	\$ 0	\$ 0	\$ 115,000
54 - Maintenance of Equipment	\$ 0	\$ 0	\$ 6,000
55 - Services and Utilities	\$ 0	\$ 0	\$ 2,000
69 - Capital Equipment			\$ 171,283
81 - GO/Revenue Bond Debt			\$ 950,490
91 - Transfers			\$ 0
94 - Transfer to ISF (Replacement)			\$ 0
95 - Transfers to Operating Funds			\$ 338
99 - Reserves			\$ 0
Expenditures	\$ 0	\$ 0	\$ 1,505,500

Revenues Less Expenditures: \$ 0

Estimated 09/30/2026 Unallocated Reserve:

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
226	Stormwater Drainage Fund			
	40804 Penalties - Stormwater Drainage Fees	\$ 0	\$ 0	\$ 500
	40901 Stormwater Drainage Fees	\$ 0	\$ 0	\$ 1,500,000
	42602 Interest Income	\$ 0	\$ 0	\$ 5,000
	Total	\$ 0	\$ 0	\$ 1,505,500
	Total Stormwater Drainage Fund	\$ 0	\$ 0	\$ 1,505,500
	1226 Nondepartmental-Stormwater Drain			
	51140 Adjustments for Step/COLA/Other PR Benefits			\$ 5,665
	91230 Transfer to CIP Program			\$ 0
	94306 Transfer - Equip Replace Fund			\$ 0
	95101 Transfer to General Fund			\$ 338
	99100 Future Appropriations			\$ 0
	Total			\$ 6,003
	2261 Debt Payments-Drainage			
	80015 2025 Series - Principal			\$ 195,000
	80115 2025 Series - Interest			\$ 755,490
	Total			\$ 950,490
	384 Drainage Maintenance			
	51111 Salaries - Full Time	\$ 0	\$ 0	\$ 112,717
	51121 Longevity	\$ 0	\$ 0	\$ 192
	51126 License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 1,200
	51130 Overtime	\$ 0	\$ 0	\$ 6,000
	51201 TMRS Retirement	\$ 0	\$ 0	\$ 24,564
	51202 Health Insurance	\$ 0	\$ 0	\$ 30,963
	51204 Workers Comp Insur	\$ 0	\$ 0	\$ 2,091
	51205 Medicare Tax	\$ 0	\$ 0	\$ 1,743
	51206 Unemployment Comp Insur	\$ 0	\$ 0	\$ 432
	51999 Decision Packages for Discussion			\$ 68,372
	52030 Clothing	\$ 0	\$ 0	\$ 2,384
	52031 Clothing - Safety Gear	\$ 0	\$ 0	\$ 1,566
	52040 Fuel	\$ 0	\$ 0	\$ 1,000
	52050 Minor Tools/Instruments	\$ 0	\$ 0	\$ 200
	52060 Cleaning Supplies	\$ 0	\$ 0	\$ 250
	52130 Other Supplies	\$ 0	\$ 0	\$ 100
	52200 Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 950
	53110 Drainage Maintenance	\$ 0	\$ 0	\$ 115,000
	54040 Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 6,000
	55080 Travel & Training	\$ 0	\$ 0	\$ 2,000
	69999 Decision Packages for Discussion			\$ 171,283
	Total	\$ 0	\$ 0	\$ 549,007
	Total Stormwater Drainage Fund	\$ 0	\$ 0	\$ 1,505,500

City of Huntsville
Proposed City Manager Budget
FY 25-26
302 Medical Insurance Fund



Estimated 09/30/2025 Unallocated Reserve : \$				4,544,949
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 215,760	\$ 125,000	\$ 125,000	
428 - Reimbursements	\$ 0	\$ 0	\$ 0	
432 - Other	\$ 35,130	\$ 22,000	\$ 36,000	
434 - Charges to Other Funds	\$ 2,643,843	\$ 2,815,082	\$ 2,752,829	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
436 - Charges - Other Entities	\$ 1,492,319	\$ 1,429,190	\$ 1,399,800	
Revenues	\$ 4,387,052	\$ 4,391,272	\$ 4,313,629	
52 - Supplies	\$ 0	\$ 5,000	\$ 1,000	
55 - Services and Utilities	\$ 0	\$ 0	\$ 0	
78 - Miscellaneous Projects	\$ 4,177,226	\$ 5,059,260	\$ 4,312,629	
87 - Transfers	\$ 0	\$ 0	\$ 0	
99 - Reserves	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 4,177,226	\$ 5,064,260	\$ 4,313,629	
Revenues Less Expenditures: \$				0
Estimated 09/30/2026 Unallocated Reserve: \$				4,544,949

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
302	Medical Insurance Fund			
42602	Interest Income	\$ 215,760	\$ 125,000	\$ 125,000
42806	Reinsurance Reimbursement	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 11,455	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43215	Tobacco Use Surcharge	\$ 23,675	\$ 22,000	\$ 36,000
43216	Surcharge - No Wellness Check	\$ 0	\$ 0	\$ 0
43401	Charge to General Fund	\$ 1,900,967	\$ 1,991,325	\$ 1,960,039
43402	Charge to Street SRF	\$ 0	\$ 0	\$ 0
43403	Charge to Utility Fund	\$ 465,240	\$ 534,754	\$ 472,049
43404	Charge to Wstwtr Fund	\$ 0	\$ 0	\$ 0
43405	Charge to Solid Waste	\$ 169,062	\$ 174,424	\$ 175,199
43406	Charge to Stormwater Fund	\$ 0	\$ 0	\$ 30,963
43409	Charge to Capital Construction	\$ 0	\$ 0	\$ 0
43413	Charge Golf Operations	\$ 0	\$ 0	\$ 0
43414	Charge Cemetery Operations	\$ 0	\$ 0	\$ 0
43415	Charges-Police SRO Fund	\$ 62,934	\$ 62,982	\$ 62,982
43417	Charge Court Security SRF	\$ 0	\$ 0	\$ 0
43418	Charge to Arts & Visitor Center Fund	\$ 4,250	\$ 10,201	\$ 10,201
43419	Charge to H/M Tax Tourism & Visitors Center	\$ 41,389	\$ 41,396	\$ 41,396
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43503	Transfer from Utility Fund	\$ 0	\$ 0	\$ 0
43504	Transfer from Wastewater Fund	\$ 0	\$ 0	\$ 0
43505	Transfer from Solid Waste Fund	\$ 0	\$ 0	\$ 0
43507	Transfer from Golf	\$ 0	\$ 0	\$ 0
43509	Transfer from CIP	\$ 0	\$ 0	\$ 0
43514	Transfer from Street SRF	\$ 0	\$ 0	\$ 0
43516	Transfer from Oakwood Cemetery Endowment Fund	\$ 0	\$ 0	\$ 0
43518	Transfer from Cap Constr Crew Fd	\$ 0	\$ 0	\$ 0
43520	Transfer from Police SRO	\$ 0	\$ 0	\$ 0
43532	Transfer - Court Security Fund	\$ 0	\$ 0	\$ 0
43533	Transfer from Arts Center SRF	\$ 0	\$ 0	\$ 0
43536	Transfer from PEB Trust - Medical Fund	\$ 0	\$ 0	\$ 0
43560	Transfer from Cemetery Endow			\$ 0
43631	Dependent Coverage - Health	\$ 0	\$ 0	\$ 0
43632	Retiree - Paid by City	\$ 572,100	\$ 552,000	\$ 572,400
43633	Employee Health Contribution	\$ 753,028	\$ 716,775	\$ 683,712
43634	Retiree Health Contribution	\$ 167,191	\$ 160,415	\$ 143,688
43635	Retiree Dependent Contribution	\$ 0	\$ 0	\$ 0
43636	Retiree Hlth Paid by Retiree	\$ 0	\$ 0	\$ 0
43637	Dependent Coverage Dental	\$ 0	\$ 0	\$ 0
43638	Employee Dental Contribution	\$ 0	\$ 0	\$ 0
Total		\$ 4,387,052	\$ 4,391,272	\$ 4,313,629
Total Medical Insurance Fund		\$ 4,387,052	\$ 4,391,272	\$ 4,313,629

1302 Nondepartmental Medical Insurance Fi

52602	Wellness Program	\$ 0	\$ 5,000	\$ 1,000
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
78980	Dental Claim Disbursements	\$ 0	\$ 0	\$ 0
78981	Premiums-EAP, Vision & Post 65	\$ 366,833	\$ 398,925	\$ 400,000
78982	Dental Admin Costs	\$ 239,873	\$ 253,445	\$ 260,000
78983	Claims Disbursements - Medical	\$ 2,989,461	\$ 3,540,000	\$ 3,105,656
78984	Plan Admin Costs Med Stop Loss Rx Admin FSA Admin {	\$ 502,057	\$ 784,140	\$ 465,973
78985	PEB Trust Admin Costs	\$ 41,553	\$ 42,000	\$ 40,000
78986	Retirement Health Savings (RHS) Management Fees	\$ 3,049	\$ 4,550	\$ 5,000
78987	Health Savings Account	\$ 34,400	\$ 36,200	\$ 36,000

Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
78990 Payment to HRA	\$ 0	\$ 0	\$ 0
94402 Transfer to PEB Trust - Medical Fund	\$ 0	\$ 0	\$ 0
99100 Future Appropriations	\$ 0	\$ 0	\$ 0
Total	\$ 4,177,226	\$ 5,064,260	\$ 4,313,629
Total Medical Insurance Fund	\$ 4,177,226	\$ 5,064,260	\$ 4,313,629

City of Huntsville
Proposed City Manager Budget
FY 25-26
306 Capital Equipment Fund



Estimated 09/30/2025 Unallocated Reserve : \$				7,618,531
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
419 - Fees/Charges/Sales	\$ 223,225	\$ 50,000	\$ 50,000	
426 - Interest Earnings	\$ 331,797	\$ 200,000	\$ 200,000	
428 - Reimbursements	\$ 0	\$ 0	\$ 0	
429 - Contributions	\$ 0	\$ 0	\$ 0	
432 - Other	\$ 55,575	\$ 0	\$ 0	
434 - Charges to Other Funds	\$ 2,494,871	\$ 2,152,863	\$ 2,062,796	
435 - Transfers from Other Funds	\$ 1,094,299	\$ 0	\$ 0	
Revenues	\$ 4,199,766	\$ 2,402,863	\$ 2,312,796	
52 - Supplies			\$ 0	
69 - Capital Equipment	\$ 3,085,788	\$ 2,343,223	\$ 2,260,424	
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 3,085,788	\$ 2,343,223	\$ 2,260,424	
Revenues Less Expenditures: \$				52,372
Estimated 09/30/2026 Unallocated Reserve: \$				7,670,903

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
306	Capital Equipment Fund			
41913	Proceeds from Auction	\$ 223,225	\$ 50,000	\$ 50,000
41929	FD Svcs-Veh Extr, Haz Mat, etc.	\$ 0	\$ 0	\$ 0
42602	Interest Income	\$ 331,797	\$ 200,000	\$ 200,000
42801	Grants	\$ 0	\$ 0	\$ 0
42803	Insurance Refunds/Credits	\$ 0	\$ 0	\$ 0
42804	Disaster Relief - Fed Govt	\$ 0	\$ 0	\$ 0
42805	Disaster Relief - State Govt	\$ 0	\$ 0	\$ 0
42905	Contributions	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 55,575	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43401	Charge to General Fund	\$ 1,013,315	\$ 400,510	\$ 646,826
43402	Charge to Street SRF	\$ 0	\$ 0	\$ 0
43403	Charge to Utility Fund	\$ 634,824	\$ 707,396	\$ 523,596
43404	Charge to Wstwr Fund	\$ 0	\$ 0	\$ 0
43405	Charge to Solid Waste	\$ 769,106	\$ 989,982	\$ 837,399
43406	Charge to Stormwater Fund	\$ 0	\$ 0	\$ 0
43409	Charge to Capital Construction	\$ 0	\$ 0	\$ 0
43413	Charge Golf Operations	\$ 0	\$ 0	\$ 0
43414	Charge Cemetery Operations	\$ 0	\$ 0	\$ 0
43415	Charges-Police SRO Fund	\$ 44,326	\$ 44,326	\$ 44,326
43419	Charge to H/M Tax Tourism & Visitors Center	\$ 8,300	\$ 10,649	\$ 10,649
43420	Charge to General Fund - Fire	\$ 25,000	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 497,143	\$ 0	\$ 0
43502	Transfer from GF - Fire			\$ 0
43503	Transfer from Utility Fund	\$ 584,456	\$ 0	\$ 0
43504	Transfer from Wastewater Fund	\$ 0	\$ 0	\$ 0
43505	Transfer from Solid Waste Fund	\$ 0	\$ 0	\$ 0
43509	Transfer from CIP	\$ 0	\$ 0	\$ 0
43512	Transfer Stormwater Drain Fd	\$ 0	\$ 0	\$ 0
43514	Transfer from Street SRF	\$ 0	\$ 0	\$ 0
43520	Transfer from Police SRO	\$ 0	\$ 0	\$ 0
43521	Transfer - Police Forfeiture	\$ 0	\$ 0	\$ 0
43523	Transfer from Debt Service Fund	\$ 0	\$ 0	\$ 0
43526	Transfr from Other H/M Tax Funds	\$ 12,700	\$ 0	\$ 0
43530	Trnsfr from Computer Equip Rplc	\$ 0	\$ 0	\$ 0
Total		\$ 4,199,766	\$ 2,402,863	\$ 2,312,796
Total Capital Equipment Fund		\$ 4,199,766	\$ 2,402,863	\$ 2,312,796
1306	Nondepartmental Capital Equipment Fund			
91400	Depreciation Expense	\$ 1,614,756	\$ 0	\$ 0
95224	Transfer to Solid Waste Fund	\$ 0	\$ 0	\$ 0
Total		\$ 1,614,756	\$ 0	\$ 0
3061	Debt Payments-Equip Replace Fund			
82070	Lease Principal	\$ 0	\$ 0	\$ 0
82080	Lease Interest	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
379	Fleet/Rolling Stock			
69020	Cap. Mach/Tools/Equip	\$ 926,586	\$ 164,000	\$ 271,990
69021	Fire Equipment	\$ 0	\$ 25,000	\$ 25,000
69040	Motor Vehicles	\$ 2,159,202	\$ 2,154,223	\$ 1,963,434
69041	Fire Vehicles	\$ 0	\$ 0	\$ 0
Total		\$ 3,085,788	\$ 2,343,223	\$ 2,260,424
Total Capital Equipment Fund		\$ 4,700,544	\$ 2,343,223	\$ 2,260,424

City of Huntsville
Proposed City Manager Budget
FY 25-26



309 Computer Equip. Replacement Fund

Estimated 09/30/2025 Unallocated Reserve : \$				750,859
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 22,903	\$ 0	\$ 11,000	
428 - Reimbursements	\$ 0	\$ 0	\$ 0	
429 - Contributions	\$ 0	\$ 0	\$ 0	
432 - Other	\$ 850	\$ 0	\$ 0	
434 - Charges to Other Funds	\$ 506,541	\$ 366,329	\$ 455,137	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 530,294	\$ 366,329	\$ 466,137	
52 - Supplies	\$ 155,265	\$ 159,495	\$ 0	
69 - Capital Equipment	\$ 191,654	\$ 123,600	\$ 0	
91 - Transfers	\$ 0	\$ 0	\$ 0	
94 - Transfer to ISF (Replacement)	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 346,920	\$ 283,095	\$ 0	
Revenues Less Expenditures: \$				466,137
Estimated 09/30/2026 Unallocated Reserve: \$				1,216,996

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
309	Computer Equip. Replacement			
42602	Interest Income	\$ 22,903	\$ 0	\$ 11,000
42801	Grants	\$ 0	\$ 0	\$ 0
42905	Contributions	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 850	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43401	Charge to General Fund	\$ 371,839	\$ 277,577	\$ 362,165
43402	Charge to Street SRF	\$ 0	\$ 0	\$ 0
43403	Charge to Utility Fund	\$ 96,634	\$ 61,257	\$ 62,586
43404	Charge to Wstwttr Fund	\$ 0	\$ 0	\$ 0
43405	Charge to Solid Waste	\$ 29,088	\$ 20,201	\$ 21,280
43409	Charge to Capital Construction	\$ 0	\$ 0	\$ 0
43413	Charge Golf Operations	\$ 0	\$ 0	\$ 0
43418	Charge to Arts & Visitor Center Fund	\$ 0	\$ 0	\$ 0
43419	Charge to H/M Tax Tourism & Visitors Center	\$ 8,980	\$ 7,294	\$ 9,106
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43503	Transfer from Utility Fund	\$ 0	\$ 0	\$ 0
43504	Transfer from Wastewater Fund	\$ 0	\$ 0	\$ 0
43505	Transfer from Solid Waste Fund	\$ 0	\$ 0	\$ 0
43521	Transfer - Police Forfeiture	\$ 0	\$ 0	\$ 0
43522	Transfer from Library SRF	\$ 0	\$ 0	\$ 0
43523	Transfer from Debt Service Fund	\$ 0	\$ 0	\$ 0
43526	Transfr from Other H/M Tax Funds	\$ 0	\$ 0	\$ 0
43528	Transfer from Police Grants SRF	\$ 0	\$ 0	\$ 0
49000	Project/Conversion/Corrections	\$ 0	\$ 0	\$ 0
Total		\$ 530,294	\$ 366,329	\$ 466,137
Total Computer Equip. Replacement Fund		\$ 530,294	\$ 366,329	\$ 466,137
1309	Nondepartmental Computer Equipment			
91230	Transfer to CIP Program	\$ 0	\$ 0	\$ 0
91240	Transfer to General Fund	\$ 0	\$ 0	\$ 0
91400	Depreciation Expense	\$ 155,438	\$ 0	\$ 0
94306	Transfer - Equip Replace Fund	\$ 0	\$ 0	\$ 0
Total		\$ 155,438	\$ 0	\$ 0
3091	Debt Payments-Computer Eqp Replacement			
82070	Lease Principal	\$ 0	\$ 0	\$ 0
82080	Lease Interest	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
655	IT Computer/Software Equipment			
52130	Other Supplies	\$ 39,002	\$ 12,270	\$ 0
52200	Non Capital Equipment Purchases	\$ 116,264	\$ 147,225	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 191,654	\$ 123,600	\$ 0
69025	Capital Purch - Software License	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
Total		\$ 346,920	\$ 283,095	\$ 0
Total Computer Equip. Replacement Fund		\$ 502,357	\$ 283,095	\$ 0

City of Huntsville
Proposed City Manager Budget
FY 25-26
402 PEB Trust - Medical Fund



Estimated 09/30/2025 Unallocated Reserve : \$				5,385,000
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 402,296	\$ 0	\$ 0	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 402,296	\$ 0	\$ 0	
78 - Miscellaneous Projects	\$ 0	\$ 20,000	\$ 20,000	
87 - Transfers	\$ 0	\$ 0	\$ 0	
95 - Transfers to Operating Funds	\$ 10,150	\$ 0	\$ 0	
Expenditures	\$ 10,150	\$ 20,000	\$ 20,000	
Revenues Less Expenditures: (\$				20,000)
Estimated 09/30/2026 Unallocated Reserve: \$				5,365,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
402	PEB Trust - Medical Fund			
	42501 Unrealized Gains & Losses on Investments	\$ 945,577	\$ 0	\$ 0
	42602 Interest Income	\$ 402,296	\$ 0	\$ 0
	43529 Transfer from Medical ISF	\$ 0	\$ 0	\$ 0
	Total	\$ 1,347,873	\$ 0	\$ 0
	Total PEB Trust - Medical Fund	\$ 1,347,873	\$ 0	\$ 0
	1402 Nondepartmental PEB Trust			
	78991 Payment to RHS	\$ 0	\$ 20,000	\$ 20,000
	95101 Transfer to General Fund	\$ 10,150	\$ 0	\$ 0
	95220 Transfer to Utility Fund	\$ 0	\$ 0	\$ 0
	95224 Transfer to Solid Waste Fund	\$ 0	\$ 0	\$ 0
	95606 Transfer to H/M Tax SRF	\$ 0	\$ 0	\$ 0
	98181 Transfer to Medical Insurance Fd	\$ 0	\$ 0	\$ 0
	Total	\$ 10,150	\$ 20,000	\$ 20,000
	Total PEB Trust - Medical Fund	\$ 10,150	\$ 20,000	\$ 20,000

City of Huntsville
Proposed City Manager Budget
FY 25-26
418 Library Endowment Fund



Estimated 09/30/2025 Unallocated Reserve : \$				124,100
Account		FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
426 - Interest Earnings		\$ 7,092	\$ 0	\$ 5,000
Revenues		\$ 7,092	\$ 0	\$ 5,000
Revenues Less Expenditures: \$				5,000
Estimated 09/30/2026 Unallocated Reserve: \$				129,100

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
418	Library Endowment Fund			
	42602 Interest Income	\$ 7,092	\$ 0	\$ 5,000
	43209 Gain/Loss - Sale of Security			\$ 0
	Total	\$ 7,092	\$ 0	\$ 5,000
	Total Library Endowment Fund	\$ 7,092	\$ 0	\$ 5,000

City of Huntsville
Proposed City Manager Budget
FY 25-26



461 Oakwood Cemetery Endowment Fund

Estimated 09/30/2025 Unallocated Reserve : \$				397,800
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 19,087	\$ 5,000	\$ 5,000	
429 - Contributions	\$ 0	\$ 0	\$ 0	
Revenues	\$ 19,087	\$ 5,000	\$ 5,000	
94 - Transfer to ISF (Replacement)			\$ 0	
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 0	\$ 0	\$ 0	
Revenues Less Expenditures: \$				5,000
Estimated 09/30/2026 Unallocated Reserve: \$				402,800

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
461	Oakwood Cemetery Endowment			
	42602 Interest Income	\$ 19,087	\$ 5,000	\$ 5,000
	42960 Contribs - Cemetery Assoc.	\$ 0	\$ 0	\$ 0
	43209 Gain/Loss - Sale of Security			\$ 0
	Total	\$ 19,087	\$ 5,000	\$ 5,000
	Total Oakwood Cemetery Endowment Fund	\$ 19,087	\$ 5,000	\$ 5,000
	1461 Nondepartmental Cemetery Endowment			
	94302 Transfer Insurance Fund			\$ 0
	95101 Transfer to General Fund	\$ 0	\$ 0	\$ 0
	95260 Transfer to Cemetery Fund	\$ 0	\$ 0	\$ 0
	95606 Transfer to H/M Tax SRF	\$ 0	\$ 0	\$ 0
	Total	\$ 0	\$ 0	\$ 0
	Total Oakwood Cemetery Endowment Fund	\$ 0	\$ 0	\$ 0

City of Huntsville
Proposed City Manager Budget
FY 25-26
601 Court Security SRF



Estimated 09/30/2025 Unallocated Reserve : \$				86,803
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
418 - Municipal Court Fines	\$ 28,219	\$ 30,000	\$ 30,000	
426 - Interest Earnings	\$ 2,611	\$ 2,000	\$ 2,000	
432 - Other	\$ 0	\$ 0	\$ 0	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 30,830	\$ 32,000	\$ 32,000	
51 - Salary/OtherPay/Benefits	\$ 0	\$ 0	\$ 0	
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0	
52 - Supplies	\$ 0	\$ 0	\$ 0	
53 - Maintenance Structures/Improvements			\$ 0	
54 - Maintenance of Equipment	\$ 0	\$ 0	\$ 0	
55 - Services and Utilities	\$ 0	\$ 0	\$ 0	
56 - Insurance/Sundry/Elections	\$ 0	\$ 0	\$ 0	
69 - Capital Equipment			\$ 0	
91 - Transfers	\$ 28,050	\$ 29,104	\$ 30,309	
94 - Transfer to ISF (Replacement)	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 28,050	\$ 29,104	\$ 30,309	
Revenues Less Expenditures: \$				1,691
Estimated 09/30/2026 Unallocated Reserve: \$				88,494

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
601	Court Security SRF			
41801	Municipal Court Fines	\$ 0	\$ 0	\$ 0
41806	Court Security Fees	\$ 28,219	\$ 30,000	\$ 30,000
42602	Interest Income	\$ 2,611	\$ 2,000	\$ 2,000
43201	Miscellaneous Revenues	\$ 0	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
Total		\$ 30,830	\$ 32,000	\$ 32,000
Total Court Security SRF		\$ 30,830	\$ 32,000	\$ 32,000
1601	Nondepartmental Court Security			
91240	Transfer to General Fund	\$ 28,050	\$ 29,104	\$ 30,309
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
Total		\$ 28,050	\$ 29,104	\$ 30,309
432	Court Security Division			
51111	Salaries - Full Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 0	\$ 0	\$ 0
51123	Incentive Pay (Degree/OIC)	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 0	\$ 0	\$ 0
51130	Overtime	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion			\$ 0
52040	Fuel	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56012	Insurance Policies - Auto	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion			\$ 0
Total		\$ 0	\$ 0	\$ 0
Total Court Security SRF		\$ 28,050	\$ 29,104	\$ 30,309

City of Huntsville
Proposed City Manager Budget
FY 25-26
602 Court Technology SRF



Estimated 09/30/2025 Unallocated Reserve : \$				70,320
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
418 - Municipal Court Fines	\$ 23,211	\$ 25,000	\$ 25,000	
426 - Interest Earnings	\$ 3,944	\$ 4,000	\$ 4,000	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 27,155	\$ 29,000	\$ 29,000	
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0	
52 - Supplies	\$ 3,022	\$ 7,500	\$ 0	
53 - Maintenance Structures/Improvements			\$ 0	
54 - Maintenance of Equipment			\$ 0	
55 - Services and Utilities	\$ 33,437	\$ 34,036	\$ 33,418	
69 - Capital Equipment	\$ 0	\$ 0	\$ 0	
91 - Transfers	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 36,459	\$ 41,536	\$ 33,418	
Revenues Less Expenditures: (\$				4,418)
Estimated 09/30/2026 Unallocated Reserve: \$				65,902

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
602	Court Technology SRF			
	41801 Municipal Court Fines	\$ 0	\$ 0	\$ 0
	41807 Court Technology Fees	\$ 23,211	\$ 25,000	\$ 25,000
	42602 Interest Income	\$ 3,944	\$ 4,000	\$ 4,000
	43501 Transfer from General Fund	\$ 0	\$ 0	\$ 0
	Total	\$ 27,155	\$ 29,000	\$ 29,000
	Total Court Technology SRF	\$ 27,155	\$ 29,000	\$ 29,000
1602	Nondepartmental Court Technology Fi			
	52200 Non Capital Equipment Purchases	\$ 3,022	\$ 7,500	\$ 0
	69020 Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
	91230 Transfer to CIP Program	\$ 0	\$ 0	\$ 0
	91240 Transfer to General Fund	\$ 0	\$ 0	\$ 0
	Total	\$ 3,022	\$ 7,500	\$ 0
433	Court Technology Division			
	51999 Decision Packages for Discussion			\$ 0
	52999 Decision Packages for Discussion			\$ 0
	53999 Decision Packages for Discussion			\$ 0
	54999 Decision Packages for Discussion			\$ 0
	55570 Software Annual Maint Agreemnts	\$ 33,437	\$ 34,036	\$ 33,418
	55999 Decision Packages for Discussion			\$ 0
	69020 Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
	69999 Decision Packages for Discussion			\$ 0
	Total	\$ 33,437	\$ 34,036	\$ 33,418
	Total Court Technology SRF	\$ 36,459	\$ 41,536	\$ 33,418

City of Huntsville
Proposed City Manager Budget
FY 25-26
609 Airport SRF



Estimated 09/30/2025 Unallocated Reserve : \$				139,756
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
419 - Fees/Charges/Sales	\$ 31,918	\$ 57,917	\$ 57,917	
426 - Interest Earnings	\$ 759	\$ 500	\$ 500	
428 - Reimbursements	\$ 48,015	\$ 90,000	\$ 90,000	
429 - Contributions	\$ 0	\$ 0	\$ 0	
432 - Other	\$ 120	\$ 0	\$ 0	
435 - Transfers from Other Funds	\$ 685,000	\$ 0	\$ 0	
Revenues	\$ 765,812	\$ 148,417	\$ 148,417	
51 - Salary/Other Pay/Benefits	\$ 0	\$ 0	\$ 0	
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0	
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 0	\$ 0	
52 - Supplies	\$ 1,029	\$ 4,250	\$ 1,700	
53 - Maintenance Structures/Improvements	\$ 77,884	\$ 146,000	\$ 123,000	
54 - Maintenance of Equipment			\$ 0	
55 - Services and Utilities	\$ 9,977	\$ 28,500	\$ 29,484	
68 - Improvements	\$ 0	\$ 0	\$ 0	
91 - Transfers	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 88,890	\$ 178,750	\$ 154,184	
Revenues Less Expenditures: (\$				5,767)
Estimated 09/30/2026 Unallocated Reserve: \$				133,989

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
609	Airport SRF			
	41911 Payments from Airport	\$ 0	\$ 0	\$ 0
	41925 Lease of City Property	\$ 31,918	\$ 57,917	\$ 57,917
	42602 Interest Income	\$ 759	\$ 500	\$ 500
	42801 Grants	\$ 48,015	\$ 90,000	\$ 90,000
	42905 Contributions	\$ 0	\$ 0	\$ 0
	43201 Miscellaneous Revenues	\$ 120	\$ 0	\$ 0
	43501 Transfer from General Fund	\$ 685,000	\$ 0	\$ 0
	43509 Transfer from CIP	\$ 0	\$ 0	\$ 0
	Total	\$ 765,812	\$ 148,417	\$ 148,417
	Total Airport SRF	\$ 765,812	\$ 148,417	\$ 148,417
	1609 Nondepartmental Airport SRF			
	51140 Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 0	\$ 0
	91230 Transfer to CIP Program	\$ 0	\$ 0	\$ 0
	Total	\$ 0	\$ 0	\$ 0
	395 RAMP Grant			
	51999 Decision Packages for Discussion			\$ 0
	52050 Minor Tools/Instruments			\$ 0
	52070 Chemical Supplies			\$ 0
	52130 Other Supplies	\$ 0	\$ 0	\$ 0
	52999 Decision Packages for Discussion			\$ 0
	53010 Building Maintenance	\$ 0	\$ 0	\$ 0
	53090 Special Maintenance Projects	\$ 58,627	\$ 95,000	\$ 95,000
	53120 Airport Grounds Maintenance	\$ 223	\$ 0	\$ 0
	53999 Decision Packages for Discussion			\$ 0
	54999 Decision Packages for Discussion			\$ 0
	55080 Travel & Training	\$ 1,288	\$ 1,800	\$ 1,800
	55999 Decision Packages for Discussion			\$ 0
	Total	\$ 60,139	\$ 96,800	\$ 96,800
	399 Airport SRF			
	51115 Seasonal	\$ 0	\$ 0	\$ 0
	51130 Overtime	\$ 0	\$ 0	\$ 0
	51200 MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
	51204 Workers Comp Insur	\$ 0	\$ 0	\$ 0
	51205 Medicare Tax	\$ 0	\$ 0	\$ 0
	51206 Unemployment Comp Insur	\$ 0	\$ 0	\$ 0
	51999 Decision Packages for Discussion			\$ 0
	52031 Clothing - Safety Gear	\$ 0	\$ 0	\$ 0
	52050 Minor Tools/Instruments	\$ 0	\$ 0	\$ 0
	52070 Chemical Supplies	\$ 0	\$ 0	\$ 0
	52120 Reproduction & Printing	\$ 0	\$ 1,250	\$ 500
	52130 Other Supplies	\$ 1,029	\$ 3,000	\$ 1,200
	52999 Decision Packages for Discussion			\$ 0
	53010 Building Maintenance	\$ 0	\$ 5,000	\$ 3,000
	53090 Special Maintenance Projects	\$ 0	\$ 0	\$ 0
	53120 Airport Grounds Maintenance	\$ 19,034	\$ 46,000	\$ 25,000
	53999 Decision Packages for Discussion			\$ 0
	54999 Decision Packages for Discussion			\$ 0
	55040 Electric	\$ 6,188	\$ 6,700	\$ 6,700
	55070 Purchased Services/Contracts	\$ 2,500	\$ 0	\$ 984
	55077 Grant Match - Airport	\$ 0	\$ 0	\$ 0
	55910 Airport Masterplan Study	\$ 0	\$ 20,000	\$ 20,000
	55999 Decision Packages for Discussion			\$ 0
	62251 Land/Easement Acquisition	\$ 684,334	\$ 0	\$ 0
	68020 Improvements	\$ 0	\$ 0	\$ 0

Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
91230 Transfer to CIP Program	\$ 0	\$ 0	\$ 0
Total	\$ 713,086	\$ 81,950	\$ 57,384
Total Airport SRF	\$ 773,224	\$ 178,750	\$ 154,184

City of Huntsville
Proposed City Manager Budget
FY 25-26
610 Library SRF



Estimated 09/30/2025 Unallocated Reserve : \$ 192,892

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
426 - Interest Earnings	\$ 4,712	\$ 3,000	\$ 3,000
428 - Reimbursements	\$ 0	\$ 0	\$ 60,000
429 - Contributions	\$ 24,608	\$ 4,100	\$ 4,100
432 - Other	\$ 6	\$ 0	\$ 0
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0
Revenues	\$ 29,314	\$ 7,100	\$ 67,100
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0
52 - Supplies	\$ 998	\$ 0	\$ 0
53 - Maintenance Structures/Improvements			\$ 0
54 - Maintenance of Equipment	\$ 0	\$ 0	\$ 0
55 - Services and Utilities	\$ 0	\$ 0	\$ 0
57 - Programs/Projects	\$ 3,040	\$ 0	\$ 68,667
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0
Expenditures	\$ 4,038	\$ 0	\$ 68,667

Revenues Less Expenditures: (\$ 1,567)

Estimated 09/30/2026 Unallocated Reserve: \$ 191,325

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
610	Library SRF			
41906	Friends of the Library	\$ 5	\$ 0	\$ 0
42602	Interest Income	\$ 4,712	\$ 3,000	\$ 3,000
42801	Grants	\$ 0	\$ 0	\$ 60,000
42905	Contributions	\$ 20,508	\$ 0	\$ 0
42910	Contributions - Library Dons.	\$ 2,658	\$ 2,000	\$ 2,000
42911	Contributions - Library Memorial	\$ 20	\$ 100	\$ 100
42912	Contributions - Book Replacement	\$ 1,416	\$ 2,000	\$ 2,000
42919	Contributions - Children's Programs	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 6	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
Total		\$ 29,314	\$ 7,100	\$ 67,100
Total Library SRF		\$ 29,314	\$ 7,100	\$ 67,100
1610	Nondepartmental Library SRF			
95611	Transfer to Library Grants SRF	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
415	Library - Children's Programs			
52200	Non Capital Equipment Purchases			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
416	Library - Friends			
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
440	Library SRF			
51999	Decision Packages for Discussion			\$ 0
52130	Other Supplies	\$ 998	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54110	Book Replacement	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55070	Purchased Services/Contracts	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
57037	Purchases - Special Monies	\$ 3,040	\$ 0	\$ 68,667
57038	Purchs - RIF & TX Reading Club	\$ 0	\$ 0	\$ 0
57575	Gates Foundation Grant	\$ 0	\$ 0	\$ 0
57647	Literacy Project	\$ 0	\$ 0	\$ 0
Total		\$ 4,038	\$ 0	\$ 68,667
Total Library SRF		\$ 4,038	\$ 0	\$ 68,667

City of Huntsville
Proposed City Manager Budget
FY 25-26



611 Police Seizure & Forfeiture SRF

Estimated 09/30/2025 Unallocated Reserve : \$				252,500
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
419 - Fees/Charges/Sales	\$ 9,444	\$ 0	\$ 0	
426 - Interest Earnings	\$ 12,209	\$ 5,000	\$ 5,000	
429 - Contributions	\$ 0	\$ 0	\$ 0	
Revenues	\$ 21,653	\$ 5,000	\$ 5,000	
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0	
52 - Supplies	\$ 0	\$ 80,208	\$ 80,208	
53 - Maintenance Structures/Improvements			\$ 0	
54 - Maintenance of Equipment			\$ 0	
55 - Services and Utilities	\$ 3,840	\$ 11,520	\$ 11,520	
56 - Insurance/Sundry/Elections	\$ 0	\$ 0	\$ 0	
69 - Capital Equipment	\$ 0	\$ 100,000	\$ 100,000	
90 - Transfer to ISF (New Purchases)	\$ 0	\$ 0	\$ 0	
94 - Transfer to ISF (Replacement)	\$ 0	\$ 0	\$ 0	
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0	
Expenditures	\$ 3,840	\$ 191,728	\$ 191,728	
Revenues Less Expenditures: (\$				186,728)
Estimated 09/30/2026 Unallocated Reserve: \$				65,772

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
611	Police Seizure & Forfeiture			
	41913 Proceeds from Auction	\$ 7,000	\$ 0	\$ 0
	41922 Forfeiture/Restitution	\$ 2,444	\$ 0	\$ 0
	42602 Interest Income	\$ 12,209	\$ 5,000	\$ 5,000
	42905 Contributions	\$ 0	\$ 0	\$ 0
	43209 Gain/Loss - Sale of Security			\$ 0
	Total	\$ 21,653	\$ 5,000	\$ 5,000
	Total Police Seizure & Forfeiture SRF	\$ 21,653	\$ 5,000	\$ 5,000
554	Police Forfeiture SRF			
	51999 Decision Packages for Discussion			\$ 0
	52200 Non Capital Equipment Purchases	\$ 0	\$ 80,208	\$ 80,208
	52400 K-9 Program	\$ 0	\$ 0	\$ 0
	52999 Decision Packages for Discussion			\$ 0
	53999 Decision Packages for Discussion			\$ 0
	54999 Decision Packages for Discussion			\$ 0
	55015 Lease of Vehicles	\$ 3,840	\$ 11,520	\$ 11,520
	55999 Decision Packages for Discussion			\$ 0
	56040 Other	\$ 0	\$ 0	\$ 0
	69020 Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
	69040 Motor Vehicles	\$ 0	\$ 100,000	\$ 100,000
	90300 New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
	90312 Computers & Software			\$ 0
	94306 Transfer - Equip Replace Fund	\$ 0	\$ 0	\$ 0
	94309 Transfer - Computer Replace Fd	\$ 0	\$ 0	\$ 0
	95101 Transfer to General Fund	\$ 0	\$ 0	\$ 0
	Total	\$ 3,840	\$ 191,728	\$ 191,728
	Total Police Seizure & Forfeiture SRF	\$ 3,840	\$ 191,728	\$ 191,728

City of Huntsville
Proposed City Manager Budget
FY 24-25



612 PD School Resource Officer SRF

Estimated 09/30/2024 Unallocated Reserve : \$ 29,411

Account	FY 2024 Actuals	FY 2024 Adopted	FY 2025 City Manager
422 - Inter Governmental	\$ 606,782	\$ 653,135	\$ 655,955
426 - Interest Earnings	\$ 17,303	\$ 8,000	\$ 10,000
428 - Reimbursements	\$ 0	\$ 0	\$ 0
430 - Other	\$ 44,326	\$ 44,326	\$ 44,326
432 - Other	\$ 0	\$ 0	\$ 0
435 - Transfers from Other Funds	\$ 152,662	\$ 174,365	\$ 166,489
Revenues	\$ 821,073	\$ 879,826	\$ 876,770
51 - Salary/Other Pay/Benefits	\$ 714,966	\$ 715,634	\$ 750,194
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 0	\$ 0
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 54,776	\$ 25,160
52 - Supplies	\$ 25,756	\$ 30,450	\$ 30,450
54 - Maintenance of Equipment	\$ 9,534	\$ 11,200	\$ 11,200
55 - Services and Utilities	\$ 9,619	\$ 15,440	\$ 15,440
69 - Capital Equipment	\$ 23,332	\$ 0	\$ 0
94 - Transfer to ISF (Replacement)	\$ 44,326	\$ 44,326	\$ 0
Expenditures	\$ 827,532	\$ 871,826	\$ 832,444

Revenues Less Expenditures: \$ -

Estimated 09/30/2026 Unallocated Reserve: \$ 299,411

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
612	PD School Resource Officer			
42209	HISD Payments - School Officers	\$ 606,782	\$ 653,135	\$ 655,955
42602	Interest Income	\$ 17,303	\$ 8,000	\$ 10,000
42801	Grants	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 0	\$ 0	\$ 0
43204	HISD Vehicle Lease Pmt	\$ 44,326	\$ 44,326	\$ 44,326
43501	Transfer from General Fund	\$ 152,662	\$ 174,365	\$ 166,489
Total		\$ 821,073	\$ 879,826	\$ 876,770
Total PD School Resource Officer SRF		\$ 821,073	\$ 879,826	\$ 876,770
1612	Nondept. PD School Res Offcr SRF			
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 54,776	\$ 25,160
56120	Miscellaneous Expense	\$ 0	\$ 0	\$ 0
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
94306	Transfer - Equip Replace Fund	\$ 0	\$ 0	\$ 0
95306	Transfer to Equipment Replace Fd			\$ 0
Total		\$ 0	\$ 54,776	\$ 25,160
555	School Resource Officers			
51111	Salaries - Full Time	\$ 491,347	\$ 488,717	\$ 516,007
51121	Longevity	\$ 4,092	\$ 4,272	\$ 4,464
51123	Incentive Pay (Degree/OIC)	\$ 6,628	\$ 6,600	\$ 6,600
51124	Allowances-Clothing/Cell Phone	\$ 0	\$ 0	\$ 0
51126	License Pay (Certification/Bilingual)	\$ 9,640	\$ 9,600	\$ 10,200
51130	Overtime	\$ 15,232	\$ 18,000	\$ 19,260
51131	Overtime - Court Baliff	\$ 0	\$ 0	\$ 0
51132	Overtime - Police Tobacco Grant	\$ 0	\$ 0	\$ 0
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 106,482	\$ 107,075	\$ 113,815
51202	Health Insurance	\$ 62,934	\$ 62,982	\$ 62,982
51203	Disability Insurance	\$ 2,114	\$ 1,322	\$ 1,622
51204	Workers Comp Insur	\$ 8,536	\$ 8,544	\$ 6,293
51205	Medicare Tax	\$ 7,259	\$ 7,648	\$ 8,074
51206	Unemployment Comp Insur	\$ 702	\$ 874	\$ 877
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 458	\$ 500	\$ 500
52030	Clothing	\$ 1,197	\$ 2,000	\$ 2,000
52040	Fuel	\$ 10,721	\$ 16,500	\$ 16,500
52050	Minor Tools/Instruments	\$ 1,999	\$ 2,000	\$ 2,000
52080	Educational	\$ 229	\$ 250	\$ 250
52130	Other Supplies	\$ 231	\$ 250	\$ 250
52200	Non Capital Equipment Purchases	\$ 10,922	\$ 8,950	\$ 8,950
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 75	\$ 700	\$ 700
54030	Radio Maintenance	\$ 902	\$ 1,000	\$ 1,000
54040	Vehicle and Equipment Maintenance	\$ 8,558	\$ 9,500	\$ 9,500
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 0	\$ 0	\$ 0
55034	Communication & Data Services	\$ 1,824	\$ 2,880	\$ 2,880
55080	Travel & Training	\$ 5,843	\$ 9,200	\$ 9,200
55085	Community Relations	\$ 0	\$ 0	\$ 0
55090	Memberships/Subscriptions	\$ 30	\$ 480	\$ 480
55195	Cellular Phone Charges	\$ 1,922	\$ 2,880	\$ 2,880
55999	Decision Packages for Discussion			\$ 0
56012	Insurance Policies - Auto	\$ 0	\$ 0	\$ 0
57551	Tobacco Grant - Sting Costs	\$ 0	\$ 0	\$ 0

Account	FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
57582 Secure Our Schools Grant Proj	\$ 0	\$ 0	\$ 0
69020 Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69040 Motor Vehicles	\$ 23,332	\$ 0	\$ 0
69999 Decision Packages for Discussion			\$ 0
90300 New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
94306 Transfer - Equip Replace Fund	\$ 44,326	\$ 44,326	\$ 44,326
Total	\$ 827,532	\$ 817,050	\$ 851,610
Total PD School Resource Officer SRF	\$ 827,532	\$ 871,826	\$ 876,770

City of Huntsville
Proposed City Manager Budget
FY 25-26



613 PD Fed Equitable Sharing Fds SRF

Estimated 09/30/2025 Unallocated Reserve : \$				118,044
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 998	\$ 0	\$ 438	
432 - Other	\$ 15,628	\$ 0	\$ 167,509	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 16,626	\$ 0	\$ 167,947	
52 - Supplies	\$ 0	\$ 102,761	\$ 183,670	
56 - Insurance/Sundry/Elections			\$ 0	
69 - Capital Equipment	\$ 0	\$ 0	\$ 0	
90 - Transfer to ISF (New Purchases)			\$ 0	
94 - Transfer to ISF (Replacement)			\$ 0	
Expenditures	\$ 0	\$ 102,761	\$ 183,670	
Revenues Less Expenditures: (\$				15,723)
Estimated 09/30/2026 Unallocated Reserve: \$				102,321

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
613	PD Fed Equitable Sharing Fund			
	42602 Interest Income	\$ 998	\$ 0	\$ 438
	43211 Federal Equitable Sharing Revenue	\$ 15,628	\$ 0	\$ 167,509
	43528 Transfer from Police Grants SRF	\$ 0	\$ 0	\$ 0
	Total	\$ 16,626	\$ 0	\$ 167,947
	Total PD Fed Equitable Sharing Fds SRF	\$ 16,626	\$ 0	\$ 167,947
553	PD Fed Equitable Sharing SRF			
	52130 Other Supplies	\$ 0	\$ 94,226	\$ 175,135
	52200 Non Capital Equipment Purchases	\$ 0	\$ 8,535	\$ 8,535
	56040 Other			\$ 0
	69040 Motor Vehicles	\$ 0	\$ 0	\$ 0
	90300 New Vehicle & Equipment Purchases			\$ 0
	90312 Computers & Software			\$ 0
	94306 Transfer - Equip Replace Fund			\$ 0
	94309 Transfer - Computer Replace Fd			\$ 0
	Total	\$ 0	\$ 102,761	\$ 183,670
	Total PD Fed Equitable Sharing Fds SRF	\$ 0	\$ 102,761	\$ 183,670

City of Huntsville
Proposed City Manager Budget
FY 25-26
614 Police Grants SRF



Estimated 09/30/2025 Unallocated Reserve : \$ 58,211

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
426 - Interest Earnings	\$ 88	\$ 0	\$ 0
428 - Reimbursements	\$ 155,752	\$ 109,340	\$ 109,340
429 - Contributions	\$ 0	\$ 0	\$ 0
432 - Other	\$ 0	\$ 0	\$ 0
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0
Revenues	\$ 155,840	\$ 109,340	\$ 109,340
51 - Salary/OtherPay/Benefits	\$ 0	\$ 0	\$ 0
51a - Salary/Other Pay/Benefits - New Position DP			\$ 0
52 - Supplies	\$ 0	\$ 0	\$ 0
53 - Maintenance Structures/Improvements			\$ 0
54 - Maintenance of Equipment	\$ 0	\$ 0	\$ 0
55 - Services and Utilities	\$ 0	\$ 0	\$ 0
57 - Programs/Projects	\$ 118,088	\$ 109,340	\$ 109,340
87 - Transfers	\$ 0	\$ 0	\$ 0
94 - Transfer to ISF (Replacement)	\$ 0	\$ 0	\$ 0
Expenditures	\$ 118,088	\$ 109,340	\$ 109,340

Revenues Less Expenditures: \$ 0

Estimated 09/30/2026 Unallocated Reserve: \$ 58,211

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
614	Police Grants SRF			
42602	Interest Income	\$ 88	\$ 0	\$ 0
42801	Grants	\$ 155,752	\$ 109,340	\$ 109,340
42905	Contributions	\$ 0	\$ 0	\$ 0
43201	Miscellaneous Revenues	\$ 0	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 0	\$ 0	\$ 0
43521	Transfer - Police Forfeiture	\$ 0	\$ 0	\$ 0
Total		\$ 155,840	\$ 109,340	\$ 109,340
Total Police Grants SRF		\$ 155,840	\$ 109,340	\$ 109,340
1614	Nondepartment Police Grants SRF			
94309	Transfer - Computer Replace Fd	\$ 0	\$ 0	\$ 0
Total		\$ 0	\$ 0	\$ 0
559	Police Grants			
51130	Overtime	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 0	\$ 0	\$ 0
51202	Health Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 0	\$ 0	\$ 0
51205	Medicare Tax	\$ 0	\$ 0	\$ 0
51999	Decision Packages for Discussion			\$ 0
52400	K-9 Program	\$ 0	\$ 0	\$ 0
52999	Decision Packages for Discussion			\$ 0
53999	Decision Packages for Discussion			\$ 0
54020	Maint - Mach/Tools/Instruments	\$ 0	\$ 0	\$ 0
54999	Decision Packages for Discussion			\$ 0
55080	Travel & Training	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
57472	JAG ICVS Purchases	\$ 0	\$ 0	\$ 0
57475	Grant Expenses	\$ 118,088	\$ 109,340	\$ 109,340
57552	Safe Comm/Vol Parking	\$ 0	\$ 0	\$ 0
95613	Transfer to PD Federal Equitable Sharing	\$ 0	\$ 0	\$ 0
Total		\$ 118,088	\$ 109,340	\$ 109,340
Total Police Grants SRF		\$ 118,088	\$ 109,340	\$ 109,340

City of Huntsville
Proposed City Manager Budget
FY 25-26
618 Arts & Visitor Center SRF



Estimated 09/30/2025 Unallocated Reserve : \$ 337,401

Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager
414 - Hotel/Motel Tax	\$ 154,273	\$ 175,000	\$ 210,000
419 - Fees/Charges/Sales	\$ 6,320	\$ 7,000	\$ 7,000
426 - Interest Earnings	\$ 6,457	\$ 3,000	\$ 3,200
428 - Reimbursements	\$ 1,500	\$ 0	\$ 1,500
429 - Contributions	\$ 157	\$ 140	\$ 1,640
432 - Other	\$ 10,042	\$ 0	\$ 0
435 - Transfers from Other Funds	\$ 89,704	\$ 0	\$ 0
Revenues	\$ 268,454	\$ 185,140	\$ 223,340
51 - Salary/OtherPay/Benefits	\$ 63,906	\$ 108,773	\$ 108,847
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 0	\$ 0
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 12,066	\$ 3,949
52 - Supplies	\$ 4,204	\$ 7,750	\$ 4,500
53 - Maintenance Structures/Improvements	\$ 14,535	\$ 17,500	\$ 25,000
54 - Maintenance of Equipment	\$ 110	\$ 1,000	\$ 500
55 - Services and Utilities	\$ 23,710	\$ 52,254	\$ 54,373
56 - Insurance/Sundry/Elections	\$ 11,992	\$ 14,950	\$ 14,450
57 - Programs/Projects	\$ 10,441	\$ 18,000	\$ 18,000
69 - Capital Equipment	\$ 0	\$ 0	\$ 0
78 - Miscellaneous Projects	\$ 6,830	\$ 45,000	\$ 20,000
94 - Transfer to ISF (Replacement)	\$ 0	\$ 0	\$ 0
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 0
Expenditures	\$ 135,729	\$ 277,293	\$ 249,619

Revenues Less Expenditures: (\$ 26,279)

Estimated 09/30/2026 Unallocated Reserve: \$ 311,122

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
618	Arts & Visitor Center SRF			
41401	H/M Tax - Art	\$ 154,273	\$ 175,000	\$ 210,000
41908	Returned Check Fees			\$ 0
41910	Program Fees	\$ 5,237	\$ 6,000	\$ 6,000
41917	Building/Park Rentals	\$ 923	\$ 1,000	\$ 1,000
41980	Card Processing Fees	\$ 160	\$ 0	\$ 0
42602	Interest Income	\$ 6,457	\$ 3,000	\$ 3,200
42801	Grants	\$ 1,500	\$ 0	\$ 1,500
42904	Fundraiser Sales	\$ 0	\$ 0	\$ 0
42905	Contributions	\$ 157	\$ 140	\$ 1,640
43201	Miscellaneous Revenues	\$ 10,042	\$ 0	\$ 0
43501	Transfer from General Fund	\$ 89,704	\$ 0	\$ 0
43509	Transfer from CIP	\$ 0	\$ 0	\$ 0
43511	Transfer from H/M Tax-Tourism&Vis Cntr	\$ 0	\$ 0	\$ 0
43526	Transfr from Other H/M Tax Funds	\$ 0	\$ 0	\$ 0
Total		\$ 268,454	\$ 185,140	\$ 223,340
Total Arts & Visitor Center SRF		\$ 268,454	\$ 185,140	\$ 223,340
1618	Nondep Wynne Home Operations SRF			
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 12,066	\$ 3,949
56060	Retiree Health Insur Premiums	\$ 4,950	\$ 4,950	\$ 4,950
56120	Miscellaneous Expense	\$ 0	\$ 0	\$ 0
94302	Transfer Insurance Fund	\$ 0	\$ 0	\$ 0
94309	Transfer - Computer Replace Fd	\$ 0	\$ 0	\$ 0
95101	Transfer to General Fund	\$ 0	\$ 0	\$ 0
Total		\$ 4,950	\$ 17,016	\$ 8,899
840	Cultural Services			
51111	Salaries - Full Time	\$ 30,881	\$ 64,781	\$ 64,781
51115	Seasonal	\$ 5,530	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 15,668	\$ 19,022	\$ 19,022
51121	Longevity	\$ 0	\$ 48	\$ 48
51130	Overtime	\$ 137	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRs Retirement	\$ 6,325	\$ 13,167	\$ 13,258
51202	Health Insurance	\$ 4,250	\$ 10,201	\$ 10,201
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 63	\$ 102	\$ 85
51205	Medicare Tax	\$ 706	\$ 1,217	\$ 1,217
51206	Unemployment Comp Insur	\$ 347	\$ 235	\$ 235
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,168	\$ 1,750	\$ 1,000
52020	Postage	\$ 0	\$ 0	\$ 0
52080	Educational	\$ 0	\$ 0	\$ 0
52120	Reproduction & Printing	\$ 975	\$ 4,000	\$ 1,500
52130	Other Supplies	\$ 1,568	\$ 1,500	\$ 1,500
52200	Non Capital Equipment Purchases	\$ 0	\$ 0	\$ 0
52600	Employee Recognition	\$ 493	\$ 500	\$ 500
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance	\$ 14,535	\$ 17,500	\$ 25,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54410	Maintenance of Art Pieces	\$ 110	\$ 1,000	\$ 500
54999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 45	\$ 50	\$ 0
55034	Communication & Data Services	\$ 228	\$ 0	\$ 0
55040	Electric	\$ 8,441	\$ 15,600	\$ 10,000
55070	Purchased Services/Contracts	\$ 11,616	\$ 29,050	\$ 35,984

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
55080	Travel & Training	\$ 1,693	\$ 2,500	\$ 3,400
55085	Community Relations	\$ 201	\$ 3,000	\$ 3,000
55090	Memberships/Subscriptions	\$ 1,246	\$ 1,454	\$ 1,504
55195	Cellular Phone Charges	\$ 241	\$ 600	\$ 485
55562	Copier Contracts	\$ 0	\$ 0	\$ 0
55999	Decision Packages for Discussion			\$ 0
56010	Insurance Policies - other than Auto	\$ 0	\$ 0	\$ 0
56031	Advertising	\$ 2,223	\$ 4,500	\$ 4,000
56110	Event Funding	\$ 4,818	\$ 5,500	\$ 5,500
57108	Educational	\$ 4,873	\$ 6,000	\$ 6,000
57110	Historical Markers	\$ 0	\$ 0	\$ 0
57909	Exhibits	\$ 5,541	\$ 10,000	\$ 10,000
57910	Performances	\$ 28	\$ 2,000	\$ 2,000
57911	Latin Festival	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
78040	Arts Commission Contract	\$ 6,830	\$ 45,000	\$ 20,000
Total		\$ 130,779	\$ 260,277	\$ 240,720
Total Arts & Visitor Center SRF		\$ 135,729	\$ 277,293	\$ 249,619

City of Huntsville
Proposed City Manager Budget
FY 25-26
619 LEOSE SRF



Estimated 09/30/2025 Unallocated Reserve : \$				37,782
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
426 - Interest Earnings	\$ 1,581	\$ 0	\$ 580	
428 - Reimbursements	\$ 8,105	\$ 0	\$ 15,300	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 9,686	\$ 0	\$ 15,880	
55 - Services and Utilities	\$ 12,500	\$ 21,300	\$ 15,300	
Expenditures	\$ 12,500	\$ 21,300	\$ 15,300	
Revenues Less Expenditures: \$				580
Estimated 09/30/2026 Unallocated Reserve: \$				38,362

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
619	LEOSE SRF			
	42602 Interest Income	\$ 1,581	\$ 0	\$ 580
	42801 Grants	\$ 8,105	\$ 0	\$ 15,300
	43501 Transfer from General Fund	\$ 0	\$ 0	\$ 0
	Total	\$ 9,686	\$ 0	\$ 15,880
	Total LEOSE SRF	\$ 9,686	\$ 0	\$ 15,880
558	LEOSE			
	55080 Travel & Training	\$ 12,500	\$ 21,300	\$ 15,300
	Total	\$ 12,500	\$ 21,300	\$ 15,300
	Total LEOSE SRF	\$ 12,500	\$ 21,300	\$ 15,300

City of Huntsville
Proposed City Manager Budget
FY 25-26



663 H/M Tax- Tourism & Visitors Cntr

Estimated 09/30/2025 Unallocated Reserve : \$				1,462,929
Account	FY 2024 Actuals	FY 2025 Adopted	FY 2026 City Manager	
414 - Hotel/Motel Tax	\$ 925,637	\$ 850,000	\$ 1,000,000	
419 - Fees/Charges/Sales	\$ 100,959	\$ 98,000	\$ 100,000	
426 - Interest Earnings	\$ 58,859	\$ 30,000	\$ 60,000	
429 - Contributions	\$ 1,742	\$ 500	\$ 500	
432 - Other	\$ 168	\$ 200	\$ 0	
435 - Transfers from Other Funds	\$ 0	\$ 0	\$ 0	
Revenues	\$ 1,087,365	\$ 978,700	\$ 1,160,500	
51 - Salary/Other Pay/Benefits	\$ 361,935	\$ 371,198	\$ 376,095	
51a - Salary/Other Pay/Benefits - New Position DP	\$ 0	\$ 0	\$ 21,390	
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit	\$ 0	\$ 31,273	\$ 12,161	
52 - Supplies	\$ 100,320	\$ 96,150	\$ 91,650	
53 - Maintenance Structures/Improvements	\$ 9,194	\$ 10,000	\$ 30,000	
54 - Maintenance of Equipment	\$ 80	\$ 2,750	\$ 500	
55 - Services and Utilities	\$ 141,532	\$ 203,282	\$ 187,290	
56 - Insurance/Sundry/Elections	\$ 123,109	\$ 167,710	\$ 232,950	
69 - Capital Equipment	\$ 0	\$ 25,000	\$ 25,000	
78 - Miscellaneous Projects	\$ 0	\$ 0	\$ 0	
90 - Transfer to ISF (New Purchases)	\$ 12,700	\$ 0	\$ 0	
91 - Transfers	\$ 0	\$ 0	\$ 0	
93 - Charges Other Funds	\$ 68,446	\$ 83,128	\$ 69,079	
94 - Transfer to ISF (Replacement)	\$ 17,280	\$ 17,943	\$ 19,755	
95 - Transfers to Operating Funds	\$ 0	\$ 0	\$ 169	
99 - Reserves	\$ 0	\$ 0		
Expenditures	\$ 834,597	\$ 1,008,434	\$ 1,066,039	
Revenues Less Expenditures: \$				94,461
Estimated 09/30/2026 Unallocated Reserve: \$				1,557,390

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
663	H/M Tax- Tourism & Visitor			
41402	H/M Tax - Tourism	\$ 462,818	\$ 425,000	\$ 500,000
41403	H/M Tax - Visitors Center	\$ 462,819	\$ 425,000	\$ 500,000
41913	Proceeds from Auction	\$ 0	\$ 0	\$ 0
41918	Revenue - Visitors Center	\$ 6,148	\$ 3,000	\$ 5,000
41950	Gift Shop Sales	\$ 94,811	\$ 95,000	\$ 95,000
42602	Interest Income	\$ 58,859	\$ 30,000	\$ 60,000
42905	Contributions	\$ 1,742	\$ 500	\$ 500
43201	Miscellaneous Revenues	\$ 172	\$ 200	\$ 0
43202	Over/Short	\$ 4	\$ 0	\$ 0
43209	Gain/Loss - Sale of Security			\$ 0
43501	Transfer from General Fund			\$ 0
43516	Transfer from Oakwood Cemetery Endowment Fund	\$ 0	\$ 0	\$ 0
43536	Transfer from PEB Trust - Medical Fund	\$ 0	\$ 0	\$ 0
Total		\$ 1,087,365	\$ 978,700	\$ 1,160,500
Total H/M Tax- Tourism & Visitors Cntr		\$ 1,087,365	\$ 978,700	\$ 1,160,500
1663	Nondept-Tourism & Visitors Cntr			
51140	Adjustments for Step/COLA/Other PR Benefits	\$ 0	\$ 31,273	\$ 12,161
56010	Insurance Policies - other than Auto	\$ 11,478	\$ 12,000	\$ 15,000
56012	Insurance Policies - Auto	\$ 1,508	\$ 1,514	\$ 3,000
56060	Retiree Health Insur Premiums	\$ 10,200	\$ 4,950	\$ 4,950
56120	Miscellaneous Expense	\$ 0	\$ 0	\$ 0
91230	Transfer to CIP Program	\$ 0	\$ 0	\$ 0
93170	Admin Cost Reimburse - General	\$ 46,177	\$ 56,538	\$ 58,209
93388	Admin Costs Fleet	\$ 0	\$ 0	\$ 0
93640	Admin Costs IT Operations	\$ 22,269	\$ 26,590	\$ 10,870
93720	Admin Costs Plan/Develop			\$ 0
94306	Transfer - Equip Replace Fund	\$ 8,300	\$ 10,649	\$ 10,649
94309	Transfer - Computer Replace Fd	\$ 8,980	\$ 7,294	\$ 9,106
95101	Transfer to General Fund	\$ 0	\$ 0	\$ 169
95260	Transfer to Cemetery Fund	\$ 0	\$ 0	\$ 0
95618	Transfer to Arts & Visitor Center SRF	\$ 0	\$ 0	\$ 0
99100	Future Appropriations	\$ 0	\$ 0	\$ 0
Total		\$ 108,912	\$ 150,808	\$ 124,114
881	Tourism			
51111	Salaries - Full Time	\$ 108,892	\$ 109,923	\$ 111,427
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 0	\$ 0	\$ 0
51121	Longevity	\$ 307	\$ 432	\$ 528
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 720
51125	Auto Allowance	\$ 3,765	\$ 3,600	\$ 3,600
51130	Overtime	\$ 0	\$ 0	\$ 0
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 22,951	\$ 23,291	\$ 23,779
51202	Health Insurance	\$ 20,400	\$ 20,402	\$ 20,402
51203	Disability Insurance	\$ 0	\$ 0	\$ 0
51204	Workers Comp Insur	\$ 136	\$ 139	\$ 117
51205	Medicare Tax	\$ 1,517	\$ 1,664	\$ 1,687
51206	Unemployment Comp Insur	\$ 234	\$ 240	\$ 241
51303	Visitor Center - Car Allowance			\$ 0
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
52010	Office Supplies	\$ 1,043	\$ 1,500	\$ 1,000
52020	Postage	\$ 0	\$ 1,500	\$ 0
52040	Fuel	\$ 1,044	\$ 1,000	\$ 0
52120	Reproduction & Printing	\$ 1,744	\$ 2,500	\$ 2,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52130	Other Supplies	\$ 2,688	\$ 2,500	\$ 3,000
52131	Printed Material/Brochures	\$ 11,471	\$ 15,000	\$ 10,000
52200	Non Capital Equipment Purchases	\$ 1,598	\$ 2,500	\$ 2,500
52600	Employee Recognition	\$ 0	\$ 500	\$ 500
52999	Decision Packages for Discussion			\$ 0
53010	Building Maintenance			\$ 20,000
53999	Decision Packages for Discussion			\$ 0
54040	Vehicle and Equipment Maintenance	\$ 29	\$ 1,000	\$ 0
54999	Decision Packages for Discussion			\$ 0
55012	Rental of Buildings	\$ 0	\$ 0	\$ 0
55030	Long Distance/Circuit Ch	\$ 19	\$ 300	\$ 0
55034	Communication & Data Services	\$ 1,270	\$ 2,700	\$ 1,500
55040	Electric	\$ 0	\$ 0	\$ 0
55051	Gas Heating	\$ 0	\$ 0	\$ 0
55060	Attorney Fees/Court Costs	\$ 0	\$ 0	\$ 0
55070	Purchased Services/Contracts	\$ 54,463	\$ 63,298	\$ 20,000
55080	Travel & Training	\$ 4,510	\$ 10,400	\$ 7,500
55090	Memberships/Subscriptions	\$ 14,236	\$ 22,624	\$ 50,000
55195	Cellular Phone Charges	\$ 0	\$ 0	\$ 0
55562	Copier Contracts	\$ 0	\$ 0	\$ 0
55800	Promotion & Marketing	\$ 104	\$ 0	\$ 0
55999	Decision Packages for Discussion	\$ 0	\$ 50,000	\$ 0
56031	Advertising	\$ 70,869	\$ 88,246	\$ 100,000
56100	Tourism Promotion	\$ 8,654	\$ 11,000	\$ 10,000
56110	Event Funding	\$ 20,400	\$ 50,000	\$ 100,000
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 0
69999	Decision Packages for Discussion	\$ 0	\$ 25,000	\$ 0
78040	Arts Commission Contract	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 12,700	\$ 0	\$ 0
95101	Transfer to General Fund	\$ 0	\$ 0	\$ 0
95260	Transfer to Cemetery Fund	\$ 0	\$ 0	\$ 0
95618	Transfer to Arts & Visitor Center SRF	\$ 0	\$ 0	\$ 0
Total		\$ 365,767	\$ 511,979	\$ 490,501
882 Visitors Center				
51111	Salaries - Full Time	\$ 87,608	\$ 87,814	\$ 90,015
51115	Seasonal	\$ 0	\$ 0	\$ 0
51118	Salaries - Part Time	\$ 71,089	\$ 77,792	\$ 78,177
51121	Longevity	\$ 381	\$ 480	\$ 576
51124	Allowances-Clothing/Cell Phone	\$ 723	\$ 720	\$ 720
51130	Overtime	\$ 216	\$ 600	\$ 300
51200	MissionSquare FKA ICMA Retirement Expense	\$ 0	\$ 0	\$ 0
51201	TMRS Retirement	\$ 17,871	\$ 18,202	\$ 18,736
51202	Health Insurance	\$ 20,989	\$ 20,994	\$ 20,994
51203	Disability Insurance	\$ 255	\$ 160	\$ 160
51204	Workers Comp Insur	\$ 745	\$ 759	\$ 618
51205	Medicare Tax	\$ 2,273	\$ 2,432	\$ 2,467
51206	Unemployment Comp Insur	\$ 859	\$ 834	\$ 831
51999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 21,390
52010	Office Supplies	\$ 3,710	\$ 2,500	\$ 2,500
52020	Postage	\$ 681	\$ 4,000	\$ 1,000
52030	Clothing	\$ 624	\$ 650	\$ 650
52040	Fuel	\$ 379	\$ 500	\$ 1,000
52050	Minor Tools/Instruments	\$ 711	\$ 500	\$ 500
52130	Other Supplies	\$ 967	\$ 1,500	\$ 1,500
52200	Non Capital Equipment Purchases	\$ 3,163	\$ 9,000	\$ 5,000
52600	Employee Recognition	\$ 0	\$ 500	\$ 500
52945	Gift Shop-Mdse. COGS	\$ 70,496	\$ 50,000	\$ 60,000

Account		FY 2024 Actual Amt	FY 2025 Adopted Amt	FY 2026 City Manager
52999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
53010	Building Maintenance	\$ 9,194	\$ 10,000	\$ 10,000
53999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
54010	Office Equipment Maintenance	\$ 0	\$ 250	\$ 0
54040	Vehicle and Equipment Maintenance	\$ 51	\$ 1,500	\$ 500
54999	Decision Packages for Discussion			\$ 0
55030	Long Distance/Circuit Ch	\$ 17	\$ 100	\$ 0
55034	Communication & Data Services	\$ 710	\$ 2,700	\$ 1,000
55040	Electric	\$ 12,701	\$ 12,350	\$ 12,350
55051	Gas Heating	\$ 920	\$ 1,572	\$ 1,572
55070	Purchased Services/Contracts	\$ 40,761	\$ 20,358	\$ 76,488
55080	Travel & Training	\$ 3,769	\$ 5,400	\$ 5,400
55180	Alarm Monitoring	\$ 957	\$ 1,000	\$ 1,000
55195	Cellular Phone Charges	\$ 118	\$ 480	\$ 480
55231	Electric - Statue	\$ 0	\$ 0	\$ 0
55562	Copier Contracts	\$ 0	\$ 0	\$ 0
55620	Annual Audit Contract	\$ 0	\$ 0	\$ 0
55800	Promotion & Marketing	\$ 6,977	\$ 10,000	\$ 10,000
55999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
56010	Insurance Policies - other than Auto	\$ 0	\$ 0	\$ 0
69020	Cap. Mach/Tools/Equip	\$ 0	\$ 0	\$ 25,000
69999	Decision Packages for Discussion	\$ 0	\$ 0	\$ 0
90300	New Vehicle & Equipment Purchases	\$ 0	\$ 0	\$ 0
90312	Computers & Software	\$ 0	\$ 0	\$ 0
Total		\$ 359,917	\$ 345,647	\$ 451,424
Total H/M Tax- Tourism & Visitors Cntr		\$ 834,597	\$ 1,008,434	\$ 1,066,039



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the August 5, 2025, Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the August 5, 2025, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. City Council Meeting Minutes 8-5-2025

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 5TH DAY OF AUGUST 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 At-Large Position 4 Graham, Councilmember Ward 4 Strong

COUNCILMEMBERS ABSENT:

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

Mayor Humphrey adjourned the Workshop at 5:58 p.m.

MAIN SESSION CALL TO ORDER

Mayor Humphrey called the meeting to order at 6:05 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.

PROCLAMATION

PRESENTATION

PUBLIC HEARING

Mayor Humphrey opened the Public Hearing at 6:07 p.m.

- 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

Public comments were heard from Mr. Marshall Willey, in opposition of the item.

Mayor Humphrey closed the Public Hearing and opened the Main Session at 6:14 p.m.

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**

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

2. STATUTORY AGENDA

- a. Consider adopting the Parks and Recreation Master Plan presented by Burditt Consultants.
Penny Joiner, Director of Parks and Leisure**

Councilmember Vicki McKenzie made a motion to adopt the Parks and Recreation Master Plan presented by Burditt Consultants, LLC. The motion was seconded by Councilmember Anissa Antwine. The motion passed 8 - 1.

roll call vote:

Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine,

Casey Cox
No: Tore Fossum

- 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-Bullock, City Engineer**

First reading, no action taken.

Public comments were heard from Mr. Colt Christian (Walker County Judge) and Mr. Ken Holland (HISD Board) in opposition of the item.

- 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-Bullock, City Engineer**

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

3. CITY COUNCIL/MAYOR/CITY MANAGER

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

Councilmember Vicki McKenzie made a motion to participate in the Opioid Settlement with Purdue and Sackler Family and submit the Participation Form. The motion was seconded by Councilmember Anissa Antwine. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

None

5. ITEMS OF COMMUNITY INTEREST

Councilmembers announced Items of Community Interest.

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071, to receive legal advice - 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.
Leonard Schneider, City Attorney**

City Council convened into Executive Session at 7:15 p.m.

7. RECONVENE

Council reconvened from Executive Session at 7:48 p.m.

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 7:49 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.b.

Agenda Item: Consider approving the Minutes from the August 11, 2025, Special City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the August 11, 2025, Special City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. City Council Special Meeting Minutes 8-11-2025

MINUTES FROM THE HUNTSVILLE CITY COUNCIL SPECIAL MEETING HELD ON THE 11TH DAY OF AUGUST 2025 AT 5:00 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 special workshop and special 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 At-Large Position 4 Graham, Councilmember Ward 4 Strong

COUNCILMEMBERS ABSENT:

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

OFFICERS ABSENT: Leonard Schneider, City Attorney

SPECIAL SESSION

CALL TO ORDER

Mayor Humphrey called the meeting to order at 5:00 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.

1. STATUTORY AGENDA

- a. Consider approval of announcing the City Council's intention to adopt a tax rate in compliance with the Texas State's Truth in Taxation laws; a rate not to exceed \$0.3476 per \$100 valuation for the City's 2025-2026 Fiscal Year (Tax Year 2025). Roll call vote**
Lance Hall, Finance Director

Councilmember Vicki McKenzie made a motion to approve the City Council's intention to adopt a tax rate in compliance with the Texas State's Truth in Taxation laws; a rate not to exceed \$0.3476 per \$100 valuation for the City's 2025-2026 Fiscal Year (Tax Year 2025), and announce the Public Hearing on the Tax Rate to be held during the September 16, 2025, meeting. The current vote to adopt a Tax Rate will also be scheduled for the September 16, 2025, City Council meeting. The motion was seconded by Councilmember Jon Strong. The motion passed 9 - 0.

roll call vote:

Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox

No: None

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 5:07 p.m.

SPECIAL WORKSHOP

CALL TO ORDER

Mayor Humphrey called the Workshop to order at 5:08 p.m.

DISCUSSION

- a. City of Huntsville Proposed Budget 2025-2026 Budget Workshop.**
Scott Swigert, City Manager
Lance Hall, Finance Director

ADJOURNMENT

Mayor Humphrey adjourned the Workshop without objection at 9:07 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.c.

Agenda Item: Consider the adoption of Resolution 2025-28 updating and reaffirming the Citizen Participation Plan, Excessive Force Policy and the Section 504 Policy and Grievance Procedures required for program compliance to the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation ("CDBG-MIT") Program from the Texas General Land Office.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to approve Resolution 2025-28 updating and reaffirming the Citizen Participation Plan, Excessive Force Policy and the Section 504 Policy and Grievance Procedures required for program compliance to the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation ("CDBG-MIT") Program from the Texas General Land Office.

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

Discussion: The City received a \$300,000 Grant from Community Development & Revitalization under Contract No. 23-160-047-E751 with an effective date of September, 23, 2024. Under this grant project, the city participation is \$0.00.

The Scope of Work of this grant will provide (1) A minor update to the City's 2021 Comprehensive Plan, which will integrate resiliency measures; (2) Provide assessment of existing plans, studies and maps, and avoid duplication; (3) Minor update for the Comprehensive Transportation Chapter; (3) Allows within the contract for three (3) required Public Meetings.

During a status meeting, the requirements for updating and reaffirming the following policy and procedures were discussed:

1. Citizen Participation Plan and Grievance Procedures;
2. Excessive Force Policy;
3. Section 504 Policy and Grievance Procedures;

This agenda item is to request the approval of updating and reaffirming the Citizen Participation Plan, Excessive Force Policy and the Section 504 Policy and Grievance Procedures required for program compliance to the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation ("CDBG-MIT") Program from the Texas General Land Office.

To maintain program compliance in the administration to the U.S. Department of Housing and Urban

Development's Community Development Block Grant Mitigation ("CDBG-MIT") Program from the Texas General Land Office under Contract No. 23-160-047-E751, the referenced documents above will need to be submitted to the Texas General Land Office (GLO).

Previous Council Action: No previous action taken on this specific matter for this project.

Financial Implications: Under this grant project, the city participation is \$0.00.

Approvals:

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

Associated Information:

1. Resolution and Exhibits
2. 504 Self Evaluation Form _Huntsville_E751
3. Appt_of_Civil_Rights_Officer_Huntsville_E751

RESOLUTION NO. 2025-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, UPDATING AND REAFFIRMING THE VARIOUS CIVIL RIGHTS POLICIES AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S COMMUNITY DEVELOPMENT BLOCK GRANT MITIGATION ("CDBG-MIT") PROGRAM FROM THE TEXAS GENERAL LAND OFFICE REQUIREMENT.

WHEREAS the City of Huntsville, Texas, (hereinafter referred to as "CITY OF HUNTSVILLE") has been awarded under the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation ("CDBG-MIT") program from the Texas General Land Office (hereinafter referred to as "GLO");

WHEREAS the City of Huntsville, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

WHEREAS the City of Huntsville, in consideration for the receipt and acceptance of federal funding, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

WHEREAS the City of Huntsville, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the CDBG project area;

WHEREAS the City of Huntsville, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State's certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

WHEREAS the City of Huntsville, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

WHEREAS the City of Huntsville, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period of the CDBG contract, to affirmatively further fair housing;

WHEREAS the City of Huntsville, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

NOW, THEREFORE, let it be resolved that the City Council for the City of Huntsville, Teas has APPROVED, PASSED, AND ADOPTED the following policies to be updated and/or reaffirmed to conform with the Federal and State compliance requirements for the proposed administration of the aforementioned grant-funded project:

1. Citizen Participation Plan and Grievance Procedures;
2. Excessive Force Policy;
3. Section 504 Policy and Grievance Procedures;

PASSED AND APPROVED this 19th day of August 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

CITIZEN PARTICIPATION PLAN

THE CITY OF HUNTSVILLE

REGARDING THE USE OF GRANT FUNDS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

This Citizen Participation Plan was prepared in accordance with Section 104(a) of the Housing and Community Development Act of 1974, as amended. The 24 CFR 91.105 federal regulations outline the “citizen participation” requirements.

The plan is to be used to address citizen participation in the Community Development Block Grant (CDBG) Program. With receipt of HOME Investment Partnerships (HOME) Program funds, the program will be included under this Citizen Participation Plan.

The Citizen Participation Plan (CPP) sets forth policies and procedures for citizen participation in the development of project specific applications and substantial amendments to these projects with funding.

CERTIFICATION OF COMPLIANCE

The CITY OF HUNTSVILLE is certifying to the U. S. Department of Housing and Urban Development (HUD) and State Agencies administering HUD programs that they have an approved Citizen Participation Plan, which:

- provides for and encourages citizen participation with emphasis on participation by persons who are residents of slum and blighted areas, by residents in low- and moderate-income neighborhoods, or targeted revitalization areas.
- provides for and encourages citizen participation of residents of public and assisted housing developments, as well as provides information to the public housing authorities within our jurisdiction activities related to these programs.
- provides for and encourages citizen participation of persons with disabilities as well as provides documents in a format accessible to persons with disabilities, upon request.
- provides for and encourages citizen participation of all citizens, including minorities and non-English speaking persons, and identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.
- provides citizens with reasonable and timely notification and access to local meetings, information, and records relating to the CITY OF HUNTSVILLE’s proposed and actual use of federal Community Development Block Grant funds.
- provides for public hearings and/or public postings to obtain citizen views; to respond to proposals and questions at all stages of the community development program, including at least the development of needs; and the review of proposed activities, and review of program annual performance. If hearings are held, they shall be after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodations for the disabled; and,
- provides for a timely written response to written complaints and grievances where applicable.

Note to Grant Recipients regarding Limited English Proficiency (LEP) requirements:

In accordance with federal law, if there is a significant number of the population who are non-English speaking residents and are affected by the CDBG project, such citizens should have 'meaningful access' to all aspects of the CDBG project. To provide 'meaningful access', Grant Recipients may need to provide interpreter services at public hearings or provide non-English written materials that are routinely provided in English. Examples of such vital documents may include Citizen Participation notices (e.g., complaint procedures, hearings notices), civil rights notices, and any other published notice that may allow an eligible person with limited English proficiency to participate in discussing proposed CDBG activities. For more information, see LEP.gov.

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of HUD's CDBG Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the CITY OF HUNTSVILLE, 1212 Avenue M, Hunstville, TX 77340, 936-291-5413, during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the CDBG program.

1. A person who has a complaint or grievance about any services or activities with respect to the CDBG project, whether it is a proposed, ongoing, or completed CDBG project, may during regular business hours submit such complaint or grievance, in writing to the CITY OF HUNTSVILLE Civil Rights Officer, at 1212 Avenue M, Hunstville, TX 77340 or may call 936-291-5413.
2. A copy of the complaint or grievance shall be transmitted by the Civil Rights Officer to the person/division that is the subject of the complaint or grievance and to the Mayor within five (5) working days after the date of the complaint or grievance was received.
3. The Mayor or their representative shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within fifteen (15) days. The response may be a time extension to further review the complaint or grievance.
4. If the investigation cannot be completed within fifteen (15) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within twenty (20) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the CDBG Program Manager for their further review and comment.

If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the CITY OF HUNTSVILLE shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of CDBG funds. The CITY OF HUNTSVILLE, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC OUTREACH AND INVOLVEMENT

Citizens will be provided reasonable advance notice of, and opportunity to comment on proposed activities in an application to the state and for grants already made regarding activities which are proposed to be added, deleted, or substantially changed from the entity's application to the state. The public outreach and notification will be accomplished through one or more of the following methods:

- a) Publication of notice in a local newspaper—a published newspaper article may also be used so long as it provides sufficient information regarding program activities and relevant dates.
- b) Notices prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
- c) Posting of notice on the local entity website (if available).
- d) Public Hearing; or
- e) Individual notice to eligible cities and other entities as applicable using one or more of the following methods: Certified mail, Electronic mail or fax, First class (regular mail), Personal delivery (e.g., at a Council of Governments meeting).

These details will be included in the Public Comment Version of the Application, prior to submission.

Citizens, with emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made aware of the location where they may submit their views and proposals.

PUBLIC COMMENT PROVISIONS AS REQUIRED BY CERTAIN STATE AGENCIES IN THE ADMINISTRATION OF FEDERAL PROGRAMS

When public notice is the sole required notification process for the submission of an application from a State agency, the following provisions shall be observed the CITY OF HUNTSVILLE

A copy of a substantially complete application will be made available to allow for 14 days of public comment, but are not limited to:

- 1. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and any anticipated program income).
- 2. The range of activities that may be undertaken with the CDBG funds.

3. The estimated amount of the CDBG- funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate- income persons.
4. The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under § 570.488.
5. The development of housing and community development needs

When a public hearing is required for submission of an application from a State agency, the following provisions shall be observed by the CITY OF HUNTSVILLE:

1. As stated in the COVID-19 Disaster Declaration Proclamation dated March 13th, 2020; public hearings may be held virtually or in person, pursuant to Section 418.017 of the code; "authorization to use all available resources of state government and of political subdivisions that are reasonably necessary to cope with this disaster." Public notice of all hearings must be posted at least seventy-two (72) hours prior to the scheduled hearing.
2. When a significant number of non-English speaking residents are a part of the potential service area of the CDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens. An interpreter should be present to accommodate the needs of the non-English speaking residents at all public hearing where applicable.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the CITY OF HUNTSVILLE must plan for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
4. A public hearing, when required by a Federal Program, shall be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.
5. If the agency requires a public hearing for submission, then a public notice shall be posted at and the community's website notifying the public of the project selected at least 5 days prior to the submission of the application.

The CITY OF HUNTSVILLE shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

Russell Humphrey, Mayor

Date

Excessive Force Policy

In accordance with 24 CFR 91.325(b)(6), the *CITY OF HUNTSVILLE* hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of CITY OF HUNTSVILLE to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of CITY OF HUNTSVILLE to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
3. CITY OF HUNTSVILLE will introduce and pass a resolution adopting this policy.

As officers and representatives of CITY OF HUNTSVILLE, we the undersigned have read and fully agree to this plan and become a party to the full implementation of this program.

Russell Humphrey, Mayor

Date

Section 504 Policy Against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), CITY OF HUNTSVILLE hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. CITY OF HUNTSVILLE does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. CITY OF HUNTSVILLE's recruitment materials or publications shall include a statement of this policy in 1. above.
4. CITY OF HUNTSVILLE shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the CDBG program, CITY OF HUNTSVILLE shall ensure that they are provided with the information necessary to understand and participate in the CDBG program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for CITY OF HUNTSVILLE to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to: **Russell Humphrey, Mayor, 936-291-5413, 1212 Avenue M, Huntsville, TX 77340**, who has been designated to coordinate Section 504 compliance efforts.

- c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
- d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
- e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by **Russell Humphrey, Mayor**. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
- f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by **Russell Humphrey, Mayor**, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
- g. The Section 504 coordinator shall maintain the files and records of the CITY OF HUNTSVILLE relating to the complaints files.
- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to the CITY OF HUNTSVILLE within ten working days after the receipt of the written determination/resolution.
- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that the CITY OF HUNTSVILLE complies with Section 504 and HUD regulations.

Russell Humphrey/Mayor

Date



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Section 504 Self-Evaluation Form

Subrecipient: CITY OF HUNTSVILLE

Contract # 23-160-047-E751

Project Description: Resilient Communities

Recipients of CDBG-DR funds are required to administer programs and activities in compliance with Section 504, including self-evaluation. Disabilities which should be considered include the following non-exhaustive list: Visual impairment; hearing impairment; mobility impairment; speech impairment; coordination disabilities (impairments of muscle control); learning disabilities; life-threatening diseases; psychological disorders; and missing limbs. Attach separate pages for complete answers as necessary.

“WARNING: ANY PERSON WHO KNOWINGLY MAKES A FALSE CLAIM OR STATEMENT TO HUD MAY BE SUBJECT TO CIVIL OR

CRIMINAL PENALTIES UNDER 18 U.S.C. § 287, 18 U.S.C. § 1001, AND 31 U.S.C. § 3729.”

1. Identify individual(s) responsible for collecting information for the Section 504 Self-Evaluation Review.

Russell Humphrey, Mayor

2. Identify the individual(s) with disabilities and/or organizations representing persons with disabilities that were consulted for the self-evaluation review. Describe how they participated in the self-evaluation review.

The City has never had a complaint regarding accessibility to municipal facilities. If accessibility issues are brought to the attention of the city, arrangements will be made to accommodate to the best of the City's ability.

3. Describe Section 504 nondiscrimination notification procedures. Examples: newspaper advertisements, utility inserts, flyers, postings at public facilities.

Through newspaper advertisements and postings at City Hall.

4. List policies that may limit participation of individuals with disabilities in contractor programs, projects, and activities.

- 1) There are no policies that limit participation of individuals with disabilities in contractor programs.
- 2)
- 3)
- 4)

5. Identify and list public facilities that limit accessibility.

- 1) There are no public facilities that limit accessibility.
- 2)
- 3)
- 4)
- 5)

6. Describe contractor in-house procedures for circulation information on Section 504 and procedures for staff training on Section 504.

Information regarding these types of issues is disseminated to City Staff during staff meetings or through department heads. Section 504 information is made available for review. Staff has been briefed on procedures and knows who to notify in case of a complaint.

7. Identify Section 504 contractor complaint procedures.	
1)	Complaints are handled by the Mayor's office
2)	The Complaint will be presented at City Council Meetings
3)	A request for assistance from the City Attorney will be employed if necessary
4)	
5)	
8. Describe contractor's efforts to ensure compliance with Section 504 by third-party contractors/sub-contractors (construction contractors, engineers, administrators, etc.).	
Third Party contractors are required to follow compliance efforts as noted in their contracts	
9. Describe contractor's efforts to make information, documents and publication available to individuals with special needs. Examples: large print, audio recordings, documents in Braille, computer disks or USB devices.	
Any special assistance required will be furnished and addressed by the City Council and Staff.	
10. List special information services that are available. Example: telephone listening devices, information sheet on TDD Relay Texas Service Center for the deaf, interpreters, readers, listening devices, audio-visual presentations, automated electronic devices, assistive listening devices, documents in Braille.	
Special devices are made available upon request.	
11. List emergency evacuation procedures.	
1)	Persons with disabilities will be assisted on evacuation from the building.
2)	All persons should leave the building via their closest exit
3)	Mayor will make a final check to ensure all persons are removed from the building if fire or police are not available.
4)	There is an ADA ramp at the front of City Hall.
5)	
12. Identify any other steps taken.	

Russell Humphrey, Mayor

Date

Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Appointment of Civil Rights Officer

Subrecipient: Contract Number:

Address, City, State and Zip Code

Phone Number

Email Address

Civil Rights Officer:

I, do hereby appoint

Printed Name of Elected Official

Printed Name of Designated Civil Rights Officer

as the Civil Rights Officer for

The appointed Civil Rights Officer shall be responsible for the oversight of and compliance with civil rights laws including fair housing, equal opportunity, and Section 504 as required by the Texas General Land Office (GLO) contract identified above. The Civil Rights Officer is responsible for maintaining familiarity with and adhering to all civil rights laws and regulations pertaining to the U.S. Department of Housing and Urban Development (HUD) CDBG-DR and GLO program funding.

The appointed Civil Rights Officer's contact information is:

Phone Number

Email Address

I acknowledge the appointment and duties of Civil Rights Officer:

<i>Signature of Civil Rights Office</i>	<i>Date</i>

Appointed **Alternate** Civil Rights Officer for the aforementioned contract. Note that an **Alternate** Civil Rights Officer is optional, but recommended. The appointed **Alternate Civil Rights Officer** is:

Name of Designated Alternate Officer

Phone Number

Email Address

I acknowledge the appointment and duties of Civil Rights Officer.

Signature of Alternate Civil Rights Officer

Date

Signature of Elected Official

Title: (Mayor / County Judge)

Date

Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.d.

Agenda Item: Consider authorizing the City Manager to enter into a contract with the Water Company of America to examine the utility billing, distribution and collection systems for accuracy in metering, billing, and collection.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to authorize the City Manager to enter into a contract with the Water Company of America to examine the utility billing, distribution, and collection systems for accuracy in metering, billing, and collection.

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: Water Company of America, through consultation with the Department staff, will examine the utility billing system and the distribution and collection systems in the field for accuracy in metering, billing, and collection.

Previous Council Action: Presented to the Finance Committee on 07/01/2025 and presented during workshop 08/19/25

Financial Implications: Cost sharing with the Water Company of America on recovered revenue will last for 48 months. After 48 months, 100% of the recovered revenue will belong to the city.

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. WCA_Huntsville_791 Proposal & Draft Contract_080725



**Proposal For Services
Review of Unbilled or Misbilled Utility Services**

August 7, 2025

Lance Hall
City of Huntsville
1220 11th St
Huntsville, TX 77340
lmhall@huntsvilletx.gov

**Re: 791 Purchasing Cooperative Contract #791202409008 –
Utility Billing and Metering Consulting**

ISI Water Company (referred to herein as Water Company of America “WCA”) is pleased to submit this Proposal for Services entitled “Review of Unbilled or Misbilled Utility Services” to the City of Huntsville utilizing the 791 Purchasing Cooperative Contract #791202409008.

As outlined in this proposal, and as with all previous contracts undertaken, WCA’s program of revenue enhancement is offered on a performance fee basis. WCA will bear all of its study costs. WCA will be entitled solely to a share of increased collected revenues generated by this program.

Water Company of America has a proven program for revenue recovery. We most sincerely appreciate the opportunity to provide assistance to the City in this project. The contact information for WCA related to this proposal is as follows:

Shane Sangalli, Region Manager, ISI Water Company
5215 Fidelity St. Houston TX 77029
(501) 414-1885, shane.s@watercompanyofamerica.com

Attached: Section 1 – Program Overview (page 2)
Section 2 – Scope of Services (page 3)
Section 3 – Cost of Services (page 7)
Section 4 – Contract for Services (page 9)

This proposal is valid for a minimum period of 120 days subsequent to the submittal date of August 7, 2025. Thank you for your consideration of our proposal for “Review of Unbilled or Misbilled Utility Services.”

Respectfully submitted,

Shane Sangalli
Regional Director



Section 1 – Program Overview

Water Company of America is registered to do business in the State of Texas and is pleased to submit this Proposal for Services to the City of Huntsville entitled “*Review of Unbilled or Misbilled Utility Services*”.

WCA is uniquely qualified to perform the work outlined in the proposal. The study proposed is similar to previous and current projects performed by WCA for Municipal Utility Departments nationwide. Since initiating the first ever project of this nature in 1989, we have gained substantial experience from a diverse group of very successful contract opportunities. While teaming with utilities as large as 374,000 accounts and as small as 1,600, WCA has increased the billings and collections to our clients by substantial amounts.

WCA will perform the service with trained management and field personnel with the requisite experience to accomplish the goals of the project. These employees are familiar with field procedures; appreciate the need for a clear understanding of applicable Utility billing policies, Ordinances, Rules and Regulations; comprehend variations in water distribution and sewer collection systems, and thus are capable of rapid mobilization for the Utility. Staffing needs for this project will be met in the following three manners:

1. Bringing experienced personnel from other locations
2. Recruiting, hiring and training from the local area
3. Utilizing sub-contractors and engineers experienced with Water Loss Audit Processes

By approaching the issue of staffing in this manner, WCA can effectively perform the Scope of Project in a timely and effective manner.

The WCA program utilizes technical work methods conducted in an efficient manner and designed to optimize revenue impact without disruption to normal operating procedures of the Utility. All WCA field operations will be conducted in a manner consistent with requirements imposed by the Utility on its own personnel. Some of the basic WCA rules of staff operational conduct are listed below.

- WCA will conduct all operations to comply with applicable Utility procedures.
- WCA employees will adhere to all safety requirements of the Utility and WCA.
- WCA will insure that property conditions affected by field research activity will be returned to original or better than original condition.
- WCA vehicles will be clean and clearly marked with the Company Logo.
- WCA employees will be uniformed.
- WCA employees will display picture identification badges affixed to the employee's uniform.
- WCA employees will at all times maintain a neat and clean appearance that represents the professionalism of the Utility and WCA.
- WCA employees will exhibit a courteous and polite manner when dealing with any customer of the Utility.



Section 2 – Scope of Services

2.01 - System Concept and Solution

The Study work shall consist of 3 general tasks and 13 specific steps that involve actions and decision points of the utility and of WCA. The steps are shown below in written form to explain the detail of each, and a flow chart diagram is included to illustrate the process.

A “start work” meeting shall be conducted with key members of each affected Department. Objectives are spelled out, an overview of the *method of approach* is discussed, and a clear chain of command and reporting is determined. Guidelines for subsequent updates can be established as well. An operational methodology based on good clear communication facilitates maximum production for the City.

TASK 1 – IDENTIFY AND ANALYZE

Step 1: Account Data Information Gathering and Review

Account data is accessed in two ways, first, a download of raw unjoined data run at a consistent point in time each month and second, an electronic link for review of real time data. All necessary data queries and reports are created and run by WCA personnel on WCA computers with no City staff time requirement.

Step 2: Account Information Analysis Criteria

WCA analyzes the reliability of the account data as it relates to billing, identifying those key fields that could negatively impact billing if entered incorrectly. WCA will review customer accounts for instances of no bills, underbilling and over billing on an individual basis to identify increase revenue opportunities. The accuracy of CIS data pertinent to billing is critical to the success of the project. The Utility’s historical data is essential to Step 2 and is the basis upon which the remaining steps are predicated.

Step 3: Internal Property Selection Report

WCA produces a Property Report of suspect locations from the data analysis process described in Step 2. This “first cut” report provides a list of accounts ear-marked for further research. Each account record is scrutinized for additional facts that can validate account problems as probable.

Step 4: Field Work Selection Report

WCA prepares a Field Work Selection Report that identifies the individual accounts and in some cases areas to be researched in the field. WCA submits the report to the Utility for review and approval. This step informs the Utility of WCA’s intended field operations, and the location of its personnel within the system.



Proposal For Services Review of Unbilled or Misbilled Utility Services

Step 5: Field Work Order Issued

After the Project Manager approves the Field Work Selection Report, WCA issues a Field Work Order to its field personnel. This document will be completed on site and is used to confirm all current property data. All causes of revenue loss will be explored including: meter inaccuracy, service theft, unmetered fire lines, wastewater service problems, coding problems, billing accuracy, and unlisted connections or meters.

Step 6: Field Research & Account Documentation

Field personnel conduct site visits to research the property for all information required on the Field Work Order.

Step 7: *DECISION POINT: Potential Revenue Enhancement*

Once field account analysis and field work are complete, WCA selects specific accounts with the potential for revenue enhancement for submission to the City. Accounts not selected will be filed systematically for future reference.

TASK II – QUANTIFYING REVENUE ENHANCEMENT

Step 8: Formal Work Order submission

WCA will submit to the Utility a Formal Work Order on an account-by-account basis with complete documentation where additional revenue recovery is possible. This report provides complete and accurate documentation for use by the City to update and correct customer records. The document is a report produced by the WCA software, written specifically for CITY. Included in this standard document is the projection of incremental revenue increase. *This projection is essential to the utility, in that accurate projections must be in hand before decisions can be made as to the relative importance of problem correction and as to the cost effectiveness of the remedy.* This projection is supported by precise calculations that are based on the property analysis and the analysis of the meter or meters in question. All problems noted in the system are mapped by address in the mapping software to determine the frequency and location of problems in the system.

Step 9: *DECISION POINT:*

The City will review the Formal Work Order and approve WCA's recommended changes. The City retains the ultimate unilateral right to approve each Formal Work Order submitted. Any Formal Work Order not initially approved will be returned to WCA for additional work and resubmission, and/or filed for future reference.



TASK III – COORDINATING THE IMPLEMENTATION AND EXECUTION OF CORRECTIVE ACTION

Step 10: Corrective Action

Following Formal Work Order approval, the necessary changes will be made to the account. These changes fall into two broad categories; changes in billing and changes to the physical service. WCA will assist the utility by coordinating the necessary activities and/or procedures between the various disciplines by acting as liaison to resolve issues that might otherwise stalemate the remedy. Examples of this assistance: generating interdepartmental correspondence, preparing letters for City signature that notify customers, as well as the assimilation of signed hardcopy for archive purposes.

Step 11: Identified New Revenue on Accounts

Once the change to the account is complete, the Utility will identify (flag) the account in the Utility Billing Database as one to which WCA is eligible for participation in a share of increase revenue.

Step 12: Reports and Proposed Revenue Sharing Plan

WCA compiles and delivers a monthly report (Detailed Revenue Report) to the City that details the collected revenue for the period and calculates WCA compensation. This amount is based on actual account collection. The collection activity is monitored from the same monthly download of account data identified in Step 1. The revenue report is generated on an account-by-account basis, for review and approval by the Department.

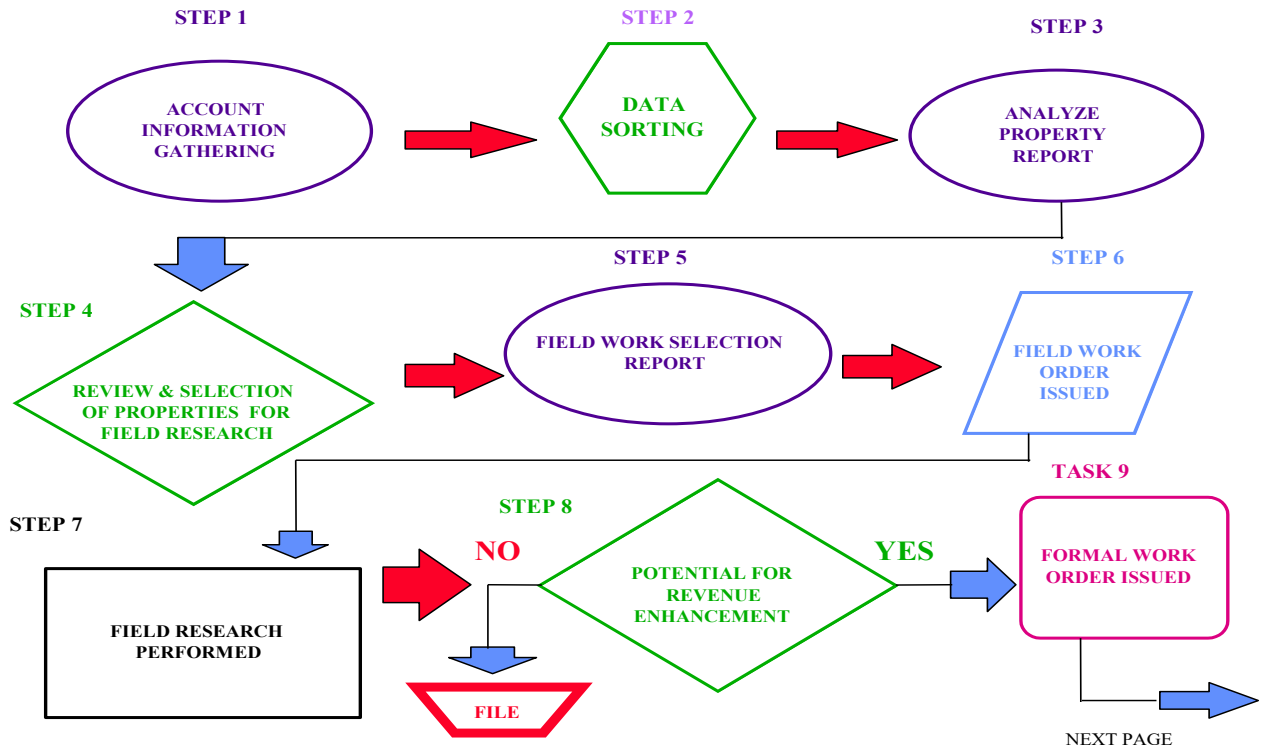
In addition, WCA will prepare a Status Report, on a frequency determined by the City. This custom report details those specific pieces of information meaningful to the City related to the documentation of revenue findings. This report is not “canned” but is tailored to the needs and desires of the City.

WCA will prepare a Final Report on the specific results of the project including an assessment of existing billing and metering practices and an estimate of annual recovery by area of deficiency.

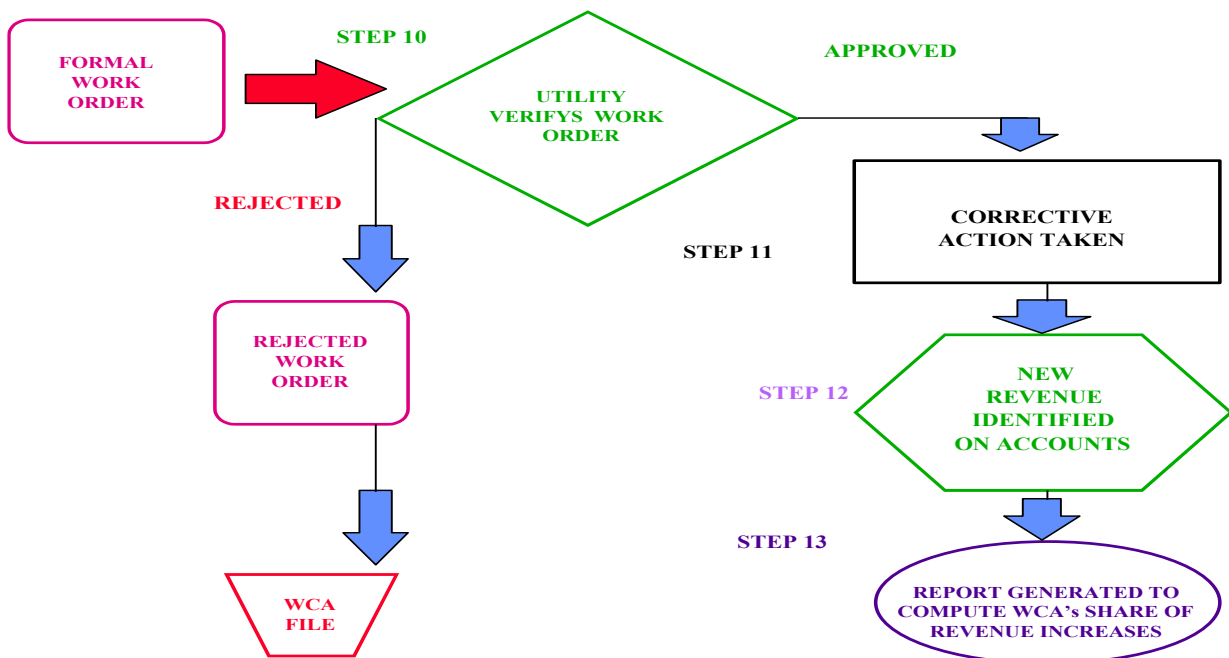
The above 12 tasks are illustrated in the flow diagram charts on the following two pages:



PROGRAM TASK PROCESS - RESPONSIBILITIES OF WCA



PROGRAM TASK PROCESS - RESPONSIBILITIES OF THE UTILITY





2.02 - Proposed schedule for completing the work

Data access through read only link and the data download process (described in Section 4, Task I. Step 1.) is a function of the City - over which WCA has no control. Because this period of time is impossible to forecast, it is not included in the Contract Term.

“Notice to Proceed” is defined as the written notification by the City to WCA to initiate Work. This notification is issued upon the successful receipt and conversion of Account data from the City by WCA. The date of the Notice to Proceed shall mark the initiation of the Contract Term.

Contract Term - It is anticipated that the period of time necessary for the “Work”, (described in Section 4, Task I. Steps 2-8 and Task II.) for this project is three years. In addition, renewal option should be included. Because every Contract undertaken by WCA in years past has proven to be unique – in terms of results and the amount of time necessary to produce those results - adequate opportunity for the City to achieve maximum benefit must be allowed.

Insofar as the day to day and week to week schedule is concerned, WCA will gear the frequency of reports, updates and submittals of Work Orders according to the limitations, requests and requirements of the City.

Section 3 - Proposed Cost of Services

3.01 – Review of Unbilled or Misbilled Services

For any work performed by WCA which results in increased revenue for the City of Huntsville in accordance with the provisions of the proposal, WCA shall be paid **fifty (50%) percent** of all increase revenue for a term of **forty-eight (48)** months thereafter.

For the purpose of this proposal, increased revenue shall mean the difference between the amount of monthly income received by the City on an account, subsequent to and prior to corrective action being taken on all unbilled or misbilled water and wastewater services provided by the City, including retroactive collections made as a result of work by WCA.

3.02 – Ancillary Services

In addition to our Review of Unbilled or Misbilled Utility Services, WCA can provide additional services through our contract with 791 Purchasing Cooperative for an **additional fee**:

Water Loss Audits and Validation

TWDB Certified Water Loss Auditors

Cost Benefit Analysis

Financial Analysis, Return on Investment (ROI)



Analysis of cost apportionment to a client City

Example: the City is a wholesale customer of or a member agency of a Wastewater Treatment Authority serving multiple Cities.

Property water audits

When Customer Service Departments are hit with customer high bill complaints to elected officials, one solution is to use WCA for an arm's length third party field audit.

1. explain account data – customer sensitive
2. correlate last billed read to the current read
3. explain the rate, Ordinance and the reason for it (especially conservation rate)
4. inspect the meter leak indicator
5. identify water uses, especially irrigation
6. equate consumption to dollars, especially as regards irrigation
7. provide report documenting all activities

Water Pressure Logging

Example: turnkey work (hardware, install, read, report) for an engineering firm in Central FL engaged in a long-range planning process for a municipality.

Saturate a service area to account for all connections

Example: The City must respond to a State DOT notification that a road will be widened, covering a sewer main. The City wants to ensure that every property parcel has a sewer tap of record. WCA will research County property appraiser records to identify all parcels, overlay with connection records, perform visual field confirmation where feasible and report to the City. Performed for Orange County, FL on SR50

Water and/or sewer flow-metering.

Example: sewer only customer of Gulfport, MS

Assessment of Current Billing and Metering Systems

Review & Analysis, Data Integrity, Compliance and Regulatory Review

Recommendations for System Improvements. Billing System Optimization, Metering Technology, Automation.

Vendor Selection Support. Vendor Evaluation, Contract Negotiation

Implementation Support and Project Management.

Customer Experience Enhancement. Customer Portals, Billing Transparency



Section 4 – Contract for Services

THE STATE OF: TEXAS

COUNTY OF: WALKER

KNOW ALL MEN BY THESE PRESENTS:

THIS CONTRACT FOR SERVICES ("Contract") is made on the date of countersignature, hereinafter specified, by and between the City of Huntsville ("City"), and ISI Water Company, a Texas corporation, with its principal office in Houston, Harris County, Texas (referred to herein as Water Company of America "WCA"). The initial addresses of the parties are as follows:

WCA
ISI Water Company
5215 Fidelity St
Houston, Texas 77029

CITY
City of Huntsville
1220 11th St
Huntsville, TX 77340

WITNESSETH:

WHEREAS, the CITY desires to secure the performance of services of the highest quality by trained, skilled personnel; and

WHEREAS, the CITY desires to secure the performance of services with WCA pursuant to the city's existing master interlocal agreement with 791 Purchasing Cooperative utilizing Contract Number 791202409008, and

WHEREAS, WCA desires to provide such services in exchange for the fees hereinafter specified; and

WHEREAS, WCA has submitted information describing the proposed service;

NOW, THEREFORE, for and in consideration of the premises and mutual covenants herein contained, it is agreed as follows:



ARTICLE I

Definitions

As used in this Contract, the following terms shall have meanings as set out below:

"Account" is defined as a particular Utility Service of the CITY (including but not limited to Water, Wastewater, Stormwater, Solid Waste). This definition includes all unauthorized taps discovered by WCA that previously had not been given an Account number by the CITY.

"Base Revenue" Is defined as the average of the monthly Account billings during the period of time when the Account experienced the problem and which immediately precedes the completion of the Work, for up to a twelve-month period. By way of example, and not limitation, if WCA discovers a meter which has been broken for a six-month period, resulting in consumption of zero usage during such six-month period, the Base Revenue is zero, and shall not include in the Base Revenue average the preceding six-month period during which time the meter operated properly.

"WCA Share" is defined as the fee to be paid by the CITY to WCA for performance of duties under this Contract, computed in accordance with Section 5.02 hereof.

"CITY" is defined in the preamble of this Contract and includes its successors and assigns.

"WCA" is defined in the preamble of this Contract and includes its successors and assigns.

"Customer Information System" (or "CIS") is defined as the system used by the CITY to bill and to account for customer activities.

"Contract Administrator" is defined as that person designated by the Director by notice to WCA, to administer this Contract on behalf of the CITY. This individual shall have a working knowledge of CITY protocol and operating procedures of the CITY, and shall have the authority and responsibility of administering all day-to-day aspects of this contract on behalf of the CITY.

"Director" is defined as the CITY's designated Utility manager who has ultimate authority and responsibility over this Contract.

"Documenting the Find" is defined as the notation by WCA on the Research report to the CITY or the approval of a submitted Formal Work Order.



Proposal For Services Review of Unbilled or Misbilled Utility Services

"Find" is defined as the discovery by WCA of an Account condition, as the result of the Work, which causes a specific Utility Service to be improperly or inaccurately billed.

"Force Majeure" as used herein, shall include but not be limited to, acts of God, acts of the public enemy, war, blockades, insurrection, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, washouts, tornadoes, hurricanes, arrests, and restraints of government and people, explosions, breakage or damage to machinery or equipment and any other abilities of either party, whether similar to those enumerated or otherwise, and not within the reasonable control of the party claiming such inability.

"Increased Revenue" is defined as the amount of monthly income received by the CITY on an Account, over and above the Base Revenue, including any rate increases, subsequent to corrective action being taken on that Account, including both income derived from ongoing usage, as well as retroactive billing.

"Notice to Proceed" is defined as the written notification by the CITY to WCA to initiate Work. This notification shall be issued upon the successful conversion of Account data from the CIS by WCA. The date of the Notice to Proceed shall mark the initiation of the Contract Term.

"Research Report" is defined as the reports delivered to the CITY by WCA pursuant to Section 2.01 (C) (1) hereof.

"Utility Service" is defined as the physical location of a CITY consumer, both known and unknown to the CITY, which utilizes services provided by the CITY.

"Work" is defined as all of WCA's efforts towards determining needed changes and recommending the corrective actions necessary in order for the specific Utility Service to be properly and accurately billed.

"Work Order" shall be defined to mean that certain standard document that defines relevant information about a CITY Account that WCA has evaluated and determined to be defective.

ARTICLE II

Scope of Service

2.01 - Basic Service

WCA shall provide the investigation, Work Orders, and field services necessary to maximize the billable revenue for the CITY's utility Service.

A) Investigation and Field Work



Proposal For Services
Review of Unbilled or Misbilled Utility Services

- B) Upon receiving the Account information described in Section 3.01 (A) hereof WCA shall:
- 1) Investigate each Account and determine if there is a loss of revenue to the CITY associated with that Account.
 - 2) Submit Work Orders with recommendation for changes in billing procedures and/or changes in physical service. This information will be provided for each Account.
- C) Reports
- 1) WCA shall provide to the CITY on a periodic basis a complete list of all Accounts researched on which WCA has identified potential increased revenues to the CITY. This Research Report shall be submitted for the purpose of "Documenting the Find" and WCA shall be entitled to its portion of the Increased Revenues on said Accounts (the WCA Share), if the Work Order(s) included therein are subsequently approved by the Contract Administrator.
 - 2) On each Account for which WCA has Documented the Find and the CITY has collected Increased Revenue, WCA shall provide a detailed report that quantifies Increased Revenue prepared from the information received from the CITY in the monthly account data download. This report typically contains at least the following information:
 - a) Work Order number
 - b) Account Number
 - c) Cycle counter (indicates progression through the revenue sharing period)
 - d) Amount of customer billing (from the download)
 - e) Base Revenue
 - f) Calculation of Increased Revenue
 - g) Calculation of WCA Share
 - 3) WCA may provide the Contract Administrator a status report on a frequency agreed to by the parties. This report is to be inclusive of all Accounts that are deemed by WCA to justify action and on which a Work Order has been generated in the prior month.
- D) WCA warrants that all work shall be performed in a good and workmanlike manner meeting the standards of quality prevailing in the CITY ordinances for services of like kind. WCA further warrants that trained and skilled persons who have been previously approved by the CITY shall perform all Work.

2.02 - Services in General

WCA shall coordinate all of its activities herein described with the CITY, the Director, WCA Administrator, or their designated representative(s).

2.03 – Finds Exempted

In certain rare cases, WCA may discover a Find on an Account of which the CITY has prior knowledge and is attempting to remedy. Such a Find being remedied by the CITY is exempted from WCA Work.

These cases fall into two categories and require that WCA shall:

- 1) for a period of 60 calendar days from the date of the inception of a new Account problem that originates during the term of this agreement, refrain from submitting a Work Order related to that Find, and



2) for a period of 60 calendar days beginning at the Notice to Proceed date, refrain from submitting a Work Order for any specific problem on an Account that is known to the CITY and is made known to WCA, that the CITY is in the process of remedying on that Account.

It is agreed by the parties hereto that the purpose of this Section 2.03 is to define and agree to the period of time for the CITY to remedy new problems that it discovers, and/or to remedy known situations. This will minimize duplication of effort, thus keeping project resources focused on providing maximum benefit to the CITY.

ARTICLE III

CITY Duties, Data Records, Work Products, Etc.

3.01 - Certain Duties of the CITY:

- A) In addition to its other duties under this Contract, the CITY shall, to the extent permitted by law for each Account, promptly provide access to all the data and records in the possession of the CITY and provide copies of any documents in the possession or control of the CITY or available to the CITY which are requested by WCA and are reasonably necessary for WCA to perform its duties under this Contract. CIS data shall be in two forms.
 - 1) The CITY will create a monthly download consisting of a .bak (backup) file of the Utility Billing System.
 - a) The CITY will exercise all reasonable haste in timely creation of download #1
 - b) The download will be created monthly by the CITY on the same day of each month for the duration of the project to support both field operations and Increased Revenue calculation.
 - c) The day of the month selected for download will be determined solely by the CITY.
 - d) The download content and naming of tables and fields will be consistent and not vary unless first agreed to by the CITY and WCA.
 - e) The CITY will transmit via SFTP or the best secure method agreed to by the CITY and WCA.
 - f) In the event that the provision of data is interrupted for any period of time, the Term shall be extended by an equal period of time.
 - 2) The CITY will establish a password protected "read only" live link to the CIS for the viewing and extracting of "real time" information by WCA. At no time will WCA be able to input a change or modification to an Account by way of this link.
- B) Upon execution of this Contract by all parties, the CITY will establish the day of the month for the bimonthly Contract meeting for Work Order status which is to be attended by the key stakeholders (Contract Administrator, Billing, Customer Service, Meter Operations).



**Proposal For Services
Review of Unbilled or Misbilled Utility Services**

- C) The CITY shall review all Work Orders submitted by WCA under Section 2.01 (B) hereof and within ten (10) working days of the date of submittal, the CITY shall advise WCA of the disposition of the Work Order request (approved or denied).
- D) The CITY shall timely implement the recommended corrective action identified in the Work Order once approved and notify WCA of this action once complete and the date of completion. Changes to account data such as billing code changes shall be accomplished within thirty calendar days. Should this not occur within the time frame specified, the CITY shall issue to WCA written notification of a fifteen-day extension. Work Orders that involve changes to physical service shall be expedited with all reasonable haste. Both parties recognize and agree that the purpose and intent of the project cannot be realized until approved changes have been implemented and accounts are fairly and accurately billed. If Account changes are not completed by the CITY within the time frames described, the CITY shall approve and pay an estimate of the WCA Share (ref 5.02 C).
- E) The Contract Administrator shall assist WCA in its dealings with any CITY department.
- F) The CITY shall acknowledge that WCA has Documented the Find pursuant to Section 2.01 (C) (1), by promptly entering the appropriate information related to the Account within the "CIS" System, or by whatever other method the CITY chooses. Once documented, the CITY shall not deny approval of a Work Order due to any action taken by the CITY during the approval process.
- G) Matters not specifically covered by this Contract will have procedures established by mutual agreement of WCA and the Contract Administrator.
- H) At all times, the spirit of this Contract will be upheld by both the CITY and WCA. WCA is performing a service to the CITY by increasing revenue to the CITY. The CITY has given WCA authorization to perform the defined duties of this Contract and will not hinder, restrict, delay or compete with WCA's performance of these duties.

ARTICLE IV

Indemnification and Insurance

4.01 - Indemnification

WCA HEREBY AGREES AT ALL TIMES TO DEFEND, INDEMNIFY AND HOLD THE CITY HARMLESS FROM AND AGAINST ANY AND ALL LIABILITY, LOSSES OR COSTS ARISING FROM CLAIMS FOR DAMAGES, OR SUITS FOR LOSS OR DAMAGE, INCLUDING WITHOUT LIMITATION OUT-OF-POCKET COSTS AND REASONABLE ATTORNEY'S FEES, WHICH ARISE AS A RESULT OF WCAS NEGLIGENCE OR FAILURE TO PROPERLY PERFORM THIS CONTRACT, WHETHER SUCH CLAIMS ARE ASSERTED BEFORE OR AFTER THE TERMINATION OF THIS CONTRACT.

4.02 - Insurance

Throughout the term of this Contract, WCA shall carry and maintain the following insurance coverage with a company or companies reasonably satisfactory to the Director, and policies of



Proposal For Services
Review of Unbilled or Misbilled Utility Services

insurance that meet the requirements of the State. The CITY shall be named as an additional insured on all such policies for this Contract, and the policy shall provide that the Director will be given at least ten (10) days' notice in case of cancellation. Such insurance coverage shall have the minimum limits of liability in not less than the following amounts:

- A) Comprehensive General Liability Insurance including Contractual Liability:
 - Bodily Injury & Property Damage
 - \$ 1,000,000 per occurrence
 - \$ 2,000,000 aggregate
- B) Worker's Compensation with Employees Liability including Broad Form All States Endorsement: \$ 1,000,000

ARTICLE V

Payment

5.01 - Limitation of Funds

Any and all fees due to WCA under this Contract shall be payable solely from the funds collected pursuant to this Agreement. WCA acknowledges and agrees that the CITY's liability for any and all payments hereunder shall be limited by this provision. No other funds are available nor will they be appropriated for the purpose of this Contract.

5.02 - Payment for Services

- A) If any Work performed by WCA to an Account results in Increased Revenues to the CITY, WCA shall be entitled to a WCA Share for such Work equal to 50% of all Increased Revenues (as defined in Article I of this Contract) for a term of 48 months thereafter, referred to in 6.01 TERM as Phase Two. The 48-month term may be suspended in the event that the account problem persists which eliminates Increased Revenue and restarted following remedy.
- B) Documentation substantiating and calculating Increased Revenue shall be reviewed and approved by the CITY within thirty calendar days of submission and thereafter processed for payment within the time frame stipulated by Statute. Interest on all amounts remaining unapproved and/or unpaid beyond the time frame stipulated by Statute shall accrue at a rate of 10% per annum until paid.
- C) If all of the data necessary to compute the WCA Share is not available in time to make such payment when due, or if the condition described in 3.01 D) occurs, the CITY shall approve a good faith estimate of such Increased Revenue and compute the WCA Share accordingly. Adjustments to such WCA Share shall be made on succeeding monthly payments after actual Increased Revenues are determined.

5.03 – Early Payment Option

In the event that the CITY should desire, for any reason, to make payment of any and all fees due WCA sooner than defined in Article V, the CITY shall have the right to approve a calculation of any and all remaining fees based on a Work Order by Work Order payment



average to date, multiplied by the remaining number of months, factored down by a “present value discount” using the prime interest rate in effect at the time of the early payment.

5.04 - Arbitration

The CITY and WCA shall promptly notify each other of any controversy which shall arise with respect to the computation of any payments or fees due to WCA hereunder. Each party shall act in good faith and shall make its best reasonable effort to resolve the dispute within thirty (30) days after receipt of any invoice disputing such payments or fees. In the event the parties are not able to resolve the dispute within such thirty (30) day period, the controversy shall be considered and resolved by majority vote of an arbitration panel ("Panel") consisting of three (3) persons selected and designated as follows:

1. The CITY shall within ten (10) days thereafter designate an independent certified public accountant which may be the independent auditors regularly retained by the CITY;
2. WCA shall within ten (10) days thereafter designate an independent certified public accountant which may be a certified public accountant regularly retained by WCA; and
3. The two (2) certified public accountants and/or independent auditors thus designated shall agree upon and promptly designate a third certified public accountant and/or independent auditor which shall not have then or previously had any significant relationship with the CITY or WCA.

The parties agree that the arbitration procedure provided above shall be the sole remedy for dispute of the payments or fees due WCA hereunder and shall be binding on the parties thereto; provided, however, in the event the CITY's certified public accountant and WCA's certified public accountant cannot agree upon a third accountant, or the Panel does not resolve the controversy within a reasonable period, not to exceed one hundred twenty (120) days from the date the independent certified public accountants are retained by the parties, either party may pursue any other remedy provided by law. Each party shall bear the expenses of its designated accountant, and the expense of the third accountant shall be borne equally by the parties.

ARTICLE VI

Term and Termination

6.01 - Term

The Contract term is initiated by the CITY upon the issuance of the Notice to Proceed. The term of the Contract is divided in two phases. Phase one is the operations period when WCA is performing the Work and shall continue for a primary term equal to thirty-six (36) months.

At the end of the primary term of phase one, the phase one term may be renewed for successive periods of twelve (12) months, upon written agreement of both parties.



Phase two is the period of time, on a Work Order by Work Order basis, during which the WCA Share is determined (reference 5.02 A).

Therefore, the Contract Term is the total time from the date of the Notice to Proceed, through phase one, including any renewal periods, and including phase two which is the 48 month Work Order by Work Order revenue sharing period for each Find approved by the CITY.

6.02 - Termination

Either party may terminate phase one (the operations period) of this Contract by giving a thirty day written notice to the other party of the intent to terminate. The CITY agrees that for three (3) years after termination of this Agreement, however brought about, the CITY shall, during normal business hours, provide WCA with access to and the determination of fees and payments owed to WCA hereunder.

6.03 - Earned Fees

The duties and obligations of the CITY to pay WCA under the terms of Article V shall continue in full force and effect as outlined therein and shall survive the completion of phase one (the operations period) of this Contract.

ARTICLE VII

Miscellaneous Provisions

7.01 - Independent Contractor

The relationship between WCA and the CITY shall be that of an independent contractor.

7.02 - Business Structure and Assignments

Other than by operation of law, WCA shall not delegate or assign any portion of this Contract without the written consent of the Director, which shall not be unreasonably withheld. WCA however may assign any portion of its WCA Share under this Contract. Before an assignment of this sort can become effective, WCA shall furnish reasonable proof of the assignment by providing a notice to the Director containing the following information: a) the name, address and telephone number of WCA with clear reference to this Contract; b) the name, address and telephone number of assignee; and c) the identity of the fees to be assigned. If reasonable proof as described above is not provided to the Director, the CITY may continue to pay the assignor.

7.03 - Subcontractors

WCA may subcontract any part of its performance under this Contract with the approval of the Director or Contract Administrator. Any subcontractor shall be treated under the Contract as if they were employees of WCA, except in regard to fees.



7.04 - Parties in Interest

This Contract shall not bestow any rights upon any third party, but rather, shall bind and benefit the CITY and WCA only.

7.05 - Non-waiver

Failure of either party hereto to insist on the strict performance of any of the agreements herein or to exercise any rights or remedies accruing hereunder upon default or failure of performance shall not be considered a waiver of the right to insist on or to enforce by any appropriate remedy strict compliance with any other obligation hereunder or to exercise any right or remedy occurring as a result of any future default or failure of performance.

7.06 - Applicable Laws

This Contract is subject to all laws of the State of domicile of the CITY, the CITY Charter and Ordinances of the CITY, the laws of the federal government of the United States of America and all rules and regulations of any regulatory body having jurisdiction.

7.07 - Notices

All notices required or permitted hereunder shall be in writing and shall be deemed delivered when actually received or, if earlier, on the third day following deposit in a United States Postal Services post office or receptacle with proper postage affixed (certified mail, return receipt requested) addressed to the other party at the address prescribed in the preamble hereof or at such other address as the receiving party may have therefore prescribed by notice to the sending party.

7.08 - Equal Employment Opportunity

WCA will comply with all laws, ordinances and policies set by the CITY in reference to Equal Employment Opportunities.

7.09 - Force Majeure

In the event either party is rendered unable, wholly or in part, by Force Majeure to perform under this Contract, it is agreed that, upon such party's giving notice specifying such Force Majeure in writing or by telefax to the other party as soon as possible after the occurrence of the Force Majeure, the obligations of the party giving such notice, to the extent it is affected by Force Majeure and to the extent that due diligence is being used to cure the Force Majeure and resume performance at the earliest practicable time, shall be suspended during the continuance of the Force Majeure, but for no longer extended by the period of time during which either party was unable to perform its obligations hereunder as a result of the occurrence of a Force Majeure.

7.10 - Approvals; Authority

An approval by the Director, or by any other instrumentality of the CITY, of any part of WCA's performance shall not be construed to waive compliance with this Contract or to establish a



standard of performance other than required by this Contract or by law. No party is authorized to vary the terms of this Contract.

7.11 - Remedies Cumulative

The rights and remedies contained in this Contract shall not be exclusive but shall be cumulative of all other rights and remedies, now or hereafter existing, whether by statute, at law, or in equity; provided however, that none of the parties shall terminate this Contract except in accordance with the provision hereof.

7.12 - Representations

- A) WCA represents that it and its employees, agents and subcontractors are fully competent and qualified to perform all the service required to be performed under this Contract. WCA represents that it has experience in performing all of the services to be performed hereunder and these services shall be of the highest professional quality.
- B) The CITY represents that it is a duly authorized and empowered to enter into this Agreement and to carry out its obligations hereunder. By proper action of its members, the CITY has duly authorized the execution, delivery and performance by this Agreement.

7.13 - Captions

The captions at the beginning of the Articles of this Contract are guides and labels to assist in location and reading such Articles and, thereto, will be given no effect in construing this Agreement and shall not be restrictive of or be used to interpret the subject matter of any article, section or part of this Contract.

7.14 - Personnel of WCA

WCA shall replace any personnel assigned to provide services under this Contract which are deemed unsuitable by the Director or Contract Administrator.

7.15 - Entire Agreement

This Contract contains all the agreements of the parties relating to the subject matter hereof and is the full and final expression of the agreement between the parties.

7.16 - Amendment

This Contract may be modified or amended by written agreement signed by all parties hereto.

7.17 - Exclusive Contract

WCA shall have the sole and exclusive franchise, license and privilege to provide the services described in this Contract within the bounds of the Contract service area.



**Proposal For Services
Review of Unbilled or Misbilled Utility Services**

**Re: 791 Purchasing Cooperative Contract #791202409008 –
Utility Billing and Metering Consulting**

Witnesseth:

WCA

CITY

ISI WATER COMPANY

CITY OF HUNTSVILLE

By: _____
Steven Hooper

By: _____
Scott Swigert

Title: General Manager

Title: City Manager

Date: _____

Date: _____



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.e.

Agenda Item: Consider authorizing the City Manager to enter into an agreement with LJA Engineering, Inc. for professional engineering services for the FY 24-25 Robinson Creek Wastewater Treatment Plant Expansion Project.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to authorize the City Manager to enter into an agreement with LJA Engineering, Inc. for professional engineering services for the FY 24-25 Robinson Creek Wastewater Treatment Plant Expansion Project in the amount of \$198,500. This authorization is only for the Phase 1 Preliminary Design Service (PER).

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

Discussion: A Request for Qualification (RFQ No 25-23) process was conducted for the Robinson Creek Wastewater Treatment Plant (WWTP), McDonald Lift Station (LS), and Sanitary Sewer Lines for six (6) different areas projects. Twenty-three (23) applications from Engineering firms were received. The Evaluation Committee consisted of five (5) staff members (plus three attending staff) from two (2) departments. As a result of this process, the top seventeen (17) Engineering Companies were invited to be interviewed for the WWTP, LS, and Sanitary Sewer Lines projects to present their proposals to the committee members.

LJA Engineering, Inc., ranked the highest among the eleven (11) presenters for the design of the Robinson Creek WWTP Expansion Project.

The Robinson Creek WWTP is currently permitted for an Annual Average Daily Flow (AADF) of 2.5 million gallons per day (MGD), and a 2-hour peak flow (P2HF) of 7.5 MGD. The WWTP currently receives an Average Daily Flow of 1.56 MGD, which represents approximately 62% of its permitted capacity.

Since September 2021, there are more than 19 of the developments proposed in this service area with an estimated additional flow of 1.05 MGD (ADF), which exceed the permitted flow.

After several negotiations of the Fee Proposals, this agenda item is for the Phase I (Preliminary Design) only, in the amount of \$198,500.00. In this phase, LJA will evaluate the existing basin and mechanical components for expansion with three alternatives: (1) Extending the existing racetrack oxidation ditch treatment process; (2) Sequencing Batch Reactor (SBR) treatment process; and (3) Anaerobic Anoxic Oxidic (A2O) treatment process.

The detailed Level of Effort for Phase II - Final Design and Bidding Phase Services, Phase III – Construction Administration Services, and the Additional Services are summarized in the attached Scope and Fee Proposal.

Previous Council Action: The City Council approved FY 2024-2025 CIP budget for Robinson Creek WWTP Expansion project.

Financial Implications:

☒ **Item is budgeted:** In the amount of \$200,000 FY 24-25 CIP

Approvals:

Kathlie Jeng-Bulloch

Sam Masiel

Scott Swigert

Leonard Schneider

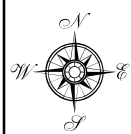
Kristy Doll

Associated Information:

1. Map Robinson Creek WWTP
2. DRAFT 7 17 2025 - Assignment Letter Huntsville Robinson Creek WWTP ID #25-10-09
3. Assignment Letter 7 21 2025 Huntsville Robinson Creek WWTP ID #25-10-09
4. Assignment Letter 7 22 2025 Huntsville Robinson Creek WWTP ID #25-10-09 (003)



The City of Huntsville, Texas or its employees gives NO warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. See the full GIS Data Disclaimer at: www.huntsvilletx.gov/438/City-Maps



1 in = 1,500 ft

On 8.5 x 11 inch Print
0 395 790 1,580
On Any Print Size
FEET

Coordinate System: NAD 1983 StatePlane Texas Central FIPS 4203 Feet



CITY OF HUNTSVILLE, TX
ENGINEERING DEPARTMENT / GIS DIVISION

**Robinson Creek WWTP
Rehab and Expansion**

CIP FY 24-28

CREATED DATE: 7/26/2024

CITY SERVICE CENTER
448 STATE HIGHWAY 75
HUNTSVILLE, TX, 77320

Map Created At:
www.huntsvilletx.gov/gis

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July 17, 2025

2 Alternatives

Dr. Kathlie S. Jeng-Bullock, P.E., B.C. WRE, CFM
City Engineer
Director of Engineering Department
448 Highway 75 North
Huntsville, Texas 77320

Re: Project Name: Robinson Creek Wastewater Treatment Plant Expansion
Engineering and Construction Services
City of Huntsville Project ID #: 25-10-09
LJA Proposal No. 25-47928

Dear Dr. Bullock:

In response to your request and on behalf of our project team, LJA Engineering, Inc. (LJA) is pleased to submit this proposal to provide engineering and construction services associated with the Robinson Creek Wastewater Treatment Plant Expansion project, COH ID #25-10-09. LJA will manage the project and the efforts of the project design team. Collectively, we will provide professional civil engineering, surveying, geotechnical, environmental, structural, electrical, and other necessary services as described below, and as described in the City of Huntsville Contract for Professional Services.

The Robinson Creek Wastewater Treatment Plant (WWTP) was identified in the City of Huntsville's Request for Qualifications (RFQ) No. 25-23 as having insufficient capacity. The WWTP is currently permitted for an annual average daily flow (AADF) of 2.5 million gallons per day (MGD) and a 2-hour peak flow (P2HF) of 7.5 MGD. The WWTP currently receives an ADF of 1.56 MGD, representing approximately 62% of its permitted capacity. Based on flow projections developed as part of the City's ongoing wastewater system capacity and conditions study, an expansion of the WWTP is necessary to accommodate anticipated growth in the service area. The proposed expansion will increase the AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD. The City's ongoing wastewater system capacity and conditions study, City provided record drawings, City provided flow data, and other project parameters will be reviewed during the preliminary engineering phase to determine the available alternatives for expansion of the WWTP.

We propose the following services and corresponding fees for this project.

SCOPE OF SERVICES

A. Phase I – Preliminary Design

1. Attend the Preliminary Conference with the City and other interested parties regarding the project.
2. Review all reports/plans regarding the existing wastewater treatment plant and associated capacity expansion needs.

3. Establish the scope of any topographical surveys and geotechnical investigations which, in the opinion of the Engineer, may be required.
4. Prepare preliminary site layouts for review by and discussions with City personnel.
5. Submit a preliminary engineering report outlining two alternatives for the expansion of the Robinson Creek WWTP for review and approval by City personnel. This report will include the necessary site layout exhibits, opinion of probable construction costs, narrative, and backup documentation needed to assist the City in making their decision for which treatment process they would like to proceed with into design.
6. Prepare detailed specifications, contract documents, and contract drawings.
7. Submit final contract specifications and drawings to the required agencies for review and approval.

B. Phase II – Final Design and Bidding Phase Services

1. Upon receipt of the City's written notice to proceed, we shall commence preparing the project's final design.
2. Prepare detailed design plans, including civil, structural, mechanical, electrical, and instrumentation design.
3. Prepare detailed specifications and contract documents.
4. Submit final contract specifications and drawings to the required agencies for review and approval.
5. Design plans and opinion of probable construction cost will be submitted for the City's review and comments at the 50%, 70%, 100%, and bid ready stages of design.
6. Assist the City in the advertisements of the project for bids.
7. Respond to questions regarding the project during the bidding process. If required, issue addendums to clarify any questions regarding the project.
8. Conduct a Pre-bid Conference between the Engineer, prospective bidders, suppliers, etc., to make certain that the scope of the work is fully understood.
9. Assist the City in the opening of bids for construction of the project. Tabulate and evaluate bids and prepare a recommendation letter for Mayor and Council action.
10. Prepare final contract documents for execution by the Contractor and the City.

C. Phase III – Construction Administration Services

1. Attend a Pre-Construction Conference between the City, Engineer, and Contractor.
2. Issue a work order with dates approved by the City.
3. Make periodic visits to the project site to observe work with regard to general compliance with the plans and specifications (one per month minimum).

4. Review samples, schedules, shop drawings, and other data which the Contractor submits.
5. Preparation for execution of the necessary progress documents including work order, payment estimates, change orders, time extensions, and other correspondence required to achieve the intended finished project.
6. Conduct final inspection in conjunction with the City, Contractor, and Engineer. Prepare all closing documents to finalize the contract.

D. Additional Services

1. Major Amendment to WWTP Discharge Permit: Engineering services associated with the development and submittal of discharge permit renewal documents with a major amendment to increase the permitted AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD.
 - a. Develop and submit all required permit renewal documents, including Administrative Report 1.0, 1.1; Supplemental Permit Information Form; Technical Report 1.0, 1.1; Worksheets 2.0, 2.1, 4.0, 5.0, 6.0; and the Core Data Form.
 - b. Conduct/coordinate required sampling and laboratory analysis related to Technical Report 1.0 & 4.0.
 - c. Submit two (2) copies of the final permit application documents to City of Huntsville representatives.
 - d. Submit one (1) original and three (3) copies of permit application documents to the Texas Commission on Environmental Quality (TCEQ) Application Review and Processing Team.
 - e. Respond to comments from TCEQ on submitted application.
 - f. Coordinate with local newspaper for publication of public notice documents.
 - g. Provide City of Huntsville representatives with copy of notices, application, and draft permit for public viewing.
 - h. Submit all required public notice documentation to TCEQ for proof of publication, including tear sheets, affidavits, and public verification forms.
 - i. Review and develop comments associated with issued draft permit from the TCEQ.
 - j. Meet/discuss draft permit language and developed comments with City of Huntsville representatives.
 - k. Negotiate draft permit language with the TCEQ for the increased flow to 3.75 MGD.
 - l. Respond to TCEQ with comments or acceptance of draft permit with the increased flow to 3.75 MGD on behalf of City of Huntsville representatives.
2. Topographical Surveys: Provide field surveys of existing structures, lines, site conditions, and other features required for the preparation of final construction plans.
3. Geotechnical Investigations: Provide field investigation of the geotechnical conditions to determine design. Determine ground water conditions and need for dewatering during construction.
4. Construction Materials Testing: Provide as required testing, field and laboratory, of construction materials.
5. Environmental Site Assessment Phase I Services: Environmental Site Assessment (ESA) Services are proposed for the project, including the Waters of the U.S.

Delineation, Archeological Records Review, Threatened and Endangered Species Assessment, and an ESA Phase I. Design plans to be reviewed and documented that the project qualifies for the Nationwide Permit 58 without submittal to the U.S. Army Corps of Engineers (USACE). If USACE review is determined to be required for the Nationwide Permit, or if an Individual Permit is determined to be required for the project, we will request approval from the City for the scope of work and additional fees prior to moving forward.

6. Storm Water Pollution Prevention Plan: Storm Water Pollution Prevention Plan Services are proposed to address the project's proposed improvements.
7. Electrical Power Systems Studies: Provide a Power System Study for the electrical power system, including a Short Circuit Study, Coordination Study, Arc Flash Hazard Study, and necessary appurtenances.
8. Project Representative: Provide on-site Resident Project Representation. This will include site visits (typically an average of 40 hours a week for anticipated construction time of 36 months) to review the progress of the contractor's work. The Resident Project Representative will make his best effort to be on-site during critical phases of work.

It is agreed that the Engineer does not underwrite, guarantee, or ensure the work done by the contractors. Since it is the contractor's responsibility to perform the work in accordance with the Contract Documents, the Engineer is not responsible or liable for the contractors' failure to do so. Failure by any Resident Project Representative or other personnel engaged in on the site observation to discover defects or deficiencies in the work of the contractors shall never relieve the contractors for liability or subject the Engineer to any liability for any such defect or deficiencies.

9. Record Drawings: Upon completion of the project, the contract drawings will be revised to reflect all field changes. The completed "record drawings" will be delivered to the Owner.
10. Reimbursable Expenses: Advertising, reproduction, deliveries, travel/mileage, printing, permit fees, filing fees, recording fees, etc.
11. Special Licenses and Permits: Advertising and permit application fees associated with the WWTP discharge permit.
12. Subsurface Utility Engineering – Quality Level "A": Locate (Test Hole / Hydro-vac): Three-dimensional mapping and other characterization data. This information is obtained through exposing utility facilities through test holes and measuring and recording (to appropriate survey control) utility/environment data.

Provide SUE – QL "A" services for pipeline locations at potential crossings within the project limits, and obtain any additional subsurface information required of the site conditions to prepare final construction drawings.

These services are not anticipated at this time, however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, should those findings determine there is a need for these services, the responsible project design team member will prepare the project's SUE.

13. Environmental Site Assessment Phase II Services: Environmental Site Assessment (ESA) Phase II will only be completed if determined necessary from the ESA Phase I, in order to determine the nature and extent of contamination to assist in the engineering design process. These services are not anticipated at this time, however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, should those findings determine there is a need for these services, the responsible project design team member engineer will prepare the project's ESA Phase II Plan.
14. Tree Protection, Mitigation, and Planting Plan Services: Proposed to address the proposed improvements associated with the expansion of the WWTP. These services are not anticipated at this time, however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, should those findings determine there is a need for these services, the responsible project design team member will prepare the project's Tree Protection, Mitigation, and Planting Plan.

BASIS OF COMPENSATION

We propose that our compensation for the above tasks be based on the Scope of Services for each Phase and include a combination of Lump Sum Fees and Estimated Fees. The fees have been split into multiple authorizations for design-related tasks and construction-related tasks.

The compensation for Phase I (Preliminary Design Engineering Report) and Additional Services required to complete the report, will be a combination of Lump Sum Fees and Time and Materials basis for a total current authorization of **\$380,000.00**.

CURRENT AUTHORIZATION		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase I (Preliminary Engineering Report)	Lump Sum	\$ 250,000.00
2. Major Amendment to WWTP Discharge Permit (TCEQ)	Lump Sum	\$ 25,000.00
3. Topographic Survey (Entire Site)	Lump Sum	\$ 50,000.00
4. Environmental Site Assessment, Phase I	Lump Sum	\$ 25,000.00
5. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising)	T & M (Cost + 10%)	\$ 10,000.00
6. Reimbursable Expenses	T & M (Cost + 10%)	\$ 20,000.00
Total Engineering Services		\$ 380,000.00

Regarding the A20 (Anaerobic Anoxic Oxidation) Alternative, if chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$4,740,000.00**.

FUTURE AUTHORIZATION – A20 (ANAEROBIC ANOXIC OXIDATION) ALTERNATE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design/Bidding)	Lump Sum	\$ 2,925,000.00

FUTURE AUTHORIZATION – A2O (ANAEROBIC ANOXIC OXIC) ALTERNATE		
Tasks	Basis of Compensation	Compensation
2. Basic Engineering – Phase III (Construction Administration)	Lump Sum	\$ 600,000.00
3. Geotechnical Investigation	T & M (Cost + 10%)	\$ 35,000.00
4. Construction Materials Testing	T & M (Cost + 10%)	\$ 70,000.00
5. Storm Water Pollution Prevention Plan	Lump Sum	\$ 10,000.00
6. Electrical Power Systems Study	Lump Sum	\$ 135,000.00
7. Project Representative (36 mo – 40 hr/wk)	T & M	\$ 875,000.00
8. Record Drawings	Lump Sum	\$ 15,000.00
9. SUE - Underground Utility Investigation (Placeholder if Necessary)	T & M – Place Holder Only	\$ 40,000.00
10. Environmental Site Assessment, Phase II (Placeholder if Necessary)	Lump Sum – Place Holder Only	\$ 25,000.00
11. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 4,740,000.00

Regarding the SBR (Sequencing Batch Reactor) Alternative, if chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum and Time and Materials basis for a total future authorization of **\$5,750,000.00**.

FUTURE AUTHORIZATION – SBR (SEQUENCING BATCH REACTOR) ALTERNATE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design/Bidding)	Lump Sum	\$ 3,835,000.00
2. Basic Engineering – Phase III (Construction Administration)	Lump Sum	\$ 700,000.00
3. Geotechnical Investigation	T & M (Cost + 10%)	\$ 35,000.00
4. Construction Materials Testing	T & M (Cost + 10%)	\$ 70,000.00
5. Storm Water Pollution Prevention Plan	Lump Sum	\$ 10,000.00
6. Electrical Power Systems Study	Lump Sum	\$ 135,000.00
7. Project Representative (36 mo – 40 hr/wk)	T & M	\$ 875,000.00
8. Record Drawings	Lump Sum	\$ 15,000.00
9. SUE - Underground Utility Investigation (Placeholder if Necessary)	T & M – Place Holder Only	\$ 40,000.00
10. Environmental Site Assessment, Phase II (Placeholder if Necessary)	Lump Sum – Place Holder Only	\$ 25,000.00
11. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 5,750,000.00

PROJECT TEAM

The project team is included in Attachment A.

PROJECT SCHEDULE

The project schedule is included in Attachment B.

ACCEPTANCE AND AUTHORIZATION

If the above Scope of Services and Basis of Compensation are satisfactory to you, we will consider your signature in the space provided below and a City of Huntsville issued Agreement for Professional Services as our authorization to proceed.

On behalf of the project team, LJA appreciates this opportunity to provide Professional Engineering Services to the City of Huntsville on this important project. The team is available to initiate the Work on this assignment upon receipt of your written authorization to proceed.

Please do not hesitate to contact me should you have any questions or need additional information at 713.657.6013 or jflowers@lja.com.

Sincerely,



Jimmy C. Flowers, PE
Vice President

JCF/msc

Attachment(s)

Proposal Accepted By:

CITY OF HUNTSVILLE
Dr. Kathlie S. Jeng-Bulloch, P.E., B.C.
WRE, CFM
City Engineer
Director of Engineering Department

By: _____

Date: _____



ATTACHMENT A: PROJECT TEAM



Principal-In-Charge

Jimmy Flower, PE



QA/QC

Tim Aschoff, PE



Project Manager

Jimmy Flowers, PE



Technical Design Lead

Mario Chapa, PE



Drainage Analysis

John Grounds
PhD, PE, CFM, BC.WRE



Drainage Analysis

Brian Greathouse, PE



Design Support

Ana Trejo, PE



Design Support

Mariana Cuellar, PE



TCEQ Permitting/Compliance

John Concienne, CPESC



TCEQ Permitting/Compliance

Brian French, CPESC

Support Disciplines



Structural

Joel Huber, PE



Environmental

Susan Alford, REM, ENV SP



SUE

David Evans



Electrical | Instrumentation | SCADA

Abhishek Pandey, PhD, PE, PMP



Construction Management

Rick Kronenberger, PE



Survey

Stephen Matovich, RPLS



Survey

Jonathan Torres, RPLS



Geotechnical | CMT

Rebecca Rice, PE



Geotechnical | CMT

Nathan Griffith, PE

ID	Task Name	Duration	Start	Finish	Predecessors	Timeline												
						Qtr 4	2026		Qtr 1	Qtr 2	Qtr 3	Qtr 4	2027		Qtr 1	Qtr 2	Qtr 3	
1	Major Amendment to Discharge Permit		385 days	Mon 10/6/25	Fri 3/26/27		[Timeline bar from Q4 2026 to Q1 2027]											
2	Development and Submittal of Permit Docs		285 days	Mon 10/6/25	Fri 11/6/26		[Timeline bar from Mon 10/6/25 to Fri 11/6/26]											
3	Public Notice		50 days	Mon 11/9/26	Fri 1/15/27	2	[Timeline bar from Mon 11/9/26 to Fri 1/15/27]											
4	Review / Negotiate Draft Permit		50 days	Mon 1/18/27	Fri 3/26/27	3	[Timeline bar from Mon 1/18/27 to Fri 3/26/27]											
5	Phase I - Preliminary Engineering Report Phase		100 days	Mon 10/6/25	Fri 2/20/26		[Timeline bar from Mon 10/6/25 to Fri 2/20/26]											
6	Topographic Survey		25 days	Mon 10/6/25	Fri 11/7/25		[Timeline bar from Mon 10/6/25 to Fri 11/7/25]											
7	Environmental Site Assessment - Phase I		25 days	Mon 10/6/25	Fri 11/7/25		[Timeline bar from Mon 10/6/25 to Fri 11/7/25]											
8	Compare Alternative Treatment Processes		25 days	Mon 10/6/25	Fri 11/7/25		[Timeline bar from Mon 10/6/25 to Fri 11/7/25]											
9	Develop PER		65 days	Mon 10/6/25	Fri 1/2/26		[Timeline bar from Mon 10/6/25 to Fri 1/2/26]											
10	QA/QC PER		5 days	Mon 1/5/26	Fri 1/9/26	9	[Timeline bar from Mon 1/5/26 to Fri 1/9/26]											
11	Submit PER		5 days	Mon 1/12/26	Fri 1/16/26	10	[Timeline bar from Mon 1/12/26 to Fri 1/16/26]											
12	City Review Period		15 days	Mon 1/19/26	Fri 2/6/26	11	[Timeline bar from Mon 1/19/26 to Fri 2/6/26]											
13	Address Comments and Resubmit Final PER		10 days	Mon 2/9/26	Fri 2/20/26	12	[Timeline bar from Mon 2/9/26 to Fri 2/20/26]											
14	Phase II - Design and Bidding Phase Services		300 days	Mon 2/23/26	Fri 4/16/27		[Timeline bar from Mon 2/23/26 to Fri 4/16/27]											
15	Phase II A - Final Design - Begins After Council Approval of 2nd Authorization		215 days	Mon 2/23/26	Fri 12/18/26		[Timeline bar from Mon 2/23/26 to Fri 12/18/26]											
16	Geotechnical Investigation		45 days	Mon 2/23/26	Fri 4/24/26	13	[Timeline bar from Mon 2/23/26 to Fri 4/24/26]											
17	Develop 50% Plans, Specs, and OPCC		60 days	Mon 2/23/26	Fri 5/15/26	13	[Timeline bar from Mon 2/23/26 to Fri 5/15/26]											
18	QA/QC 50% Plans, Specs, and OPCC		5 days	Mon 5/18/26	Fri 5/22/26	17	[Timeline bar from Mon 5/18/26 to Fri 5/22/26]											
19	Submit 50% Plans, Specs, and OPCC		5 days	Mon 5/25/26	Fri 5/29/26	18	[Timeline bar from Mon 5/25/26 to Fri 5/29/26]											
20	City Review Period for 50% Submittal		10 days	Mon 6/1/26	Fri 6/12/26	19	[Timeline bar from Mon 6/1/26 to Fri 6/12/26]											
21	Address 50% Comments and Develop 70% Plans, Specs, and OPCC		60 days	Mon 6/1/26	Fri 8/21/26	19	[Timeline bar from Mon 6/1/26 to Fri 8/21/26]											
22	QA/QC 70% Plans, Specs, and OPCC		5 days	Mon 8/24/26	Fri 8/28/26	21	[Timeline bar from Mon 8/24/26 to Fri 8/28/26]											
23	Submit 70% Plans, Specs, and OPCC		5 days	Mon 8/31/26	Fri 9/4/26	22	[Timeline bar from Mon 8/31/26 to Fri 9/4/26]											
24	City Review Period for 70% Submittal		10 days	Mon 9/7/26	Fri 9/18/26	23	[Timeline bar from Mon 9/7/26 to Fri 9/18/26]											
25	Address 70% Comments		10 days	Mon 9/21/26	Fri 10/2/26	24	[Timeline bar from Mon 9/21/26 to Fri 10/2/26]											
26	Stormwater Pollution Prevention Plan		25 days	Mon 9/21/26	Fri 10/23/26	24	[Timeline bar from Mon 9/21/26 to Fri 10/23/26]											
27	TCEQ Submittal, Review, and Approval		45 days	Mon 9/21/26	Fri 11/20/26	24	[Timeline bar from Mon 9/21/26 to Fri 11/20/26]											
28	Walker County Submittal, Review, and Approval		45 days	Mon 9/21/26	Fri 11/20/26	24	[Timeline bar from Mon 9/21/26 to Fri 11/20/26]											
29	TDLR Comcheck Submittal, Review, and Approval		45 days	Mon 9/21/26	Fri 11/20/26	24	[Timeline bar from Mon 9/21/26 to Fri 11/20/26]											
30	Develop 100% Plans, Specs, and OPCC		40 days	Mon 9/21/26	Fri 11/13/26	24	[Timeline bar from Mon 9/21/26 to Fri 11/13/26]											
31	QA/QC 100% Plans, Specs, and OPCC		5 days	Mon 11/16/26	Fri 11/20/26	30	[Timeline bar from Mon 11/16/26 to Fri 11/20/26]											
32	Submit 100% Plans, Specs, and OPCC		5 days	Mon 11/23/26	Fri 11/27/26	31	[Timeline bar from Mon 11/23/26 to Fri 11/27/26]											
33	City Review Period for 100% Submittal		10 days	Mon 11/30/26	Fri 12/11/26	32	[Timeline bar from Mon 11/30/26 to Fri 12/11/26]											
34	Address 100% Comments and Submit Final Bid Ready Set		5 days	Mon 12/14/26	Fri 12/18/26	33	[Timeline bar from Mon 12/14/26 to Fri 12/18/26]											
35	Phase II B - Bidding Phase Services - Begins when City Authorizes		75 days	Mon 1/4/27	Fri 4/16/27		[Timeline bar from Mon 1/4/27 to Fri 4/16/27]											
36	Advertising, Pre-Bid, RFI, and Bid Opening Period		45 days	Mon 1/4/27	Fri 3/5/27		[Timeline bar from Mon 1/4/27 to Fri 3/5/27]											
37	Council Award Period		10 days	Mon 3/8/27	Fri 3/19/27	36	[Timeline bar from Mon 3/8/27 to Fri 3/19/27]											
38	Contracts Execution Period		15 days	Mon 3/22/27	Fri 4/9/27	37	[Timeline bar from Mon 3/22/27 to Fri 4/9/27]											
39	Set up and Hold Pre-Construction Meeting		5 days	Mon 4/12/27	Fri 4/16/27	38	[Timeline bar from Mon 4/12/27 to Fri 4/16/27]											
40	Phase III - Construction		785 days	Mon 4/19/27	Fri 4/19/30		[Timeline bar from Mon 4/19/27 to Fri 4/19/30]											
41	Construction Phase through to Substantial Completion		740 days	Mon 4/19/27	Fri 2/15/30	39	[Timeline bar from Mon 4/19/27 to Fri 2/15/30]											
42	Address Punchlist Items and Final Completion		45 days	Mon 2/18/30	Fri 4/19/30	41	[Timeline bar from Mon 2/18/30 to Fri 4/19/30]											

Project: SHORTER E243 Huntsv

Date: Wed 7/16/25

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

Page 1

July 21, 2025

2 Alternatives

Dr. Kathlie S. Jeng-Bullock, P.E., B.C. WRE, CFM
City Engineer
Director of Engineering Department
448 Highway 75 North
Huntsville, Texas 77320

Re: Project Name: Robinson Creek Wastewater Treatment Plant Expansion
Engineering and Construction Services
City of Huntsville Project ID #: 25-10-09
LJA Proposal No. 25-47928

Dear Dr. Bullock:

In response to your request and on behalf of our project team, LJA Engineering, Inc. (LJA) is pleased to submit this proposal to provide engineering and construction services associated with the Robinson Creek Wastewater Treatment Plant Expansion project, COH ID #25-10-09. LJA will manage the project and the efforts of the project design team. Collectively, LJA will provide professional civil engineering, surveying, geotechnical, environmental, structural, electrical, and other necessary services as described below, and as described in the City of Huntsville Contract for Professional Services.

The Robinson Creek Wastewater Treatment Plant (WWTP) was identified in the City of Huntsville's Request for Qualifications (RFQ) No. 25-23 as having insufficient capacity. The WWTP is currently permitted for an annual average daily flow (AADF) of 2.5 million gallons per day (MGD) and a 2-hour peak flow (P2HF) of 7.5 MGD. The WWTP currently receives an ADF of 1.56 MGD, representing approximately 62% of its permitted capacity. Based on flow projections developed as part of the City's ongoing wastewater system capacity and conditions study, an expansion of the WWTP is necessary to accommodate anticipated growth in the service area. The proposed expansion will increase the AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD. The City's ongoing wastewater system capacity and conditions study, City provided record drawings, City provided flow data, and other project parameters will be reviewed during the preliminary engineering phase to determine the available alternatives for expansion of the WWTP.

LJA proposes the following services and corresponding fees for this project.

SCOPE OF SERVICES

A. Phase I – Preliminary Design

1. Attend the Preliminary Conference with the City and other interested parties regarding the project. Review all reports/plans regarding the existing wastewater treatment plant and associated capacity expansion needs.
2. Establish the scope of the major amendment to the WWTP discharge permit, topographic surveys to be conducted, if necessary, geotechnical investigations, as

required to establish existing soils conditions and necessary improvements, and environmental site assessments, as required for the expansion, to be conducted during Phase II of design.

3. Attend site visits to perform an existing conditions assessment, including an analysis of the following:
 - a. Influent lift station
 - b. Headworks facility
 - c. Aeration basins
 - d. Clarifiers
 - e. Return activated sludge (RAS) / waste activated sludge (WAS) facility
 - f. UV disinfection facility
 - g. Digester basins
 - h. Sludge dewatering facility
 - i. Motor control center and electrical system
 - j. Supervisory Control and Data Acquisition (SCADA) system
 - k. Photo survey
4. Develop and submit a preliminary engineering report (PER) for review by, and discussions with, City personnel including the following:
 - a. Evaluation of the existing basin and mechanical components for expansion with two alternatives, sequencing batch reactor (SBR) treatment process and anaerobic anoxic oxic (A2O) treatment process
 - b. Evaluation of the power requirements for expansion with two alternatives, SBR treatment process and A2O treatment process
 - c. Evaluation of the instrumentation, controls, and SCADA requirements for expansion
 - d. Site layout exhibits and piping & instrumentation diagram (P&ID) exhibits for expansion for both SBR and A2O treatment process alternatives
 - e. FEMA map of the site establishing flood zones affecting the site
 - f. Supporting calculations for component sizing
 - g. Opinion of probable construction cost (OPCC) of expansion for both SBR and A2O treatment process alternatives
 - h. Perform Quality Assurance / Quality Control reviews, finalize, and submit PER for City review and approval.

B. Phase II – Final Design and Bidding Phase Services

1. Upon receipt of the City's written notice to proceed, we shall commence preparing the project's final design.
2. Prepare detailed design plans, including civil, structural, mechanical, electrical, and instrumentation design.
3. Prepare detailed specifications and contract documents.
4. Submit final contract specifications and drawings to the required agencies for review and approval.
5. Design plans and opinion of probable construction cost will be submitted for the City's review and comments at the 50%, 70%, 100%, and bid ready stages of design.
6. Assist the City in the advertisements of the project for bids.

7. Respond to questions regarding the project during the bidding process. If required, issue addendums to clarify any questions regarding the project.
8. Conduct a Pre-bid Conference between the Engineer, prospective bidders, suppliers, etc., to make certain that the scope of the work is fully understood.
9. Assist the City in the opening of bids for construction of the project. Tabulate and evaluate bids and prepare a recommendation letter for Mayor and Council action.
10. Prepare final contract documents for execution by the Contractor and the City.

C. Phase III – Construction Administration Services

1. Attend a Pre-Construction Conference between the City, Engineer, and Contractor.
2. Issue a work order with dates approved by the City.
3. Make periodic visits to the project site to observe work with regard to general compliance with the plans and specifications (one per month minimum).
4. Review samples, schedules, shop drawings, and other data which the Contractor submits.
5. Preparation for execution of the necessary progress documents including work order, payment estimates, change orders, time extensions, and other correspondence required to achieve the intended finished project.
6. Conduct final inspection in conjunction with the City, Contractor, and Engineer. Prepare all closing documents to finalize the contract.

D. Additional Services

1. Major Amendment to WWTP Discharge Permit: Engineering services associated with the development and submittal of discharge permit renewal documents with a major amendment to increase the permitted AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD.
 - a. Develop and submit all required permit renewal documents, including Administrative Report 1.0, 1.1; Supplemental Permit Information Form; Technical Report 1.0, 1.1; Worksheets 2.0, 2.1, 4.0, 5.0, 6.0; and the Core Data Form.
 - b. Conduct/coordinate required sampling and laboratory analysis related to Technical Report 1.0 & 4.0.
 - c. Submit two (2) copies of the final permit application documents to City of Huntsville representatives.
 - d. Submit one (1) original and three (3) copies of permit application documents to the Texas Commission on Environmental Quality (TCEQ) Application Review and Processing Team.
 - e. Respond to comments from TCEQ on submitted application.
 - f. Coordinate with local newspaper for publication of public notice documents.
 - g. Provide City of Huntsville representatives with copy of notices, application, and draft permit for public viewing.
 - h. Submit all required public notice documentation to TCEQ for proof of publication, including tear sheets, affidavits, and public verification forms.

- i. Review and develop comments associated with issued draft permit from the TCEQ.
 - j. Meet/discuss draft permit language and developed comments with City of Huntsville representatives.
 - k. Negotiate draft permit language with the TCEQ for the increased flow to 3.75 MGD.
 - l. Respond to TCEQ with comments or acceptance of draft permit with the increased flow to 3.75 MGD on behalf of City of Huntsville representatives.
2. Topographical Surveys: Provide field surveys of existing structures, lines, site conditions, and other features required for the preparation of final construction plans. Provide field surveys after construction completion to tie in improvements. All surveys shall be tied to the City's established coordinate system and onsite benchmark, G.P.S. Station 6009. Station 6009 shall be required to be protected during construction.
3. Geotechnical Investigations: Provide field investigation of the geotechnical conditions to determine design. Determine ground water conditions and need for dewatering during construction.
4. Construction Materials Testing: Provide as required testing, field and laboratory, of construction materials.
5. Environmental Site Assessment Phase I Services: Environmental Site Assessment (ESA) Services are proposed for the project, including the Waters of the U.S. Delineation, Archeological Records Review, Threatened and Endangered Species Assessment, and an ESA Phase I. Design plans to be reviewed and documented that the project qualifies for the Nationwide Permit 58 without submittal to the U.S. Army Corps of Engineers (USACE). If USACE review is determined to be required for the Nationwide Permit, or if an Individual Permit is determined to be required for the project, LJA will request approval from the City for the scope of work and additional fees prior to moving forward.
6. Storm Water Pollution Prevention Plan: Storm Water Pollution Prevention Plan Services are proposed to address the project's proposed improvements.
7. Electrical Power Systems Studies: Provide a Power System Study for the electrical power system, including a Short Circuit Study, Coordination Study, Arc Flash Hazard Study, and necessary appurtenances.
8. Project Representative: Provide on-site Resident Project Representation. This will include site visits (typically an average of 40 hours a week for anticipated construction time of 36 months) to review the progress of the contractor's work. The Resident Project Representative will make his best effort to be on-site during critical phases of work.

It is agreed that the Engineer does not underwrite, guarantee, or ensure the work done by the contractors. Since it is the contractor's responsibility to perform the work in accordance with the Contract Documents, the Engineer is not responsible or liable for the contractors' failure to do so. Failure by any Resident Project Representative or other personnel engaged in on the site observation to discover defects or deficiencies in the work of the contractors shall never relieve the contractors for liability or subject the Engineer to any liability for any such defect or deficiencies.

9. Record Drawings: Upon completion of the project, the contract drawings will be revised to reflect all field changes. The completed "record drawings" will be delivered to the Owner.
10. Special Licenses and Permits: Advertising and permit application fees associated with the WWTP discharge permit.
11. Subsurface Utility Engineering – Quality Level "A": Locate (Test Hole / Hydro-vac): Three-dimensional mapping and other characterization data. This information is obtained through exposing utility facilities through test holes and measuring and recording (to appropriate survey control) utility/environment data.

Provide SUE – QL "A" services for pipeline locations at potential crossings within the project limits, and obtain any additional subsurface information required of the site conditions to prepare final construction drawings.

These services are not anticipated at this time, however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, should those findings determine there is a need for these services, the responsible project design team member will prepare the project's SUE.

12. Environmental Site Assessment Phase II Services: Environmental Site Assessment (ESA) Phase II will only be completed if determined necessary from the ESA Phase I, in order to determine the nature and extent of contamination to assist in the engineering design process. These services are not anticipated at this time, however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the ESA Phase I Services are complete, should those findings determine there is a need for these services, the responsible project design team member engineer will prepare the project's ESA Phase II Plan.
13. Tree Protection, Mitigation, and Planting Plan Services: Proposed to address the proposed improvements associated with the expansion of the WWTP. A section of trees on the WWTP site will require protection during construction as they serve as a visual buffer from traffic along FM 1374. A line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, and a more defined scope and fee are developed, the responsible project design team member will prepare the project's Tree Protection, Mitigation, and Planting Plan.

BASIS OF COMPENSATION

LJA proposes that our compensation for the above tasks be based on the Scope of Services for each Phase and include a combination of Lump Sum Fees and Estimated Fees. The fees have been split into multiple authorizations for design-related tasks and construction-related tasks.

The compensation for Basic Engineering Phase I – Preliminary Design Engineering Report (PER) required to complete the report, will be on a Lump Sum (LS) Fee basis for a total current authorization of **\$198,500.00**.

CURRENT AUTHORIZATION – BASIC ENGINEERING PHASE I – PER		
Tasks	Basis of Compensation	Compensation
1. Attend preliminary conference with City and review reports/plans regarding existing WWTP (see item A.1)	Lump Sum	\$ 5,000.00
2. Determination of all major amendments / permits, topographic surveys, geotechnical investigations, and environmental assessments required (see item A.2)	Lump Sum	\$ 5,000.00
3. Existing site conditions assessment, including photo survey (see item A.3)	Lump Sum	\$ 30,000.00
4. Evaluation of the existing basin and mechanical components for expansion (see item A.4.a)	Lump Sum	\$ 56,250.00
5. Evaluation of the power requirements for expansion (see item A.4.b)	Lump Sum	\$ 46,250.00
6. Evaluation of the instrumentation, controls, and SCADA requirements for expansion (see item A.4.c)	Lump Sum	\$ 10,000.00
7. Site layout exhibits and P&ID exhibits for expansion for both SBR and A20 treatment process alternatives (see item A.4.d)	Lump Sum	\$ 20,000.00
8. FEMA map of the site establishing flood zones affecting the site (see item A.4.e)	Lump Sum	\$ 1,000.00
9. Supporting calculations for component sizing (see item A.4.f)	Lump Sum	\$ 10,000.00
10. OPCC of expansion for both SBR and A20 treatment process alternatives (see item A.4.g)	Lump Sum	\$ 10,000.00
11. QA/QC, finalize, and submit PER (see item A.4.h)	Lump Sum	\$ 5,000.00
Total Engineering Services		\$ 198,500.00

The preliminary OPCC for the A20 Alternative is **\$40,250,000.00**. If this alternative is chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$5,005,000.00**, approximately **12.4%** of the OPCC. These fees are subject to change depending on the results found during the PER stage.

FUTURE AUTHORIZATION – A20 ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 2,980,000.00
2. Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$ 700,000.00
Additional Services		
3. Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$ 25,000.00

FUTURE AUTHORIZATION – A2O ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
4. Topographic Surveys (Pre and Post-Construction) (see item D.2)	Lump Sum	\$ 50,000.00
5. Geotechnical Investigation (see item D.3)	T&M (Cost+10%)	\$ 35,000.00
6. Construction Materials Testing (see item D.4)	T&M (Cost+10%)	\$ 70,000.00
7. Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$ 25,000.00
8. Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$ 10,000.00
9. Electrical Power Systems Study (see item D.7)	Lump Sum	\$ 135,000.00
10. Project Representative (36 months – 40 hours/week) (see item D.8)	T&M	\$ 875,000.00
11. Record Drawings (see item D.9)	Lump Sum	\$ 15,000.00
12. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost+10%)	\$ 10,000.00
13. SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	T&M – Place Holder Only	\$ 40,000.00
14. Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum – Place Holder Only	\$ 25,000.00
15. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 5,005,000.00

The preliminary OPCC for the SBR Alternative is **\$51,750,000.00**. If this alternative is chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$5,915,000.00**, approximately **11.4%** of the OPCC. These fees are subject to change depending on the results found during the PER stage.

FUTURE AUTHORIZATION – SBR ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 3,890,000.00
2. Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$ 700,000.00
Additional Services		
3. Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$ 25,000.00
4. Topographic Surveys (Pre and Post-Construction) (see item D.2)	Lump Sum	\$ 50,000.00
5. Geotechnical Investigation (see item D.3)	T&M (Cost+10%)	\$ 35,000.00
6. Construction Materials Testing (see item D.4)	T&M (Cost+10%)	\$ 70,000.00

FUTURE AUTHORIZATION – SBR ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
7. Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$ 25,000.00
8. Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$ 10,000.00
9. Electrical Power Systems Study (see item D.7)	Lump Sum	\$ 135,000.00
10. Project Representative (36 months – 40 hours/week) (see item D.8)	T&M	\$ 875,000.00
11. Record Drawings (see item D.9)	Lump Sum	\$ 15,000.00
12. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost+10%)	\$ 10,000.00
13. SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	T&M – Place Holder Only	\$ 40,000.00
14. Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum – Place Holder Only	\$ 25,000.00
15. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 5,915,000.00

PROJECT TEAM

The project team is included in **Attachment A.**

PROJECT SCHEDULE

The project schedule is included in **Attachment B.**

ACCEPTANCE AND AUTHORIZATION

If the above Scope of Services and Basis of Compensation are satisfactory to you, LJA will consider your signature in the space provided below and a City of Huntsville issued Agreement for Professional Services as our authorization to proceed.

On behalf of the project team, LJA appreciates this opportunity to provide Professional Engineering Services to the City of Huntsville on this important project. The team is available to initiate the Work on this assignment upon receipt of your written authorization to proceed. Please do not hesitate to contact me should you have any questions or need additional information at 713.657.6013 or jflowers@lja.com.

Sincerely,



Jimmy C. Flowers, PE
Vice President

Proposal Accepted By:
CITY OF HUNTSVILLE
Dr. Kathlie S. Jeng-Bulloch, P.E., B.C.
WRE, CFM
City Engineer
Director of Engineering Department

JCF/msc

By: _____

Attachment(s)

Date: _____



ATTACHMENT A: PROJECT TEAM



Principal-In-Charge

Jimmy Flower, PE



QA/QC

Tim Aschoff, PE



Project Manager

Jimmy Flowers, PE



Technical Design Lead

Mario Chapa, PE



Drainage Analysis

John Grounds
PhD, PE, CFM, BC.WRE



Drainage Analysis

Brian Greathouse, PE



Design Support

Ana Trejo, PE



Design Support

Mariana Cuellar, PE



TCEQ Permitting/Compliance

John Concienne, CPESC



TCEQ Permitting/Compliance

Brian French, CPESC

Support Disciplines



Structural

Joel Huber, PE



Environmental

Susan Alford, REM, ENV SP



SUE

David Evans



Electrical | Instrumentation | SCADA

Abhishek Pandey, PhD, PE, PMP



Construction Management

Rick Kronenberger, PE



Survey

Stephen Matovich, RPLS



Survey

Jonathan Torres, RPLS



Geotechnical | CMT

Rebecca Rice, PE



Geotechnical | CMT

Nathan Griffith, PE

CITY PROJECT ID #: 25-10-09				ROBINSON CREEK WASTEWATER TREATMENT PLANT EXPANSION										ATTACHMENT B: SCHEDULE									
ID		Task Mode	Task Name	Duration	Start	Finish	Qtr 4 2026 Qtr 1 Qtr 2 Qtr 3 Qtr 4 2027 Qtr 1 Qtr 2 Qtr 3 Qtr 4																
1			Phase I - Preliminary Engineering Report Phase	100 days	Mon 10/6/25	Fri 2/20/26																	
2			Compare Alternative Treatment Processes	25 days	Mon 10/6/25	Fri 11/7/25																	
3			Develop PER	65 days	Mon 10/6/25	Fri 1/2/26																	
4			QA/QC PER	5 days	Mon 1/5/26	Fri 1/9/26																	
5			Submit PER	5 days	Mon 1/12/26	Fri 1/16/26																	
6			City Review Period	15 days	Mon 1/19/26	Fri 2/6/26																	
7			Address Comments and Resubmit Final PER	10 days	Mon 2/9/26	Fri 2/20/26																	
8			Major Amendment to Discharge Permit	385 days	Mon 1/5/26	Fri 6/25/27																	
9			Development and Submittal of Permit Docs	285 days	Mon 1/5/26	Fri 2/5/27																	
10			Public Notice	50 days	Mon 2/8/27	Fri 4/16/27																	
11			Review / Negotiate Draft Permit	50 days	Mon 4/19/27	Fri 6/25/27																	
12			Phase II - Design and Bidding Phase Services	425 days	Mon 2/23/26	Fri 10/8/27																	
13			Phase II A - Final Design - Begins After Council Approval of 2nd Authorization	215 days	Mon 2/23/26	Fri 12/18/26																	
14			Topographic Survey	25 days	Mon 2/23/26	Fri 3/27/26																	
15			Geotechnical Investigation	45 days	Mon 2/23/26	Fri 4/24/26																	
16			Environmental Site Assessment - Phase I	25 days	Mon 2/23/26	Fri 3/27/26																	
17			Develop 50% Plans, Specs, and OPCC	60 days	Mon 2/23/26	Fri 5/15/26																	
18			QA/QC 50% Plans, Specs, and OPCC	5 days	Mon 5/18/26	Fri 5/22/26																	
19			Submit 50% Plans, Specs, and OPCC	5 days	Mon 5/25/26	Fri 5/29/26																	
20			City Review Period for 50% Submittal	10 days	Mon 6/1/26	Fri 6/12/26																	
21			Address 50% Comments and Develop 70% Plans, Specs, and OPCC	60 days	Mon 6/1/26	Fri 8/21/26																	
22			QA/QC 70% Plans, Specs, and OPCC	5 days	Mon 8/24/26	Fri 8/28/26																	
23			Submit 70% Plans, Specs, and OPCC	5 days	Mon 8/31/26	Fri 9/4/26																	
24			City Review Period for 70% Submittal	10 days	Mon 9/7/26	Fri 9/18/26																	
25			Address 70% Comments	10 days	Mon 9/21/26	Fri 10/2/26																	
26			Stormwater Pollution Prevention Plan	25 days	Mon 9/21/26	Fri 10/23/26																	
27			TCEQ Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
28			Walker County Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
29			TDLR Comcheck Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
30			Develop 100% Plans, Specs, and OPCC	40 days	Mon 9/21/26	Fri 11/13/26																	
31			QA/QC 100% Plans, Specs, and OPCC	5 days	Mon 11/16/26	Fri 11/20/26																	
32			Submit 100% Plans, Specs, and OPCC	5 days	Mon 11/23/26	Fri 11/27/26																	
33			City Review Period for 100% Submittal	10 days	Mon 11/30/26	Fri 12/11/26																	
34			Address 100% Comments and Submit Final Bid Ready Set	5 days	Mon 12/14/26	Fri 12/18/26																	
35			Phase II B - Bidding Phase Services - Begins when City Authorizes	75 days	Mon 6/28/27	Fri 10/8/27																	
36			Advertising, Pre-Bid, RFI, and Bid Opening Period	45 days	Mon 6/28/27	Fri 8/27/27																	
37			Council Award Period	10 days	Mon 8/30/27	Fri 9/10/27																	
38			Contracts Execution Period	15 days	Mon 9/13/27	Fri 10/1/27																	
39			Set up and Hold Pre-Construction Meeting	5 days	Mon 10/4/27	Fri 10/8/27																	
40			Phase III - Construction	785 days	Mon 10/11/27	Fri 10/11/30																	
41			Construction Phase through to Substantial Completion	740 days	Mon 10/11/27	Fri 8/9/30																	
42			Address Punchlist Items and Final Completion	45 days	Mon 8/12/30	Fri 10/11/30																	
Project: SHORTER E243 Huntsv Date: Mon 7/21/25			Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Manual Progress								
			Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline										
			Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Progress										
Page 1																							

July 22, 2025

Dr. Kathlie S. Jeng-Bullock, P.E., B.C. WRE, CFM
City Engineer
Director of Engineering Department
448 Highway 75 North
Huntsville, Texas 77320

Re: Project Name: Robinson Creek Wastewater Treatment Plant Expansion
Engineering and Construction Services
City of Huntsville Project ID #: 25-10-09
LJA Proposal No. 25-47928

Dear Dr. Bullock:

In response to your request and on behalf of our project team, LJA Engineering, Inc. (LJA) is pleased to submit this proposal to provide engineering and construction services associated with the Robinson Creek Wastewater Treatment Plant Expansion project, COH ID #25-10-09. LJA will manage the project and the efforts of the project design team. Collectively, LJA will provide professional civil engineering, surveying, geotechnical, environmental, structural, electrical, and other necessary services as described below, and as described in the City of Huntsville Contract for Professional Services.

The Robinson Creek Wastewater Treatment Plant (WWTP) was identified in the City of Huntsville's Request for Qualifications (RFQ) No. 25-23 as having insufficient capacity. The WWTP is currently permitted for an annual average daily flow (AADF) of 2.5 million gallons per day (MGD) and a 2-hour peak flow (P2HF) of 7.5 MGD. The WWTP currently receives an ADF of 1.56 MGD, representing approximately 62% of its permitted capacity. Based on flow projections developed as part of the City's ongoing wastewater system capacity and conditions study, an expansion of the WWTP is necessary to accommodate anticipated growth in the service area. The proposed expansion will increase the AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD. The City's ongoing wastewater system capacity and conditions study, City provided record drawings, City provided flow data, and other project parameters will be reviewed during the preliminary engineering phase to determine the available alternatives for expansion of the WWTP.

LJA proposes the following services and corresponding fees for this project.

SCOPE OF SERVICES

A. Phase I – Preliminary Design

1. Attend the Preliminary Conference with the City and other interested parties regarding the project. Review all reports/plans regarding the existing wastewater treatment plant and associated capacity expansion needs.
2. Establish the scope of the major amendment to the WWTP discharge permit, topographic surveys to be conducted, if necessary, geotechnical investigations, as

- required to establish existing soils conditions and necessary improvements, and environmental site assessments, as required for the expansion, to be conducted during Phase II of design.
3. Attend site visits to perform an existing conditions assessment, including an analysis of the following:
 - a. Influent lift station
 - b. Headworks facility
 - c. Aeration basins
 - d. Clarifiers
 - e. Return activated sludge (RAS) / waste activated sludge (WAS) facility
 - f. UV disinfection facility
 - g. Digester basins
 - h. Sludge dewatering facility
 - i. Motor control center and electrical system
 - j. Supervisory Control and Data Acquisition (SCADA) system
 - k. Photo survey
 4. Develop and submit a preliminary engineering report (PER) for review by, and discussions with, City personnel including the following:
 - a. Evaluation of the existing basin and mechanical components for expansion with three alternatives, extending the existing racetrack oxidation ditch treatment process, sequencing batch reactor (SBR) treatment process and anaerobic anoxic oxic (A2O) treatment process
 - b. Evaluation of the power requirements for expansion for each of the three alternatives
 - c. Evaluation of the instrumentation, controls, and SCADA requirements for expansion for each of the three alternatives
 - d. Site layout exhibits and piping & instrumentation diagram (P&ID) exhibits for expansion for each of the three alternatives
 - e. FEMA map of the site establishing flood zones affecting the site
 - f. Supporting calculations for component sizing
 - g. Opinion of probable construction cost (OPCC) of expansion for each of the three alternatives
 - h. Perform Quality Assurance / Quality Control reviews, finalize, and submit PER for City review and approval.

B. Phase II – Final Design and Bidding Phase Services

1. Upon receipt of the City's written notice to proceed, we shall commence preparing the project's final design.
2. Prepare detailed design plans, including civil, structural, mechanical, electrical, and instrumentation design.
3. Prepare detailed specifications and contract documents.
4. Submit final contract specifications and drawings to the required agencies for review and approval.
5. Design plans and opinion of probable construction cost will be submitted for the City's review and comments at the 50%, 70%, 100%, and bid ready stages of design.

6. Assist the City in the advertisements of the project for bids.
7. Respond to questions regarding the project during the bidding process. If required, issue addendums to clarify any questions regarding the project.
8. Conduct a Pre-bid Conference between the Engineer, prospective bidders, suppliers, etc., to make certain that the scope of the work is fully understood.
9. Assist the City in the opening of bids for construction of the project. Tabulate and evaluate bids and prepare a recommendation letter for Mayor and Council action.
10. Prepare final contract documents for execution by the Contractor and the City.

C. Phase III – Construction Administration Services

1. Attend a Pre-Construction Conference between the City, Engineer, and Contractor.
2. Issue a work order with dates approved by the City.
3. Make periodic visits to the project site to observe work with regard to general compliance with the plans and specifications (one per month minimum).
4. Review samples, schedules, shop drawings, and other data which the Contractor submits.
5. Preparation for execution of the necessary progress documents including work order, payment estimates, change orders, time extensions, and other correspondence required to achieve the intended finished project.
6. Conduct final inspection in conjunction with the City, Contractor, and Engineer. Prepare all closing documents to finalize the contract.

D. Additional Services

1. Major Amendment to WWTP Discharge Permit: Engineering services associated with the development and submittal of discharge permit renewal documents with a major amendment to increase the permitted AADF capacity from 2.5 MGD to 3.75 MGD and the P2HF capacity from 7.5 MGD to 15.0 MGD.
 - a. Develop and submit all required permit renewal documents, including Administrative Report 1.0, 1.1; Supplemental Permit Information Form; Technical Report 1.0, 1.1; Worksheets 2.0, 2.1, 4.0, 5.0, 6.0; and the Core Data Form.
 - b. Conduct/coordinate required sampling and laboratory analysis related to Technical Report 1.0 & 4.0.
 - c. Submit two (2) copies of the final permit application documents to City of Huntsville representatives.
 - d. Submit one (1) original and three (3) copies of permit application documents to the Texas Commission on Environmental Quality (TCEQ) Application Review and Processing Team.
 - e. Respond to comments from TCEQ on submitted application.
 - f. Coordinate with local newspaper for publication of public notice documents.
 - g. Provide City of Huntsville representatives with copy of notices, application, and draft permit for public viewing.

- h. Submit all required public notice documentation to TCEQ for proof of publication, including tear sheets, affidavits, and public verification forms.
 - i. Review and develop comments associated with issued draft permit from the TCEQ.
 - j. Meet/discuss draft permit language and developed comments with City of Huntsville representatives.
 - k. Negotiate draft permit language with the TCEQ for the increased flow to 3.75 MGD.
 - l. Respond to TCEQ with comments or acceptance of draft permit with the increased flow to 3.75 MGD on behalf of City of Huntsville representatives.
2. Topographical Surveys: Provide field surveys of existing structures, lines, site conditions, and other features required for the preparation of final construction plans. Provide field surveys after construction completion to tie in improvements. All surveys shall be tied to the City's established coordinate system and onsite benchmark, G.P.S. Station 6009. Station 6009 shall be required to be protected during construction.
3. Geotechnical Investigations: Provide field investigation of the geotechnical conditions to determine design. Determine ground water conditions and need for dewatering during construction.
4. Construction Materials Testing: Provide as required testing, field and laboratory, of construction materials.
5. Environmental Site Assessment Phase I Services: Environmental Site Assessment (ESA) Services are proposed for the project, including the Waters of the U.S. Delineation, Archeological Records Review, Threatened and Endangered Species Assessment, and an ESA Phase I. Design plans to be reviewed and documented that the project qualifies for the Nationwide Permit 58 without submittal to the U.S. Army Corps of Engineers (USACE). If USACE review is determined to be required for the Nationwide Permit, or if an Individual Permit is determined to be required for the project, LJA will request approval from the City for the scope of work and additional fees prior to moving forward.
6. Storm Water Pollution Prevention Plan: Storm Water Pollution Prevention Plan Services are proposed to address the project's proposed improvements.
7. Electrical Power Systems Studies: Provide a Power System Study for the electrical power system, including a Short Circuit Study, Coordination Study, Arc Flash Hazard Study, and necessary appurtenances.
8. Project Representative: Provide on-site Resident Project Representation. This will include site visits (typically an average of 20 hours a week for anticipated construction time of 36 months) to review the progress of the contractor's work. The Resident Project Representative will make his best effort to be on-site during critical phases of work.

It is agreed that the Engineer does not underwrite, guarantee, or ensure the work done by the contractors. Since it is the contractor's responsibility to perform the work in accordance with the Contract Documents, the Engineer is not responsible or liable for the contractors' failure to do so. Failure by any Resident Project Representative or other personnel engaged in on the site observation to discover defects or deficiencies in the

work of the contractors shall never relieve the contractors for liability or subject the Engineer to any liability for any such defect or deficiencies.

9. Record Drawings: Upon completion of the project, the contract drawings will be revised to reflect all field changes. The completed "record drawings" will be delivered to the Owner.
10. Special Licenses and Permits: Advertising and permit application fees associated with the WWTP discharge permit.
11. Subsurface Utility Engineering – Quality Level "A": Locate (Test Hole / Hydro-vac): Three-dimensional mapping and other characterization data. This information is obtained through exposing utility facilities through test holes and measuring and recording (to appropriate survey control) utility/environment data.

Provide SUE – QL "A" services for pipeline locations at potential crossings within the project limits, and obtain any additional subsurface information required of the site conditions to prepare final construction drawings.

These services are not anticipated at this time; however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, should those findings determine there is a need for these services, the responsible project design team member will prepare the project's SUE.

12. Environmental Site Assessment Phase II Services: Environmental Site Assessment (ESA) Phase II will only be completed if determined necessary from the ESA Phase I, in order to determine the nature and extent of contamination to assist in the engineering design process. These services are not anticipated at this time; however, a line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the ESA Phase I Services are complete, should those findings determine there is a need for these services, the responsible project design team member engineer will prepare the project's ESA Phase II Plan.
13. Tree Protection, Mitigation, and Planting Plan Services: Proposed to address the proposed improvements associated with the expansion of the WWTP. A section of trees on the WWTP site will require protection during construction as they serve as a visual buffer from traffic along FM 1374. A line item has been added in the Additional Services summary with a nominal fee for placeholder purposes. After the Preliminary Stage is complete, and a more defined scope and fee are developed, the responsible project design team member will prepare the project's Tree Protection, Mitigation, and Planting Plan.

BASIS OF COMPENSATION

LJA proposes that our compensation for the above tasks be based on the Scope of Services for each Phase and includes a combination of Lump Sum Fees and Estimated Fees. The fees have been split into multiple authorizations for design-related tasks and construction-related tasks.

The compensation for Basic Engineering Phase I – Preliminary Design Engineering Report (PER) required to complete the report, will be on a Lump Sum (LS) Fee basis for a total current authorization of **\$198,500.00.**

CURRENT AUTHORIZATION – BASIC ENGINEERING PHASE I – PER		
Tasks	Basis of Compensation	Compensation
1. Attend preliminary conference with City and review reports/plans regarding existing WWTP (see item A.1)	Lump Sum	\$ 5,000.00
2. Determination of all major amendments / permits, topographic surveys, geotechnical investigations, and environmental assessments required (see item A.2)	Lump Sum	\$ 5,000.00
3. Existing site conditions assessment, including photo survey (see item A.3)	Lump Sum	\$ 30,000.00
4. Evaluation of the existing basin and mechanical components for expansion (see item A.4.a)	Lump Sum	\$ 56,250.00
5. Evaluation of the power requirements for expansion (see item A.4.b)	Lump Sum	\$ 46,250.00
6. Evaluation of the instrumentation, controls, and SCADA requirements for expansion (see item A.4.c)	Lump Sum	\$ 10,000.00
7. Site layout exhibits and P&ID exhibits for expansion for each of the three alternatives (see item A.4.d)	Lump Sum	\$ 20,000.00
8. FEMA map of the site establishing flood zones affecting the site (see item A.4.e)	Lump Sum	\$ 1,000.00
9. Supporting calculations for component sizing (see item A.4.f)	Lump Sum	\$ 10,000.00
10. OPCC of expansion for each of the three alternatives (see item A.4.g)	Lump Sum	\$ 10,000.00
11. QA/QC, finalize, and submit PER (see item A.4.h)	Lump Sum	\$ 5,000.00
Total Engineering Services		\$ 198,500.00

The preliminary OPCC for the Racetrack Oxidation Ditch Alternative is **\$27,025,000**. If this alternative is chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$3,110,000.00**, approximately **11.5%** of the OPCC. These fees are subject to change depending on the results found during the PER stage.

FUTURE AUTHORIZATION – RACETRACK OXIDATION DITCH ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 1,950,000.00
2. Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$ 300,000.00
Additional Services		
3. Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$ 20,000.00

FUTURE AUTHORIZATION – RACETRACK OXIDATION DITCH ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
4. Topographic Surveys (Pre and Post-Construction) (see item D.2)	Lump Sum	\$ 40,000.00
5. Geotechnical Investigation (see item D.3)	T&M (Cost+10%)	\$ 35,000.00
6. Construction Materials Testing (see item D.4)	T&M (Cost+10%)	\$ 70,000.00
7. Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$ 20,000.00
8. Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$ 10,000.00
9. Electrical Power Systems Study (see item D.7)	Lump Sum	\$ 135,000.00
10. Project Representative (36 months – 20 hours/week) (see item D.8)	T&M	\$ 450,000.00
11. Record Drawings (see item D.9)	Lump Sum	\$ 10,000.00
12. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost+10%)	\$ 5,000.00
13. SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	T&M – Place Holder Only	\$ 30,000.00
14. Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum – Place Holder Only	\$ 25,000.00
15. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 3,110,000.00

The preliminary OPCC for the A20 Alternative is **\$40,250,000.00**. If this alternative is chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$4,060,000.00**, approximately **10.1%** of the OPCC. These fees are subject to change depending on the results found during the PER stage.

FUTURE AUTHORIZATION – A20 ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
16. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 2,900,000.00
17. Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$ 300,000.00
Additional Services		
18. Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$ 20,000.00
19. Topographic Surveys (Pre and Post-Construction) (see item D.2)	Lump Sum	\$ 40,000.00
20. Geotechnical Investigation (see item D.3)	T&M (Cost+10%)	\$ 35,000.00
21. Construction Materials Testing (see item D.4)	T&M (Cost+10%)	\$ 70,000.00

FUTURE AUTHORIZATION – A2O ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
22. Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$ 20,000.00
23. Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$ 10,000.00
24. Electrical Power Systems Study (see item D.7)	Lump Sum	\$ 135,000.00
25. Project Representative (36 months – 20 hours/week) (see item D.8)	T&M	\$ 450,000.00
26. Record Drawings (see item D.9)	Lump Sum	\$ 10,000.00
27. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost+10%)	\$ 5,000.00
28. SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	T&M – Place Holder Only	\$ 30,000.00
29. Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum – Place Holder Only	\$ 25,000.00
30. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 4,060,000.00

The preliminary OPCC for the SBR Alternative is **\$51,750,000.00**. If this alternative is chosen by the City, the compensation for Phase II (Bidding/Design), Phase III (Construction Administration), and Additional Services required to complete these phases of work, will be a combination of Lump Sum Fees and Time and Materials basis for a total future authorization of **\$4,980,000.00**, approximately **9.6%** of the OPCC. These fees are subject to change depending on the results found during the PER stage.

FUTURE AUTHORIZATION – SBR ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 3,820,000.00
2. Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$ 300,000.00
Additional Services		
3. Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$ 20,000.00
4. Topographic Surveys (Pre and Post-Construction) (see item D.2)	Lump Sum	\$ 40,000.00
5. Geotechnical Investigation (see item D.3)	T&M (Cost+10%)	\$ 35,000.00
6. Construction Materials Testing (see item D.4)	T&M (Cost+10%)	\$ 70,000.00
7. Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$ 20,000.00
8. Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$ 10,000.00

FUTURE AUTHORIZATION – SBR ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
9. Electrical Power Systems Study (see item D.7)	Lump Sum	\$ 135,000.00
10. Project Representative (36 months – 20 hours/week) (see item D.8)	T&M	\$ 450,000.00
11. Record Drawings (see item D.9)	Lump Sum	\$ 10,000.00
12. Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost+10%)	\$ 5,000.00
13. SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	T&M – Place Holder Only	\$ 30,000.00
14. Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum – Place Holder Only	\$ 25,000.00
15. Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T & M – Place Holder Only	\$ 10,000.00
Total Engineering Services		\$ 4,980,000.00

PROJECT TEAM

The project team is included in **Attachment A.**

PROJECT SCHEDULE

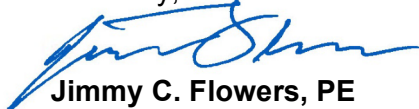
The project schedule is included in **Attachment B.**

ACCEPTANCE AND AUTHORIZATION

If the above Scope of Services and Basis of Compensation are satisfactory to you, LJA will consider your signature in the space provided below and a City of Huntsville issued Agreement for Professional Services as our authorization to proceed.

On behalf of the project team, LJA appreciates this opportunity to provide Professional Engineering Services to the City of Huntsville on this important project. The team is available to initiate the Work on this assignment upon receipt of your written authorization to proceed. Please do not hesitate to contact me should you have any questions or need additional information at 713.657.6013 or jflowers@lja.com.

Sincerely,



Jimmy C. Flowers, PE
Vice President

Proposal Accepted By:

CITY OF HUNTSVILLE

Dr. Kathlie S. Jeng-Bulloch, P.E., B.C.

WRE, CFM

City Engineer

Director of Engineering Department

JCF/msc

By: _____

Attachment(s)

Date: _____



ATTACHMENT A: PROJECT TEAM



Principal-In-Charge

Jimmy Flower, PE



QA/QC

Tim Aschoff, PE



Project Manager

Jimmy Flowers, PE



Technical Design Lead

Mario Chapa, PE



Drainage Analysis

John Grounds
PhD, PE, CFM, BC.WRE



Drainage Analysis

Brian Greathouse, PE



Design Support

Ana Trejo, PE



Design Support

Mariana Cuellar, PE



TCEQ Permitting/Compliance

John Concienne, CPESC



TCEQ Permitting/Compliance

Brian French, CPESC

Support Disciplines



Structural

Joel Huber, PE



Environmental

Susan Alford, REM, ENV SP



SUE

David Evans



Electrical | Instrumentation | SCADA

Abhishek Pandey, PhD, PE, PMP



Construction Management

Rick Kronenberger, PE



Survey

Stephen Matovich, RPLS



Survey

Jonathan Torres, RPLS



Geotechnical | CMT

Rebecca Rice, PE



Geotechnical | CMT

Nathan Griffith, PE

CITY PROJECT ID #: 25-10-09				ROBINSON CREEK WASTEWATER TREATMENT PLANT EXPANSION										ATTACHMENT B: SCHEDULE									
ID		Task Mode	Task Name	Duration	Start	Finish	Qtr 4 2026 Qtr 1 Qtr 2 Qtr 3 Qtr 4 2027 Qtr 1 Qtr 2 Qtr 3 Qtr 4																
1			Phase I - Preliminary Engineering Report Phase	100 days	Mon 10/6/25	Fri 2/20/26																	
2			Compare Alternative Treatment Processes	25 days	Mon 10/6/25	Fri 11/7/25																	
3			Develop PER	65 days	Mon 10/6/25	Fri 1/2/26																	
4			QA/QC PER	5 days	Mon 1/5/26	Fri 1/9/26																	
5			Submit PER	5 days	Mon 1/12/26	Fri 1/16/26																	
6			City Review Period	15 days	Mon 1/19/26	Fri 2/6/26																	
7			Address Comments and Resubmit Final PER	10 days	Mon 2/9/26	Fri 2/20/26																	
8			Major Amendment to Discharge Permit	385 days	Mon 1/5/26	Fri 6/25/27																	
9			Development and Submittal of Permit Docs	285 days	Mon 1/5/26	Fri 2/5/27																	
10			Public Notice	50 days	Mon 2/8/27	Fri 4/16/27																	
11			Review / Negotiate Draft Permit	50 days	Mon 4/19/27	Fri 6/25/27																	
12			Phase II - Design and Bidding Phase Services	425 days	Mon 2/23/26	Fri 10/8/27																	
13			Phase II A - Final Design - Begins After Council Approval of 2nd Authorization	215 days	Mon 2/23/26	Fri 12/18/26																	
14			Topographic Survey	25 days	Mon 2/23/26	Fri 3/27/26																	
15			Geotechnical Investigation	45 days	Mon 2/23/26	Fri 4/24/26																	
16			Environmental Site Assessment - Phase I	25 days	Mon 2/23/26	Fri 3/27/26																	
17			Develop 50% Plans, Specs, and OPCC	60 days	Mon 2/23/26	Fri 5/15/26																	
18			QA/QC 50% Plans, Specs, and OPCC	5 days	Mon 5/18/26	Fri 5/22/26																	
19			Submit 50% Plans, Specs, and OPCC	5 days	Mon 5/25/26	Fri 5/29/26																	
20			City Review Period for 50% Submittal	10 days	Mon 6/1/26	Fri 6/12/26																	
21			Address 50% Comments and Develop 70% Plans, Specs, and OPCC	60 days	Mon 6/1/26	Fri 8/21/26																	
22			QA/QC 70% Plans, Specs, and OPCC	5 days	Mon 8/24/26	Fri 8/28/26																	
23			Submit 70% Plans, Specs, and OPCC	5 days	Mon 8/31/26	Fri 9/4/26																	
24			City Review Period for 70% Submittal	10 days	Mon 9/7/26	Fri 9/18/26																	
25			Address 70% Comments	10 days	Mon 9/21/26	Fri 10/2/26																	
26			Stormwater Pollution Prevention Plan	25 days	Mon 9/21/26	Fri 10/23/26																	
27			TCEQ Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
28			Walker County Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
29			TDLR Comcheck Submittal, Review, and Approval	45 days	Mon 9/21/26	Fri 11/20/26																	
30			Develop 100% Plans, Specs, and OPCC	40 days	Mon 9/21/26	Fri 11/13/26																	
31			QA/QC 100% Plans, Specs, and OPCC	5 days	Mon 11/16/26	Fri 11/20/26																	
32			Submit 100% Plans, Specs, and OPCC	5 days	Mon 11/23/26	Fri 11/27/26																	
33			City Review Period for 100% Submittal	10 days	Mon 11/30/26	Fri 12/11/26																	
34			Address 100% Comments and Submit Final Bid Ready Set	5 days	Mon 12/14/26	Fri 12/18/26																	
35			Phase II B - Bidding Phase Services - Begins when City Authorizes	75 days	Mon 6/28/27	Fri 10/8/27																	
36			Advertising, Pre-Bid, RFI, and Bid Opening Period	45 days	Mon 6/28/27	Fri 8/27/27																	
37			Council Award Period	10 days	Mon 8/30/27	Fri 9/10/27																	
38			Contracts Execution Period	15 days	Mon 9/13/27	Fri 10/1/27																	
39			Set up and Hold Pre-Construction Meeting	5 days	Mon 10/4/27	Fri 10/8/27																	
40			Phase III - Construction	785 days	Mon 10/11/27	Fri 10/11/30																	
41			Construction Phase through to Substantial Completion	740 days	Mon 10/11/27	Fri 8/9/30																	
42			Address Punchlist Items and Final Completion	45 days	Mon 8/12/30	Fri 10/11/30																	
Project: SHORTER E243 Huntsv Date: Mon 7/21/25			Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Manual Progress								
			Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline										
			Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Progress										
Page 1																							



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 1.f.

Agenda Item: Consider authorizing the City Manager to enter into a contract for the Huntsville Municipal Airport Terminal building fiber, security, and network cabling infrastructure project to Network Cabling Services, Inc. (NCS).

Initiating Department/Presenter: Information Technology

Presenter:
Bill Wavra, IT Director

Recommended Motion: Move to award the Huntsville Municipal Airport Terminal Building fiber, security, and network cabling infrastructure project to Network Cabling Services, Inc. (NCS) in the amount of \$93,223.89.

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 infrastructure project aimed at improving network connectivity and security at the Huntsville Municipal Airport Terminal Building will advance as part of the IT Department's initiative to connect all City facilities with dependable connectivity.

This project will establish high-speed, private fiber connectivity from the City's core network to the airport, enabling secure access to City systems, improving operational support, and accommodating future public services such as Wi-Fi.

In addition to the fiber installation, the project will include structured network cabling and the installation of a security camera system throughout the terminal building. These upgrades are essential for supporting daily operations, enhancing physical security, and addressing future technology needs.

The project will involve a combination of new conduit and fiber installation between the City Service Center and the airport, with internal cabling and security infrastructure installed throughout the terminal to support the enhanced connectivity and surveillance capabilities necessary for ongoing and future airport operations.

Network Cabling Services (NCS) is a member of the State of Texas Cooperative DIR and is currently in good standing under contract #DIR-CPO-4782.

Previous Council Action:

-
- 5/17/2016 - Fiber Installation - Solid Waste to Service Center
 - 9/01/2020 - Fiber Installation - Police Department to Municipal Court
 - 1/19/2021 - Fiber Installation - Fire Station 1 to Service Center

Financial Implications: Item is budgeted account #813-81301-62300 in the amount of \$112,952.00

Approvals:

Bill Wavra
Lance Hall
Sam Masiel
Scott Swigert
Kristy Doll
Leonard Schneider

Associated Information:

1. HC-23-209_Airport Security Cameras Addition_Rev5



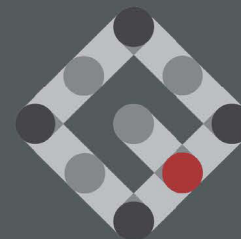
City of Huntsville

Airport Security Cameras Addition

HC-23-209

Revision: 5

July 30, 2025



ncs



INTRODUCTION

July 30, 2025

City of Huntsville
1000 Airport Dr,
Huntsville, TX 77320
Dakota Dube
Airport Security Cameras Addition

NCS Quote HC-23-209

Thank you for allowing Network Cabling Services the opportunity to provide you with this proposal for the Airport Security Cameras Addition.

NCS was founded in 1981 in Houston, TX, as a technology-driven, single-source solution provider for all our client's audio visual, cabling infrastructure, design-consulting, networking, and security needs.

Since then, we have grown to more than 300 employees across six Texas locations while expanding our services to in-building wireless systems to deliver public safety and cellular communications and network-powered lighting systems.

After you have reviewed the project scope and summary considerations, please indicate your acceptance by signing where indicated and return a fully executed copy to NCS.

If you have any questions about this proposal or require additional information, please do not hesitate to contact me.

Respectfully,

CuBrail Hendricks
Designer, Designer Engineer
281-414-2825
chendricks@ncs-tx.com





PRICING SUMMARY

Video Surveillance System

Materials	\$3,941.29
Labor	\$1,987.49
Shipping & Handling	\$88.94
Total	\$6,017.72

Structure Cabling/Fiber: Airport Fiber

Materials	\$8,192.41
Labor	\$19,498.76
Total	\$27,691.17

Structure Cabling/Fiber: Equipment

Materials	\$350.00
Labor	\$1,977.50
Total	\$2,327.50

Structure Cabling/Fiber: Subcontractor

Materials	\$0.00
Labor	\$57,187.50
Total	\$57,187.50

PROJECT TOTAL (Tax not included)	\$93,223.89
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*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add \$2,330.60





PRICING SUMMARY

Payment Schedule	Amount	Due Date
Initial Deposit	\$18,644.78	
Progress Monthly Payment	\$65,256.72	
Final Due Upon Completion	\$9,322.39	

Service charges listed below become effective on all accounts 30 days after the invoice date. Charges are computed at the lower of 1.5% per month or the maximum allowed by law.

Notice to Buyer: Do not sign this agreement before you read it in its entirety, or if it contains blank spaces. You are entitled to a copy of the agreement you sign. Keep this agreement to protect your legal rights.

Respectfully Submitted By:

Network Cabling Services, Inc.

Authorized Signature:

CuBrail Hendricks

Print Name & Title:

CuBrail Hendricks

Estimator

Date: July 30, 2025

Accepted By:

City of Huntsville

Authorized Signature:

Print Name & Title:

Dakota Dube

System Administrator

Date:





SCOPE OF WORK

DIR-CPO-4782

Please be advised, due to the volatility in the current market, the material pricing in this proposal is valid for 30 days. A PO will secure pricing if received during the 30-day window. In addition, the industry is experiencing long lead times on many products and availability is subject to change at any time without notice.

Note: This proposal does not include any bonds. If bonds are required, NCS can provide additional pricing.

• **SCOPE OF WORK: Surveillance Video System**

- The objective of this proposal is to provide the City of Huntsville Airport with (2) additional cameras that will be connected to their existing Milestone Professional+ VMS.
- NCS will install (1) interior PTZ camera that will be wall mounted in the corner of the lobby and (1) exterior multi-sensor camera that will be corner mounted to cover the exterior parking lot.
- This proposal includes all mounting adapters required for installation.
- This proposal includes the labor to configure, program, and aim/focus cameras included in this proposal.
- This proposal assumes the existing video server/storage has adequate space and bandwidth to add additional cameras.
- This proposal assumes there are existing ports available on the PoE Switch and/or Patch Panel to accommodate the new cameras, and the PoE Switch has adequate power to provide the cameras.
- All required data cabling and patch cords for the cameras will be provided and installed on a separate quote provided by NCS Structure Cabling.
- All work performed on this proposal will be completed from a standard A-Frame ladder at heights not to exceed 14'. This proposal does not include any lift rentals.
- The customer will be responsible for providing access to IT personnel for any system configuration requirements (such as IP addresses etc.).

• **SCOPE OF WORK: Airport Fiber Project**

A. TCH/Bore:

- Provide and install three (3) 1.25in smooth wall innerducts with tracer wire from an existing handhole to the Airport building.
- Provide and install five (5) 24"x36"x24" polycrystalline handholes and a T-post fiber marker every 400' along the entire underground pathway.
- At the Airport building, transition to 4" HDPE conduit and stub at a new Junction Box provided NCS on the exterior wall of the building.
- Restore grade around handholes and bore pits.
- Bore pits will be excavated to 3' depth.

B. Fiber Optic Installation:

- Provide and install one (1) Corning 12-strand SM Outside Plant (OSP) Fiber Optic Cable (FOC) from an existing handhole off Airport Drive by the hanger area to the Airport building.
- The FOC will be installed through a new underground pathway provided by TCH.





C. Fiber Optic Terminations/Fusion Splicing:

- At the existing handhole, NCS will mid-span fusion splice the 12-strand SM FOC from the Airport to an existing 48-strand SM fiber. The last buffer (brown) tube on the existing 48-strand SM FOC will be utilized for mid-span fusion splicing.
- At the Airport building, provide and install one (1) Corning 1U Closet Connector Housing populated with one (1) Corning CCH-12-port SM Fiber Adapter Panel into a new CPI Cube-iT cabinet.
- At the Airport building, NCS will perform twelve (12) "LC" fusion splice terminations utilizing Corning Fusion Splice-On Connectors.

D. Fiber Optic Testing/Labeling/Documentation:

- Pre-certify one (1) 12-strand SM fiber reel.
- Post certify one (1) 12-strand SM fiber after installation and prior to performing terminations.
- Perform final fiber testing utilizing an Optical Domain Reflectometer (OTDR) and Optical Loss Test Set (OLTS).
- Electronic copies of the pre, post and final test reports upon completion of the project.
- Provide and install machine-generated labels for the newly installed FOC and fiber patch panel per the City of Huntsville's labeling convention.

E. Structured Cabling:

- Provide and install one (1) 24"Hx24"Wx18"D CPI Cube-iT cabinet in the Airport building Training room closet.
- Provide and install one (1) 4'x4' plywood backboard to support the newly installed Cube-iT cabinet being installed.
- Provide and install one (1) CommScope 48-port loaded patch panel in the CPI cabinet.
- Provide and install CommScope CAT 6 Plenum cables from the patch panel in the CPI Cube-iT cabinet to two (2) Camera locations - one on the exterior of the building and one interior camera location in the Lobby.
- Provide and install one (1) CommScope CAT 6 Plenum cable from the patch panel in the CPI Cube-iT cabinet to three (3) exterior WAP locations on the northwest, northeast, and southwest corners of the airport office building.
- Provide and install a total of twelve (12) CommScope CAT 6 dual Plenum data drops from the patch panel in the CPI Cube-iT cabinet to twelve (12) WAOs.
- Provide and install one (1) CommScope CAT 6 single Plenum drops from the patch panel in the CPI Cube-iT cabinet to one (1) internal WAP in the lobby.
- WAOs will be terminated with a CommScope blue jack insert and will populate a CommScope white faceplate. Blanks inserts will be provided installed for any unoccupied faceplate ports.
- The WAP WAO in the lobby will be terminated with a CommScope blue jack insert and will populate a CommScope 1-port white surface mount box.
- Exterior camera/WAP WAO will be terminated with a CommScope blue jack insert and will populate into a weatherproof, external single-gang box that will be installed on the exterior wall of the building.
- A total of thirty (30) CommScope CAT 6 Plenum cables will be installed on this project.
- Provide and install j-hooks supports every 4-5-feet on center above the drop ceiling to support the Cat 6 cabling.
- Provide and install one (1) Telecommunication Grounding Busbar (TGB) on existing wall space next to the Cube-iT cabinet.



- Provide and install one (1) CPI 19" rack mount grounding busbar inside the CPI Cube-iT cabinet.
- Provide and install one (1) #6-AWG bonding conductor as required to bond the CPI Cube-iT cabinet to the TGB.
- Provide and install one (1) #6-AWG bonding conductor as required to bonding the TGB to building steel.

F. CAT 6 Testing/Labeling/Documentation:

- Perform final CAT 6 testing utilizing a Fluke DSX-5000 certification tester according to BICSI/TIA standards.
- Provide and install machine-generated labels for all newly install CAT 6 cables and patch panels per the City of Huntsville's labeling convention.
- Electronic copies of the final CAT 6 test reports will be provided to the City of Huntsville upon completion of the project.

G. NEMA Enclosure/Camera Conduit:

- Provide and install one (1) 20"x16" Hoffman fiberglass NEMA enclosure on the East exterior wall of the Airport building.
- Provide and install one (1) 2" conduit from the Hoffman NEMA enclosure and stub inside the building for fiber.
- Provide and install one (1) single-gang weatherproof box at the exterior camera location.
- Provide and install one (1) 1" EMT conduit from the weatherproof box from the exterior camera location and stub inside the drop ceiling.
- provide and install 5' of metallic, flex conduit for transitioning the Cat 6 cable from the weatherproof box to the camera.

H. Exclusions:

- Proposal excludes electrical related services to the camera.
- Proposal excludes fiber path cords and installation for interconnection between the City of Huntsville IT switches and the fiber optic cable.
- Camera, mounts, programming, licensing will be by NCS Security department and is not included in this proposal.



ITEM DETAILS

Video Surveillance System

- 1 **Axis Communications 02411-001**
Wall and Pole Mount, White, Indoor/Outdoor
- 1 **Axis Communications M5525-E**
PTZ Network Camera Indoor and outdoor with 10x zoom in HDTV 1080p
- 1 **Axis Communications P3737-PLE**
AI-powered 4x5 MP multidirectional camera
- 1 Axis Communications 01513-001
T94N01D Pendant kit
- 1 Axis Communications 5504-821
T91D61 Wall mount for fixed dome camera, 1.5" NPS thread
- 1 Axis Communications T91A64
Corner Bracket for T91B61/T91D61
- 12 **Milestone Systems MXPPPLUSDL**
1 Month Care Plus for XProtect Professional+ DL
- 2 **Milestone Systems XPP-PLUS-DL**
Milestone XProtect Professional Plus device license
- 4 **Milestone Systems A/S MCPR-MXPPPLUSDL**
1 Month Care Premium for XProtect Professional+ DL-20
- 2 **Milestone Systems A/S Y2XPPPLUSDL**
Two years Care Plus for XProtect Professional+ Device License
- 1 **NCS Consumables**
System Consumables

Materials	\$3,941.29
Labor	\$1,987.49
Shipping & Handling	\$88.94
Total (Tax not included)	\$6,017.72

*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add

\$150.44



ITEM DETAILS

**Structure Cabling/Fiber: Airport Fiber**

AX-23-122

1 NCS Data Cabling

Airport Fiber

Materials	\$8,192.41
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Labor	\$19,498.76
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Total (Tax not included)	\$27,691.17
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*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add

\$692.28

Structure Cabling/Fiber: Equipment

AX-23-122

1 NCS Data Cabling

Equipment

Materials	\$350.00
-----------	----------

Labor	\$1,977.50
-------	------------

Total (Tax not included)	\$2,327.50
--------------------------	------------

*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add

\$58.19



ITEM DETAILS



Structure Cabling/Fiber: Subcontractor
AX-23-122

1 NCS Subcontractor (TCH)

Materials	\$0.00
Labor	\$57,187.50
Total (Tax not included)	\$57,187.50

*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.
*If P&P Bonds are needed, please add

\$1,429.69





QUALIFICATIONS

- The communications industry is currently experiencing volatile price increases and unusually long lead times on cabling, metal accessories and electronic devices. Due to the rapidly changing conditions of the industry, NCS is only able to guarantee our pricing for fourteen (14) days. Additionally, although we will make our best effort to meet all requested time commitments, we are currently subject to supply chain delays which may impact the project schedule.
- A 3.8% processing fee will be added to the price quoted if payment is made via a credit card or purchasing card.
- The cost for bonding has not been included in the proposed price unless specifically called out.
- The cost for taxes, if included in the above proposed price, is an estimate only. If taxes are required to be collected, an additional line item will be added to the invoice. The customer is required to pay all applicable taxes unless a tax-exempt certificate is provided in advance.
- NCS shall perform the work described within using non-union employees. If union employment is required, it must be agreed upon and specifically documented by the owner and NCS.
- NCS has not included pricing for participation in a composite cleaning crew. If this is required, an additional price can be given.
- Samples and attic stock are not included in this proposal.
- The project schedule as agreed upon by the owner and NCS prior to purchase shall remain in place throughout the project. Changes to the project schedule resulting from delay by other trades, request by the owner, or to meet construction milestones may result in the issuance of a change order to address lost time or overtime incurred by NCS.
- Any changes or additions to the Scope of Work or the Bill of Materials shall be executed in writing as a change order. Verbal instructions to field technicians do not authorize changes to the scope of work.
- Unless specifically requested and indicated in the proposal, all work described herein will be performed during the normal business hours of 7 AM – 5 PM, Monday through Friday.
- On-site parking shall be provided when available. Parking permits where applicable shall be provided free of charge to NCS.
- All necessary building access shall be provided including but not limited to access through doors, elevators, stairwells, etc.
- All security badges, keys or personnel escorts shall be provided as required by the owner.
- The project site shall be ready for NCS to proceed with the work specified within this document upon our scheduled arrival to the site. This includes the site being clean and dust free, free from obstructions, free of other trades, and free of any scheduled events.
- All required infrastructure provided by the owner or other trades shall be complete prior to NCS commencing work on the project unless specifically authorized by NCS. This shall include all electrical power, conduits and junction boxes, and all data lines not being provided by NCS (including POTS, ISDN, and LAN).
- All owner or contractor supplied information regarding site conditions is accurate in detail. Information may include CAD drawings, blueprints, building plans and layouts, or other data types transmitted electronically or through print.
- All owner furnished equipment shall be provided at the start of the project unless otherwise agreed upon. All equipment must be presented in good, working order. No owner furnished equipment shall be covered under any warranty provided by NCS unless specifically requested and agreed upon by the owner and NCS.
- All necessary ceiling trim work, woodworking, millwork, drywall repair and painting shall be provided by the owner or owner furnished contractor. NCS shall not provide these services unless specifically agreed upon in advance and specifically documented.
- All equipment in the project shall become property of the owner once it is physically installed on the site. NCS shall not be liable for any damage or loss of the equipment once it is physically installed unless agreed upon in advance and specifically documented.
- This scope of work and project proposal contains specific proprietary information and intellectual property. It may not be distributed to other parties outside of appropriate owner representatives without prior written authorization by NCS.





STANDARD TERMS & CONDITIONS

1. Engagement of Services

Once work is authorized by the customer, Network Cabling Services is committed to certain “ramp up” expenses, both direct and indirect (i.e., specific training, travel, special tools, materials, project management, etc.) which are generally priced into the entire scope of the project. If the project is canceled, delayed, terminated or significantly changed through no fault of Network Cabling Services, these expenses will be due and payable to Network Cabling Services on a pro-rate basis. Any request for reimbursement of these expenses will be itemized and defined.

2. Changes to Scope of Work

Network Cabling Services will notify the customer if there is a material change, scheduling change, or construction delay beyond the scope of work and no fault of Network Cabling Services requiring Network Cabling Services to expend more monies budgeted. The customer agrees to pay Network Cabling Services for such expenses plus reasonable profit and overhead if the customer desires to continue under the changed Scope of Work.

3. Permits and Taxes

Permits are not included unless specifically noted otherwise. Permits, inspection fees, drawings, etc., will be provided by Network Cabling Services at the cost of obtaining them. Taxes are not included in the proposal price unless specifically noted otherwise.

4. Network Cabling Services Employees

The customer agrees that it shall not hire any employee of Network Cabling Services who is currently working on a project for the customer, or any employee of Network Cabling Services who has worked on a project for the customer within the last twelve months. The customer further agrees not to hire any former Network Cabling Services employee that performed any work on a project for the customer at any time within the prior twelve months. The customer agrees and understands that this provision is necessary so that Network Cabling Services can protect its investment of time and money in its employees, as well as any confidential or proprietary information known by its employees.

5. Payment Terms

Standard payment terms are net due in ten days from invoice date unless stated differently in the above proposal. A service charge may be charged on all past due amounts. Amounts will be considered past due 30 days after date of invoice. You may avoid a service charge or additional service charges upon payment at any time of the unpaid balance. All payment terms are subject to change based on credit review and approval.

6. Warranty

All installation work will meet or exceed all NEC, Federal, State, and local codes that may apply. No performance warranty will be issued by Network Cabling Services. A one-year workmanship warranty will be issued on all installed materials from the date of acceptance.

7. Indemnity

The customer agrees to defend and indemnify Network Cabling Services from any and all third party claims, demands, actions, lawsuits liability, damages and/or costs, including reasonable attorney's fees and expert fees, arising out of or relating to Network Cabling Services work under this agreement or the Scope of Work under this agreement, regardless of the cause, including active or passive negligence of Network Cabling Services, the customer, or others, unless such claim, demand, action, lawsuit, liability, damage or cost is caused by the sole negligence of Network Cabling Services.

8. Attorneys' Fees

If Network Cabling Services is required to hire attorneys to collect amounts owed under this agreement, the customer agrees to reimburse Network Cabling Services for all attorneys' fees, expert fees and other legal expenses that it may incur to collect such amount.

9. Incorporation by Reference

Unless expressly agreed in writing otherwise, these Standard Terms and Conditions are a part of and hereby incorporated by reference, all proposals submitted by Network Cabling Services to the customer and any Credit Agreement signed by the customer, and all terms and conditions of any such proposals or Credit Agreements.

By signing this proposal, the signators of this agreement warrant that they have the authority to enter into this contract and that they have read the above Standard Terms and Conditions and agree to abide by them.

ACCEPTED BY: _____





CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 2.a.

Agenda Item: Second 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: Second Reading - Move to approve Ordinance 2025-19, amending the Huntsville Municipal Code, Chapter 46 "Utilities" Article IV " Stormwater Utility System" Division 3, "Stormwater Utility Fees".

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: At the September 3, 2024, Council meeting, the Council adopted the Stormwater Utility System program with 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).

With this revision, there will be an approximate \$65,000 increase for FY25-26 to the available funding for the Ten-Year Drainage Program (Projected \$76 M in 2023 cost). The rough estimated monthly increase for Religious Institutions is \$1,880 total; Schools is \$2,860 total; and for the County, \$670 total.

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 News release which also indicated this Public Hearing is scheduled on the Council Agenda (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 News release which also indicated this Public Hearing is scheduled on the Council Agenda (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 News release which also indicated this Public Hearing is scheduled on the Council Agenda (August 5, 2025).

The first Public Hearing and the first Council Reading was on 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.

On August 5, 2025. scheduled First Reading.

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

8/19/2025

Agenda Item Number: 2.b.

Agenda Item: First Reading - Consider authorizing the City Manager to enter into an agreement with Aurora Technical Services, LLC for professional engineering services for the FY 24-25 CIP Project 23 - RC-05 Wastewater Line Replacement Project.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to waive the two reading requirement and approve to authorize the City Manager to enter into an agreement with Aurora Technical Services, LLC for professional engineering services for the FY 24-25 CIP Project #23- RC-05 Sanitary Sewer Line Replacement in the amount of \$834,200.00.

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

Discussion: A Request for Qualification (RFQ No 25-23) process was conducted for the Robinson Creek Wastewater Treatment Plant (WWTP), McDonald Lift Station (LS), and Sanitary Sewer Lines for six (6) different areas projects. Twenty-three (23) applications from Engineering Firms were received. The Evaluation Committee consisted of five (5) staff members (plus three attending staff) from two (2) departments. As a result of this process, the top seventeen (17) Engineering Firms were invited to present their proposals to the committee members for the WWTP, LS, and Sanitary Sewer Lines projects.

Aurora Technical Services, LLC., ranked the highest among the six (6) presenters for the design of the Sanitary Sewer Line projects from Part I (Applications) and Part II (Presentations) Committee Evaluations.

This project includes the replacement of 6"/8"/10"/12"/18" Sanitary Sewer lines with 10"/18"/21"/24" in the RC-05 Basin. This project will be able to alleviate the existing lack of capacity in these lines to convey peak wet weather wastewater flows. The upsized lines will also be able to serve existing and future developments and reduce inflow and infiltration (I/I) in the area.

According to the 2016 Water and Wastewater Condition and Capacity Assessment Studies, the Project #23 is for approximately 13,000' of various size sewer lines from 6" to 18". During the negotiations of the Scope of Work and Fee Proposals, it was concluded that Aurora will (1) Evaluate the 3 mentioned Alternatives (see attached map), (2) include upstream existing 6" bottleneck, and (3) evaluate the potential for abandonment of the existing Hitching Post Lift Station and with it associated Force Main system.

After several negotiations of the Scope of Work and Fee Proposals, the total fee proposed by Aurora for the Basic Service (Phase I, II, and III) is \$622,900, and the Additional Services is \$272,900; with a Total of \$895,800.

This agenda item is, for exclusion of the Construction Phase Services (\$622,900-\$61,600=\$561,300); \$834,200 (which is equal to \$561,300+\$272,900).

The additional Services for this project include but are not limited to the Topographic Surveys, Geotechnical Investigation, Subsurface Utility Engineering (SUE), Traffic Control Plan, and Storm Water Pollution Prevention Plan (SWPPP). The additional Services is needed during the design Phase II (final design).

Previous Council Action: The City Council approved FY 2024-2025 CIP budget for Project 23 project.

Financial Implications: x ☐ **Item is budgeted: In the amount of \$200,000 FY 24-25 CIP, and 2025 Bond Issue \$9,200,000 (Design and Construction).**

Approvals:

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

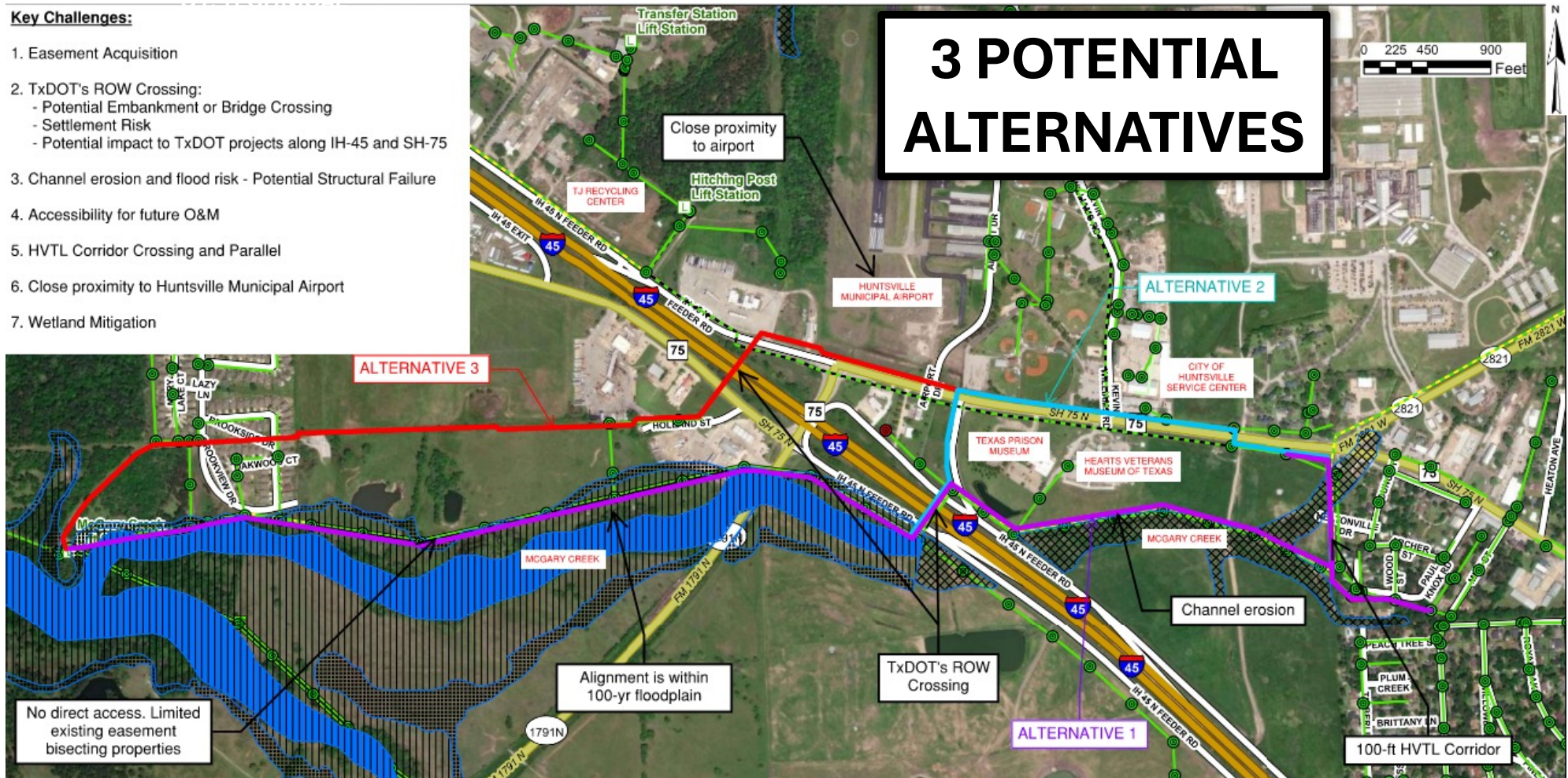
Associated Information:

1. Huntsville Gravity Alternatives
2. Project 23 Proposal V1
3. Project 23 Proposal V2

Key Challenges:

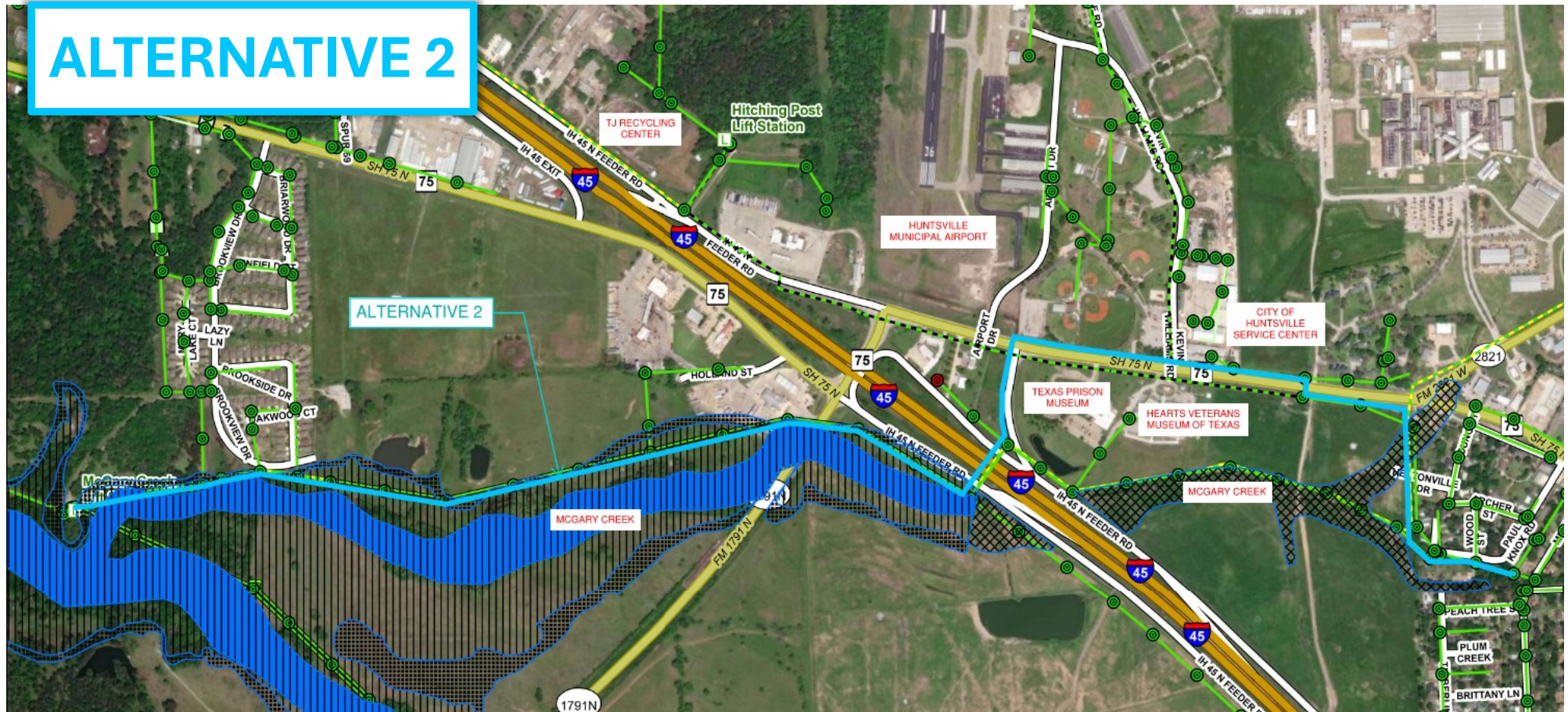
1. Easement Acquisition
2. TxDOT's ROW Crossing:
 - Potential Embankment or Bridge Crossing
 - Settlement Risk
 - Potential impact to TxDOT projects along IH-45 and SH-75
3. Channel erosion and flood risk - Potential Structural Failure
4. Accessibility for future O&M
5. HVTL Corridor Crossing and Parallel
6. Close proximity to Huntsville Municipal Airport
7. Wetland Mitigation

- Key Challenges:**
1. Easement Acquisition
 2. TxDOT's ROW Crossing:
 - Potential Embankment or Bridge Crossing
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 3. Channel erosion and flood risk - Potential Structural Failure
 4. Accessibility for future O&M
 5. HVTL Corridor Crossing and Parallel
 6. Close proximity to Huntsville Municipal Airport
 7. Wetland Mitigation



Key Advantage: Minimize easement acquisition by following existing easement

ALTERNATIVE 2



Key Advantage: Avoids areas of observed erosion

ALTERNATIVE 3



Key Advantage: Significantly enhance accessibility

July 23, 2025

Dr. Kathlie S. Jeng-Bullock, P.E., D.WRE, CFM
Director of Engineering Department
City of Huntsville Huntsville, Texas
448 State Highway 75
Huntsville, TX 77320



Reference: **City of Huntsville – Engineering Department**
Professional Engineering Services
Project 23 – Gravity Sanitary Sewer Replacements

Dear Dr. Jeng-Bullock,

Aurora Technical Services, LLC (Aurora) is pleased to submit this proposal to provide professional engineering services for the above referenced project for the City of Huntsville (the City). The project consists of replacing gravity sanitary sewers and manholes for approximately 13,000 LF of various size sewers from 6-inch to 18-inch. Project 23 was identified as part of the City's 2016 Water and Wastewater condition and Capacity Assessment Studies. The proposed sewer and manhole replacements are located along McGary Creek from the McGary Creek Lift Station up to SH 75. Project 23 was scheduled for implementation during the 5-year period of FY2022 – FY2026.

Scope of Work

Basic Services

Aurora will provide Basic Services consisting of Preliminary Design (Phase I) Services, Final Design (Phase II) Services, and Construction Phase (Phase III) Services in accordance with Attachment 1 – Project 23 Scope of Work dated July 22, 2025.

Additional Services

Aurora will provide the following Additional Services in accordance with Attachment 1- Project 23 Scope of Work dated July 22, 2025.

1. Topographic Surveying Services (to be performed by LandTech, Inc)
2. Property and Easement Surveying Services (to be performed by LandTech, Inc.)
3. Geotechnical Services (to be performed by Aviles Engineering Corporation)
4. Subsurface Utility Engineering (SUE - to be performed by RODS Surveying, Inc.)
5. Property Abstracting (to be performed by Property Acquisition Services)
6. CCTV Inspections (to be performed by Chief Solutions, Inc.)
7. Manhole Inspections (to be performed by Chief Solutions, Inc.)
8. Permit and Plan Review Fees
9. Traffic Control Plan (TCP)
10. Stormwater Pollution Prevention Plan (SWPPP)
11. Reimbursable Expenses

2121 Sage Rd, Suite 150
Houston, Texas 77056
281-453-7700
rortega7@auroratechservices.com

Schedule

The Preliminary Schedule for the project is based on 5 months duration for the Phase I work and 11 months duration for the Phase II work. The Overall Schedule is subject to change as the project progresses as approved by the City.

Compensation

The Level of Effort (LOE) requested for the Scope of Work is summarized in the table presented in Attachment 2. The detailed LOE for Basic Services and Additional Services is included in Attachment 3.

Basic Services

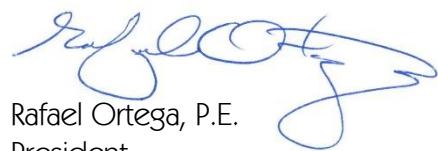
As noted in Attachment 2, Aurora is requesting a lump sum authorization of **\$629,910** for the design and bidding phase services (Phases I and II), and a lump sum authorization of **\$65,790** for the construction phase services (Phase III), for a total authorized amount of **\$695,700**.

Additional Services

A breakdown of the requested Additional Services is included in Attachment 2. Additional services will be performed during Phases I and II. The totals requested for Phases I and II are **\$47,000** and **\$297,950**, respectively. The total combined amount requested for Additional Services is **\$344,950**.

We appreciate the opportunity to submit this proposal and work with you on this project.

Sincerely,
Aurora Technical Services, LLC



Rafael Ortega, P.E.
President

Attachments:

1. Project 23 – Scope of Work
2. Summary of Level of Effort
3. Detailed Level of Effort

ATTACHMENT 1

City of Huntsville Various Gravity and Force Main Lines Evaluation & Design

Project 23

SCOPE OF WORK

Project Background

The City of Huntsville's (the City) Project 23 (the Project) is a wastewater system improvement project that was recommended based on previous system-wide studies of the City's water and wastewater systems. The *2016 Water and Wastewater Condition and Capacity Assessment Studies* Report (the 2016 Report) presents recommended improvements consisting of various design and construction projects that are scheduled for implementation in phases through the Year 2041. Project 23 is located within the RC-05 Basin as shown on Exhibit 1. It consists of replacing existing 8/12/18-inch gravity sewers with 12/21-inch gravity sewers to provide increased flow capacity. Wastewater flows from the Project 23 area are conveyed to the McGary Creek Lift Station. Project 23 was designated for implementation during the 5-year CIP period of FY2022 – FY2026.

The following scope of work is based on the recommended gravity sanitary sewer sizes from the 2016 Report.

Scope of Work

The scope of work consists of Basic Services for the following three phases:

1. Phase I - Preliminary Design
2. Phase II - Final Design
3. Phase III - Construction Phase Services (CPS)

Additional Services will also be provided during Phases I and II. Additional Services will not be performed without prior approval from the City. A separate Notice to Proceed for each service will be issued by the City as appropriate. Additional Services for implementation consist of the following:

Phase I (as needed)

- Limited Topographic Surveying
- Limited Geotechnical Investigations
- Subsurface Utility Engineering (SUE) – Level B
- Property Abstracting
- CCTV Inspections
- Manhole Inspections



Phase II

- Topographic Surveying
- Property and Easement Surveying
- Geotechnical Investigations
- SUE – Level A
- Traffic Control Plan
- Stormwater Pollution Prevention Plan (SWPPP)
- Regulatory Permit and Plan Review Fees
- Reimbursable Expenses

I. PHASE I – PRELIMINARY DESIGN (Estimated Duration: 5 Months)

TASK 1 – Project Management

Activity 1.1 – Management Activities

1. Organize and manage production staff assigned to activities; direct and control work performed; manage subconsultants; monitor project progress and schedule; establish quality assurance and quality control procedures.

Activity 1.2 – Preparation of Monthly Project Status Reports

1. Prepare monthly project status reports and track project activities and financials. Monthly reports include a brief summary of work tasks and activities performed for the period, status of project progress, and if required, recommendations for schedule revisions. Monthly reports will be submitted with invoices for services performed for the corresponding period, or as directed by the City.

Activity 1.3 – Project Schedule Updates

1. Maintain and update project schedule as required.

Activity 1.4 – Quality Assurance / Quality Control (QA/QC)

1. Review project alternatives and recommendations for compliance with TCEQ requirements and the City's design and operational preferences.
2. Review proposed easements (temporary and permanent)
3. Perform QA/QC review of Preliminary Engineering Report, including route descriptions, exhibits, conceptual detail exhibits, Engineer's QTO and estimated construction costs, evaluation criteria, easements required, and recommendations.

Deliverables:

- Monthly Project Status Reports
- Updated Project Schedule
- Copies of QA/QC review comments, if requested



TASK 2 – Project Meetings and Coordination

Activity 2.1 – Project Meetings

1. Remote Meetings: Schedule and conduct monthly project status meetings with the City's staff to present Monthly Project Status Reports, discuss project issues and concerns, and identify action items. Remote meetings will be conducted using the MS TEAMS software application.
2. Meetings at City Service Center: Schedule, attend, and conduct meetings at the City's Service Center for the following three project milestones:
 - Project Kickoff Meeting
 - Midway Progress Meeting
 - Preliminary Design Report Presentation

Deliverables:

- Written meeting minutes within 7 days from meeting date
- Digital copy of Preliminary Design Report presentation

Activity 2.2 – Coordination

1. Perform coordination activities to include scheduling and attending meetings, telephone and email correspondence, preparing requested data and exhibits with regulatory agencies, property owners, or other consultants.
2. Perform coordination with TxDOT regarding crossing of IH-45 and installation within SH 75 ROW.
3. Prepare written minutes of coordination meetings and correspondence with regulatory agencies, property owners, or other consultants.

Deliverables:

- Written minutes of coordination meetings and correspondence

TASK 3 – Site Reconnaissance

Activity 3.1 – Site Reconnaissance of Project Limits

1. Perform site reconnaissance of project limits to identify existing conditions and potential construction conflicts and challenges with the anticipated work.
2. Locate public and private utilities within the project limits.
3. Verify accessibility to existing gravity sewers throughout project limits.

Deliverables:

- Photographs



TASK 4 – Data Collection and Review

Activity 4.1 – City Data

1. Obtain and review copies of available record drawings for City-owned utilities within the project limits, including water, wastewater, and storm drainage facilities.
2. Review available data in the City's GIS relative to Project 23.

Activity 4.2 – TxDOT Data

1. Obtain and review available pertinent data from TxDOT which may include roadway record drawings; TxDOT ROW widths; geotechnical data; design drawings, planning documents, and schedule data for on-going improvements to IH-45.
2. Identify any current or future TxDOT improvements project(s) along or crossing potential Project 23 route alternatives. Determine the schedule, scope, and potential impacts of current or future TxDOT improvements project(s) on potential Project 23 routes alternatives.
3. Obtain and review standard details for traffic control within TxDOT ROW and pipeline crossings of TxDOT ROW.
4. Obtain and review TxDOT permit requirements for pipeline crossing of TxDOT ROW.

Activity 4.3 - Regulatory Agency Data

1. Obtain and review specific design requirements from regulatory agencies (TCEQ) that need to be incorporated into the final design.
2. Identify any current or future improvements projects along potential Project 23 route alternatives. Determine the schedule, scope, and potential impacts of current or future improvement projects on the potential Project 23 route alternatives.

Activity 4.4 – Public and Private Utilities Data

1. Obtain and review available existing public and private utilities infrastructure records, utility drawings, and future planned improvements projects that may impact Project 23.
2. Identify public and private utilities within the project limits and along potential route alternatives through publicly available data. Contact public and private utility owners and pipeline owners to obtain available information on utility locations, sizes, contents, pipeline materials, and associated appurtenances.
3. Obtain and review pipeline right-of-way crossing requirements and restrictions, design guidelines and construction requirements from individual pipeline owners crossing the recommended route.



4. Identify procedures to obtain Letter of No Objections (LONO) from each utility owner.
5. Review requirements from existing agreements between the City and Entergy Texas (Entergy). Incorporate applicable requirements into route alternatives. Obtain available High Voltage Transmission Line (HVTL) tower foundation data to determine minimum separation distance for route alternatives, as applicable.
6. Develop utility contact matrix with contact information of each utility.
7. Identify critical areas where SUE is recommended.

Activity 4.5 – Adjacent City Projects

1. Review record drawings and available plans for City's existing utilities impacted by the new Project 23 alignment.
2. Review, evaluate, and make recommendations on adjacent City's projects, and coordinate as necessary.

Deliverables:

- Copies of documentation obtained from TxDOT
- Copies of documentation for specific design requirements from regulatory agencies (TCEQ) that need to be incorporated into the final design
- Copies of documentation obtained from public and private utility owners
- Copies of documentation obtained for requirements and procedures from private utility owners to obtain LONOs during final design of Project 23
- Entergy High Voltage Transmission Tower separation requirements
- Utility contact matrix
- Preliminary SUE Locations Table

TASK 5 – Route Alternatives and Evaluations

Activity 5.1 – Route Alternatives Analyses of Gravity Sewers

1. Establish primary criteria for route evaluations. Examples of criteria include:
 - a. Construction and easement acquisition costs
 - b. Number of easements required
 - c. Potential impacts to property owners, businesses, utilities, and major traffic thoroughfares
 - d. Accessibility and ease of future maintenance
 - e. Limits of trenchless construction
 - f. Areas requiring specific pipe materials
2. Perform evaluations of potential route alternatives for the proposed gravity sewers, including alignments within City ROW, alignments within HVTL and pipeline corridors, and alignments within new easements.



3. Evaluate feasibility to upsize previously recommended sewer sizes from the 2016 Report and assess potential impact(s) to affected area.
4. Perform a matrix comparison of each route alternative using specific evaluation criteria. Numeric values will be assigned to each route alternative based on the evaluation criteria.

Deliverables:

- Evaluation Matrix ranking each route alternative evaluated based on evaluation criteria
- 11" x 17" plan view aerial exhibits of evaluated route alternatives

Activity 5.2 – Detailed Evaluation of Recommended Route Alternative

1. Perform a detailed assessment of the recommended alignment. As part of the assessment, the following will be evaluated:
 - a. Limits of trenchless construction
 - b. Approximate location of gravity sewers in relation to existing roadway, utilities, and above-ground features
 - c. Location of manholes
 - d. Limits of specific pipe materials
 - e. Minimum horizontal clearance to pipelines, structures, and High Voltage Transmission Tower foundations
 - f. Recommendations for connections to the City's existing system and future projects.
2. Develop cross-section exhibits of key segments showing limits of existing ROW, utilities, and surface features.
3. Develop a conceptual traffic control plan to assist in determining the gravity sewer alignment within ROW. Conceptual traffic control will take into consideration construction access and detours options.
4. Identify preliminary Easement / ROW needs for recommended route alternative alignment (See **Task 6**).
5. Develop aerial exhibits showing recommended alignment for each route alternative. Exhibits will show recommended trenchless limits, location for proposed manholes, and existing utility crossings.

Deliverables:

- 11" x 17" aerial exhibits of recommended gravity sewer route alternative alignment
- Typical cross sections of key segments along the recommended route limits of existing ROW, with clearance to existing utilities
- Preliminary easement locations and limits
- Conceptual Traffic Control Plan
- Conceptual connections to City's existing system



Activity 5.3 – Preliminary Engineering Report

1. Prepare draft and final versions of a Preliminary Engineering Report describing the work performed, evaluated route alternatives and methodology, evaluation criteria, and results for determining the recommended route. Incorporate route evaluation findings and recommendations into report. Each route alternative will be identified and discussed in terms of advantages and disadvantages. An Executive Summary will be included.
2. Address comments from the City and incorporate into final route report.

Deliverables:

- Route Study Report with exhibits of conceptual route alternative alignments, recommended route plans, cross sections of critical segments, conceptual details of connections, exhibits showing recommended permanent and temporary easements. Include documentation of coordination meetings with public agencies, related design consultants, and other stakeholders.

TASK 6 – Preliminary ROW Evaluation

Activity 6.1 – Determine Minimum Work Zone Requirements for Construction of Gravity Sewers and Manholes

1. Determine minimum work zone area requirements for construction of gravity sewers, manholes, connections, and limits of trenchless and open cut construction. Determine minimum work zone requirements. The work zone areas will consider the necessary space for construction equipment, hauling, pipe stringing and storage, and ingress and egress to construction site.

Activity 6.2 – Evaluate Existing ROW & Easements and Identify Parcels Required for Each Route Alternative

1. Evaluate limits of existing public Right-of-Way and utility easements for use in construction. Identify locations where gravity sewer easements may be required for construction and maintenance of each route alternative alignment. Quantify the number of parcels required for each alternative alignment evaluated.
2. Prepare ROW tables and maps.

TASK 7 – Estimated Construction Costs

Activity 7.1 – Quantity Take-Off and Estimated Construction Costs for Route Alternative (High Level)

1. Using a limited number of cost items, prepare high-level estimated construction cost for each alternative for the purpose of evaluating and comparing the cost of each. Include 30% for contingencies.

Deliverables:

- Estimated construction cost summary table for each route alternative



Activity 7.2 – Quantity Take-Off and Estimated Construction Estimate for Recommended Route Alternative

1. Identify construction work items representing key construction elements associated with recommended route alternative.
2. Develop preliminary estimated construction cost for recommended route alternative. Estimated construction cost will be based on price quotations from vendors and manufacturers and unit prices from recent bid tabulations for similar construction projects. Include 20% for contingencies.

Deliverables:

- Detailed estimated construction cost table listing work items, quantities, unit prices, and total estimated cost for key construction work items

Activity 7.3 – Land Acquisition / Easement Purchase Cost Estimates

1. Develop preliminary land acquisition/easement costs based on available property land cost from HCAD databases for route alternative alignments. These costs will be estimated on the anticipated S.F. of proposed easement.

Deliverables:

- Table listing the WCAD land cost values, property owner information, recommended easement size and estimated purchase costs for recommended route alternative alignment.

PHASE I - ADDITIONAL SERVICES (As Needed)

Additional Services will be provided as authorized by the City. For each Additional Service, a scope of work, estimated fee, and estimated duration for completion of services will be submitted to the City for review and approval. Additional Services work will not proceed until the City has authorized the work. Budget amounts have been established for the Additional Services and shall not be exceeded without prior written approval from the City.

1. **Limited Topographic Surveying** (to be performed by LandTech, Inc.)
Limited topographic surveys may be required at critical crossings that impact the route analysis where limited or no record information is available. Limited topographic surveying services include identifying ROW limits and locating surface features and readily accessible underground utilities.
2. **Limited Geotechnical Investigation** (to be performed by Aviles Engineering Corporation)
Limited geotechnical investigations may be required at critical locations where construction may impact adjacent or nearby structures. Limited geotechnical investigating services will identify soil conditions, water levels, and geotechnical engineering recommendations for construction methods.



3. **Subsurface Utility Engineering (SUE) – Quality Level B** (to be performed by RODS Surveying, Inc.)
Quality Level B SUE (horizontally designating underground utilities on the surface) will be performed at recommended locations to be approved by the City.
4. **Property Abstracting** (to be performed by Property Acquisition Services)
Property abstracting services will be provided for those properties where easements will be required for construction of the recommended route alternative.
5. **CCTV Inspections** (to be performed by Chief Solutions, Inc.)
Internal pipeline inspections may be required to determine conditions of existing sewers. This work will be performed in accordance with NASCCO's Pipeline Inspection Certification Program (PLCP).
6. **Manhole Inspections** (to be performed by Chief Solutions, Inc.)
Manhole inspection may be required for manholes where proposed gravity sewers will be connected. This work will be performed in accordance with NASCCO's Manhole Inspection Certification Program (MHCP).
7. **Reimbursable Expenses**
 - Includes miscellaneous services such as mileage, reprographics, and courier/delivery services.
 - Invoices shall include receipts, mileage reports, etc. for reimbursable expenses for the project as approved by the City.



II. PHASE II – FINAL DESIGN (Estimated Duration: 11 Months)

TASK 1 – Project Management

Activity 1.1 – Management Activities

1. Organize and manage production staff assigned to activities; direct and control work performed; manage subconsultants; monitor project progress and schedule; establish quality assurance and quality control procedures.

Activity 1.2 – Preparation of Monthly Project Status Reports

1. Prepare monthly project status reports and track project activities and financials. Monthly reports include a brief summary of work tasks and activities performed for the period, status of project progress, and if required, recommendations for schedule revisions. Monthly reports will be submitted with invoices for services performed for the corresponding period, or as directed by the City.

Activity 1.3 – Project Schedule Updates

1. Maintain and update project schedule as required.

Activity 1.4 – Quality Assurance / Quality Control (QA/QC)

1. Perform initial constructability review of recommended route alternative.
2. Perform QA/QC reviews of Design Submittal documents (30%, 60%, 95%, 100%), including Construction Drawings, Project Manual, Engineer's QTO and estimated construction cost.
3. Review proposed easements (temporary and permanent) documents (metes & bounds descriptions and exhibits).

Deliverables:

- Monthly Project Status Reports
- Updated Project Schedule
- Copies of QA/QC review comments, if requested

TASK 2 – Project Meetings and Coordination

Activity 2.1 – Project Meetings

1. Remote Meetings: Schedule and conduct monthly project status meetings with the City's staff to present Monthly Project Status Reports, discuss project issues and concerns, and identify action items. Remote meetings will be conducted using the MS TEAMS software application.
2. Meetings at City Service Center: Schedule, attend, and conduct meetings at the City's Service Center for the following three project milestones:
 - Project Kickoff Meeting



- 30% Design Pre-Submittal
- 60% Design Pre-Submittal
- 95% Design Pre-Submittal
- 100% Design Pre-Submittal

Deliverables:

- Written meeting minutes within 7 days from meeting date

Activity 2.2 – Coordination

1. Perform coordination activities to include scheduling and attending meetings, telephone and email correspondence, preparing requested data and exhibits with regulatory agencies, property owners, or other consultants.
2. TxDOT Coordination for Crossing IH-45: Coordinate with representatives of TxDOT to determine specific requirements for a 21-inch diameter gravity sewer crossing beneath IH-45. Determine design parameters to include location of crossing, pipe material, method of construction, traffic control, and protection of existing pavement. Prepare and submit draft and final design plan and profile sheet for the crossing required permit application, design plan and profile sheet, and special crossing details.
3. Prepare written minutes of coordination meetings and correspondence with regulatory agencies, property owners, or other consultants.

Deliverables:

- Written minutes of coordination meetings and correspondence

Task 3 - Permits and Letters of No Objection (LONOs)

1. Prepare documents necessary to obtain approval from governmental authorities having jurisdiction over the design or operation of the Project, including all public and private utilities affected by the Project. Obtain LONOs from such governmental and private authorities necessary to indicate approval of the Project. This effort includes coordination with public and private utilities and verification of such utilities within the Project limits.
2. Prepare utility conflict letters.
3. Prepare and submit TxDOT permit for crossing IH-45.
4. Prepare and submit TxDOT permit for gravity sewers along SH 75 ROW.
5. Incorporate into design documents specific requirements relative to protection of public and private utilities.

Task 4 - 30% Design Submittal

1. Establish horizontal alignments for gravity sewers. Prepare plan views of plan and profile sheets.



- Provide completed background of existing utilities and existing topographic features.
 - Investigate TxDOT's plans for improvements to IH-45 and SH 75 in the vicinity of Project 23. Overlay available TxDOT improvement mapping to evaluate impacts to Project 23 area.
 - Show appurtenances at necessary locations.
 - Identify limits of trenchless construction.
2. Establish vertical alignments for critical crossings of gravity sewers, including IH-45 and SH 75. Prepare profile views for critical crossings.
 3. Review City's design and operational preferences, including CAD standards for design consistency. Incorporate into design documents.
 4. Prepare and submit 30% Design Submittal deliverables, including:
 - a. Construction Drawings including:
 - Cover Sheet/Vicinity Map
 - General Construction Notes
 - Legend & Abbreviations
 - Sheet Layout
 - Plan Sheets – Horizontal alignment of proposed sewers, manholes, and easements
 - Preliminary details including standard details and required project specific details
 - Conceptual Traffic Control Plan
 - b. Project Manual cover sheet and table of contents listing documents and construction specification sections to be included
 - c. Engineer's preliminary sheet-by-sheet quantity take-off (QTO) and estimated construction cost
 - d. Provide up to four (4) bonded copies (full size 24" x 36") and one pdf of 30% Design Submittal Construction Drawings for City review.

Deliverables/Milestone:

- 30% Design Submittal Design Submittal requirements noted above
- Project Invoicing Milestone: Upon approval of submittal, at no more than 35% of the Basic Services fee.

Task 5 - 60% Design Submittal

1. Incorporate the City's comments received from the 30% review.



2. Finalize horizontal and vertical alignment. Alignment will identify clearances to existing utilities, locations of appurtenances and limits of trenchless construction. Include a complete background of existing utilities as well as all topographic features.
3. Prepare and submit 60% Design Submittal deliverables, including:
 - a. Construction Drawings, including:
 - Cover Sheet/Vicinity Map
 - Index Sheet
 - General Construction Notes with private utilities requirements
 - Legend & Abbreviations
 - Sheet Layout and Soil Boring Plan
 - Survey Control Map
 - Plan and Profile Sheets
 - Standard Details
 - Project Specific Details, including crossing of IH-45 (TxDOT ROW)
 - Traffic Control Plans, including project specific detours and requirements
 - SWPPP
 - b. Prepare Project Manual consisting of the following:
 - Cover Sheet
 - Table of contents listing the following:
 - Front end documents
 - Standard specification sections
 - Project specific specification sections
 - Required or anticipated appendices
 - Standard construction specifications
 - Project specific construction specifications
 - c. Engineer's sheet-by-sheet QTO and estimated construction cost.
 - d. Calculations and documentation for estimated construction duration.
 - e. Documentation that 60% Construction Drawings have been submitted to approving regulatory agencies (TCEQ), TxDOT, and public and private utilities companies (as applicable) in PDF format.
 - f. Draft geotechnical boring logs
 - g. SUE reports (if available)



Deliverables/Milestone:

- 60% Design Submittal requirements noted above
- Up to four (4) bonded copies (full size 24" x 36") and one pdf of 60% Design Submittal Construction Drawings
- Invoicing Milestone: Upon approval of submittal, at no more than 60% of the Basic Services fee.

Task 6 - 95% Design Submittal

1. Incorporate the City's comments received from the 60% review.
2. Prepare and submit 95% Design Submittal deliverables, including:
 - a. Construction Drawings, including:
 - Cover Sheet/Vicinity Map
 - Index Sheet
 - General Construction Notes with private utilities requirements
 - Legend & Abbreviations
 - Sheet Layout and Soil Boring Plan
 - Survey Control Map
 - Plan and Profile Sheets
 - Standard Details
 - Project Specific Details, including crossing of IH-45 (TxDOT) ROW
 - Traffic Control Plans, including project specific detours and requirements
 - Storm Water Pollution Prevention Plan (SWPPP)
 - b. Prepare Project Manual consisting of the following:
 - Cover sheet
 - Table of contents
 - Front end documents (if received from the City)
 - Standard specifications
 - Project specific specifications
 - Appendices (if required)
 - c. Prepare Engineer's sheet-by-sheet QTO and estimated construction cost.
 - a. Final estimated Construction Duration calculations and documentation
 - d. Final estimated construction duration calculations and documentation
 - e. Draft easement documents at required locations.



- f. Documentation of approval from regulatory agencies (TCEQ) and public and private utility companies (as applicable), including LONOs.
- g. Documentation that 95% Construction Drawings have been submitted to public and private utility companies in PDF form.
- h. Final Geotechnical Report

Deliverables/Milestone:

- 95% Design Submittal requirements noted above
- Up to four (4) bonded copies (full size 24" x 36") and one pdf of 95% Design Submittal Construction Drawings
- Project Invoicing Milestone: Upon approval of submittal, at no more than 90% of Basic Services fee.

Task 7 - Bid Ready Submittal (100%)

1. Incorporate the City's comments received from the 95% review.
2. Prepare and submit Bid Ready Submittal deliverables, including:
 - a. Construction Drawings submitted to the City shall:
 - Include approval signatures from all regulatory agencies and private utility companies (as applicable).
 - Include Licensed Texas Professional Engineer's seal and signature.
 - b. Coordinate with the City and assemble Project Manuals for final City personnel signatures. The City will provide standard front-end documentation/requirements for incorporation into the Project Manual.
 - c. Finalize and submit Engineer's sheet-by-sheet QTO and estimated construction cost.
 - d. Finalize and submit easement documents.
 - e. Submit approved permits and LONOs.

Deliverables/Milestone:

- Five (5) bonded copies (full-size 24" x 36" sheets) of sealed and signed Construction Drawings, five (5) copies of sealed and signed Project Manual, and one (1) PDF electronic copy of the Construction Drawings and Project Manual
- Submit electronic CAD file of final Construction Drawings. Electronic CAD file will contain a strip map of plan view as well as all sheets included in the Construction Drawings.
- Engineer's estimated construction cost
- Approved permits and LONOs
- Final easement documents



- Project Invoicing Milestone: Upon approval of submittal, at no more than 95% of the Basic Services fee.

Task 8 - Bidding Phase Services

1. Assist the City with construction bidding process. Prepare Pre-Bid Meeting agenda, schedule Pre-bid Meeting, and lead Pre-Bid Meeting. Prepare Pre-Bid Meeting minutes.
2. Prepare draft and final written clarifications and responses to questions and requests for information (RFIs). Draft clarifications and response to be approved by the City.
3. Prepare draft and final addenda as required for the City's approval. Draft addenda to be approved by the City.
4. Evaluate bids received and prepare a tabulation of bids.
5. Provide recommendation letter for award of construction contract.
6. Prepare Conformed Documents in PDF format.

Deliverables/Milestone:

- Pre-Bid Meeting agenda
- Pre-Bid Meeting minutes
- Draft and final written clarifications and responses to questions and RFIs
- Draft and final addenda
- Bid tabulation
- Letter of recommendation
- Conformed Documents in PDF format
- Project Invoicing Milestone: Upon award of construction contract, at no more than 100% of the Phase II Basic Services fee.

III. PHASE II – ADDITIONAL SERVICES (As Needed)

Additional Services will be provided as authorized by the City. For each Additional Service, a scope of work, estimated fee, and estimated duration for completion of services will be submitted to the City for review and approval. Additional Services work will not proceed until the City has authorized the work. Budget amounts have been established for the Additional Services and shall not be exceeded without prior written approval from the City.

1. **Topographic Surveying Services** (to be performed by LandTech, Inc.)
 - City Surveyor shall provide ROW Boundary in CAD format.



- Current assumption is that the gravity main replacement to be within existing City's easements and public ROW. Should Metes and Bounds preparation be required, a separate proposal will be submitted to the City for review and approval.
- 2. **Property and Easement Surveying** (to be performed by LandTech, Inc.)
- 3. **Geotechnical Investigations** (to be performed by Aviles Engineering Corporation)
- 4. **SUE – Quality Level A** (to be performed by RODS Surveying, Inc.)
- 5. **Traffic Control Plan** (to be performed by Aurora)
- 6. **SWPPP** (to be performed by Aurora)
- 7. **Permits and Plan Review Fee**
- 8. **Reimbursable Expenses**
 - Includes miscellaneous services such as mileage, reprographics, and courier/delivery services.
 - Invoices shall include receipts, mileage reports, etc. for reimbursable expenses for the project as approved by the City.

IV. Construction Phase Services

Task 1 - Construction Phase Services

1. Prepare meeting agendas and schedule and conduct meetings (if directed by City), including Pre-construction meeting and monthly progress meetings. Prepare meeting minutes. Assist the City in responding to initial technical questions and provide interpretations regarding the Construction Drawings and Specifications.
2. Review Contractor shop drawing submittals.
3. Evaluate and respond to Contractor's RFIs and RFPs. This includes providing clarifications and recommendations to assist the City in resolving field problems relating to construction. Revise contract documents as appropriate to convey responses.
4. Provide advice and consultation concerning proposed change orders.
5. Perform monthly periodic site visits and prepare written reports on Project construction progress. Coordinate site visits with the City's Construction Manager. Advise City on any observed deviations from Contract Documents.
6. Assist in resolving field problems relating to design.
7. Review and provide recommendations for Contractor's Pay Applications.
8. Attend final walk-thru inspection.



9. Prepare Record Drawings from Contractor's "As-Built" records, including approved changes during construction.

Deliverables/Milestone:

- Meeting agendas and meeting minutes
- Approved shop drawing submittals
- Responses to RFIs and RFPs
- Monthly site observation reports
- Record drawings
- Project Invoicing Milestone: after payment of 25% of Construction Phase Services Fee, cannot exceed Contractor's % complete.

City's Responsibilities and Scope of Work Coordination

Unless specified or agreed upon otherwise, the City's responsibilities and scope of work coordination for the Project will include the following:

1. Provide necessary information, survey data, record drawings, ROW information, existing sewer service connection sizes and locations.
2. Provide clarifications of City's GIS data.
3. Should engineering support be required during eminent domain process for easement acquisitions, a separate proposal will be provided at the City's request.
4. Permits fees and Reimbursable Expenses to be paid throughout the Project duration based on submission of receipts with monthly invoices.



Attachment 2**City of Huntsville
Professional Engineering Services for**

Various Gravity and Force Main Lines Evaluation & Design

Project 23

Basic Services			
<i>Task No.</i>	<i>Task Name</i>		
1	Preliminary Design (Phase I)	Lump sum	\$ 94,815.00
2	Final Design (Phase II)	Lump sum	\$ 535,095.00
2	Construction Phase Services (Phase III)	Lump Sum	\$ 65,790.00
	Total Basic Services Fee		\$ 695,700.00
Additional Services			
<i>Task No.</i>	<i>Task Name</i>	<i>Fee Basis</i>	
1	Topographic Surveys - LandTech, Inc	Lump Sum	\$ 108,830.00
2	Property and Easement Surveys - LandTech, Inc.	Not to Exceed	\$ 18,200.00
3	Geotechnical Investigation - Aviles Engineering Corporation	Not to Exceed	\$ 151,950.00
4	Subsurface Utility Engineering (SUE)	Not to Exceed	\$ 9,950.00
5	Property Abstracting	Not to Exceed	\$ 5,000.00
6	CCTV Inspections - Chief Solutions	Not to Exceed	\$ 8,000.00
7	Manhole Inspections - Chief Solutions	Not to Exceed	\$ 5,000.00
8	Permit and Plan Review Fees	Reimbursable	\$ 5,000.00
9	Traffic Control Plan - Aurora Technical Services, Inc.	Lump Sum	\$ 16,315.00
10	Storm Water Pollution Prevention Plan - Aurora Technical Services, Inc.	Lump Sum	\$ 13,205.00
11	Reimbursements (mileage, repographics, courier/delivery services)	Reimbursable	\$ 3,500.00
	Total Additional Services Fee		\$ 344,950.00
Total Engineering Fee			\$ 1,040,650.00



Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
PHASE I - PRELIMINARY DESIGN									
TASK 1 - Project Management									
	Activity 1.1	Management Activities	24	72				8	\$ 21,240.00
	Activity 1.2	Preparation of Monthly Project Status Reports		4		8			\$ 1,800.00
	Activity 1.3	Project Schedule Updates		4		8			\$ 1,800.00
	Activity 1.4	Quality Assurance/Quality Control (QA/QC)							
	1.4.1	Review project alternatives for compliance with TCEQ requirements, City's design and operational preferences, and constructability	2	8		2			\$ 2,360.00
	1.4.2	Review proposed easements (temporary and permanent)	2	2					\$ 910.00
	1.4.3	Review Preliminary Engineering Report	4	16		4			\$ 4,720.00
		Subtotal Task 1	32	106	0	22	0	8	
			\$ 8,160.00	\$ 21,200.00	\$ -	\$ 2,750.00	\$ -	\$ 720.00	\$ 32,830.00
TASK 2 - Project Meetings and Coordination									
	Activity 2.1	Project Meetings							
	2.1.1	Remote Meetings		16		16			\$ 5,200.00
	2.1.2	Meetings at City Service Center		12		12			\$ 3,900.00
	Activity 2.2	4							
	2.2.1	Coordination Activities (meetings, telephone and email correspondence, data/exhibits)		16		16			\$ 5,200.00
	2.2.2	TxDOT Coordination	4	8		8			\$ 3,620.00
	2.2.3	Minutes from coordination meetings and correspondence		8					\$ 1,600.00
		Subtotal Task 2	4	60	0	52	0	0	
			\$ 1,020.00	\$ 12,000.00	\$ -	\$ 6,500.00	\$ -	\$ -	\$ 19,520.00
TASK 3 - Site Reconnaissance									
	Activity 3.1	Site Reconnaissance of Project Limits							
	3.1.1	Site reconnaissance of project limits		8	2	8			\$ 2,950.00
	3.1.2	Visually locate public and private utilities		4		4			\$ 1,300.00
	3.1.3	Confirm accessibility to existing sewers		4		4			\$ 1,300.00
		Subtotal Task 3	0	16	2	16	0	0	
			\$ -	\$ 3,200.00	\$ 350.00	\$ 2,000.00	\$ -	\$ -	\$ 5,550.00
TASK 4 - Data Collection and Review									
	Activity 4.1	City Data							
	4.1.1	Obtain and review record drawings		4		8			\$ 1,800.00
	4.1.2	Review GIS data		4		8			\$ 1,800.00
	Activity 4.2	TxDOT Data							
	4.2.1	Obtain TxDOT data				2		2	\$ 430.00
	4.2.2	Identify TxDOT improvement projects		1		1			\$ 325.00
	4.2.3	Obtain and review standard TxDOT details for traffic control				1			\$ 125.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
	4.2.4	Obtain and review TxDOT permit requirements		1		1			2 \$ 325.00
	Activity 4.3	Regulatory Agency Data							
	4.3.1	Obtain and review regulatory agency (TCEQ) design requirements				1			1 \$ 125.00
	4.3.2	Identify potential improvement projects along route alternatives		1		1			2 \$ 325.00
	Activity 4.4	Public and Private Utilities Data							
	4.4.1	Obtain and review available public and private utilities data				4			4 \$ 500.00
	4.4.2	Identify public and private utilities within project limits through publicly available data				4			4 \$ 500.00
	4.4.3	Obtain and review pipeline ROW crossing requirements		2		2			4 \$ 650.00
	4.4.4	Identify procedures for LONOs		2		2			4 \$ 650.00
	4.4.5	Review existing agreements with local electric service provider and HVTL separation requirements		1		1			2 \$ 325.00
	4.4.6	Develop utility contact matrix				1		2	3 \$ 305.00
	4.4.7	Identify critical areas for SUE		1		1			2 \$ 325.00
	Activity 4.5	Adjacent City Projects							
	4.5.1	Review record drawings for existing City utilities and identify impacts by Project 23		1		2			3 \$ 450.00
	4.5.2	Review adjacent City projects and coordinate as necessary		1		2			3 \$ 450.00
		Subtotal Task 4	0	19	0	42	0	4	
			\$ -	\$ 3,800.00	\$ -	\$ 5,250.00	\$ -	\$ 360.00	65 \$ 9,410.00
TASK 5 - Route Alternatives and Evaluations									
	Activity 5.1	Route Alternatives Analyses of Gravity Sewers							
	5.1.1	Establish primary evaluation criteria	2	2		2			6 \$ 1,160.00
	5.1.2	Evaluate route alternatives		8		8			16 \$ 2,600.00
	5.1.3	Evaluate feasibility to upsize 2016 recommended sewer sizes				2			2 \$ 250.00
	5.1.4	Perform matrix comparison				1			1 \$ 125.00
	Activity 5.2	Detailed Evaluation of Recommended Route Alternative							
	5.2.1	Perform detailed assessment of route alternatives		4		4			8 \$ 1,300.00
	5.2.2	Develop cross-section exhibits					2		2 \$ 230.00
	5.2.3	Develop conceptual TCP				2	2		4 \$ 480.00
	5.2.4	Identify preliminary easement needs for recommended route alternative		2		2	2		6 \$ 880.00
	5.2.5	Develop aerial exhibits of route alternatives				2	2		4 \$ 480.00
	Activity 5.3	Preliminary Engineering Report (PER)							
	5.3.1	Prepare draft and final versions of PER		16		60	24		100 \$ 13,460.00
	5.3.2	Address City comments and incorporate into report		4		4	2		10 \$ 1,530.00
		Subtotal Task 5	2	36	0	87	34	0	
			\$ 510.00	\$ 7,200.00	\$ -	\$ 10,875.00	\$ 3,910.00	\$ -	159 \$ 22,495.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 6 - Preliminary ROW Evaluation									
	Activity 6.1	Determine Minimum Work Zone Requirements for Construction of Gravity Sewers and Manholes				2			2 \$ 250.00
	Activity 6.2	Evaluate Existing ROW & Easements and Identify Parcels Required for Each Route Alternative							
	6.2.1	Evaluate limits of existing ROW and utility easements. Determie easements required for route alternatives.		2		2			4 \$ 650.00
	6.2.2	Prepare ROW tables and maps		2		2	4		8 \$ 1,110.00
		Subtotal Task 6	0	4	0	6	4	0	
			\$ -	\$ 800.00	\$ -	\$ 750.00	\$ 460.00	\$ -	14 \$ 2,010.00
TASK 7 - Estimated Construction Costs									
	Activity 7.1	QTO and Estimated Construction Costs for Route Alternatives (High Level)		2		2			4 \$ 650.00
	Activity 7.2	QTO and Estimated Construction Cost for Recommended Route Alternative							
	7.2.1	Identify construction work items		2		4			6 \$ 900.00
	7.2.2	Develop estimated construction cost		4					4 \$ 800.00
	Activity 7.3	Land Acquisition/Easement Purchase Cost Estimates		2		2			4 \$ 650.00
		Subtotal Task 7	0	10	0	8	0	0	
			\$ -	\$ 2,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	18 \$ 3,000.00
		SUB-TOTAL - PHASE I BASIC SERVICES HOURS	38.0	251.0	2.0	233.0	38.0	12.0	
		SUB-TOTAL - PHASE I BASIC SERVICES COST	\$ 9,690.00	\$ 50,200.00	\$ 350.00	\$ 29,125.00	\$ 4,370.00	\$ 1,080.00	574 \$ 94,815.00

PHASE II - FINAL DESIGN									
TASK 1 - Project Management									
	Activity 1.1	Management Activities	36	80		100			216 \$ 37,680.00
	Activity 1.2	Preparation of Monthly Project Status Reports		8		12			20 \$ 3,100.00
	Activity 1.3	Project Schedule Updates		4		12			16 \$ 2,300.00
	Activity 1.4	Quality Assurance/Quality Control (QA/QC)							
	1.4.1	Perform initial constructability review of recommended route alternative	4	4					8 \$ 1,820.00
	1.4.2	Review Design Submittal documents (30%, 60%, 95%, 100%)	32	64					96 \$ 20,960.00
	1.4.3	Review proposed easement documents (temporary and permanent)	4	16					20 \$ 4,220.00
		Subtotal Task 1	76	176	0	124	0	0	
			\$ 19,380.00	\$ 35,200.00	\$ -	\$ 15,500.00	\$ -	\$ -	376 \$ 70,080.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 2 - Project Meetings and Coordination									
	Activity 2.1	Project Meetings							
	2.1.1	Remote Meetings	4	10		10		4	\$ 4,630.00
	2.1.2	Meetings at City Service Center (4 meetings)	16	16				32	\$ 7,280.00
	Activity 2.2	Coordination							
	2.2.1	Coordination Activities (meetings, telephone and email correspondence, data/exhibits)	4	24		12		40	\$ 7,320.00
	2.2.2	TxDOT Coordination	8	40		40		88	\$ 15,040.00
	2.2.3	Minutes from coordination meetings and correspondence		8		12		8	\$ 3,820.00
		Subtotal Task 2	32	98	0	74	0	12	
			\$ 8,160.00	\$ 19,600.00	\$ -	\$ 9,250.00	\$ -	\$ 1,080.00	\$ 216 \$ 38,090.00
TASK 3 - Permits and No-Objection Letters									
	3.1	Prepare and obtain public and private entity LONOs		12		16		28	\$ 4,400.00
	3.2	Prepare utility conflict letters		4		4		8	\$ 1,300.00
	3.3	Prepare, submit and obtain TxDOT permit for crossing IH-45		16		16		32	\$ 5,200.00
	3.4	Prepare, submit and obtain TxDOT permit for installation within SH 75 ROW		16		16		32	\$ 5,200.00
	3.5	Incorporate specific public and private entity requirements into design documents		8		12	8	4	\$ 4,380.00
		Subtotal Task 3	0	56	0	64	8	4	
			\$ -	\$ 11,200.00	\$ -	\$ 8,000.00	\$ 920.00	\$ 360.00	\$ 132 \$ 20,480.00
TASK 4 - 30% Design Submittal (Horizontal Alignment)									
	4.1	Establish horizontal and vertical alignments; prepare plan views on plan and profile sheets	4	24		40	40	108	\$ 15,420.00
	4.2	Review and comply with City's design and operational preferences; incorporate into design documents		2		2		4	\$ 650.00
	4.3	Prepare 30% Design Submittal:							
	4.3.a	Construction Drawings:							
	4.3.a	Cover Sheet/Vicinity Map		1		4	4	9	\$ 1,160.00
	4.3.a	General Construction Notes		2		4	4	10	\$ 1,360.00
	4.3.a	Legend and Abbreviations		2		4	4	10	\$ 1,360.00
	4.3.a	Sheet Layout		2		4	4	10	\$ 1,360.00
	4.3.a	Plan and Profile Sheets (plan view only with proposed sewers , manholes, and easements; approx. 43 sheets)		258		344	344	946	\$ 134,160.00
	4.3.b	Project Manual: Cover Sheet and Table of Contents		4		4		8	\$ 1,300.00
	4.3.c	Engineer's QTO and estimated construction cost		4		16		20	\$ 2,800.00
		Subtotal Task 4	4	299	0	422	400	0	
			\$ 1,020.00	\$ 59,800.00	\$ -	\$ 52,750.00	\$ 46,000.00	\$ -	\$ 1125 \$ 159,570.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 5 - 60% Design Submittal									
	5.1	Incorporate City's review comments from 30% submittal		4		8	16	28	\$ 3,640.00
	5.2	Finalize horizontal and vertical alignment		2		4	8	14	\$ 1,820.00
	5.3	Prepare 60% Design Submittal							
	5.3.a	Construction Drawings:							
	5.3.a	Cover Sheet/Vicinity Map		1		1	2	4	\$ 555.00
	5.3.a	Index Sheet		1		4	4	9	\$ 1,160.00
	5.3.a	General Construction Notes		1		1	1	3	\$ 440.00
	5.3.a	Legend and Abbreviations		1		1	1	3	\$ 440.00
	5.3.a	Sheet Layout and Soil Boring Plan		1		2	4	7	\$ 910.00
	5.3.a	Survey Control Map		1		1	1	3	\$ 440.00
	5.3.a	Plan and Profile Sheets (approx. 43 sheets)		258		344	516	1118	\$ 153,940.00
	5.3.a	Standard Details (approx. 2 sheets)		4		6	6	16	\$ 2,240.00
	5.3.a	Project Specific Details (approx. 1 sheet)	2	4	4	8	8	26	\$ 3,930.00
	5.3.a	Traffic Control Plan (approx. 6 sheets) INCLUDED IN ADDITIONAL SERVICES							
	5.3.a	SWPPP (approx. 4 sheets) INCLUDED IN ADDITIONAL SERVICES							
	5.3.b	Project Manual		16		40		56	\$ 8,200.00
	5.3.c	Engineer's QTO and estimated construction cost		8		24		32	\$ 4,600.00
	5.3.d	Estimated construction duration		4		4		8	\$ 1,300.00
	5.3.e	Submittals to public and private utility companies		4		4	4	12	\$ 1,760.00
	5.3.f	Draft geotechnical boring logs	1	2		2		5	\$ 905.00
	5.3.g	SUE reports INCLUDED IN ADDITIONAL SERVICES							
		Subtotal Task 5	3	312	4	454	571	0	
			\$ 765.00	\$ 62,400.00	\$ 700.00	\$ 56,750.00	\$ 65,665.00	\$ -	1344 \$ 186,280.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 5 - 95% Design Submittal									
	6.1	Incorporate City's review comments from 60% submittal		16		24	40	80	\$ 10,800.00
	6.2	Prepare 95% Design Submittal							
	6.2.a	Construction Drawings:							
	6.2.a	Cover Sheet/Vicinity Map				1	1	1.5	\$ 177.50
	6.2.a	Index Sheet				1	1	1.5	\$ 177.50
	6.2.a	General Construction Notes				1	1	2	\$ 240.00
	6.2.a	Legend and Abbreviations				1	1	2	\$ 240.00
	6.2.a	Sheet Layout and Soil Boring Plan				1	1	2	\$ 240.00
	6.2.a	Survey Control Map				1	1	2	\$ 240.00
	6.2.a	Plan and Profile Sheets (approx. 43 sheets)		8		40	86	134	\$ 16,490.00
	6.2.a	Standard Details (approx. 2 sheets)				1	2	3	\$ 355.00
	6.2.a	Project Specific Details (approx. 1 sheet)		4	16	4	4	28	\$ 4,560.00
	6.2.a	Traffic Control Plan (approx. 6 sheets) INCLUDED IN ADDITIONAL SERVICES							
	6.2.a	SWPPP (approx. 4 sheets) INCLUDED IN ADDITIONAL SERVICES							
	6.2.b	Project Manual		8		8		16	\$ 2,600.00
	6.2.c	Engineer's QTO and estimated construction cost	1	2		8		11	\$ 1,655.00
	6.2.d	Final estimated construction duration	1	1				2	\$ 455.00
	6.2.e	Draft easement documents	1	2		2	4	9	\$ 1,365.00
	6.2.f	Final geotechnical report INCLUDED IN ADDITIONAL SERVICES						0	\$ -
		Subtotal Task 6	3	41	16	92	142	0	
			\$ 765.00	\$ 8,200.00	\$ 2,800.00	\$ 11,500.00	\$ 16,330.00	\$ -	294 \$ 39,595.00
TASK 7 - Bid Ready Submittal (100%)									
5	7.1	Incorporate City's review comments from 95% submittal		2		2	4	8	\$ 1,110.00
	7.2	Prepare 100% Design Submittal							
	7.2.a	Construction Drawings		4		8	16	28	\$ 3,640.00
	7.2.b	Project Manual		2		2		4	\$ 650.00
	7.2.c	Engineer's QTO and estimated construction cost		2				2	\$ 400.00
	7.2.d	Final easement documents	1	1				2	\$ 455.00
	7.2.e	Approved permits and LONOs		2		2		4	\$ 650.00
		Subtotal Task 7	1	13	0	14	20	0	
			\$ 255.00	\$ 2,600.00	\$ -	\$ 1,750.00	\$ 2,300.00	\$ -	48 \$ 6,905.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 8 - Bidding Phase Services									
	8.1	Bidding assistance and Pre-Bid Meeting	2	8		8			18 \$ 3,110.00
	8.2	Clarifications and responses to RFIs	2	4		4	4		14 \$ 2,270.00
	8.3	Draft and final addenda (2 addendums)		4		8	8		20 \$ 2,720.00
	8.4	Bid tabulation and review		2		4			6 \$ 900.00
	8.5	Recommendation letter for construction contract award	1	1					2 \$ 455.00
	8.6	Prepare conformed documents		4		16	16		36 \$ 4,640.00
		Subtotal Task 8	5	23	0	40	28	0	
			\$ 1,275.00	\$ 4,600.00	\$ -	\$ 5,000.00	\$ 3,220.00	\$ -	96 \$ 14,095.00
		SUB-TOTAL - PHASE II BASIC SERVICES HOURS	124	1018	20	1284	1169	16	
		SUB-TOTAL - PHASE II BASIC SERVICES COST	\$ 31,620.00	\$ 203,600.00	\$ 3,500.00	\$ 160,500.00	\$ 134,435.00	\$ 1,440.00	3,631 \$ 535,095.00
PHASE III - CONSTRUCTION PHASE SERVICES									
TASK 1 - Construction Phase Services									
	1.1	Prepare meeting agendas, schedule meetings, conduct meetings (3 meetings).		18		18			36 \$ 5,850.00
	1.1	Prepare meeting minutes (3 meetings).		2		6			8 \$ 1,150.00
	1.1	Assist with responding to technical questions.		16		16			32 \$ 5,200.00
	1.2	Review Contractor shop drawing submittals.		16		40			56 \$ 8,200.00
	1.3	Review and respond to Contractor RFIs and RFPs.	2	12		24			38 \$ 5,910.00
	1.4	Review and provide consultation on proposed change orders.	2	4					6 \$ 1,310.00
	1.5	Perform monthly site observations and prepare reports.		48		72			120 \$ 18,600.00
	1.6	Assist withg resolving field problems relating to design.	4	8		8			20 \$ 3,620.00
	1.7	Review and provide recommendations on Contractor's pay applications.		16					16 \$ 3,200.00
	1.8	Attend final walk-thru inspection.		6		6			12 \$ 1,950.00
	1.9	Prepare record drawings.		16		24	40		80 \$ 10,800.00
		Subtotal Task 1	8	162	0	214	40	0	
			\$ 2,040.00	\$ 32,400.00	\$ -	\$ 26,750.00	\$ 4,600.00	\$ -	424 \$ 65,790.00
		SUB-TOTAL - PHASE III BASIC SERVICES HOURS	8	162	0	214	40	0	
		SUB-TOTAL - PHASE III BASIC SERVICES COST	\$ 2,040.00	\$ 32,400.00	\$ -	\$ 26,750.00	\$ 4,600.00	\$ -	\$ 65,790.00





ATTACHMENT 3
City of Huntsville

Additional Services - PHASE I			
1	<u>Limited Topographic Surveying - LandTech, Inc</u>		\$ 10,000.00
2	<u>Limited Geotechnical Investigations - Aviles Engineering Corporation</u>		\$ 15,000.00
3	<u>Subsurface Utility Engineering (SUE) - RODS Surveying, Inc.</u>		\$ 3,000.00
4	<u>Property Abstracting - Property Acquisition Services</u>		\$ 5,000.00
5	<u>CCTV Inspections - Chief Solutions, Inc.</u>		\$ 8,000.00
6	<u>Manhole Inspections - Chief Solutions</u>		\$ 5,000.00
7	<u>Reimbursable Expenses</u>		
	Mileage		\$ 500.00
	Courier		\$ 250.00
	Reprographics		\$ 250.00
	Subtotal - Reimbursable Expenses		\$ 1,000.00
TOTAL ADDITIONAL SERVICES - PHASE I			\$ 47,000.00





Estimated Manhours					
Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant
\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00

Additional Services - PHASE II									
1	<u>Topographic Surveys - LandTech, Inc</u>								
	Sub-consultant Management		6		6				\$ 1,950.50
	See attached Proposal from LandTech for Topographic Surveys								\$ 96,879.50
	Subtotal Additional Services	0	6	0	6	0	0		
		\$ -	\$ 1,200.00	\$ -	\$ 750.00	\$ -	\$ -	12	\$ 98,830.00
2	<u>Property and Easement Surveys - LandTech, Inc</u>								
	Sub-consultant Management		6		6				\$ 1,950.00
	See attached Proposal from LandTech for Property and Easement Surveys (\$3,250/EA)								\$ 16,250.00
	Subtotal Additional Services	0	6	0	6	0	0		
		\$ -	\$ 1,200.00	\$ -	\$ 750.00	\$ -	\$ -	12	\$ 18,200.00
3	<u>Geotechnical Investigation - Aviles Engineering Corporation</u>								
	Sub-consultant Management		6		6				\$ 1,950.00
	Budget for Sub-consultant								\$ 135,000.00
	Subtotal Additional Services	0	6	0	6	0	0		
		\$ -	\$ 1,200.00	\$ -	\$ 750.00	\$ -	\$ -	12	\$ 136,950.00
4	<u>SUE - RODS Surveying, Inc.</u>								
	Sub-consultant Management		6		6				\$ 1,950.00
	Budget for Sub-consultant								\$ 5,000.00
	Subtotal Additional Services	0	6	0	6	0	0		
		\$ -	\$ 1,200.00	\$ -	\$ 750.00	\$ -	\$ -	12	\$ 6,950.00





		Estimated Manhours							
		Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant		
		\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00		
5	TASK 4: Traffic Control Plan - Aurora Technical Services								
	4.1 Traffic Control General Notes			1	2	4		7	\$ 885.00
	4.2 Traffic Control Drawings		8	1	24	60		93	\$ 11,675.00
	4.3 Traffic Control Standard Details			1	2	4		7	\$ 885.00
	4.4 QA/QC Reviews	4	8		2			14	\$ 2,870.00
	Subtotal Additional Services	4	16	3	30	68	0		
		\$ 1,020.00	\$ 3,200.00	\$ 525.00	\$ 3,750.00	\$ 7,820.00	\$ -	121	\$ 16,315.00
6	TASK 5: SWPPP - Aurora Technical Services								
	5.1 SWPPP General Notes			2	1	4		7	\$ 935.00
	5.2 SWPPP Drawings		4	2	16	40		62	\$ 7,750.00
	5.3 SWPPP Details			2	4	4		10	\$ 1,310.00
	5.4 SWPPP Report		2		4		4	10	\$ 1,260.00
	5.5 SWPPP Standard Specs and Supplemental		2		4			6	\$ 900.00
	5.6 QA/QC Reviews		4		2			6	\$ 1,050.00
	Subtotal Additional Services	0	12	6	31	48	4		
		\$ -	\$ 2,400.00	\$ 1,050.00	\$ 3,875.00	\$ 5,520.00	\$ 360.00	101	\$ 13,205.00
7	Permit and Plan Review Fees - Aurora Technical Services								
	City of Huntsville Plan Review and Permit Fees (Reimbursable)								\$ 5,000.00
	Subtotal Additional Services	0	0	0	0	0	0		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ 5,000.00
8	Reimbursables Expenses - Aurora Technical Services								
	Mileage								\$ 1,000.00
	Courier								\$ 500.00
	Reprographics								\$ 1,000.00
	Subtotal Additional Services								\$ 2,500.00
			TOTAL ADDITIONAL SERVICES - PHASE II						\$ 297,950.00

July 24, 2025

Dr. Kathlie S. Jeng-Bullock, P.E., D.WRE, CFM
Director of Engineering Department
City of Huntsville Huntsville, Texas
448 State Highway 75
Huntsville, TX 77320



Reference: **City of Huntsville – Engineering Department**
Professional Engineering Services
Project 23 – Gravity Sanitary Sewer Replacements

Dear Dr. Jeng-Bullock,

Aurora Technical Services, LLC (Aurora) is pleased to submit this proposal to provide professional engineering services for the above referenced project for the City of Huntsville (the City). The project consists of replacing gravity sanitary sewers and manholes for approximately 13,000 LF of various size sewers from 6-inch to 18-inch. Project 23 was identified as part of the City's 2016 Water and Wastewater condition and Capacity Assessment Studies. The proposed sewer and manhole replacements are located along McGary Creek from the McGary Creek Lift Station up to SH 75. Project 23 was scheduled for implementation during the 5-year period of FY2022 – FY2026.

Scope of Work

Basic Services

Aurora will provide Basic Services consisting of Preliminary Design (Phase I) Services, Final Design (Phase II) Services, and Construction Phase (Phase III) Services in accordance with Attachment 1 – Project 23 Scope of Work dated July 22, 2025.

Additional Services

Aurora will provide the following Additional Services in accordance with Attachment 1- Project 23 Scope of Work dated July 22, 2025.

1. Topographic Surveying Services (to be performed by LandTech, Inc)
2. Property and Easement Surveying Services (to be performed by LandTech, Inc.)
3. Geotechnical Services (to be performed by Aviles Engineering Corporation)
4. Subsurface Utility Engineering (SUE - to be performed by RODS Surveying, Inc.)
5. Property Abstracting (to be performed by Property Acquisition Services)
6. CCTV Inspections (to be performed by Chief Solutions, Inc.)
7. Manhole Inspections (to be performed by Chief Solutions, Inc.)
8. Permit and Plan Review Fees
9. Traffic Control Plan (TCP)
10. Stormwater Pollution Prevention Plan (SWPPP)
11. Reimbursable Expenses

2121 Sage Rd, Suite 150
Houston, Texas 77056
281-453-7700
rortega7@auroratechservices.com

Schedule

The Preliminary Schedule for the project is based on 5 months duration for the Phase I work and 11 months duration for the Phase II work. The Overall Schedule is subject to change as the project progresses as approved by the City.

Compensation

The Level of Effort (LOE) requested for the Scope of Work is summarized in the table presented in Attachment 2. The detailed LOE for Basic Services and Additional Services is included in Attachment 3.

Basic Services

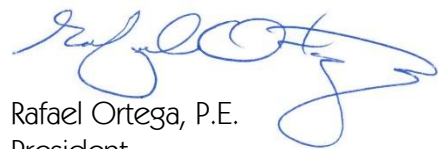
As noted in Attachment 2, Aurora is requesting a lump sum authorization of **\$561,300** for the design and bidding phase services (Phases I and II), and a lump sum authorization of **\$61,600** for the construction phase services (Phase III), for a total authorized amount of **\$622,900**.

Additional Services

A breakdown of the requested Additional Services is included in Attachment 2. Additional services will be performed during Phases I and II. The totals requested for Phases I and II are **\$16,000** and **\$256,900**, respectively. The total combined amount requested for Additional Services is **\$272,900**.

We appreciate the opportunity to submit this proposal and work with you on this project.

Sincerely,
Aurora Technical Services, LLC



Rafael Ortega, P.E.
President

Attachments:

1. Project 23 – Scope of Work
2. Summary of Level of Effort
3. Detailed Level of Effort

ATTACHMENT 1

City of Huntsville Various Gravity and Force Main Lines Evaluation & Design

Project 23

SCOPE OF WORK

Project Background

The City of Huntsville's (the City) Project 23 (the Project) is a wastewater system improvement project that was recommended based on previous system-wide studies of the City's water and wastewater systems. The *2016 Water and Wastewater Condition and Capacity Assessment Studies* Report (the 2016 Report) presents recommended improvements consisting of various design and construction projects that are scheduled for implementation in phases through the Year 2041. Project 23 is located within the RC-05 Basin as shown on Exhibit 1. It consists of replacing existing 8/12/18-inch gravity sewers with 12/21-inch gravity sewers to provide increased flow capacity. Wastewater flows from the Project 23 area are conveyed to the McGary Creek Lift Station. Project 23 was designated for implementation during the 5-year CIP period of FY2022 – FY2026.

The following scope of work is based on the recommended gravity sanitary sewer sizes from the 2016 Report.

Scope of Work

The scope of work consists of Basic Services for the following three phases:

1. Phase I - Preliminary Design
2. Phase II - Final Design
3. Phase III - Construction Phase Services (CPS)

Additional Services will also be provided during Phases I and II. Additional Services will not be performed without prior approval from the City. A separate Notice to Proceed for each service will be issued by the City as appropriate. Additional Services for implementation consist of the following:

Phase I (as needed)

- Limited Topographic Surveying
- Limited Geotechnical Investigations
- Subsurface Utility Engineering (SUE) – Level B
- Property Abstracting
- CCTV Inspections
- Manhole Inspections



Phase II

- Topographic Surveying
- Property and Easement Surveying
- Geotechnical Investigations
- SUE – Level A
- Traffic Control Plan
- Stormwater Pollution Prevention Plan (SWPPP)
- Regulatory Permit and Plan Review Fees
- Reimbursable Expenses

I. PHASE I – PRELIMINARY DESIGN (Estimated Duration: 5 Months)

TASK 1 – Project Management

Activity 1.1 – Management Activities

1. Organize and manage production staff assigned to activities; direct and control work performed; manage subconsultants; monitor project progress and schedule; establish quality assurance and quality control procedures.

Activity 1.2 – Preparation of Monthly Project Status Reports

1. Prepare monthly project status reports and track project activities and financials. Monthly reports include a brief summary of work tasks and activities performed for the period, status of project progress, and if required, recommendations for schedule revisions. Monthly reports will be submitted with invoices for services performed for the corresponding period, or as directed by the City.

Activity 1.3 – Project Schedule Updates

1. Maintain and update project schedule as required.

Activity 1.4 – Quality Assurance / Quality Control (QA/QC)

1. Review project alternatives and recommendations for compliance with TCEQ requirements and the City's design and operational preferences.
2. Review proposed easements (temporary and permanent)
3. Perform QA/QC review of Preliminary Engineering Report, including route descriptions, exhibits, conceptual detail exhibits, Engineer's QTO and estimated construction costs, evaluation criteria, easements required, and recommendations.

Deliverables:

- Monthly Project Status Reports
- Updated Project Schedule
- Copies of QA/QC review comments, if requested



TASK 2 – Project Meetings and Coordination

Activity 2.1 – Project Meetings

1. Remote Meetings: Schedule and conduct monthly project status meetings with the City's staff to present Monthly Project Status Reports, discuss project issues and concerns, and identify action items. Remote meetings will be conducted using the MS TEAMS software application.
2. Meetings at City Service Center: Schedule, attend, and conduct meetings at the City's Service Center for the following three project milestones:
 - Project Kickoff Meeting
 - Midway Progress Meeting
 - Preliminary Design Report Presentation

Deliverables:

- Written meeting minutes within 7 days from meeting date
- Digital copy of Preliminary Design Report presentation

Activity 2.2 – Coordination

1. Perform coordination activities to include scheduling and attending meetings, telephone and email correspondence, preparing requested data and exhibits with regulatory agencies, property owners, or other consultants.
2. Perform coordination with TxDOT regarding crossing of IH-45 and installation within SH 75 ROW.
3. Prepare written minutes of coordination meetings and correspondence with regulatory agencies, property owners, or other consultants.

Deliverables:

- Written minutes of coordination meetings and correspondence

TASK 3 – Site Reconnaissance

Activity 3.1 – Site Reconnaissance of Project Limits

1. Perform site reconnaissance of project limits to identify existing conditions and potential construction conflicts and challenges with the anticipated work.
2. Locate public and private utilities within the project limits.
3. Verify accessibility to existing gravity sewers throughout project limits.

Deliverables:

- Photographs



TASK 4 – Data Collection and Review

Activity 4.1 – City Data

1. Obtain and review copies of available record drawings for City-owned utilities within the project limits, including water, wastewater, and storm drainage facilities.
2. Review available data in the City's GIS relative to Project 23.

Activity 4.2 – TxDOT Data

1. Obtain and review available pertinent data from TxDOT which may include roadway record drawings; TxDOT ROW widths; geotechnical data; design drawings, planning documents, and schedule data for on-going improvements to IH-45.
2. Identify any current or future TxDOT improvements project(s) along or crossing potential Project 23 route alternatives. Determine the schedule, scope, and potential impacts of current or future TxDOT improvements project(s) on potential Project 23 routes alternatives.
3. Obtain and review standard details for traffic control within TxDOT ROW and pipeline crossings of TxDOT ROW.
4. Obtain and review TxDOT permit requirements for pipeline crossing of TxDOT ROW.

Activity 4.3 - Regulatory Agency Data

1. Obtain and review specific design requirements from regulatory agencies (TCEQ) that need to be incorporated into the final design.
2. Identify any current or future improvements projects along potential Project 23 route alternatives. Determine the schedule, scope, and potential impacts of current or future improvement projects on the potential Project 23 route alternatives.

Activity 4.4 – Public and Private Utilities Data

1. Obtain and review available existing public and private utilities infrastructure records, utility drawings, and future planned improvements projects that may impact Project 23.
2. Identify public and private utilities within the project limits and along potential route alternatives through publicly available data. Contact public and private utility owners and pipeline owners to obtain available information on utility locations, sizes, contents, pipeline materials, and associated appurtenances.
3. Obtain and review pipeline right-of-way crossing requirements and restrictions, design guidelines and construction requirements from individual pipeline owners crossing the recommended route.



4. Identify procedures to obtain Letter of No Objections (LONO) from each utility owner.
5. Review requirements from existing agreements between the City and Entergy Texas (Entergy). Incorporate applicable requirements into route alternatives. Obtain available High Voltage Transmission Line (HVTL) tower foundation data to determine minimum separation distance for route alternatives, as applicable.
6. Develop utility contact matrix with contact information of each utility.
7. Identify critical areas where SUE is recommended.

Activity 4.5 – Adjacent City Projects

1. Review record drawings and available plans for City's existing utilities impacted by the new Project 23 alignment.
2. Review, evaluate, and make recommendations on adjacent City's projects, and coordinate as necessary.

Deliverables:

- Copies of documentation obtained from TxDOT
- Copies of documentation for specific design requirements from regulatory agencies (TCEQ) that need to be incorporated into the final design
- Copies of documentation obtained from public and private utility owners
- Copies of documentation obtained for requirements and procedures from private utility owners to obtain LONOs during final design of Project 23
- Entergy High Voltage Transmission Tower separation requirements
- Utility contact matrix
- Preliminary SUE Locations Table

TASK 5 – Route Alternatives and Evaluations

Activity 5.1 – Route Alternatives Analyses of Gravity Sewers

1. Establish primary criteria for route evaluations. Examples of criteria include:
 - a. Construction and easement acquisition costs
 - b. Number of easements required
 - c. Potential impacts to property owners, businesses, utilities, and major traffic thoroughfares
 - d. Accessibility and ease of future maintenance
 - e. Limits of trenchless construction
 - f. Areas requiring specific pipe materials
2. Perform evaluations of potential route alternatives for the proposed gravity sewers, including alignments within City ROW, alignments within HVTL and pipeline corridors, and alignments within new easements.



3. Evaluate feasibility to upsize previously recommended sewer sizes from the 2016 Report and assess potential impact(s) to affected area.
4. Perform a matrix comparison of each route alternative using specific evaluation criteria. Numeric values will be assigned to each route alternative based on the evaluation criteria.

Deliverables:

- Evaluation Matrix ranking each route alternative evaluated based on evaluation criteria
- 11" x 17" plan view aerial exhibits of evaluated route alternatives

Activity 5.2 – Detailed Evaluation of Recommended Route Alternative

1. Perform a detailed assessment of the recommended alignment. As part of the assessment, the following will be evaluated:
 - a. Limits of trenchless construction
 - b. Approximate location of gravity sewers in relation to existing roadway, utilities, and above-ground features
 - c. Location of manholes
 - d. Limits of specific pipe materials
 - e. Minimum horizontal clearance to pipelines, structures, and High Voltage Transmission Tower foundations
 - f. Recommendations for connections to the City's existing system and future projects.
2. Develop cross-section exhibits of key segments showing limits of existing ROW, utilities, and surface features.
3. Develop a conceptual traffic control plan to assist in determining the gravity sewer alignment within ROW. Conceptual traffic control will take into consideration construction access and detours options.
4. Identify preliminary Easement / ROW needs for recommended route alternative alignment (See **Task 6**).
5. Develop aerial exhibits showing recommended alignment for each route alternative. Exhibits will show recommended trenchless limits, location for proposed manholes, and existing utility crossings.

Deliverables:

- 11" x 17" aerial exhibits of recommended gravity sewer route alternative alignment
- Typical cross sections of key segments along the recommended route limits of existing ROW, with clearance to existing utilities
- Preliminary easement locations and limits
- Conceptual Traffic Control Plan
- Conceptual connections to City's existing system



Activity 5.3 – Preliminary Engineering Report

1. Prepare draft and final versions of a Preliminary Engineering Report describing the work performed, evaluated route alternatives and methodology, evaluation criteria, and results for determining the recommended route. Incorporate route evaluation findings and recommendations into report. Each route alternative will be identified and discussed in terms of advantages and disadvantages. An Executive Summary will be included.
2. Address comments from the City and incorporate into final route report.

Deliverables:

- Route Study Report with exhibits of conceptual route alternative alignments, recommended route plans, cross sections of critical segments, conceptual details of connections, exhibits showing recommended permanent and temporary easements. Include documentation of coordination meetings with public agencies, related design consultants, and other stakeholders.

TASK 6 – Preliminary ROW Evaluation

Activity 6.1 – Determine Minimum Work Zone Requirements for Construction of Gravity Sewers and Manholes

1. Determine minimum work zone area requirements for construction of gravity sewers, manholes, connections, and limits of trenchless and open cut construction. Determine minimum work zone requirements. The work zone areas will consider the necessary space for construction equipment, hauling, pipe stringing and storage, and ingress and egress to construction site.

Activity 6.2 – Evaluate Existing ROW & Easements and Identify Parcels Required for Each Route Alternative

1. Evaluate limits of existing public Right-of-Way and utility easements for use in construction. Identify locations where gravity sewer easements may be required for construction and maintenance of each route alternative alignment. Quantify the number of parcels required for each alternative alignment evaluated.
2. Prepare ROW tables and maps.

TASK 7 – Estimated Construction Costs

Activity 7.1 – Quantity Take-Off and Estimated Construction Costs for Route Alternative (High Level)

1. Using a limited number of cost items, prepare high-level estimated construction cost for each alternative for the purpose of evaluating and comparing the cost of each. Include 30% for contingencies.

Deliverables:

- Estimated construction cost summary table for each route alternative



Activity 7.2 – Quantity Take-Off and Estimated Construction Estimate for Recommended Route Alternative

1. Identify construction work items representing key construction elements associated with recommended route alternative.
2. Develop preliminary estimated construction cost for recommended route alternative. Estimated construction cost will be based on price quotations from vendors and manufacturers and unit prices from recent bid tabulations for similar construction projects. Include 20% for contingencies.

Deliverables:

- Detailed estimated construction cost table listing work items, quantities, unit prices, and total estimated cost for key construction work items

Activity 7.3 – Land Acquisition / Easement Purchase Cost Estimates

1. Develop preliminary land acquisition/easement costs based on available property land cost from HCAD databases for route alternative alignments. These costs will be estimated on the anticipated S.F. of proposed easement.

Deliverables:

- Table listing the WCAD land cost values, property owner information, recommended easement size and estimated purchase costs for recommended route alternative alignment.

PHASE I - ADDITIONAL SERVICES (As Needed)

Additional Services will be provided as authorized by the City. For each Additional Service, a scope of work, estimated fee, and estimated duration for completion of services will be submitted to the City for review and approval. Additional Services work will not proceed until the City has authorized the work. Budget amounts have been established for the Additional Services and shall not be exceeded without prior written approval from the City.

1. **Limited Topographic Surveying** (to be performed by LandTech, Inc.)
Limited topographic surveys may be required at critical crossings that impact the route analysis where limited or no record information is available. Limited topographic surveying services include identifying ROW limits and locating surface features and readily accessible underground utilities.
2. **Limited Geotechnical Investigation** (to be performed by Aviles Engineering Corporation)
Limited geotechnical investigations may be required at critical locations where construction may impact adjacent or nearby structures. Limited geotechnical investigating services will identify soil conditions, water levels, and geotechnical engineering recommendations for construction methods.



3. **Subsurface Utility Engineering (SUE) – Quality Level B** (to be performed by RODS Surveying, Inc.)
Quality Level B SUE (horizontally designating underground utilities on the surface) will be performed at recommended locations to be approved by the City.
4. **Property Abstracting** (to be performed by Property Acquisition Services)
Property abstracting services will be provided for those properties where easements will be required for construction of the recommended route alternative.
5. **CCTV Inspections** (to be performed by Chief Solutions, Inc.)
Internal pipeline inspections may be required to determine conditions of existing sewers. This work will be performed in accordance with NASCCO's Pipeline Inspection Certification Program (PLCP).
6. **Manhole Inspections** (to be performed by Chief Solutions, Inc.)
Manhole inspection may be required for manholes where proposed gravity sewers will be connected. This work will be performed in accordance with NASCCO's Manhole Inspection Certification Program (MHCP).
7. **Reimbursable Expenses**
 - Includes miscellaneous services such as mileage, reprographics, and courier/delivery services.
 - Invoices shall include receipts, mileage reports, etc. for reimbursable expenses for the project as approved by the City.



II. PHASE II – FINAL DESIGN (Estimated Duration: 11 Months)

TASK 1 – Project Management

Activity 1.1 – Management Activities

1. Organize and manage production staff assigned to activities; direct and control work performed; manage subconsultants; monitor project progress and schedule; establish quality assurance and quality control procedures.

Activity 1.2 – Preparation of Monthly Project Status Reports

1. Prepare monthly project status reports and track project activities and financials. Monthly reports include a brief summary of work tasks and activities performed for the period, status of project progress, and if required, recommendations for schedule revisions. Monthly reports will be submitted with invoices for services performed for the corresponding period, or as directed by the City.

Activity 1.3 – Project Schedule Updates

1. Maintain and update project schedule as required.

Activity 1.4 – Quality Assurance / Quality Control (QA/QC)

1. Perform initial constructability review of recommended route alternative.
2. Perform QA/QC reviews of Design Submittal documents (30%, 60%, 95%, 100%), including Construction Drawings, Project Manual, Engineer's QTO and estimated construction cost.
3. Review proposed easements (temporary and permanent) documents (metes & bounds descriptions and exhibits).

Deliverables:

- Monthly Project Status Reports
- Updated Project Schedule
- Copies of QA/QC review comments, if requested

TASK 2 – Project Meetings and Coordination

Activity 2.1 – Project Meetings

1. Remote Meetings: Schedule and conduct monthly project status meetings with the City's staff to present Monthly Project Status Reports, discuss project issues and concerns, and identify action items. Remote meetings will be conducted using the MS TEAMS software application.
2. Meetings at City Service Center: Schedule, attend, and conduct meetings at the City's Service Center for the following three project milestones:
 - Project Kickoff Meeting



- 30% Design Pre-Submittal
- 60% Design Pre-Submittal
- 95% Design Pre-Submittal
- 100% Design Pre-Submittal

Deliverables:

- Written meeting minutes within 7 days from meeting date

Activity 2.2 – Coordination

1. Perform coordination activities to include scheduling and attending meetings, telephone and email correspondence, preparing requested data and exhibits with regulatory agencies, property owners, or other consultants.
2. TxDOT Coordination for Crossing IH-45: Coordinate with representatives of TxDOT to determine specific requirements for a 21-inch diameter gravity sewer crossing beneath IH-45. Determine design parameters to include location of crossing, pipe material, method of construction, traffic control, and protection of existing pavement. Prepare and submit draft and final design plan and profile sheet for the crossing required permit application, design plan and profile sheet, and special crossing details.
3. Prepare written minutes of coordination meetings and correspondence with regulatory agencies, property owners, or other consultants.

Deliverables:

- Written minutes of coordination meetings and correspondence

Task 3 - Permits and Letters of No Objection (LONOs)

1. Prepare documents necessary to obtain approval from governmental authorities having jurisdiction over the design or operation of the Project, including all public and private utilities affected by the Project. Obtain LONOs from such governmental and private authorities necessary to indicate approval of the Project. This effort includes coordination with public and private utilities and verification of such utilities within the Project limits.
2. Prepare utility conflict letters.
3. Prepare and submit TxDOT permit for crossing IH-45.
4. Prepare and submit TxDOT permit for gravity sewers along SH 75 ROW.
5. Incorporate into design documents specific requirements relative to protection of public and private utilities.

Task 4 - 30% Design Submittal

1. Establish horizontal alignments for gravity sewers. Prepare plan views of plan and profile sheets.



- Provide completed background of existing utilities and existing topographic features.
 - Investigate TxDOT's plans for improvements to IH-45 and SH 75 in the vicinity of Project 23. Overlay available TxDOT improvement mapping to evaluate impacts to Project 23 area.
 - Show appurtenances at necessary locations.
 - Identify limits of trenchless construction.
2. Establish vertical alignments for critical crossings of gravity sewers, including IH-45 and SH 75. Prepare profile views for critical crossings.
 3. Review City's design and operational preferences, including CAD standards for design consistency. Incorporate into design documents.
 4. Prepare and submit 30% Design Submittal deliverables, including:
 - a. Construction Drawings including:
 - Cover Sheet/Vicinity Map
 - General Construction Notes
 - Legend & Abbreviations
 - Sheet Layout
 - Plan Sheets – Horizontal alignment of proposed sewers, manholes, and easements
 - Preliminary details including standard details and required project specific details
 - Conceptual Traffic Control Plan
 - b. Project Manual cover sheet and table of contents listing documents and construction specification sections to be included
 - c. Engineer's preliminary sheet-by-sheet quantity take-off (QTO) and estimated construction cost
 - d. Provide up to four (4) bonded copies (full size 24" x 36") and one pdf of 30% Design Submittal Construction Drawings for City review.

Deliverables/Milestone:

- 30% Design Submittal Design Submittal requirements noted above
- Project Invoicing Milestone: Upon approval of submittal, at no more than 35% of the Basic Services fee.

Task 5 - 60% Design Submittal

1. Incorporate the City's comments received from the 30% review.



2. Finalize horizontal and vertical alignment. Alignment will identify clearances to existing utilities, locations of appurtenances and limits of trenchless construction. Include a complete background of existing utilities as well as all topographic features.
3. Prepare and submit 60% Design Submittal deliverables, including:
 - a. Construction Drawings, including:
 - Cover Sheet/Vicinity Map
 - Index Sheet
 - General Construction Notes with private utilities requirements
 - Legend & Abbreviations
 - Sheet Layout and Soil Boring Plan
 - Survey Control Map
 - Plan and Profile Sheets
 - Standard Details
 - Project Specific Details, including crossing of IH-45 (TxDOT ROW)
 - Traffic Control Plans, including project specific detours and requirements
 - SWPPP
 - b. Prepare Project Manual consisting of the following:
 - Cover Sheet
 - Table of contents listing the following:
 - Front end documents
 - Standard specification sections
 - Project specific specification sections
 - Required or anticipated appendices
 - Standard construction specifications
 - Project specific construction specifications
 - c. Engineer's sheet-by-sheet QTO and estimated construction cost.
 - d. Calculations and documentation for estimated construction duration.
 - e. Documentation that 60% Construction Drawings have been submitted to approving regulatory agencies (TCEQ), TxDOT, and public and private utilities companies (as applicable) in PDF format.
 - f. Draft geotechnical boring logs
 - g. SUE reports (if available)



Deliverables/Milestone:

- 60% Design Submittal requirements noted above
- Up to four (4) bonded copies (full size 24" x 36") and one pdf of 60% Design Submittal Construction Drawings
- Invoicing Milestone: Upon approval of submittal, at no more than 60% of the Basic Services fee.

Task 6 - 95% Design Submittal

1. Incorporate the City's comments received from the 60% review.
2. Prepare and submit 95% Design Submittal deliverables, including:
 - a. Construction Drawings, including:
 - Cover Sheet/Vicinity Map
 - Index Sheet
 - General Construction Notes with private utilities requirements
 - Legend & Abbreviations
 - Sheet Layout and Soil Boring Plan
 - Survey Control Map
 - Plan and Profile Sheets
 - Standard Details
 - Project Specific Details, including crossing of IH-45 (TxDOT) ROW
 - Traffic Control Plans, including project specific detours and requirements
 - Storm Water Pollution Prevention Plan (SWPPP)
 - b. Prepare Project Manual consisting of the following:
 - Cover sheet
 - Table of contents
 - Front end documents (if received from the City)
 - Standard specifications
 - Project specific specifications
 - Appendices (if required)
 - c. Prepare Engineer's sheet-by-sheet QTO and estimated construction cost.
 - a. Final estimated Construction Duration calculations and documentation
 - d. Final estimated construction duration calculations and documentation
 - e. Draft easement documents at required locations.



- f. Documentation of approval from regulatory agencies (TCEQ) and public and private utility companies (as applicable), including LONOs.
- g. Documentation that 95% Construction Drawings have been submitted to public and private utility companies in PDF form.
- h. Final Geotechnical Report

Deliverables/Milestone:

- 95% Design Submittal requirements noted above
- Up to four (4) bonded copies (full size 24" x 36") and one pdf of 95% Design Submittal Construction Drawings
- Project Invoicing Milestone: Upon approval of submittal, at no more than 90% of Basic Services fee.

Task 7 - Bid Ready Submittal (100%)

1. Incorporate the City's comments received from the 95% review.
2. Prepare and submit Bid Ready Submittal deliverables, including:
 - a. Construction Drawings submitted to the City shall:
 - Include approval signatures from all regulatory agencies and private utility companies (as applicable).
 - Include Licensed Texas Professional Engineer's seal and signature.
 - b. Coordinate with the City and assemble Project Manuals for final City personnel signatures. The City will provide standard front-end documentation/requirements for incorporation into the Project Manual.
 - c. Finalize and submit Engineer's sheet-by-sheet QTO and estimated construction cost.
 - d. Finalize and submit easement documents.
 - e. Submit approved permits and LONOs.

Deliverables/Milestone:

- Five (5) bonded copies (full-size 24" x 36" sheets) of sealed and signed Construction Drawings, five (5) copies of sealed and signed Project Manual, and one (1) PDF electronic copy of the Construction Drawings and Project Manual
- Submit electronic CAD file of final Construction Drawings. Electronic CAD file will contain a strip map of plan view as well as all sheets included in the Construction Drawings.
- Engineer's estimated construction cost
- Approved permits and LONOs
- Final easement documents



- Project Invoicing Milestone: Upon approval of submittal, at no more than 95% of the Basic Services fee.

Task 8 - Bidding Phase Services

1. Assist the City with construction bidding process. Prepare Pre-Bid Meeting agenda, schedule Pre-bid Meeting, and lead Pre-Bid Meeting. Prepare Pre-Bid Meeting minutes.
2. Prepare draft and final written clarifications and responses to questions and requests for information (RFIs). Draft clarifications and response to be approved by the City.
3. Prepare draft and final addenda as required for the City's approval. Draft addenda to be approved by the City.
4. Evaluate bids received and prepare a tabulation of bids.
5. Provide recommendation letter for award of construction contract.
6. Prepare Conformed Documents in PDF format.

Deliverables/Milestone:

- Pre-Bid Meeting agenda
- Pre-Bid Meeting minutes
- Draft and final written clarifications and responses to questions and RFIs
- Draft and final addenda
- Bid tabulation
- Letter of recommendation
- Conformed Documents in PDF format
- Project Invoicing Milestone: Upon award of construction contract, at no more than 100% of the Phase II Basic Services fee.

III. PHASE II – ADDITIONAL SERVICES (As Needed)

Additional Services will be provided as authorized by the City. For each Additional Service, a scope of work, estimated fee, and estimated duration for completion of services will be submitted to the City for review and approval. Additional Services work will not proceed until the City has authorized the work. Budget amounts have been established for the Additional Services and shall not be exceeded without prior written approval from the City.

1. **Topographic Surveying Services** (to be performed by LandTech, Inc.)
 - City Surveyor shall provide ROW Boundary in CAD format.



- Current assumption is that the gravity main replacement to be within existing City's easements and public ROW. Should Metes and Bounds preparation be required, a separate proposal will be submitted to the City for review and approval.
2. **Property and Easement Surveying** (to be performed by LandTech, Inc.)
 3. **Geotechnical Investigations** (to be performed by Aviles Engineering Corporation)
 4. **SUE – Quality Level A** (to be performed by RODS Surveying, Inc.)
 5. **Traffic Control Plan** (to be performed by Aurora)
 6. **SWPPP** (to be performed by Aurora)
 7. **Permits and Plan Review Fee**
 8. **Reimbursable Expenses**
 - Includes miscellaneous services such as mileage, reprographics, and courier/delivery services.
 - Invoices shall include receipts, mileage reports, etc. for reimbursable expenses for the project as approved by the City.

IV. Construction Phase Services

Task 1 - Construction Phase Services

1. Prepare meeting agendas and schedule and conduct meetings (if directed by City), including Pre-construction meeting and monthly progress meetings. Prepare meeting minutes. Assist the City in responding to initial technical questions and provide interpretations regarding the Construction Drawings and Specifications.
2. Review Contractor shop drawing submittals.
3. Evaluate and respond to Contractor's RFIs and RFPs. This includes providing clarifications and recommendations to assist the City in resolving field problems relating to construction. Revise contract documents as appropriate to convey responses.
4. Provide advice and consultation concerning proposed change orders.
5. Perform monthly periodic site visits and prepare written reports on Project construction progress. Coordinate site visits with the City's Construction Manager. Advise City on any observed deviations from Contract Documents.
6. Assist in resolving field problems relating to design.
7. Review and provide recommendations for Contractor's Pay Applications.
8. Attend final walk-thru inspection.



9. Prepare Record Drawings from Contractor's "As-Built" records, including approved changes during construction.

Deliverables/Milestone:

- Meeting agendas and meeting minutes
- Approved shop drawing submittals
- Responses to RFIs and RFPs
- Monthly site observation reports
- Record drawings
- Project Invoicing Milestone: after payment of 25% of Construction Phase Services Fee, cannot exceed Contractor's % complete.

City's Responsibilities and Scope of Work Coordination

Unless specified or agreed upon otherwise, the City's responsibilities and scope of work coordination for the Project will include the following:

1. Provide necessary information, survey data, record drawings, ROW information, existing sewer service connection sizes and locations.
2. Provide clarifications of City's GIS data.
3. Should engineering support be required during eminent domain process for easement acquisitions, a separate proposal will be provided at the City's request.
4. Permits fees and Reimbursable Expenses to be paid throughout the Project duration based on submission of receipts with monthly invoices.



Attachment 2

City of Huntsville
Professional Engineering Services for
Various Gravity and Force Main Lines Evaluation & Design
Project 23

Basic Services			
<i>Task No.</i>	<i>Task Name</i>		
1	Preliminary Design (Phase I)	Lump Sum	\$ 82,100.00
2	Final Design (Phase II)	Lump Sum	\$ 479,200.00
2	Construction Phase Services (Phase III)	Lump Sum	\$ 61,600.00
	Total Basic Services Fee		\$ 622,900.00
Additional Services			
<i>Task No.</i>	<i>Task Name</i>	<i>Fee Basis</i>	
1	Topographic Surveys - LandTech, Inc	Lump Sum	\$ 100,920.00
2	Property and Easement Surveys - LandTech, Inc.	Not to Exceed	\$ 7,550.00
3	Geotechnical Investigation - Aviles Engineering Corporation	Not to Exceed	\$ 124,050.00
4	Subsurface Utility Engineering (SUE)	Not to Exceed	\$ 4,550.00
5	Property Abstracting	Not to Exceed	\$ 2,000.00
6	CCTV Inspections - Chief Solutions	Not to Exceed	\$ 3,000.00
7	Manhole Inspections - Chief Solutions	Not to Exceed	\$ 2,500.00
8	Permit and Plan Review Fees	Reimbursable	\$ 2,500.00
9	Traffic Control Plan - Aurora Technical Services, Inc.	Lump Sum	\$ 12,590.00
10	Storm Water Pollution Prevention Plan - Aurora Technical Services, Inc.	Lump Sum	\$ 9,740.00
11	Reimbursements (mileage, repographics, courier/delivery services)	Reimbursable	\$ 3,500.00
	Total Additional Services Fee		\$ 272,900.00
Total Engineering Fee			\$ 895,800.00



Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
PHASE I - PRELIMINARY DESIGN									
TASK 1 - Project Management									
	Activity 1.1	Management Activities	16	64				8	\$ 17,600.00
	Activity 1.2	Preparation of Monthly Project Status Reports		4		8		12	\$ 1,800.00
	Activity 1.3	Project Schedule Updates		4		8		12	\$ 1,800.00
	Activity 1.4	Quality Assurance/Quality Control (QA/QC)							
	1.4.1	Review project alternatives for compliance with TCEQ requirements, City's design and operational preferences, and constructabi	2	8		2		12	\$ 2,360.00
	1.4.2	Review proposed easements (temporary and permanent)	2	2				4	\$ 910.00
	1.4.3	Review Preliminary Engineering Report	2	12		4		18	\$ 3,410.00
		Subtotal Task 1	22	94	0	22	0	8	
			\$ 5,610.00	\$ 18,800.00	\$ -	\$ 2,750.00	\$ -	\$ 720.00	\$ 27,880.00
TASK 2 - Project Meetings and Coordination									
	Activity 2.1	Project Meetings							
	2.1.1	Remote Meetings		16		16		32	\$ 5,200.00
	2.1.2	Meetings at City Service Center		12		12		24	\$ 3,900.00
	Activity 2.2	4							
	2.2.1	Coordination Activities (meetings, telephone and email correspondence, data/exhibits)		16		16		32	\$ 5,200.00
	2.2.2	TxDOT Coordination	4	4		4		12	\$ 2,320.00
	2.2.3	Minutes from coordination meetings and correspondence		8				8	\$ 1,600.00
		Subtotal Task 2	4	56	0	48	0	0	
			\$ 1,020.00	\$ 11,200.00	\$ -	\$ 6,000.00	\$ -	\$ -	\$ 18,220.00
TASK 3 - Site Reconnaissance									
	Activity 3.1	Site Reconnaissance of Project Limits							
	3.1.1	Site reconnaissance of project limits		8	2	8		18	\$ 2,905.00
	3.1.2	Visually locate public and private utilities		4		4		8	\$ 1,300.00
	3.1.3	Confirm accessibility to existing sewers		4		4		8	\$ 1,300.00
		Subtotal Task 3	0	16	2	16	0	0	
			\$ -	\$ 3,200.00	\$ 305.00	\$ 2,000.00	\$ -	\$ -	\$ 5,505.00
TASK 4 - Data Collection and Review									
	Activity 4.1	City Data							
	4.1.1	Obtain and review record drawings		4		4		8	\$ 1,300.00
	4.1.2	Review GIS data		4		4		8	\$ 1,300.00
	Activity 4.2	TxDOT Data							
	4.2.1	Obtain TxDOT data				2	2	4	\$ 430.00
	4.2.2	Identify TxDOT improvement projects		1		1		2	\$ 325.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
	4.2.3	Obtain and review standard TxDOT details for traffic control				1		1	\$ 125.00
	4.2.4	Obtain and review TxDOT permit requirements		1		1		2	\$ 325.00
	Activity 4.3	Regulatory Agency Data							
	4.3.1	Obtain and review regulatory agency (TCEQ) design requirements				1		1	\$ 125.00
	4.3.2	Identify potential improvement projects along route alternatives		1		1		2	\$ 325.00
	Activity 4.4	Public and Private Utilities Data							
	4.4.1	Obtain and review available public and private utilities data				4		4	\$ 500.00
	4.4.2	Identify public and private utilities within project limits through publicly available data				4		4	\$ 500.00
	4.4.3	Obtain and review pipeline ROW crossing requirements		2		2		4	\$ 650.00
	4.4.4	Identify procedures for LONOs		2		2		4	\$ 650.00
	4.4.5	Review existing agreements with local electric service provider and HVTL separation requirements		1		1		2	\$ 325.00
	4.4.6	Develop utility contact matrix				1	2	3	\$ 305.00
	4.4.7	Identify critical areas for SUE		1		1		2	\$ 325.00
	Activity 4.5	Adjacent City Projects							
	4.5.1	Review record drawings for existing City utilities and identify impacts by Project 23		1		2		3	\$ 450.00
	4.5.2	Review adjacent City projects and coordinate as necessary		1		2		3	\$ 450.00
		Subtotal Task 4	0	19	0	34	0	4	
			\$ -	\$ 3,800.00	\$ -	\$ 4,250.00	\$ -	\$ 360.00	57 \$ 8,410.00
	TASK 5 - Route Alternatives and Evaluations								
	Activity 5.1	Route Alternatives Analyses of Gravity Sewers							
	5.1.1	Establish primary evaluation criteria	2	2		2		6	\$ 1,160.00
	5.1.2	Evaluate route alternatives		8		8		16	\$ 2,600.00
	5.1.3	Evaluate feasibility to upsize 2016 recommended sewer sizes				2		2	\$ 250.00
	5.1.4	Perform matrix comparison				1		1	\$ 125.00
	Activity 5.2	Detailed Evaluation of Recommended Route Alternative							
	5.2.1	Perform detailed assessment of route alternatives		4		4		8	\$ 1,300.00
	5.2.2	Develop cross-section exhibits					2	2	\$ 230.00
	5.2.3	Develop conceptual TCP				2	2	4	\$ 480.00
	5.2.4	Identify preliminary easement needs for recommended route alternative		2		2	2	6	\$ 880.00
	5.2.5	Develop aerial exhibits of route alternatives				2	2	4	\$ 480.00
	Activity 5.3	Preliminary Engineering Report (PER)							
	5.3.1	Prepare draft and final versions of PER		8		40	16	64	\$ 8,440.00
	5.3.2	Address City comments and incorporate into report		4		4	2	10	\$ 1,530.00
		Subtotal Task 5	2	28	0	67	26	0	
			\$ 510.00	\$ 5,600.00	\$ -	\$ 8,375.00	\$ 2,990.00	\$ -	123 \$ 17,475.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 6 - Preliminary ROW Evaluation									
	Activity 6.1	Determine Minimum Work Zone Requirements for Construction of Gravity Sewers and Manholes				2		2	\$ 250.00
	Activity 6.2	Evaluate Existing ROW & Easements and Identify Parcels Required for Each Route Alternative							
	6.2.1	Evaluate limits of existing ROW and utility easements. Determie easements required for route alternatives.		2		2		4	\$ 650.00
	6.2.2	Prepare ROW tables and maps				2	4	6	\$ 710.00
		Subtotal Task 6	0	2	0	6	4	0	
			\$ -	\$ 400.00	\$ -	\$ 750.00	\$ 460.00	\$ -	\$ 1,610.00
TASK 7 - Estimated Construction Costs									
	Activity 7.1	QTO and Estimated Construction Costs for Route Alternatives (High Level)		2		2		4	\$ 650.00
	Activity 7.2	QTO and Estimated Construction Cost for Recommended Route Alternative							
	7.2.1	Identify construction work items		2		4		6	\$ 900.00
	7.2.2	Develop estimated construction cost		4				4	\$ 800.00
	Activity 7.3	Land Acquisition/Easement Purchase Cost Estimates		2		2		4	\$ 650.00
		Subtotal Task 7	0	10	0	8	0	0	
			\$ -	\$ 2,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 3,000.00
		SUB-TOTAL - PHASE I BASIC SERVICES HOURS	28.0	225.0	2.0	201.0	30.0	12.0	
		SUB-TOTAL - PHASE I BASIC SERVICES COST	\$ 7,140.00	\$ 45,000.00	\$ 305.00	\$ 25,125.00	\$ 3,450.00	\$ 1,080.00	\$ 82,100.00

PHASE II - FINAL DESIGN									
TASK 1 - Project Management									
	Activity 1.1	Management Activities	36	80		100		216	\$ 37,680.00
	Activity 1.2	Preparation of Monthly Project Status Reports		8		12		20	\$ 3,100.00
	Activity 1.3	Project Schedule Updates		4		12		16	\$ 2,300.00
	Activity 1.4	Quality Assurance/Quality Control (QA/QC)							
	1.4.1	Perform initial constructability review of recommended route alternative	4	4				8	\$ 1,820.00
	1.4.2	Review Design Submittal documents (30%, 60%, 95%, 100%)	32	64				96	\$ 20,960.00
	1.4.3	Review proposed easement documents (temporary and permanent)	4	16				20	\$ 4,220.00
		Subtotal Task 1	76	176	0	124	0	0	
			\$ 19,380.00	\$ 35,200.00	\$ -	\$ 15,500.00	\$ -	\$ -	\$ 70,080.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 2 - Project Meetings and Coordination									
	Activity 2.1	Project Meetings							
	2.1.1	Remote Meetings	4	10		10	4	28	\$ 4,630.00
	2.1.2	Meetings at City Service Center (4 meetings)	16	16				32	\$ 7,280.00
	Activity 2.2	Coordination							
	2.2.1	Coordination Activities (meetings, telephone and email correspondence, data/exhibits)	4	24		12		40	\$ 7,320.00
	2.2.2	TxDOT Coordination	8	40		40		88	\$ 15,040.00
	2.2.3	Minutes from coordination meetings and correspondence		8		12	8	28	\$ 3,820.00
		Subtotal Task 2	32	98	0	74	0	12	
			\$ 8,160.00	\$ 19,600.00	\$ -	\$ 9,250.00	\$ -	\$ 1,080.00	216 \$ 38,090.00
TASK 3 - Permits and No-Objection Letters									
	3.1	Prepare and obtain public and private entity LONOs		12		16		28	\$ 4,400.00
	3.2	Prepare utility conflict letters		4		4		8	\$ 1,300.00
	3.3	Prepare, submit and obtain TxDOT permit for crossing IH-45		16		16		32	\$ 5,200.00
	3.4	Prepare, submit and obtain TxDOT permit for installation within SH 75 ROW		16		16		32	\$ 5,200.00
	3.5	Incorporate specific public and private entity requirements into design documents		8		12	8	32	\$ 4,380.00
		Subtotal Task 3	0	56	0	64	8	4	
			\$ -	\$ 11,200.00	\$ -	\$ 8,000.00	\$ 920.00	\$ 360.00	132 \$ 20,480.00
TASK 4 - 30% Design Submittal (Horizontal Alignment)									
	4.1	Establish horizontal and vertical alignments; prepare plan views on plan and profile sheets	4	24		40	40	108	\$ 15,420.00
	4.2	Review and comply with City's design and operational preferences; incorporate into design documents		2		2		4	\$ 650.00
	4.3	Prepare 30% Design Submittal:							
	4.3.a	Construction Drawings:							
	4.3.a	Cover Sheet/Vicinity Map		2		2	4	8	\$ 1,110.00
	4.3.a	General Construction Notes		2		2	4	8	\$ 1,110.00
	4.3.a	Legend and Abbreviations		2		2	4	8	\$ 1,110.00
	4.3.a	Sheet Layout				2	4	6	\$ 710.00
	4.3.a	Plan and Profile Sheets (plan view only with proposed sewers , manholes, and easements; approx. 43 sheets)		258		344	344	946	\$ 134,160.00
	4.3.b	Project Manual: Cover Sheet and Table of Contents		4		4		8	\$ 1,300.00
	4.3.c	Engineer's QTO and estimated construction cost		4		16		20	\$ 2,800.00
		Subtotal Task 4	4	298	0	414	400	0	
			\$ 1,020.00	\$ 59,600.00	\$ -	\$ 51,750.00	\$ 46,000.00	\$ -	1116 \$ 158,370.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant	
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 5 - 60% Design Submittal									
	5.1	Incorporate City's review comments from 30% submittal		4		8	16		\$ 3,640.00
	5.2	Finalize horizontal and vertical alignment		2		4	8		\$ 1,820.00
	5.3	Prepare 60% Design Submittal							
	5.3.a	Construction Drawings:							
	5.3.a	Cover Sheet/Vicinity Map				1	2		\$ 355.00
	5.3.a	Index Sheet				2	2		\$ 480.00
	5.3.a	General Construction Notes				1	1		\$ 240.00
	5.3.a	Legend and Abbreviations				1	1		\$ 240.00
	5.3.a	Sheet Layout and Soil Boring Plan				2	2		\$ 480.00
	5.3.a	Survey Control Map				1	1		\$ 240.00
	5.3.a	Plan and Profile Sheets (approx. 43 sheets)		172		344	344		\$ 116,960.00
	5.3.a	Standard Details (approx. 2 sheets)		2		4	4		\$ 1,360.00
	5.3.a	Project Specific Details (approx. 1 sheet)	2	4	4	8	8		\$ 3,930.00
	5.3.a	Traffic Control Plan (approx. 6 sheets) INCLUDED IN ADDITIONAL SERVICES							
	5.3.a	SWPPP (approx. 4 sheets) INCLUDED IN ADDITIONAL SERVICES							
	5.3.b	Project Manual		16		40			\$ 8,190.00
	5.3.c	Engineer's QTO and estimated construction cost		8		24			\$ 4,600.00
	5.3.d	Estimated construction duration		4		4			\$ 1,300.00
	5.3.e	Submittals to public and private utility companies		4		4	4		\$ 1,760.00
	5.3.f	Draft geotechnical boring logs	1	2		2			\$ 905.00
	5.3.g	SUE reports INCLUDED IN ADDITIONAL SERVICES							
		Subtotal Task 5	3	218	4	450	393	0	
			\$ 765.00	\$ 43,600.00	\$ 700.00	\$ 56,240.00	\$ 45,195.00	\$ -	\$ 146,500.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 5 - 95% Design Submittal									
	6.1	Incorporate City's review comments from 60% submittal		12		16	24	52	\$ 7,160.00
	6.2	Prepare 95% Design Submittal							
	6.2.a	Construction Drawings:							
	6.2.a	Cover Sheet/Vicinity Map				1	1	1.5	\$ 177.50
	6.2.a	Index Sheet				1	1	1.5	\$ 177.50
	6.2.a	General Construction Notes				1	1	2	\$ 240.00
	6.2.a	Legend and Abbreviations				1	1	2	\$ 240.00
	6.2.a	Sheet Layout and Soil Boring Plan				1	1	2	\$ 240.00
	6.2.a	Survey Control Map				1	1	2	\$ 240.00
	6.2.a	Plan and Profile Sheets (approx. 43 sheets)				24	40	64	\$ 7,600.00
	6.2.a	Standard Details (approx. 2 sheets)				1	2	3	\$ 355.00
	6.2.a	Project Specific Details (approx. 1 sheet)		4	16	4	4	28	\$ 4,560.00
	6.2.a	Traffic Control Plan (approx. 6 sheets) INCLUDED IN ADDITIONAL SERVICES							
	6.2.a	SWPPP (approx. 4 sheets) INCLUDED IN ADDITIONAL SERVICES							
	6.2.b	Project Manual		8		8		16	\$ 2,600.00
	6.2.c	Engineer's QTO and estimated construction cost	1	2		8		11	\$ 1,655.00
	6.2.d	Final estimated construction duration	1	1				2	\$ 455.00
	6.2.e	Draft easement documents	1	2		2	4	9	\$ 1,365.00
	6.2.f	Final geotechnical report INCLUDED IN ADDITIONAL SERVICES						0	\$ -
		Subtotal Task 6	3	29	16	68	80	0	
			\$ 765.00	\$ 5,800.00	\$ 2,800.00	\$ 8,500.00	\$ 9,200.00	\$ -	\$ 27,065.00
TASK 7 - Bid Ready Submittal (100%)									
5	7.1	Incorporate City's review comments from 95% submittal		2		2	4	8	\$ 1,110.00
	7.2	Prepare 100% Design Submittal							
	7.2.a	Construction Drawings		4		4	16	24	\$ 3,140.00
	7.2.b	Project Manual		2		2		4	\$ 650.00
	7.2.c	Engineer's QTO and estimated construction cost		2				2	\$ 400.00
	7.2.d	Final easement documents	1	1				2	\$ 455.00
	7.2.e	Approved permits and LONOs		2		2		4	\$ 650.00
		Subtotal Task 7	1	13	0	10	20	0	
			\$ 255.00	\$ 2,600.00	\$ -	\$ 1,250.00	\$ 2,300.00	\$ -	\$ 6,405.00





Various Gravity and Force Main Lines Evaluation & Design									
Project 23 - Replace 8/12/18-inch Gavity Sewers from McGary Creek Lift Station to SH 75									
		Description / Task	Estimated Manhours					Subtotal (hrs)	Total Fee
			Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer		
		Hourly Rates Based on Rate Schedule in Contract	\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00	
TASK 8 - Bidding Phase Services									
	8.1	Bidding assistance and Pre-Bid Meeting	2	8		8		18	\$ 3,110.00
	8.2	Clarifications and responses to RFIs	2	4		4	4	14	\$ 2,270.00
	8.3	Draft and final addenda (2 addendums)		4		8	8	20	\$ 2,720.00
	8.4	Bid tabulation and review		2		4		6	\$ 900.00
	8.5	Recommendation letter for construction contract award	1	1				2	\$ 455.00
	8.6	Prepare conformed documents		4		8	8	20	\$ 2,720.00
		Subtotal Task 8	5	23	0	32	20	0	
			\$ 1,310.00	\$ 4,600.00	\$ -	\$ 4,000.00	\$ 2,300.00	\$ -	\$ 12,210.00
		SUB-TOTAL - PHASE II BASIC SERVICES HOURS	124	911	20	1236	921	16	
		SUB-TOTAL - PHASE II BASIC SERVICES COST	\$ 31,655.00	\$ 182,200.00	\$ 3,500.00	\$ 154,490.00	\$ 105,915.00	\$ 1,440.00	\$ 479,200.00
PHASE III - CONSTRUCTION PHASE SERVICES									
TASK 1 - Construction Phase Services									
	1.1	Prepare meeting agendas, schedule meetings, conduct meetings (3 meetings).		18		18		36	\$ 5,850.00
	1.1	Prepare meeting minutes (3 meetings).		2		6		8	\$ 1,150.00
	1.1	Assist with responding to technical questions.		8		8		16	\$ 2,600.00
	1.2	Review Contractor shop drawing submittals.		16		40		56	\$ 8,200.00
	1.3	Review and respond to Contractor RFIs and RFPs.	2	12		24		38	\$ 5,910.00
	1.4	Review and provide consultation on proposed change orders.	2	4				6	\$ 1,310.00
	1.5	Perform monthly site observations and prepare reports.		40		72		112	\$ 17,000.00
	1.6	Assist with resolving field problems relating to design.	4	8		8		20	\$ 3,620.00
	1.7	Review and provide recommendations on Contractor's pay applications.		16				16	\$ 3,200.00
	1.8	Attend final walk-thru inspection.		6		6		12	\$ 1,950.00
	1.9	Prepare record drawings.		16		24	40	80	\$ 10,800.00
		Subtotal Task 1	8	146	0	206	40	0	
			\$ 2,050.00	\$ 29,200.00	\$ -	\$ 25,750.00	\$ 4,600.00	\$ -	\$ 61,600.00
		SUB-TOTAL - PHASE III BASIC SERVICES HOURS	8	146	0	206	40	0	
		SUB-TOTAL - PHASE III BASIC SERVICES COST	\$ 2,050.00	\$ 29,200.00	\$ -	\$ 25,750.00	\$ 4,600.00	\$ -	\$ 61,600.00





Additional Services - PHASE I			
1	<u>Limited Topographic Surveying - LandTech, Inc</u>		\$ 3,000.00
2	<u>Limited Geotechnical Investigations - Aviles Engineering Corporation</u>		\$ 3,000.00
3	<u>Subsurface Utility Engineering (SUE) - RODS Surveying, Inc.</u>		\$ 1,500.00
4	<u>Property Abstracting - Property Acquisition Services</u>		\$ 2,000.00
5	<u>CCTV Inspections - Chief Solutions, Inc.</u>		\$ 3,000.00
6	<u>Manhole Inspections - Chief Solutions</u>		\$ 2,500.00
7	<u>Reimbursable Expenses</u>		
	Mileage		\$ 500.00
	Courier		\$ 250.00
	Reprographics		\$ 250.00
	Subtotal - Reimbursable Expenses		\$ 1,000.00
TOTAL ADDITIONAL SERVICES - PHASE I			\$ 16,000.00





		Estimated Manhours							
		Senior Project Manager	Project Manager	Professional Engineer	Graduate Engineer	Senior Designer	Admin. Assistant		
		\$ 255.00	\$ 200.00	\$ 175.00	\$ 125.00	\$ 115.00	\$ 90.00		
Additional Services - PHASE II									
1	Topographic Surveys - LandTech, Inc								
	Sub-consultant Management		4		2				\$ 1,040.50
	See attached Proposal from LandTech for Topographic Surveys								\$ 96,879.50
	Subtotal Additional Services	0	4	0	2	0	0		
		\$ -	\$ 800.00	\$ -	\$ 250.00	\$ -	\$ -	6	\$ 97,920.00
2	Property and Easement Surveys - LandTech, Inc								
	Sub-consultant Management		4		2				\$ 1,050.00
	See attached Proposal from LandTech for Property and Easement Surveys (\$3,250/EA)								\$ 6,500.00
	Subtotal Additional Services	0	4	0	2	0	0		
		\$ -	\$ 800.00	\$ -	\$ 250.00	\$ -	\$ -	6	\$ 7,550.00
3	Geotechnical Investigation - Aviles Engineering Corporation								
	Sub-consultant Management		4		2				\$ 1,050.00
	Budget for Sub-consultant								\$ 120,000.00
	Subtotal Additional Services	0	4	0	2	0	0		
		\$ -	\$ 800.00	\$ -	\$ 250.00	\$ -	\$ -	6	\$ 121,050.00
4	SUE - RODS Surveying, Inc.								
	Sub-consultant Management		4		2				\$ 1,050.00
	Budget for Sub-consultant								\$ 2,000.00
	Subtotal Additional Services	0	4	0	2	0	0		
		\$ -	\$ 800.00	\$ -	\$ 250.00	\$ -	\$ -	6	\$ 3,050.00
5	TASK 4: Traffic Control Plan - Aurora Technical Services								
	4.1 Traffic Control General Notes				2	4		6	\$ 710.00
	4.2 Traffic Control Drawings		8		24	48		80	\$ 10,120.00
	4.3 Traffic Control Standard Details				2	4		6	\$ 710.00
	4.4 QA/QC Reviews		4		2			6	\$ 1,050.00
	Subtotal Additional Services	0	12	0	30	56	0		
		\$ -	\$ 2,400.00	\$ -	\$ 3,750.00	\$ 6,440.00	\$ -	98	\$ 12,590.00



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CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 2.c.

Agenda Item: First Reading - Consider authorizing the City Manager to enter into an agreement with Lockwood, Andrews, & Newnam, Inc. (LAN) for professional engineering services for the FY 24-25 McDonald Creek Lift Station and Force Main Replacement Project.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to waive the two reading requirement and approve to authorize the City Manager to enter into an agreement with LAN for professional engineering services for the FY 24-25 McDonald Creek Lift Station and Force Main Replacement Project, in the amount of \$696,220.00. This authorization is only for the Task 1, 2, 3, 4, Geotechnical, and Surface Utility Engineering (SUE) investigation.

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

Discussion: A Request for Qualification (RFQ No 25-23) process was conducted for the Robinson Creek Wastewater Treatment Plant (WWTP), McDonald Creek Lift Station (LS), and Sanitary Sewer Lines for six (6) different areas projects. Twenty-three (23) applications from Engineering firms were received. The Evaluation Committee consisted of five (5) staff members (plus three attending staff) from two (2) departments. As a result of this process, the top seventeen (17) Engineering Companies were invited to be interviewed for the WWTP, LS, and Sanitary Sewer Lines projects to present their proposals to the committee members.

LAN ranked the second highest among the eleven (11) presenters for the design of the Robinson Creek WWTP Expansion, and the McDonald Creek Lift Station (LS) Replacement Project.

Since September 2021, there are more than 19 land development projects proposed in this service area with an estimated additional flow of 1.05 MGD (ADF). The Ridge development with 1,200 Units discharges into this Lift Station Service Area.

The proposed McDonald Creek LS will be sized to convey flows based on the 2016 Water and Wastewater Condition and Capacity Assessment Study and the more current draft estimate capacity required for this area. The initial sizing will be an expansion from 1.44 MGD to 3.5 MGD, firm pumping capacity with the ability to be expanded to 4.5 MGD. The force main from this LS to the Robinson Creek Wastewater Treatment Plant will also be evaluated and based on findings, the design alternatives will be incorporated into the project design.

The proposed Lift Station will replace/expand the existing Lift Station, which must remain in service until the new Lift Station is online.

After several negotiations of the Fee Proposals, this agenda item is for a total amount of \$696,220.00, which includes the Task 1 – Preliminary Design Services for the amount of \$144,410; Task 2 – Design Services for the amount of \$334,510; Task 3 – Bidding Services for the amount of \$25,620; Task 4 – Limited Construction Phase Services for the amount of \$156,680; Geotechnical for the amount of \$20,000 (as needed); and SUE Investigation for the amount of \$15,000 (as needed).

The detailed Level of Effort for Task 1, 2, 3, 4, 5 Geotechnical, and SUE Investigation are summarized in the attached Scope and Fee Proposal. The Task 5 will be included in the Construction Phase.

Previous Council Action: City Council approved 2025 Bond issue for McDonald Creek Lift Station Replacement.

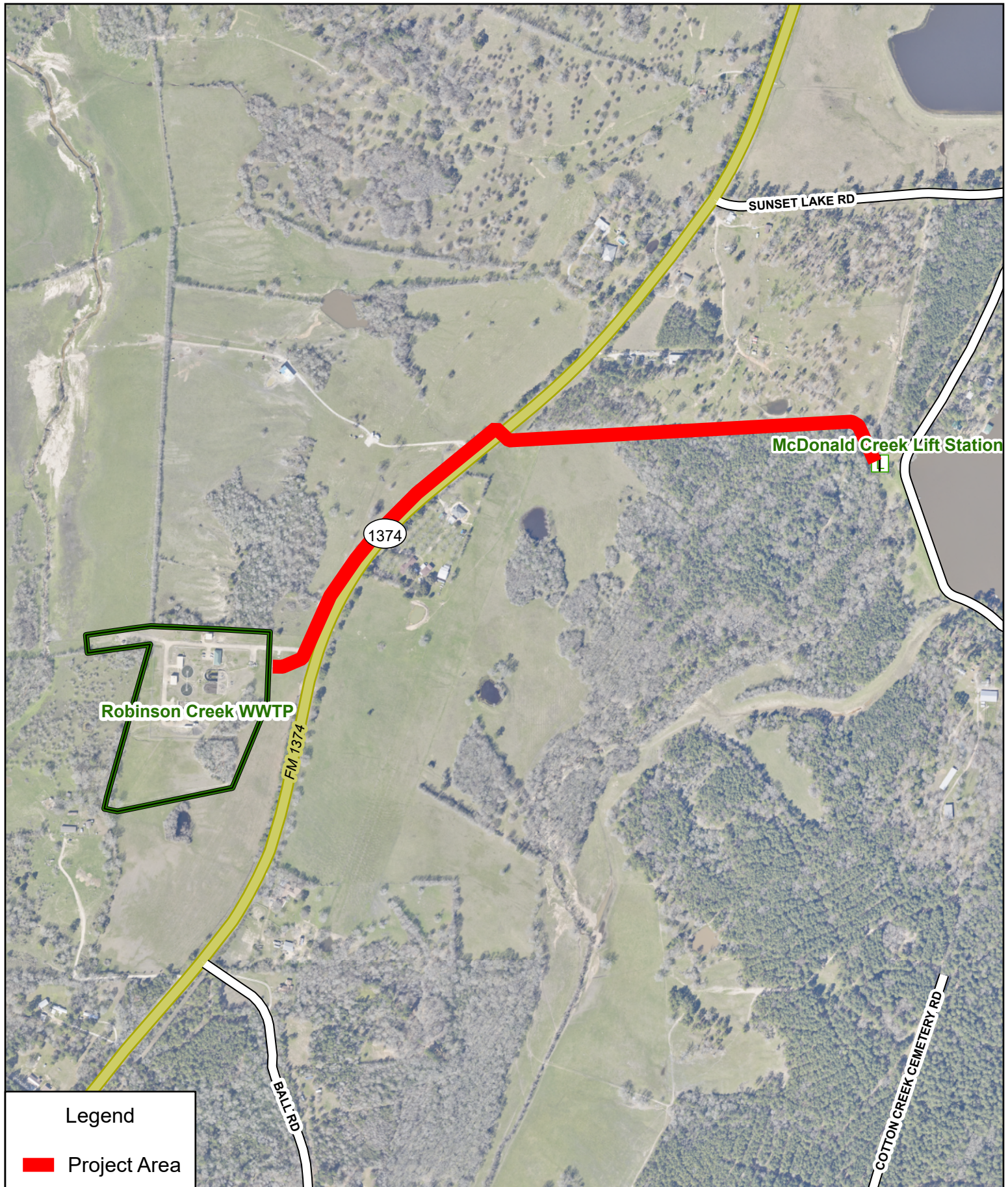
Financial Implications: ☒ **Item is budgeted: In the amount of \$1,328,000 Bond Issued 2025,** which includes Design and Part of Construction.

Approvals:

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

Associated Information:

1. Sewer CIP Project - McDonald Creek LS & FM
2. City of Huntsville McDonald Creek LS & FM Proposal_Aug 6 2025



Legend

■ Project Area

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

1:8,000

On 8.5 x 11 inch Print



0 330 660 1,320 Feet

On Any Print Size

CREATED DATE: 8/11/2025

CITY OF HUNTSVILLE, TX
ENGINEERING DEPARTMENT / GIS DIVISION

SEWER CIP PROJECT:
MCDONALD CREEK LS & FM
FM UPSIZE FROM 12IN TO 16IN





August 6, 2025

Dr. Kathlie S. Jeng-Bulloch PE D., WRE, CFM
Director of Engineering
City of Huntsville
City Service Center
448 State Hwy. 75 North
Huntsville, TX 77320

Reference: McDonald Creek Lift Station Expansion & Force Main Improvement Project
Revised Scope and Design Fee
City of Huntsville, Texas

Kathlie:

Lockwood, Andrews, & Newnam, Inc. (LAN) is pleased to submit the revised McDonald Creek Lift Station (McDonald Creek) Expansion and Force Main Improvement (FM) project design proposal to the City of Huntsville (City). The scope and fees include preliminary engineering, final design, bid phase services, and construction phase services, necessary to facilitate proposed McDonald Creek and FM projects. The proposed lift station will expand the existing lift station, which must remain in service until the new lift station is online. The following proposal documents are attached:

- Exhibit A Scope of Work
- Exhibit B Lump Sum Cost Breakdown

LAN understands that this is an important project for the City and that the project schedule is critical. LAN will work closely with the City to ensure both the project objectives and schedule are achieved. If you have any questions or need any additional information, please contact me at 713-821-0476 or at WESchlafer@lan-inc.com. We look forward to working with the City on this project.

Sincerely,


William E. (Bill) Schlafer, P.E.
Senior Project Manager

Attachments

cc: Steve Gilbreath, PE

Exhibit A



McDonald Creek Lift Station Expansion & Force Main Scope of Work August 2025

This scope of work outlines the professional engineering tasks to be performed by **Lockwood, Andrews, & Newnam, Inc. (LAN)**, associated with the preliminary engineering, final design, bidding, and construction services, necessary to facilitate expansion of the **City of Huntsville's (City)** existing McDonald Creek Lift Station (McDonald LS). The McDonald LS will be sized to convey flows based on the 2016 Water and Wastewater Condition and Capacity Assessment Study and more current system modeling as provided by the City. The initial sizing will be an expansion from 1.44 MGD to 3.5 MGD, firm pumping capacity with the ability to be expanded to 4.5 MGD. The force main from the lift station to the treatment plant will be evaluated and based on the findings design alternatives will be developed, analyzed, and recommendations presented. The recommendation accepted will be incorporated into the project design.

LAN is committed to utilizing qualified sub-consultants as required to accomplish the proposed replacement project. Once formally authorized by the City, LAN anticipates contracting with sub-consultants, as required, to perform recommended additional services outlined herein, including topographic survey, a geotechnical site investigation, and subsurface utility engineering (SUE). Basic services to be completed for each project phase are outlined below.

BASIC SERVICES TASKS

Task 1.0 – Preliminary Design Services:

LAN's preliminary design efforts shall include the following activities and is based on the assumptions as stated, where applicable:

Task 1.1 Document Review: Review McDonald LS historical documents, property documents and other reasonably available documents to identify existing conditions, property status, and current/projected flows for the facility. Obtain and review McDonald LS operational data from the City.

Task 1.2 Kick-off Meeting: Attend a project kick-off meeting with the City. Review findings and recommendations of aforementioned documentation, and discuss key design decisions, desired operational features, any recommended additional items to be examined and/or considered as part of the McDonald LS project and obtain guidance to develop the project basis of design.

Exhibit A

Task 1.3 Design Concept Review:

1. Conduct an internal design concept review (DCR) meeting that allows senior technical staff to share ideas to meet/exceed project objectives, verify fulfillment of project requirements and mitigate potential project risks.
2. Facilitate a design concept review meeting with the City to discuss information identified during the internal DCR and solicit the City's input to guide the project direction.

Task 1.4 Basis of Design: Prepare the project Basis of Design using the information and input identified during Tasks 1 – 3. The Basis of Design will identify the required design parameters and will be provided to the City for review and concurrence. It will include the following:

- Site access
- Lift station type
- Variable frequency drives (VFD's)
- Odor control
- Total capacity
- Phasing, as applicable (proposed new and future lift station pumps)
- Recommended type of construction
- Acceptable pump manufacturers
- Power and service requirements
- Emergency generator requirements
- SCADA

Task 1.5 Risk Assessment: Perform a project risk assessment to identify potential risks and develop mitigation strategies to address the risks.

Task 1.6 Risk Assessment Workshop: Conduct a risk assessment workshop with the City to consider which risks are included and mitigation strategies are consistent with the City's desires.

Task 1.7 Lift Station and Force Main Hydraulic Evaluation: Perform a hydraulic evaluation of the existing McDonald LS, including hydraulics associated with the force main to identify potential issues with the expanded flow.

Task 1.8 Design Alternatives: Develop a maximum of three design alternatives to accomplish the project objectives/requirements and that incorporate the identified risk mitigation strategies.

Task 1.9 Design Alternatives Meeting: Meet with the City to present the design alternatives, receive City input, identify City preferences, and verify alternatives that will be further evaluated.

Task 1.10 Draft Preliminary Engineering Report: Prepare Draft Preliminary Engineering Report (PER) that includes the following:

- Existing site description, property boundaries, easements, gravity sewers, and force main locations.
- General site location map, identifying property, nearby roadways, developments, schools, and/or parks.
- Existing site plan showing the location of facilities, infrastructure, roads, fencing, etc.
- Operational data summary
- Lift Station hydraulics evaluation, including assumptions.
- Description of potential expansion and improvement alternatives
- Description of alternative evaluation procedures

Exhibit A

- Description of alternatives evaluation results
- Description of the basis of design for proposed expansion and improvements
- Preliminary design drawings and exhibits of proposed expansion and improvements.
- Preliminary opinion of probable construction cost (OPCC) for recommended alternative.

Task 1.11 Quality Control (QC): Conduct internal Quality Control (QC) Draft PER review document prior to submission to City.

Task 1.12 Draft PER Submittal: Submit Draft PER to City (four bound copies and an electronic copy).

Task 1.13 Draft PER Review Meeting: Meet with City following completion/submittal of Draft PER review to document City comments and discuss/resolve any outstanding questions/issues.

Task 1.14 Draft PER Revision: Revise Draft PER document, as reasonably required, based on City's review comments and/or review meeting discussions.

Task 1.15 Final PER Submittal: Submit Final PER to City (four bound copies and one electronic copy).

Task 2.0 – Final Design Services:

LAN's final design efforts shall include the following activities and are based on the assumptions as stated, where applicable:

Task 2.1 Final Design Kick-off Meeting: Attend final design kick-off meeting with City.

Task 2.2 Engineering Design: Prepare an engineering design, including work associated with all general, civil, process/mechanical, structural, electrical, instrumentation, and control components, based on recommendations documented in Final PER prepared by LAN and approved by City under Task 1.0.

Task 2.3 Construction Drawings: Prepare construction drawings, including drawings, sections, and details, for all design disciplines using electronic (CAD) software (see Task 2.8 Interim Design Submittals).

Task 2.4 Technical Specifications: Prepare technical specifications (2004 CSI MasterFormat) and technical data sheets (Division 11 only) using LAN-standard technical specification documents for all design disciplines (see Task 2.8 Interim Design Submittals).

Task 2.5 Front End Specifications: Prepare contract documents (Division 0, including Bid Form) using City-provided standard contract documentation (see Task 2.8 Interim Design Submittals).

NOTE: City to provide Division 0 Specifications related to the bidding for revisions in coordination with the City's Legal resources.

Task 2.6 Opinion of Probable Construction Cost: Prepare opinion of probable construction cost (OPCC) for construction of the proposed facilities.

Task 2.7 Quality Control: Conduct internal Quality Control (QC) review of all interim and final design submittal documentation (60%, 90%, 100% and bid-ready) prior to submission to City.

Exhibit A

Task 2.8 Interim Design Submittals: Submit interim design documentation, identified below, for City review and comment at the following milestones:

- 60% - preliminary construction drawings for all disciplines, technical specification table of contents, and OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, specification list, and the OPCC; and one electronic copy of all documents).
- 90% - construction drawings, technical specifications, for all disciplines, preliminary front-end specifications, OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, the specifications, and the OPCC; and one electronic copy of all documents).
- 100% - construction drawings, the technical specifications, preliminary front-end specifications, the OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, the specifications, the OPCC; and one electronic copy of all documents).

Task 2.9 Cross-discipline Review: Provide cross-discipline drawing and technical specification reviews to verify project coordination and constructability at 60%, 90% and 100% submittals.

Task 2.10 Design Review Workshops: Conduct design review workshops with City after the City's initial review of interim design submittals (60% and 90%). The City will be provided submittal documents one week before the workshop and comments are to be finalized by the City one week after the workshop.

Task 2.11 Final Design Submittal (100%): Prepare and submit final construction drawings and specifications, after incorporating mutually agreed to 90% design submittal City and QC review comments, to facilitate project advertisement and bidding.

Task 2.12: Prepare and submit to TCEQ "Project Summary Letter" for proposed lift station improvements design, in accordance with TCEQ Chapter 217 criteria (§217.9).

Task 3.0 – Bid Phase Services:

LAN's bid phase support services shall include the following activities and is based on the assumptions as stated, where applicable:

Task 3.1 Bid-ready Submittal: Produce electronic (PDF) "Issued for Bid" construction documents (single file) to facilitate City solicitation of bids for construction of the McDonald LS project (assume that City will be responsible for project advertisement, all hard copy drawings and specifications, "Issued for Bid" document distribution to prospective bidders and/or other plan holders, including plan rooms, and for maintaining current plan holder list).

Task 3.2 Pre-bid Meeting: Attend and participate in pre-bid meeting with City and prospective bidders (assume City will be responsible for documenting and distributing pre-bid meeting attendance list to all plan holders).

Task 3.3 Bid Questions/Addendum: Review questions submitted by prospective bidders and develop addenda documentation, including responses, clarifications and/or modifications to the construction drawings and/or technical specifications, in consultation with the City to address submitted questions, prior to question submittal deadline (assumes City will be responsible for distribution of all addenda documentation in electronic (PDF) format to all plan holders).

Exhibit A

Task 3.4 Bid Opening: Attend bid opening.

Task 3.5 Contractor CSP Bid Review: Support the City competitive sealed proposal (CSP) contract review process.

Task 3.5 Bid Review and Tabulation: Review bids, prepare bid tabulation, evaluate the qualifications of the apparent successful bidder, and provide an award recommendation letter to the City.

Task 4.0 – Construction Phase Services:

LAN's construction phase services include the following activities and is based on the assumptions as stated, where applicable, and does not include construction administration or inspection:

Task 4.1 Construction Documents: Prepare conformed "Issued for Construction" documents that incorporate all addenda and executed contract documents and submit to successful general contractor for construction (provide five full-size set of construction drawings and five project manuals and one electronic copy of each). LAN will coordinate with the Contractor and obtain City signatures for the construction documents.

Task 4.2 Pre-construction Meeting: Prepare the pre-construction meeting agenda and conduct this meeting that will include City staff and the general contractor.

Task 4.3 Submittals: Review general contractor submittals delivered to LAN for general conformance with the contract documents (assume review of a maximum of 30 submittals, including re-submittal documents). Post formal written review responses in PDF format via designated project on-line site. Maintain submittal log, including current record of the submittals delivered and the status of the review of those submittals.

Task 4.4 Requests for Information: Review general contractor requests for information (RFI) (assume review of a maximum of 10 RFIs). Review and confirm the contractor's RFI issue(s) and prepare a response that provides contract document interpretation. Inform City of RFI, the LAN's response and recommended general contractor action, if applicable. Post formal RFI responses in PDF format via designated project on-line site. Maintain RFI log, including current record of the RFIs received and the status of the response to those RFI.

Task 4.5 Change Order Requests: Review general contractor change order requests (assume review of a maximum of five change orders). Review the proposed change order item(s) with associated costs and prepare a response that provides contract document interpretation and comments on the cost items. Inform City of change order request, LAN's proposed response, including recommended change order acceptance or rejection (assumes City is responsible for formally processing all accepted change orders). Post formal change order responses in PDF format via designated project on-line site. Maintain a change order log, including the current record of the change orders received, their status and cost of all accepted change orders.

Task 4.6 Contractor Payment Applications: Review monthly general contractor payment applications following review by City's designated onsite representative responsible for day-to-day construction observation (assume review of a maximum of 15 applications for payment). Provide comments, if applicable, and/or recommendation of payment by the City for items completed (assume City will be responsible for formally processing all approved applications for payment).

Exhibit A

Task 4.7 Construction Progress Meetings: Attend monthly construction progress meetings (assume a maximum of 18 construction progress meetings with a maximum of two LAN representatives attending).

Task 4.8 Lift Station Startup: Assist City plant operations staff in lift station startup (assumes attendance by two LAN representatives for maximum half day).

Task 4.9 Substantial Completion Walk-through: Attend substantial completion walk-through with City and general contractor (assumes attendance by maximum of two LAN representatives).

Task 4.10 Substantial Completion Punchlist: Prepare a punch list noting incomplete or incorrect items based on issues identified during the substantial completion walk-through to be completed by the general contractor. Distribute PDF punch list to City and general contractor.

Task 4.11 Final Completion Walk-through: Attend final completion walk-through and verify all punch list items have been addressed by construction contractor (assumes attendance by maximum of two LAN representatives).

Task 4.12 Final Payment Recommendation: Confirm all items required by the contract as a condition of final payment issuance, including operation and maintenance manuals and as-built drawing markups, have been provided by the general contractor. Recommend final payment processing by City.

Task 4.13 Record Construction Drawings: Prepare Record Drawings using electronic redline drawings provided by the general contractor monthly. Submit Record Drawings to City (provide one full-size drawing set and electronic (PDF) file of all drawings).

Task 4.14 TCEQ Completion Notification: Prepare and submit project “Completion Notification” to TCEQ in accordance with prevailing Chapter 217 criteria (§217.13).

Task 5.0 – Project Management Services:

LAN’s project management efforts shall include the following activities and are based on the assumptions as stated, where applicable:

Task 5.1 Work Plan: Develop a project specific work plan that includes objectives, delivery requirements, key decision points, budget, and schedule to guide project production efforts.

Task 5.2 Project Status Reports: Provide City with monthly project status reports (via email). Status reports are normally no more than a page in length.

Task 5.3 Project Design Meetings/Workshops: Schedule all required meetings with City, develop meeting agendas, attend and guide meeting discussions, prepare meeting summaries, and distribute electronic (PDF) summaries to all parties in attendance.

Task 5.4 City Review Comments: Document City review comments received for Draft PER, 60%, and 90% submittals and LAN’s responses or action for each comment.

Task 5.5 Quality Assurance: Perform deliverable document checks (PER, 60%, 90%, 100%, and bid-ready) to confirm mutually agreed to City review comments and/or requested action items have been addressed.

Exhibit A

RECOMMENDED ADDITIONAL SERVICES

Topographic Surveying:

If the City is unable to provide surveying services, LAN proposes to contract with a qualified sub-consultant to perform the professional surveying services for the design of the proposed lift station replacement/expansion. Anticipated information to be collected includes existing ground elevations, existing utility locations, existing surface features, etc.

Note: Fee proposal value represents estimated allowance for completion of surveying services; actual fee will be negotiated and performed on a lump sum basis.

Geotechnical Site Investigation:

LAN proposes to contract with a qualified sub-consultant to perform the professional geotechnical services to provide recommendations to facilitate the proposed lift station design and construction. The geotechnical report will include a description of existing soil conditions and recommendations related to structural design, including foundation design, and lift station installation.

Note: Fee proposal value represents estimated allowance for completion of geotechnical services; actual fee will be negotiated and performed on a lump sum basis.

Subsurface Utility Engineering:

If necessary, LAN proposes to contract with a qualified sub-consultant to perform the subsurface utility engineering (SUE) to identify subsurface utility information to facilitate the design of the proposed lift station replacement/expansion and the gravity sewers and force mains on the site as identified and approved by the City.

Note: Fee proposal value represents estimated allowance for completion of SUE; actual fee will be negotiated and performed on a lump sum basis.

REIMBURSABLE EXPENSES

The following project related expenses are reimbursable.

- Mileage
- Reproduction
- Shipping

ITEMS NOT INCLUDED IN SCOPE OF WORK

LAN considers the following items to be outside of the scope of work for the basic services tasks presented above. Any services listed below shall require a separate mutually agreed to scope, fee, and written authorization by the City.

- Boundary survey and easement preparation
- Flow monitoring (I/I evaluation and identification)
- Construction administration and inspection
- Environmental and/or archeological site investigation and/or permitting
- Remediation of any hazardous materials uncovered on the site
- Services for other agency or local permits not identified above (i.e., TxDOT, railroad, Americans with Disabilities Act (ADA), building permits, etc.)
- Payment of any application or permitting fees
- Field surveys that include platting, boundary surveys, construction staking, etc.
- Hydrologic and/or floodplain studies related to the site

Exhibit A

- Landscaping design
- Offsite utilities or infrastructure design, not identified in the contract scope
- Architectural design
- Performance of materials testing or specialty testing services
- Services related to development of City's project financing and/or budget
- Attendance at public meetings
- Services related to disputes over pre-qualification, bid protests, bid rejection, and re-bidding of the contract for construction
- Services necessary due to the default of the general contractor
- Services related to damages caused by fire, flood, earthquake, or other acts of God
- Services related to warranty claims, enforcement, and inspection after final completion
- Services to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by City
- Services related to any significant deviations and/or additions to anticipated detailed design scope (identified under Task 2.0)
- Services related to production, bidding, and construction administration of multiple design packages to accomplish project construction (in lieu of single construction package)
- Miscellaneous/supplemental services requested by City not specified herein.

(End Scope of Work)

Exhibit B
City of Huntsville
McDonald Creek Lift Station Improvements Force Main Project
Lump Sum Cost Breakdown

August 2025

Task No.	Basic Services Task Description	Total Hours	Project Principal	Senior Technical Advisor	Project Manager	Senior Engineer (Process)	Staff Engineer (Process)	Senior Engineer (Structural)	Staff Engineer (Structural)	Senior Engineer (Electrical)	Staff Engineer (Electrical)	Process Designer/ Drafter	FAC Designer/ Drafter	Admin Assistant	Total Cost
Task 1.0 - Preliminary Design															
1.1	Document Review	28		2	2	4	8	2	4	2	4				\$ 8,650
1.2	Kick-off Meeting	16	4	4	4	4									\$ 6,010
1.3	Design Concept Review	42	2	4	4	8	8	2	4	2	8				\$ 13,510
1.4	Basis of Design	50		8	4	8	16	2	4	4	4				\$ 15,990
1.5	Risk Assessment	30	2	4	4	8			4		8				\$ 9,980
1.6	Risk Assessment Workshop	16	4	4	4	4									\$ 6,010
1.7	Hydraulic Evaluation, Including Force Main	20		2	2	4	12								\$ 6,090
1.8	Design Alternatives	56		4	4	8	16	4	8	4	8				\$ 17,290
1.9	Design Alternatives Meeting	12		4	4	4									\$ 4,340
1.10	Draft Preliminary Engineering Report	116		4	8	12	32	4	8	4	16	16	8	4	\$ 30,940
1.11	Quality Control	20		4		8		4		4					\$ 7,270
1.12	Draft PER Submittal	12			2		4		2		2	2			\$ 3,130
1.13	Draft PER Review Meeting	12		4	4	4									\$ 4,340
1.14	Draft PER Revision	32			4	4	8		4		4	8			\$ 8,270
1.15	Final PER Submittal	10			2		2		2		2	2			\$ 2,590
	Subtotals	472	12	48	52	80	106	18	40	20	56	28	8	4	\$ 144,410
Task 2.0 - Design Services															
2.1	Final Design Kick-off Meeting	16	4	4	4	4									\$ 6,010
2.2	Engineering Design	288				40	80	16	64	24	64				\$ 85,240
2.3	Construction Drawings	432			16	16	64	4	16	4	32	160	120		\$ 85,810
2.4	Technical Specifications	152			8	24	64		24		32				\$ 43,900
2.5	Front End Specifications	32			24									8	\$ 9,360
2.6	Opinion of Probable Construction Cost	124			12	16	40		24		32				\$ 35,930
2.7	Quality Control	52		12	4	12		12		12					\$ 18,810
2.8	Interim Design Submittals (60%, 90%, & 100%)	66			6		12		12		12	12	12		\$ 15,400
2.9	Cross-discipline Review	36				12		12		12					\$ 12,640
2.10	Design Review Meetings	36		12	12	12									\$ 13,020
2.11	Final Design Submittal	26			2	4	4		4		4	8			\$ 6,560
2.12	TCEQ Notification Letter	6				4								2	\$ 1,830
	Subtotals	1266	4	28	88	144	264	44	144	52	176	180	132	10	\$ 334,510
Task 3.0 - Bidding Services															
3.1	Bid-ready Submittal	20			2		4		2		4	4	4		\$ 4,590
3.2	Pre-bid Meeting	8			4	4									\$ 2,720
3.3	Bidder Questions/Addendum	38			2	4	8		4		8	8		4	\$ 9,580
3.4	Bid Opening	5			4									1	\$ 1,500
3.5	Contractor CSP Bid Review	16			8	8									\$ 5,430
3.6	Bid Review & Tabulation	7			1		4							2	\$ 1,800
	Subtotals	94	0	0	21	16	16	0	6	0	12	12	4	7	\$ 25,620

Exhibit B
City of Huntsville
McDonald Creek Lift Station Improvements Force Main Project
Lump Sum Cost Breakdown

August 2025

Task No.	Basic Services Task Description	Total Hours	Project Principal	Senior Technical Advisor	Project Manager	Senior Engineer (Process)	Staff Engineer (Process)	Senior Engineer (Structural)	Staff Engineer (Structural)	Senior Engineer (Electrical)	Staff Engineer (Electrical)	Process Designer/ Drafter	FAC Designer/ Drafter	Admin Assistant	Total Cost
Task 4.0 - Limited Construction Phase Services															
4.1	Construction Documents	18			4							8	4	2	\$ 3,480
4.2	Pre-construction Meeting	12		4	4	4									\$ 4,340
4.3	Submittals	128			16	8	64		16		24				\$ 36,320
4.4	Requests for Information (RFI)	76			24	8	24		4		16				\$ 22,660
4.5	Change Order Requests	40			16	4	8		4		8				\$ 12,100
4.6	Contractor Payment Applications	24			8		16								\$ 6,850
4.7	Construction Progress Meetings	106			90									16	\$ 32,230
4.8	Lift Station Startup	18			6	6					6				\$ 5,790
4.9	Substantial Completion Walk-through	12			6	6									\$ 4,070
4.10	Substantial Completion Punchlist	4			2									2	\$ 1,050
4.11	Final Completion Walk-through	8			4	4									\$ 2,720
4.12	Final Payment Recommendation	6			2		4								\$ 1,720
4.13	As-built Construction Drawings	108			8	4	16		8		8	48	16		\$ 22,230
4.14	TCEQ Completion Notification	4				2								2	\$ 1,120
	Subtotals	564	0	4	190	46	132	0	32	0	62	56	20	22	\$ 156,680
Task 5.0 - Project Management Services															
5.1	Work Plan	16			4		4		4		4				\$ 4,590
5.2	Project Status Reports	40			16									24	\$ 10,050
5.3	Project Design Meetings/Workshops	24			16									8	\$ 6,780
5.4	City Review Comments	24			16									8	\$ 6,780
5.5	Quality Assurance	24			16									8	\$ 6,780
	Subtotals	128	0	0	68	0	4	0	4	0	4	0	0	48	\$ 34,980
Basic Services Design Total															\$ 696,200
Basic Services Expenses Total															\$ 20,000
BASIS SERVICE TOTAL (Lump Sum)															\$ 716,200
Additional Services Budgets (Not to Exceed)															
Topographic Survey (City to provide surveying)															\$ -
Geotechnical Report (as needed)															\$ 20,000
SUE Investigation (as needed)															\$ 15,000
LAN Sub Coordination (10% of Subcontracts)															\$ 3,500
Additional Services Total															\$ 38,500
Basic & Additional Services Total															\$ 754,700



CITY COUNCIL AGENDA

8/19/2025

Agenda Item Number: 3.a.

Agenda Item: Consider authorizing the City Manager to grant a Certificate of Internment to the David Adickes Estate.

Initiating Department/Presenter: City Attorney

Presenter:

Leonard Schneider, City Attorney

Recommended Motion: Move to authorize the City Manager to grant a Certificate of Internment to the David Adickes Estate.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. 08.13.2025 Certificate Interment-D.Adickes

CERTIFICATE OF INTERMENT RIGHTS

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

STATE OF TEXAS,

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WALKER;

Whereas the City of Huntsville, Texas ("City") owns the Sam Houston Statue (Statue) located at 7600 State Highway 75 S, Huntsville, Texas 77340; and

Whereas, the Statue has been in existence since 1994 and was designed by David Adickes; and

Whereas, the Statue has had over 1.7 million visitors and is nationally and internationally recognized and has promoted the City both nationally and internationally.

Whereas, David Adickes passed away on July 13, 2025; and

Whereas, request has been made by the estate of David Adickes that his cremated remains be placed in an Urn and the Urn placed inside the Statue; and

Whereas, the Huntsville City Council has determined that this request be granted.

Now Therefore, the undersigned, the City of Huntsville, Grantor, a municipal corporation fully qualified and authorized to transact business in the State of Texas, in consideration of recitals stated above, does hereby issued this Certificate of Interment granting placement of the Urn in the Sam Houston Statue for interment purposes only, subject to the conditions, reservations and restrictions set forth herein, and the Rules and Regulations of Grantor now existing or which may be hereafter adopted, altered or amended.

That this certificate is subject to all governing laws and ordinances, and to the following conditions, reservations and restrictions. By acceptance hereof the Grantees covenant and agree that:

- (a) Grantor, shall not be liable if the Urn becomes dilapidated or broken or cannot be reasonably certain hold the contents and will notify the Grantee or Grantee's estate by written notice if such conditions occur;
- (b) Grantor, may remove the Urn if required by law, upon written notice to Grantee or Grantee's estate;
- (c) Grantor shall not be liable for loss or damage of the Urn or its contents caused by an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, unavoidable accidents, riot or order of military or civil authority or other acts or events beyond Grantor's control.
- (d) Grantor shall not be liable for loss or damage of the Urn or its contents caused by future repairs to the Statue;
- (e) Grantee, if in the future request the Urn to be removed, shall be responsible for cost to remove the Urn;
- (f) The enumeration herein of certain conditions, reservations and restrictions shall not be considered as the only limitations, but the Grantees' interest and rights shall be limited by and subject to the laws, ordinance, rules or regulations of Grantor now existing or which may be by it hereafter adopted either by amendment, or alteration.

All the above conditions, reservations and restrictions are binding upon Grantees, and Grantees' heirs, devisees, executors, administrators and assigns, and are enforceable only by Grantor or its successors in

interest. Nothing herein contained shall be deemed to restrict the use of any portion of the cemetery other than that herein conveyed to Grantee.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, Grantor has caused this instrument to be executed in its name by its duly authorized representatives this _____ day of _____, 2025.

CITY OF HUNTSVILLE

Kristy Doll , City Secretary

Scott Swigert, City Manager

THE STATE OF TEXAS
COUNTY OF WALKER

BEFORE ME, the undersigned authority, a Notary Public in and for Walker County, Texas, on this day personally appeared Scott Swigert, City Manager, City of Huntsville, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and consideration therein expressed and, in the capacity, therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, A.D. 2025.

Notary Public, Walker County, Texas

Agreed to by:

Grantee

THE STATE OF TEXAS
COUNTY OF WALKER

BEFORE ME, the undersigned authority, a Notary Public in and for Walker County, Texas, on this day personally appeared _____, known to me to be the person authorized by the estate of _____, whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed and, in the capacity, therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, A.D. 2025.

Notary Public, Walker County, Texas



CITY COUNCIL AGENDA

8/19/2025

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 on claims by Frost Construction Company, Inc. regarding Service Center Expansion & Renovation.

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

8/19/2025

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 Cause No 14770CV; Casey v City of Huntsville, County Court at Law Walker County, Texas.

Initiating Department/Presenter: City Attorney

Presenter:

Leonard Schneider, City Attorney

Recommended Motion: Not applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information: