

CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

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



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

**HUNTSVILLE CITY COUNCIL AGENDA
TUESDAY, MAY 5, 2026**

**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.)

- a. Reception recognizing Leonard Schneider, City Attorney for 17 years of dedicated service to the City of Huntsville and welcoming the new City Attorney, Robby Chapman.
Russell Humphrey, Mayor

DISCUSSION (5:30 p.m.)

- a. Presentation on future improvements to the Tenaska water line infrastructure.
Lance Hall, Finance Director
Kathlie Jeng-Bullock, City Engineer

MAIN SESSION (6:00 p.m.)

CALL TO ORDER The Mayor would like to welcome everyone to this duly called meeting of the Huntsville City Council, being held at 448 SH75 N Huntsville, Texas. I attest that this meeting room is open and accessible to members of the public.

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.*

PROCLAMATIONS

- a. Proclamation No. 2026-09 National Day of Prayer
Russell Humphrey, Mayor
- b. Proclamation No. 2026-10 Municipal Clerks Week
Russell Humphrey, Mayor
- c. Proclamation No. 2026-11 National Travel and Tourism Week
Russell Humphrey, Mayor

PRESENTATION

- a. Empty Bowls Proceeds Presentation to Walker County Senior Center Meals on Wheels Program
Tracy Rikard, Tourism Manager

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 April 16, 2026, Special City Council Meeting.
Kristy Doll, City Secretary
- b. Consider approving the Minutes from the April 21, 2026, Regular City Council Meeting.
Kristy Doll, City Secretary
- c. Consider accepting the resignation of City Attorney Leonard Schneider.
Leonard Schneider, City Attorney
- d. Consider ratifying an Employee Contract with Robby Chapman as City Attorney.
Brian Beasley, HR Director
- e. Consider the acceptance of the Monthly Financial Report for the month of March 2026.
Lance Hall, Finance Director
- f. Consider authorizing the City Manager to enter into a Parking Area Lease Agreement with Gibbs Brothers & Company.
Kim Kembro, Public Works Director
- g. Consider authorizing the City Manager to enter into an agreement with Halff Associates for professional engineering services for the Autumn Lake Flood and Drainage Project funded by a Grant from the Texas General Land Office (GLO) under the Regional Mitigation Program (RMP).
Kathlie Jeng-Bulloch, City Engineer

2. STATUTORY AGENDA

- a. **First Reading** - Consider authorizing the City Manager to award the purchase of Street Milling/Overlay Services, Street Reconstruction, and Thermoplastic Pavement Striping.
Kim Kembro, Public Works Director
- b. **First Reading** - Consider authorizing the City Manager to enter into an agreement with LJA Engineering, Inc. for Basic Engineering Phase II and Additional Services A2O Alternative professional engineering services for the FY 24-25 Robinson Creek Wastewater Treatment Plant Expansion Project.
Kathlie Jeng-Bulloch, City Engineer
- c. **First Reading** - Consider approving the renewal of the janitorial services contract for City facilities provided by Metroclean.
Penny Joiner, Director of Parks and Leisure
- d. Consider adoption of Ordinance 2026-13 to amend the Budget for FY 25-26, amending the Schedule of Fees and Charges.
Lance Hall, Finance Director
- e. Consider instructing staff to direct the Trinity River Authority (TRA) to design the Tenaska waterline infrastructure to full capacity.
Lance Hall, Finance Director
Kathlie Jeng-Bulloch, City Engineer

3. CITY COUNCIL/MAYOR/CITY MANAGER

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087, for deliberation regarding economic development negotiations. Project: Destination Huntsville
Scott Swigert, City Manager

7. RECONVENE

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

ADJOURNMENT

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

CERTIFICATE

I, Sharon Schultz, Deputy 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: April 29, 2026

TIME OF POSTING: 3:45 p.m.

TAKEN DOWN:

Sharon Schultz

Sharon Schultz, Deputy City Secretary



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: a.

Agenda Item: Reception recognizing Leonard Schneider, City Attorney for 17 years of dedicated service to the City of Huntsville and welcoming the new City Attorney, Robby Chapman.

Initiating Department/Presenter: City Secretary

Presenter:

Russell Humphrey, Mayor

Recommended Motion: NA

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: NA

Approvals:

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: a.

Agenda Item: Presentation on future improvements to the Tenaska water line infrastructure.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Kathlie Jeng-Bullock, City Engineer

Recommended Motion: NA

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

Discussion:

Previous Council Action:

Financial Implications: The 1.5 million would be added to the TRA CIP bond program.

Approvals:

Lance Hall

Scott Swigert

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: a.

Agenda Item: Proclamation No. 2026-09 National Day of Prayer

Initiating Department/Presenter: City Council

Presenter:
Russell Humphrey, Mayor

Recommended Motion: n/a

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: n/a

Approvals:
Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: b.

Agenda Item: Proclamation No. 2026-10 Municipal Clerks Week

Initiating Department/Presenter: City Council

Presenter:
Russell Humphrey, Mayor

Recommended Motion: n/a

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: n/a

Approvals:
Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: c.

Agenda Item: Proclamation No. 2026-11 National Travel and Tourism Week

Initiating Department/Presenter: City Council

Presenter:
Russell Humphrey, Mayor

Recommended Motion: n/a

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: n/a

Approvals:
Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: a.

Agenda Item: Empty Bowls Proceeds Presentation to Walker County Senior Center Meals on Wheels Program

Initiating Department/Presenter: Tourism

Presenter:

Tracy Rikard, Tourism Manager

Recommended Motion: NA

Strategic Initiative: NA

Discussion: NA

Previous Council Action: NA

Financial Implications: NA

Approvals:

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the April 16, 2026, Special City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the April 16, 2026, Special City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: NA

Approvals:

Kristy Doll

Associated Information:

1. Special City Council Meeting Minutes 04-16-2026

MINUTES FROM THE HUNTSVILLE CITY COUNCIL SPECIAL MEETING HELD ON THE 16TH DAY OF APRIL 2026 AT 8:30 A.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 Session with the following:

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

COUNCILMEMBERS ABSENT: Councilmember Ward 2 Cox, Councilmember Ward 3 Antwine

OFFICERS PRESENT: Kristy Doll, City Secretary

OFFICERS ABSENT: Scott Swigert, City Manager; Leonard Schneider, City Attorney

MAIN SESSION CALL TO ORDER

Mayor Humphrey called the meeting to order at 8:30 a.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 Bert Lyle gave the invocation, and the pledges were led by Mayor Humphrey.

1. EXECUTIVE SESSION

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

Russell Humphrey, Mayor

City Council convened into Executive Session at 8:32 a.m.

Councilmember Vicki McKenzie left the meeting at 9:30 a.m.

2. RECONVENE

City Council reconvened from Executive Session at 10:45 a.m.

Councilmember Tore Fossum made a motion for Mayor Humphrey and Human Resources, Mr. Beasley, to open negotiations with Robby Chapman for City Attorney. The motion was seconded by Councilmember Pat Graham. The motion passed 6 -0. Yes: Russell Humphrey, Karen Denman, Jon Strong, Pat Graham, Bert Lyle, Tore Fossum; No: None

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 10:46 a.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.b.

Agenda Item: Consider approving the Minutes from the April 21, 2026, Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the April 21, 2026, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: NA

Approvals:

Kristy Doll

Associated Information:

1. City Council Meeting Minutes 04-21-2026

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 21ST DAY OF APRIL 2026 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 Strong, Councilmember At-Large Position 1 Lyle, Councilmember Ward 1 Fossum, Councilmember At-Large Position 2 Denman, Councilmember Ward 2 Cox, Councilmember At-Large Position 3 McKenzie, Councilmember Ward 3 Antwine, Councilmember At-Large Position 4 Graham

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. Fair Housing and Civil Rights Compliance Training for City Council.**
Christina Bodin-Turner, Grants Manager

Gwen Volk of Infocus, Inc. gave training on Fair Housing and Civil Rights Compliance for City Council members and staff.

Mayor Humphrey adjourned the Workshop at 5:51 p.m.

MAIN SESSION CALL TO ORDER

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

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

Councilmember Bert Lyle gave the invocation and Mayor Humphrey led the pledges.

PRESENTATION

- a. Introduction of recently promoted Huntsville Police Lieutenant Roy Moore and Sergeant Kenneth Posey.**
James Barnes, Assistant Chief of Police

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 April 7, 2026, Regular City Council Meeting.**
Kristy Doll, City Secretary

- b. Consider approving the Minutes from the April 9, 2026, Special City Council Meeting.**
Kristy Doll, City Secretary
- c. Consider adoption of Ordinance 2026-12 to amend the Budget for FY 25-26, amending the Schedule of Fees and Charges.**
Lance Hall, Finance Director
- d. Consider the approval of the Quarterly Investment Reports for the First Quarter ending March 31, 2026.**
Lance Hall, Finance Director
- e. Consider authorizing the City Manager to apply for the U.S. Department of Justice – FY 2025 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, enter into an Interlocal Agreement with Walker County, and adopt Resolution 2026-17 in support of the same.**
Christina Bodin-Turner, Grants Manager
- f. Consider Resolution 2026-16 authorizing the City Manager to submit for and accept, if awarded, funding under the 2024 Disasters Local Communities Program, Project 24D-LCP-302-1056 for the N.B. Davidson Wastewater Treatment Plant.**
Kathlie Jeng-Bulloch, City Engineer

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

- g. Consider modification of Industrial User Discharge Permit 0100 for Gardner Glass Products, Incorporated/Dreamwalls.**
Kim Kembro, Public Works Director
- h. Consider approving the amendment to the Oakwood Cemetery Mowing and Trimming contract.**
Penny Joiner, Director of Parks and Leisure

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

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

2. STATUTORY AGENDA

- 1.f. Consider Resolution 2026-16 authorizing the City Manager to submit for and accept, if awarded, funding under the 2024 Disasters Local Communities Program, Project 24D-LCP-302-1056 for the N.B. Davidson Wastewater Treatment Plant.**
Kathlie Jeng-Bulloch, City Engineer

Councilmember Vicki McKenzie made a motion to approve the Resolution 2026-16 authorizing the City Manager to submit for and accept, if awarded, funding under the 2024 Disasters Local Communities Program, Project 24D-LCP-302-1056, for the N.B. Davidson Wastewater Treatment Plant. 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

- 1.h. Consider approving the amendment to the Oakwood Cemetery Mowing and Trimming contract.**
Penny Joiner, Director of Parks and Leisure

Councilmember Vicki McKenzie made a motion to approve the amendment to the Oakwood Cemetery Mowing and Trimming contract. The motion was seconded by Councilmember Bert Lyle. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- a. Consider and authorize the City Manager to enter into hangar, building, and tie-down lease agreements at Huntsville Municipal Airport.**
Layne Yeager, Development Services Director

Councilmember Jon Strong made a motion to approve the lease agreement and authorize the City Manager to enter into hangar, building, and tie-down lease agreements at Huntsville Municipal Airport. The motion was seconded by Councilmember Pat Graham. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

3. CITY COUNCIL/MAYOR/CITY MANAGER

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

None

5. ITEMS OF COMMUNITY INTEREST

Councilmembers announced Items of Community Interest.

6. EXECUTIVE SESSION

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

City Council convened in Executive Session at 6:33 p.m.

7. RECONVENE

City Council reconvened from Executive Session at 6: 48 p.m.

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 6:48 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.c.

Agenda Item: Consider accepting the resignation of City Attorney Leonard Schneider.

Initiating Department/Presenter: City Attorney

Presenter:

Leonard Schneider, City Attorney

Recommended Motion: Move to accept the resignation of City Attorney Leonard Schneider.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: Not applicable

Approvals:

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.d.

Agenda Item: Consider ratifying an Employee Contract with Robby Chapman as City Attorney.

Initiating Department/Presenter: Human Resources

Presenter:

Brian Beasley, HR Director

Recommended Motion: Move to ratify an Employee Contract with Robby Chapman as City Attorney.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications: NA

Approvals:

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.e.

Agenda Item: Consider the acceptance of the Monthly Financial Report for the month of March 2026.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to accept the March 2026 Monthly Financial Report.

Strategic Initiative:

Discussion: Financial Report for 2025-2026 YTD as of March 2026.

Previous Council Action:

Financial Implications: No Financial Implications

Approvals:

Lance Hall

Scott Swigert

Kristy Doll

Associated Information:

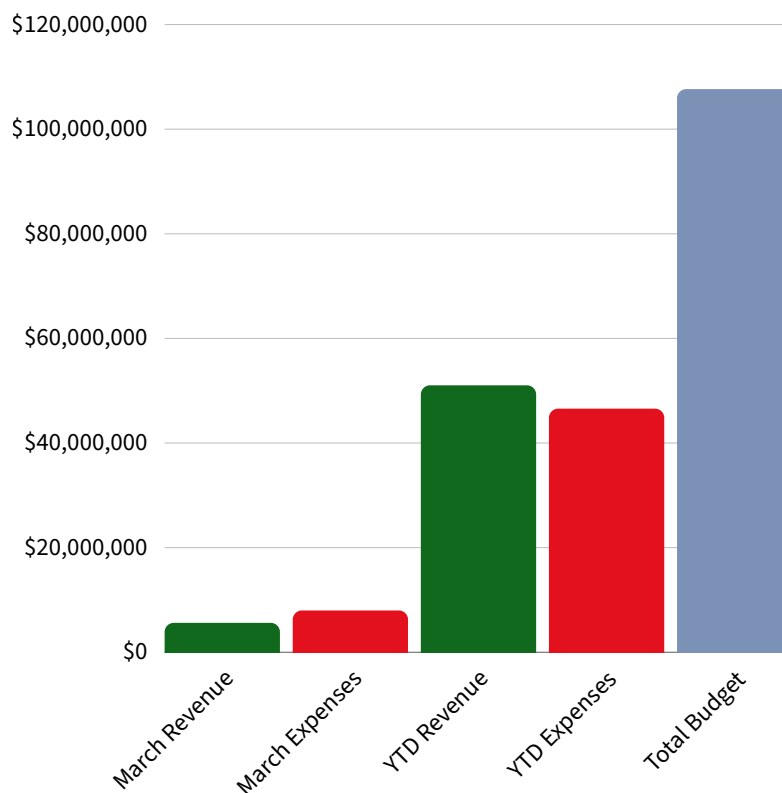
1. Month End Financial Report 033126

CITY OF HUNTSVILLE, TX MONTHLY FINANCIAL REPORT



For the Period Ending March, 2026
Budget 50% Complete

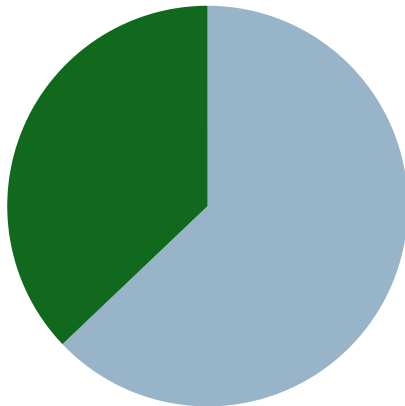
This report has been meticulously prepared by the Finance Department of the City of Huntsville. The Monthly Financial Report aims to furnish both internal and external stakeholders with timely, accurate, and pertinent insights into the City's financial standing.



GENERAL FUND

REVENUE-

\$22,538,886.23



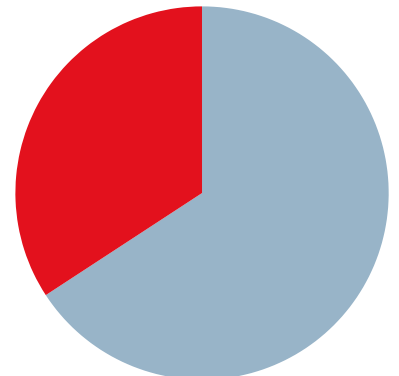
59% of Budget

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
411 - Property Taxes Totals	\$9,300,000.00	\$166,524.81	\$8,234,121.72	89%	\$8,149,552.82
412 - Sales Tax Totals	\$13,500,000.00	\$1,039,187.37	\$6,895,940.94	51%	\$13,260,640.07
413 - Franchise-Utilities/Comm Totals	\$2,140,000.00	\$0.00	\$602,912.86	28%	\$1,865,108.94
415 - Other Taxes Totals	\$155,000.00	\$0.00	\$52,867.48	34%	\$147,719.68
416 - Permit/Development Fees Totals	\$38,000.00	\$3,530.00	\$20,995.00	55%	\$40,460.00
417 - Permits and Licenses Totals	\$946,500.00	\$105,883.80	\$576,580.04	61%	\$1,391,349.80
418 - Municipal Court Fines Totals	\$992,650.00	\$111,940.46	\$722,560.56	73%	\$1,145,125.69
419 - Fees/Charges/Sales Totals	\$452,700.00	\$44,262.23	\$289,426.64	64%	\$481,669.90
422 - Inter Governmental Totals	\$246,487.00	\$20,541.00	\$123,246.00	50%	\$267,028.00
424 - Intra Governmental Totals	\$6,824,291.00	\$0.00	\$3,412,145.50	50%	\$7,119,497.00
426 - Interest Earnings Totals	\$700,000.00	\$0.00	\$196,902.06	28%	\$645,996.82
428 - Reimbursements Totals	\$70,000.00	\$0.00	\$120,962.54	117%	\$113,960.19
429 - Contributions Totals	\$0.00	(\$2,121.25)	(\$4,028.17)	+++	\$2,247.46
432 - Other Totals	\$55,000.00	(\$52.49)	\$21,203.06	39%	\$92,940.71
434 - Charges to Other Funds Totals	\$2,488,091.00	\$0.00	\$1,244,045.50	50%	\$1,897,707.00
435 - Transfers from Other Funds Totals	\$58,009.00	\$0.00	\$29,004.50	50%	\$53,576.00
Totals	\$37,966,728.00	\$1,489,695.93	\$22,538,886.23	59%	\$36,674,580.08

EXPENDITURES-

\$21,343,378.18

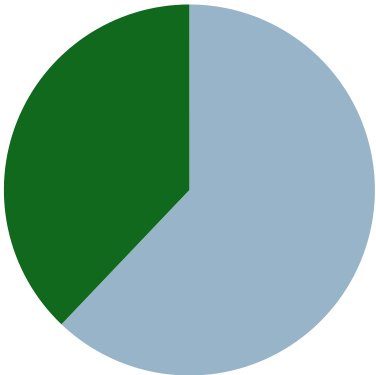
	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
51 - Salary/Other Pay/Benefits Totals	\$23,966,238.00	\$1,686,289.78	\$10,967,599.00	46%	\$20,982,992.40
51b - Salary/Other Pay/Benefits-Adj 4	\$42,353.00	\$0.00	\$0.00	+++	\$0.00
52 - Supplies Totals	\$1,339,626.00	\$18,899.89	\$398,194.38	35%	\$1,132,697.41
53 - Maintenance Structures/Improvements	\$2,796,060.00	\$89,510.21	\$1,087,966.09	33%	\$2,276,062.96
54 - Maintenance of Equipment Totals	\$461,626.00	\$43,061.09	\$201,371.54	32%	\$261,355.59
55 - Services and Utilities Totals	\$6,142,980.00	\$512,822.75	\$3,404,647.36	64%	\$5,676,531.16
56 - Insurance/Sundry/Elections Totals	\$979,600.00	\$5,584.74	\$619,125.24	63%	\$968,974.39
57 - Programs/Projects Totals	\$121,100.00	\$3,114.85	\$20,991.86	17%	\$84,029.81
69 - Capital Equipment Totals	\$170,759.00	\$2,945.35	\$26,263.71	73%	\$100,303.46
90 - Transfer to ISF (New Purchases) Totals	\$245,026.00	\$0.00	\$1,179,479.00	91%	\$104,013.00
91 - Transfers Totals	\$500,000.00	\$0.00	\$500,000.00	100%	\$265,000.00
94 - Transfer to ISF (Replacement) Totals	\$1,008,991.00	\$0.00	\$504,495.50	50%	\$678,087.00
95 - Transfers to Operating Funds Totals	\$166,489.00	\$2,350,000.00	\$2,433,244.50	97%	\$174,365.00
99 - Reserves Totals	\$25,880.00	\$0.00	\$0.00	0%	\$0.00
Totals	\$37,966,728.00	\$4,712,228.66	\$21,343,378.18	52%	\$32,704,412.18



52% of Budget

DEBT SERVICE FUND

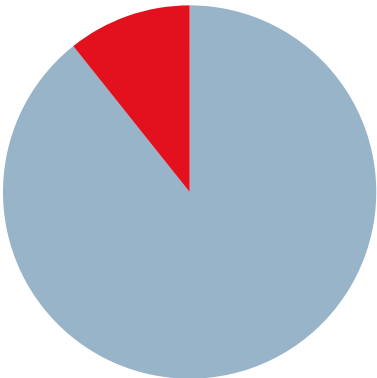
REVENUE- \$1,457,943.17



61% of Budget

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
411 - Property Taxes Totals	\$1,798,468.00	\$21,938.53	\$1,154,931.37	64%	\$2,034,710.73
426 - Interest Earnings Totals	\$10,000.00	\$0.00	\$7,830.30	78%	\$23,751.85
435 - Transfers from Other Funds Totals	\$590,363.00	\$0.00	\$295,181.50	50%	\$590,363.00
Totals	\$2,398,831.00	\$21,938.53	\$1,457,943.17	61%	\$2,648,825.58

EXPENDITURES- \$285,756.25



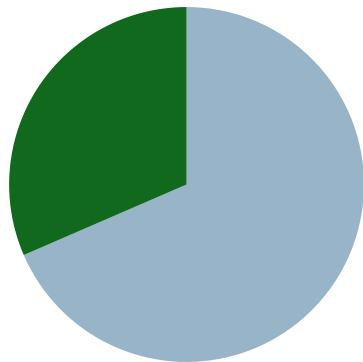
12% of Budget

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
81 - GO/Revenue Bond Debt Totals	\$2,363,832.00	\$0.00	\$285,756.25	12%	\$2,662,552.51
Totals	\$2,363,832.00	\$0.00	\$285,756.25	12%	\$2,662,552.51

UTILITY FUND

REVENUE-

\$21,065,843.25



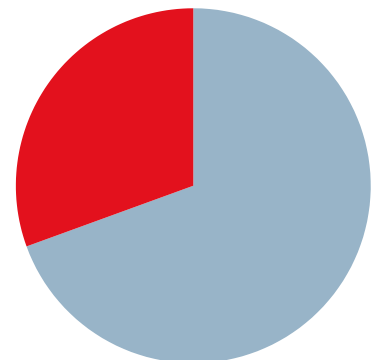
46% of Budget

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
401 - Water Sales Totals	\$29,626,637.00	\$1,990,022.59	\$13,740,940.48	46%	\$26,895,508.52
402 - Waste Water Service Totals	\$14,844,075.00	\$1,139,584.58	\$6,817,235.65	46%	\$13,336,713.06
403 - Water/Wastewater	\$280,000.00	\$18,023.39	\$95,973.39	34%	\$219,339.67
408 - Late Payment Penalties Totals	\$175,000.00	\$15,059.83	\$76,477.50	44%	\$180,957.33
417 - Permits and Licenses Totals	\$0.00	\$0.00	\$0.00	+++	\$300.00
419 - Fees/Charges/Sales	\$352,000.00	\$29,326.51	\$186,141.46	53%	\$441,473.63
426 - Interest Earnings Totals	\$310,750.00	\$0.00	\$55,824.04	18%	\$206,725.99
428 - Reimbursements Totals	\$10,000.00	\$2,477.79	\$52,621.42	526%	\$10,144.02
429 - Contributions Totals	\$0.00	\$0.00	\$0.00	+++	\$734,800.00
432 - Other Totals	\$50,000.00	\$1,117.00	\$3,953.31	8%	\$488,334.82
434 - Charges to Other Funds Totals	\$73,352.00	\$0.00	\$36,676.00	50%	\$63,222.00
Totals	\$45,721,814.00	\$3,195,611.69	\$21,065,843.25	46%	\$42,577,519.04

EXPENDITURES-

\$19,192,433.88

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
51 - Salary/Other Pay/Benefits Totals	\$4,508,071.00	\$350,316.61	\$2,214,666.65	49%	\$3,740,679.09
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit Totals	\$7,996.00	\$0.00	\$0.00	+++	\$0.00
52 - Supplies Totals	\$1,004,418.00	\$111,190.59	\$443,555.91	44%	\$1,009,587.94
53 - Maintenance Structures/Improvements Totals	\$1,683,700.00	\$216,246.85	\$752,409.40	52%	\$1,469,342.40
54 - Maintenance of Equipment Totals	\$356,021.00	\$22,367.81	\$187,622.30	54%	\$336,721.66
55 - Services and Utilities Totals	\$4,835,910.00	\$589,187.83	\$1,240,405.70	38%	\$2,291,618.82
56 - Insurance/Sundry/Elections Totals	\$344,950.00	\$0.00	\$312,475.00	91%	\$282,503.00
68 - Improvements Totals	\$0.00	\$0.00	\$0.00	+++	\$734,800.00
69 - Capital Equipment Totals	\$0.00	\$0.00	\$0.00	+++	\$234.60
79 - TRA Water Plant Totals	\$9,531,605.00	\$1,070,358.00	\$4,667,877.01	49%	\$8,338,261.81
80 - Utility Fund Debt Payments Totals	\$7,342,869.00	\$270,792.00	\$3,003,242.91	41%	\$2,599,363.50
88 - Depreciation Totals	\$0.00	\$0.00	\$0.00	+++	\$5,095,150.45
90 - Transfer to ISF (New Purchases) Totals	\$585,000.00	\$0.00	\$292,500.00	50%	\$91,944.00
91 - Transfers Totals	\$6,252,446.00	\$0.00	\$1,850,305.50	29%	\$40,605,327.90
93 - Charges Other Funds Totals	\$7,868,565.00	\$0.00	\$3,934,282.50	50%	\$7,637,875.00
94 - Transfer to ISF (Replacement) Totals	\$586,182.00	\$0.00	\$293,091.00	50%	\$768,653.00
99 - Reserves Totals	\$100,000.00	\$0.00	\$0.00	0%	\$0.00
Totals	\$45,007,733.00	\$2,630,459.69	\$19,192,433.88	44%	\$75,002,063.17

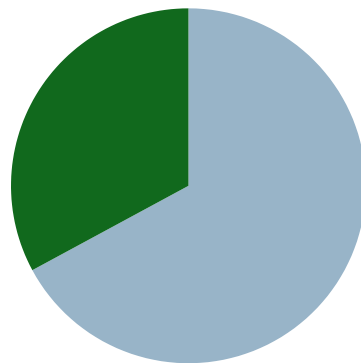


44% of Budget

SOLID WASTE FUND

REVENUE- \$4,221,325.27

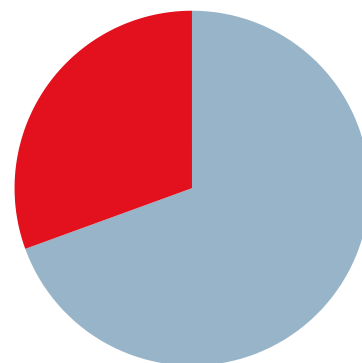
	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
406 - Collection Charges Totals	\$6,798,000.00	\$516,941.72	\$3,074,618.56	45%	\$6,072,839.96
407 - Solid Waste Disposal Totals	\$1,584,890.00	\$174,043.15	\$1,011,866.29	64%	\$1,833,671.54
408 - Late Payment Penalties Totals	\$65,000.00	\$4,573.49	\$26,840.67	41%	\$72,511.18
419 - Fees/Charges/Sales Totals	\$9,200.00	\$1,343.04	\$7,750.76	84%	\$12,990.93
426 - Interest Earnings Totals	\$185,000.00	\$0.00	\$83,921.50	45%	\$223,490.37
428 - Reimbursements Totals	\$0.00	\$0.00	\$0.00	+++	\$14,136.09
432 - Other Totals	\$40,000.00	\$4,056.59	\$16,327.49	41%	\$32,636.07
Totals	\$8,682,090.00	\$700,957.99	\$4,221,325.27	49%	\$8,262,276.14



49% of Budget

EXPENDITURES- \$3,800,695.67

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
51 - Salary/Other Pay/Benefits Totals	\$1,536,112.00	\$114,969.56	\$738,854.36	48%	\$1,326,340.57
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit Totals	\$3,536.00	\$0.00	\$0.00	0%	\$0.00
52 - Supplies Totals	\$378,031.00	\$30,527.67	\$195,811.17	52%	\$327,723.41
53 - Maintenance Structures/Improvements Totals	\$15,000.00	\$276.48	\$10,232.01	68%	\$11,011.21
54 - Maintenance of Equipment Totals	\$387,776.00	\$16,423.86	\$157,110.02	44%	\$305,091.41
55 - Services and Utilities Totals	\$3,321,514.00	\$335,466.98	\$1,249,067.26	38%	\$2,927,874.79
56 - Insurance/Sundry/Elections Totals	\$221,550.00	\$0.00	\$172,775.00	78%	\$175,813.00
57 - Programs/Projects Totals	\$500.00	\$0.00	\$0.00	0%	\$331.26
68 - Improvements Totals	\$1,500.00	\$0.00	\$906.35	60%	\$1,337.11
82 - Other Debt Totals	\$207,800.00	\$0.00	\$0.00	0%	\$57,826.00
88 - Depreciation Totals	\$0.00	\$0.00	\$0.00	+++	\$22,704.34
90 - Transfer to ISF (New Purchases) Totals	\$230,000.00	\$0.00	\$115,000.00	50%	\$765,776.00
91 - Transfers Totals	\$15,110.00	\$0.00	\$7,555.00	50%	(\$271,668.00)
93 - Charges Other Funds Totals	\$1,448,090.00	\$0.00	\$724,045.00	50%	\$1,359,423.00
94 - Transfer to ISF (Replacement) Totals	\$858,679.00	\$0.00	\$429,339.50	50%	\$1,010,183.00
Totals	\$8,625,198.00	\$497,664.55	\$3,800,695.67	44%	\$8,019,767.10

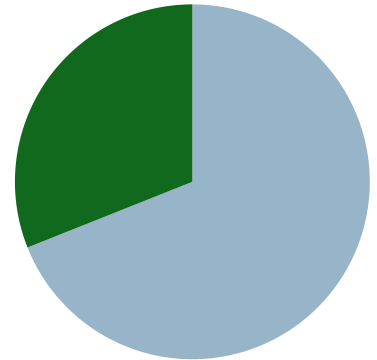


44% of Budget

STORMWATER FUND

REVENUE- \$ 683,946.18

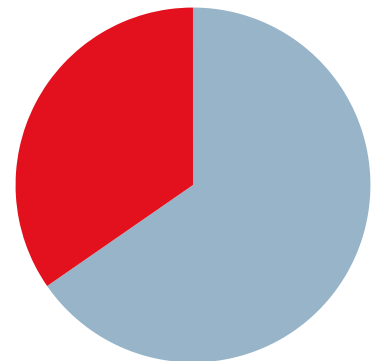
	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
408 - Late Payment Penalties Totals	\$500.00	\$807.63	\$5,440.44	1088%	\$4,272.23
426 - Interest Earnings Totals	\$5,000.00	\$0.00	\$0.00	0%	\$0.00
409 - Stormwater Drainage Fees Totals	\$1,500,000.00	\$116,763.34	\$678,505.74	45%	\$1,227,665.17
Totals	\$1,505,500.00	\$117,570.97	\$683,946.18	45%	\$1,231,937.40



45% of Budget

EXPENDITURES- \$799,532.89

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
51 - Salary/OtherPay/Bene	\$251,384.00	\$14,854.48	\$104,225.14	41%	\$123,522.20
51b - Salary/Other Pay/Benefits-Adj 4	\$500.00	\$0.00	\$0.00	0%	\$0.00
52 - Supplies Totals	\$7,895.00	\$718.66	\$3,864.89	49%	\$4,382.05
53 - Maintenance Structures/Improvements	\$115,000.00	\$562.85	\$10,113.89	9%	\$99,944.68
54 - Maintenance of Equipment Totals	\$6,000.00	\$596.11	\$4,410.87	74%	\$1,033.15
55 - Services and Utilities Totals	\$2,610.00	\$609.00	\$718.00	28%	\$500.00
81 - GO/Revenue Bond Debt Totals	\$950,490.00	\$0.00	\$590,389.60	62%	\$94,436.00
88 - Depreciation Totals	\$0.00	\$0.00	\$0.00	+++	\$262,853.79
90 - Transfer to ISF (New Purchases)	\$171,283.00	\$0.00	\$85,641.50	50%	\$0.00
91 - Transfers Totals	\$0.00	\$0.00	\$0.00	+++	\$15,014,446.40
95 - Transfers to Operating Funds	\$338.00	\$0.00	\$169.00	50%	\$0.00
Totals	\$1,505,500.00	\$17,341.10	\$799,532.89	53%	\$15,601,118.27

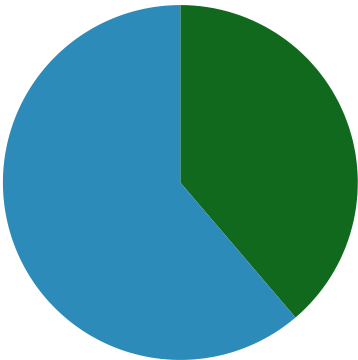


53% of Budget

AIRPORT FUND

REVENUE- \$234,897.55

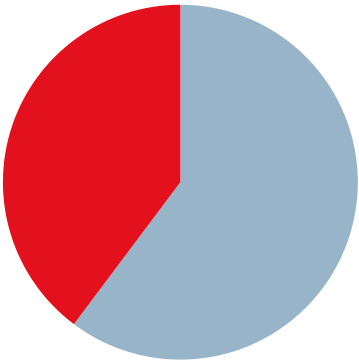
	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
419 - Fees/Charges/Sales Totals	\$57,917.00	\$187.50	\$19,511.56	34%	\$34,346.76
426 - Interest Earnings Totals	\$500.00	\$0.00	\$247.99	50%	\$658.13
428 - Reimbursements Totals	\$90,000.00	\$0.00	\$0.00	0%	\$58,944.81
429 - Contributions Totals	\$0.00	\$0.00	\$215,138.00	+++	\$21,514.00
432 - Other Totals	\$0.00	\$0.00	\$0.00	+++	\$820.00
Totals	\$148,417.00	\$187.50	\$234,897.55	158%	\$116,283.70



158% of Budget

EXPENDITURES- \$251,444.50

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
52 - Supplies Totals	\$1,700.00	\$65.94	\$109.92	6%	\$362.34
53 - Maintenance Structures/Improvements Totals	\$123,000.00	\$0.00	\$13,157.62	16%	\$31,458.38
55 - Services and Utilities Totals	\$29,484.00	\$564.49	\$1,524.96	5%	\$9,253.69
91 - Transfers Totals	\$0.00	\$0.00	\$236,652.00	100%	\$0.00
Totals	\$154,184.00	\$630.43	\$251,444.50	66%	\$41,074.41

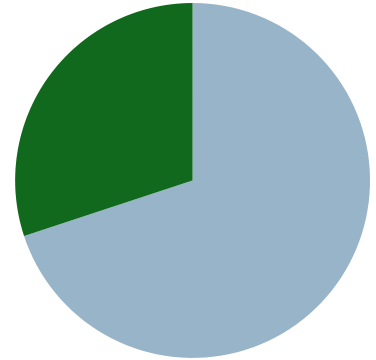


66% of Budget

SCHOOL RESOURCE OFFICER SRF

REVENUE- \$379,432.91

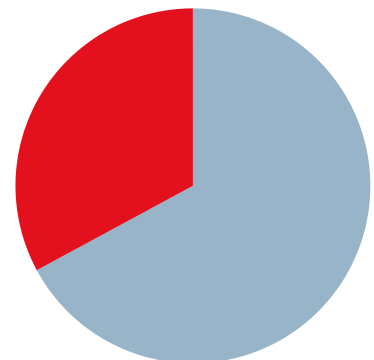
	2025-2026 Adopted	2025-2026 March	2025-2026 YTD Actual	2025- 2026	2024-2025 Final YTD
422 - Inter Governmental Totals	\$655,955.00	\$0.00	\$273,314.60	42%	\$598,876.04
426 - Interest Earnings Totals	\$10,000.00	\$0.00	\$4,404.66	44%	\$11,693.12
430 - Other Totals	\$44,326.00	\$0.00	\$18,469.15	42%	\$44,325.96
432 - Other Totals	\$0.00	\$0.00	\$0.00	+++	\$2,973.00
435 - Transfers from Other Funds Totals	\$166,489.00	\$0.00	\$83,244.50	50%	\$174,365.00
Totals	\$876,770.00	\$0.00	\$379,432.91	43%	\$832,233.12



43% of Budget

EXPENDITURES- \$423,035.23

	2025-2026 Adopted	2025-2026 March	2025-2026 YTD Actual	2025- 2026	2024-2025 Final YTD
51 - Salary/Other Pay/Bene fits Totals	\$773,641.00	\$61,078.17	\$392,187.73	51%	\$746,076.03
51b - Salary/Other Pay/Benefits-Adj 4 Step/COLA/Other PR Benefit Totals	\$1,713.00	\$0.00	\$0.00	+++	\$0.00
52 - Supplies Totals	\$30,450.00	\$1,227.67	\$5,006.54	16%	\$24,008.57
54 - Maintenance of Equipment Totals	\$11,200.00	\$1,215.94	\$2,541.38	23%	\$5,550.15
55 - Services and Utilities Totals	\$15,440.00	\$74.42	\$1,136.58	42%	\$9,218.54
94 - Transfer to ISF (Replacement) Totals	\$44,326.00	\$0.00	\$22,163.00	50%	\$44,326.00
Totals	\$876,770.00	\$63,596.20	\$423,035.23	49%	\$829,179.29

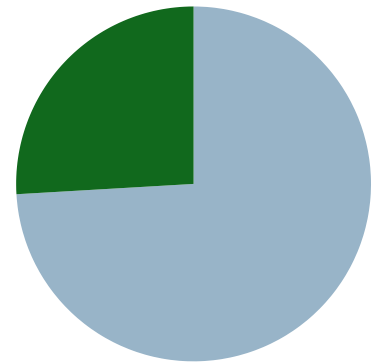


49% of Budget

ARTS & VISITOR CENTER SRF

REVENUE- \$77,865.09

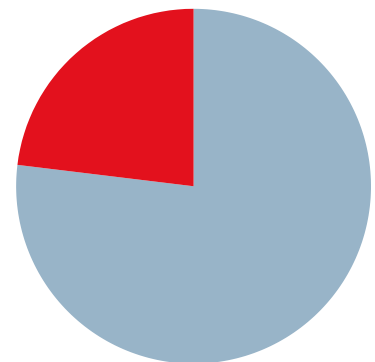
	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
414 - Hotel/Motel Tax Totals	\$210,000.00	\$13,643.13	\$65,949.41	31%	\$138,209.69
419 - Fees/Charges/Sales	\$7,000.00	(\$92.88)	\$1,964.90	28%	(\$6,808.64)
426 - Interest Earnings Totals	\$3,200.00	\$0.00	\$2,003.19	63%	\$5,320.26
428 - Reimbursements	\$1,500.00	\$0.00	\$0.00	0%	\$0.00
429 - Contributions Totals	\$1,640.00	\$7,232.78	\$7,947.59	485%	\$11,206.01
432 - Other Totals	\$0.00	\$0.00	\$0.00	+++	\$500.00
Totals	\$223,340.00	\$20,783.03	\$77,865.09	35%	\$148,427.32



35% of Budget

EXPENDITURES-\$85,814.62

	2025-2026 Adopted Budget	2025-2026 March Monthly Transactions	2025-2026 YTD Actual	2025-2026 YTD % of the Budget	2024-2025 Final YTD
51 - Salary/Other Pay/Benefits-Adj 4	\$112,296.00	\$3,739.94	\$48,852.39	44%	\$104,064.06
51b - Salary/Other Pay/Benefits-Adj 4	\$500.00	\$0.00	\$0.00	0%	\$0.00
52 - Supplies Totals	\$4,500.00	(\$1,399.63)	(\$393.37)	-9%	\$4,757.04
53 - Maintenance Structures/Improve	\$25,000.00	\$324.50	\$1,937.52	6%	\$11,931.00
54 - Maintenance of Equipment Totals	\$500.00	\$0.00	\$0.00	0%	\$0.00
55 - Services and Utilities Totals	\$54,373.00	\$1,602.30	\$9,031.27	13%	\$23,850.00
56 - Insurance/Sundry/El	\$14,450.00	\$1,864.09	\$8,252.58	57%	\$13,346.04
57 - Programs/Projects	\$18,000.00	\$618.39	\$2,608.27	14%	\$14,931.80
78 - Miscellaneous Projects Totals	\$20,000.00	\$5,391.02	\$15,525.96	37%	\$23,024.79
Totals	\$249,619.00	\$12,140.61	\$85,814.62	30%	\$195,904.73

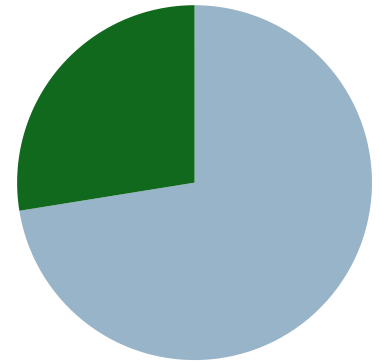


30% of Budget

HOTEL MOTEL

REVENUE- \$445,893.11

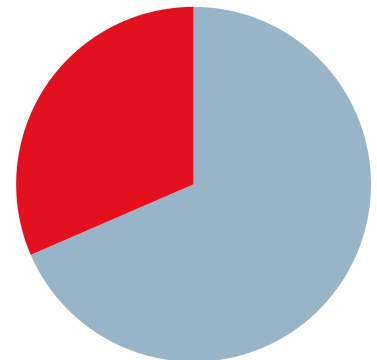
	2025-2026 Adopted Budget	2025-2026 March Monthly	2025-2026 YTD Actual	2025- 2026 YTD %	2024-2025 Final YTD
414 - Hotel/Motel Tax Totals	\$1,000,000.00	\$81,858.76	\$380,982.19	38%	\$829,255.05
419 - Fees/Charges/Sales Totals	\$100,000.00	\$12,521.95	\$43,845.04	44%	\$98,492.54
426 - Interest Earnings Totals	\$60,000.00	\$0.00	\$18,960.32	32%	\$49,943.47
429 - Contributions Totals	\$500.00	\$67.98	\$247.66	50%	\$782.33
432 - Other Totals	\$0.00	\$0.00	\$1,857.90	+++	\$6.05
Totals	\$1,160,500.00	\$94,448.69	\$445,893.11	38%	\$978,479.44



38% of Budget

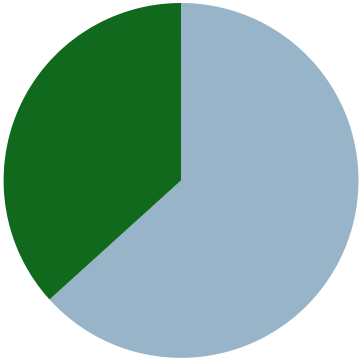
EXPENDITURES- \$470,822.10

	2025-2026 Adopted Budget	2025-2026 March Monthly	2025-2026 YTD Actual	2025- 2026 YTD %	2024-2025 Final YTD
51 - Salary/Other Pay/Benefits	\$408,896.00	\$31,787.59	\$194,883.47	48%	\$375,827.75
51b - Salary/Other Pay/Benefits-Adj 4	\$500.00	\$0.00	\$0.00	0%	\$0.00
52 - Supplies Totals	\$91,900.00	(\$1,194.50)	\$24,205.79	26%	\$88,321.10
53 - Maintenance Structures/Improvements	\$30,000.00	\$915.36	\$2,289.09	8%	\$9,616.95
54 - Maintenance of Equipment Totals	\$500.00	\$80.73	\$80.73	16%	\$212.85
55 - Services and Utilities Totals	\$187,290.00	\$8,760.44	\$124,822.38	61%	\$215,522.29
56 - Insurance/Sundry/Elections	\$232,950.00	\$24,586.58	\$80,039.14	42%	\$163,905.08
69 - Capital Equipment Totals	\$25,000.00	\$0.00	\$0.00	27%	\$9,349.50
93 - Charges Other Funds Totals	\$69,079.00	\$0.00	\$34,539.50	50%	\$83,128.00
94 - Transfer to ISF (Replacement) Totals	\$19,755.00	\$0.00	\$9,877.50	50%	\$17,943.00
95 - Transfers to Operating Funds Totals	\$169.00	\$0.00	\$84.50	50%	\$0.00
Totals	\$1,066,039.00	\$64,936.20	\$470,822.10	46%	\$963,826.52



46% of Budget

City of Huntsville Sales Tax Collections					
2025-2026	Budgeted	Actual Collections	2024-2025	Actual Collections	Difference Over Last Year
25-Oct	\$1,078,017.20	\$964,492.13	24-Oct	\$1,014,698.61	-\$50,206.48
25-Nov	\$1,355,098.31	\$1,359,362.30	24-Nov	\$1,305,151.06	\$54,211.24
25-Dec	\$1,027,643.30	\$1,066,556.01	24-Dec	\$1,043,111.93	\$23,444.08
25-Jan	\$1,027,963.80	\$1,045,764.22	24-Jan	\$992,005.85	\$53,758.37
25-Feb	\$1,430,380.03	\$1,420,578.91	24-Feb	\$1,488,434.98	-\$67,856.07
25-Mar	\$1,024,012.83	\$1,039,187.37	24-Mar	\$1,009,965.56	\$29,221.81
25-Apr	\$962,391.27		24-Apr	\$901,870.55	
25-May	\$1,322,757.50		24-May	\$1,301,151.80	
25-Jun	\$1,050,456.26		24-Jun	\$1,044,795.95	
25-Jul	\$985,742.41		24-Jul	\$975,076.70	
25-Aug	\$1,209,620.56		24-Aug	\$1,158,614.13	
25-Sep	\$1,025,916.53		24-Sep	\$1,003,626.99	
Totals	\$13,500,000.00	\$6,895,940.94		\$13,238,504.11	\$42,572.95



51% of Budget



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.f.

Agenda Item: Consider authorizing the City Manager to enter into a Parking Area Lease Agreement with Gibbs Brothers & Company.

Initiating Department/Presenter: Public Works

Presenter:

Kim Kembro, Public Works Director

Recommended Motion: Move to authorize the City Manager to enter into two (2) Parking Area Lease Agreements with Gibbs Brother & Company for the use and maintenance of Sallie E. Gibbs Park and adjacent alleyway, and the parking lot located at 1118 1/2 Sam Houston Avenue.

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

Discussion:

The City of Huntsville has maintained a long-standing partnership with Gibbs Brothers & Company, LP, through lease agreements originally executed in January 1990 for an initial 10-year period and again in April of 2012, for the use of privately owned property to support public parking and community use. A meeting was held in September 2025 between City Staff and the Gibbs owners to clarify and agree on the terms of the new revised agreements.

The proposed agreements represent a renewal of the original 20-year lease agreements, which are set to expire, and will continue the City's use and maintenance of these properties under updated terms.

The first agreement provides for the lease and use of approximately 13,300 square feet of property located at 1118 ½ Sam Houston Avenue for public parking purposes.

The second agreement includes approximately 4,275 square feet of parking area, along with the 10,400-square-foot Sallie E. Gibbs Park property, located adjacent to a 15-foot alleyway. This agreement allows for shared parking use after 5:00 p.m. on weekdays and all day on weekends to support downtown activity.

Key terms of the agreement include twenty (20) years with one (1) 10-year renewal period, no monetary rent is required, and the City is responsible for routine maintenance, including striping, minor repairs, and upkeep. Repairs exceeding \$1,000 require approval and are shared 50/50 between the City and Gibbs Brothers & Company.

Previous Council Action: None

Financial Implications: There is no direct lease cost. The City assumes routine maintenance responsibilities, with shared costs for major repairs.

Approvals:

Kim Kembro
Ricardo Villagrand
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. Alley in Blk. 3
2. Sam Houston Avenue

PARKING AREA LEASE AGREEMENT

This PARKING AREA LEASE AGREEMENT (this "Lease") is made effective as of _____, 20____(the "Effective Date"), by and between GIBBS BROTHERS & COMPANY, LP, a Texas limited partnership, whose address is 1118½ 11th Street, Huntsville, Texas 77340 (hereinafter "Lessor"), and the CITY OF HUNTSVILLE, TEXAS, a Texas home-rule municipal corporation of the State of Texas, whose address is 1212 Avenue M, Huntsville, Texas 77340 (hereinafter "Lessee" or "City"). Lessor and Lessee may be referred to individually as a "Party" and collectively as the "Parties."

RECITALS

A. Lessor owns certain real property in Walker County, Texas, adjacent to a 15-foot wide alley running north and south which is suitable for use as a parking area.

B. Lessee desires to lease a portion of such property for public parking purposes, subject to the terms of this Lease.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. DEFINITIONS

1.1 "Premises" and "Parking Area" means the land consisting of 4,275 square feet of land, including the area designated as the Sallie Gibbs Park consisting of 10,400 square feet of land, situated in the PLEASANT GRAY LEAGUE, A-26, City of Huntsville, Walker County, Texas, including and being further described by metes and bounds on Exhibit "A" attached hereto and made a part hereof, together with the non-exclusive rights expressly granted in this Lease for access of ingress and egress.

1.2 "Permitted Use" means operation of the Parking Area for public parking, event parking, employee parking and related lawful activities, after 5:00 p.m. on weekdays and all day on weekends, subject to this Lease and applicable law.

1.3 "Applicable Law" means all laws, ordinances, regulations, orders, and requirements of governmental authorities having jurisdiction.

2. LEASE GRANT; CONDITION; NO DEDICATION

2.1 Lease Grant. Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Premises for the Term of twenty (20) years.

2.2 As-Is. No Reliance. Except as expressly stated in this Lease, Lessee leases the Premises AS IS, WHERE IS, AND WITH ALL FAULTS. Lessee acknowledges it has inspected (or will inspect) and is relying on its own investigations and not on any representation by Lessor.

2.3 No Dedication / No Public Easement. Nothing in this Lease conveys any fee interest or dedication, and no public easement or right of way is granted except as expressly stated. Public access (if any) is by permission of Lessee during the Term and may be conditioned as provided herein.

3. TERM

3.1 Initial Term. The initial term begins on _____, 20__, and ends twenty (20) years thereafter (the "Initial Term").

3.2 Renewal Options. Lessee shall have one (1) renewal option for an additional ten (10) year period provided that Lessee notify Lessor in writing of its intent to exercise such option within ninety (90) days prior to expiration of the Initial Term.

3.3 This Lease shall automatically expire at the end of the Initial Term unless Lessee timely exercises the Renewal Option in accordance with Section 3.2. If Lessee timely exercises the Renewal Option, this Lease shall expire at the end of the Renewal Term unless the Parties agree otherwise in writing. If Lessee remains in possession after expiration of the applicable term, such occupancy shall constitute a month-to-month tenancy on the terms and conditions of this Lease (except as to term), and either party may terminate the month-to-month tenancy upon at least thirty (30) days' prior written notice to the other.

3.4 Either Party may terminate this lease without cause upon 60 day written notice in the manner provided for in Section 13 of this Agreement.

4. CONSIDERATION OF THE LEASE

4.1 It is acknowledged and agreed by the Parties that no rent or other monetary consideration is due under this Lease. The sole consideration for this Lease is Lessee's performance of its covenants and obligations set forth herein, including without limitation the maintenance, repair, and other responsibilities allocated to Lessee under this Lease.

4.2 Notwithstanding the consideration stated in Paragraph 4.1, as additional consideration Lessor agrees to keep the Sallie E. Gibbs Park well maintained and landscaped and free of trash and debris.

5. COMPLIANCE WITH LAW; PERMITS; ACCESSIBILITY

5.1 Compliance. Lessee, at its sole cost, shall comply with Applicable Law relating to Lessee's use and operations, including parking/traffic control, accessibility, and public safety.

5.2 Permits and Approvals. Lessee shall obtain and maintain all permits/approvals needed for Lessee's operations and improvements.

5.3 ADA / Accessibility. Lessee is responsible for compliance with accessibility requirements arising from Lessee's specific use, and operations.

6. MAINTENANCE; REPAIRS

6.1 Lessee's Maintenance. Lessee shall, at its sole cost and expense, maintain the Premises in a clean, safe and orderly condition, perform routine and ordinary maintenance, including without limitation restriping, minor patching, and other minor repairs, provided that the cost of any single repair item does not exceed One Thousand Dollars (\$1,000) (the "Maintenance Threshold"). All such maintenance shall be performed in a good and workmanlike manner and consistent with first-class municipal parking facility practices for comparable properties in the area.

6.2 Repairs Exceeding Maintenance Threshold. Except for repairs required due to the negligence, willful misconduct, or breach of this Lease by Lessee or Lessee Parties (which shall be performed and paid for solely by Lessee), the cost of any repair item exceeding the Maintenance Threshold shall be shared by Lessee and Lessor with each party being responsible for fifty percent (50%) of the cost of the repair above the threshold. Lessee and Lessor shall cooperate in good faith in selecting contractors and coordinating the scheduling of the repair. Repairs exceeding \$1,000.00 shall require prior written approval of Lessor.

7. TAXES

7.1 Real Property Taxes. Lessor shall pay the ad valorem taxes on the Premises.

8. IMPROVEMENTS; ALTERATIONS; CONTRACTING; LIENS

8.1 No Alterations Without Consent. Lessee shall not construct, install, or modify improvements (including lighting poles, striping changes, signage foundations, drainage work) without Lessor's prior written consent.

9. INDEMNITY; LIMITATIONS FOR CITY

9.1 To the extent permitted by the Constitution and laws of the State of Texas, Lessee shall defend, indemnify, and hold Lessor harmless from any and all claims, demands, or causes of action arising out of Lessee's use of the Premises.

10. DEFAULTS; REMEDIES

10.1 In the event of a default by Lessee (including failure to pay rent or breach of covenant), Lessor shall provide written notice. If Lessee fails to cure within twenty-one (21) days, Lessor shall have the right to terminate this Lease, re-enter the Premises, and pursue any remedies available at law or equity under Texas law.

11. ASSIGNMENT; SUBLEASE

11.1 Lessee shall not assign or sublease without Lessor's prior written consent, which may be withheld in Lessor's sole discretion.

12. REPRESENTATIONS; AUTHORITY

12.1 Lessee Authority. Lessee represents: (i) it is duly organized and existing; (ii) it has authority to enter this Lease; (iii) execution has been duly authorized by City Council action; and (iv) the signatory has authority to bind Lessee.

12.2 Lessor Authority. Lessor represents it has authority to enter this Lease and owns/controls the Premises.

13. NOTICES

13.1 All notices must be in writing and delivered by personal delivery, certified mail (return receipt), nationally recognized overnight courier, or email only if followed by one of the foregoing, to the addresses which may be updated by notice:

To Lessor:
Gibbs Brothers & Co. 1118½
11th Street Huntsville, Texas
77340

To Lessee:
City of Huntsville, Texas
1212 Avenue M
Huntsville, Texas 77340

Notice is effective upon receipt/refusal as provided in this Section.

14. SIGNATURES

Signed on the _____ day of _____, 2026, to be effective as of _____,
20____.

LESSOR:

GIBBS BROTHERS & COMPANY, LP

By: _____

Name: _____

Title: _____

LESSEE:

CITY OF HUNTSVILLE, TEXAS

By: _____

Name: _____

Title: _____

CITY OF HUNTSVILLE, TEXAS
Engineering - Surveying
448 State Hwy. 75 N
Huntsville, Texas 77320

THE STATE OF TEXAS §

COUNTY OF WALKER §

I, Leonard E. Woods, Registered Professional Land Surveyor No. 2524, do hereby certify that this document was prepared from record data and does not reflect the results of an on-the-ground survey, and is not to be used to convey or establish interests in real property.

19 FOOT WIDE STRIP

Being a strip of land, encompassing 4,275 Square Feet of land, more or less, situated in the PLEASANT GRAY LEAGUE, Abstract No. 24, City of Huntsville, Walker County, Texas, being a part of Lots 7, 8 and 9, in Block 3 according to the map and plan of said City of Huntsville, and described in an Exchange Deed to Gibbs Brothers & Company, recorded in Volume 386, page 413, Deed Records of Walker County, Texas, said strip of land being described by metes and bounds as follows:

BEGINNING, at the northwest corner of a fifteen (15) foot wide strip described in a Dedication Deed from Gibbs Brothers & Company to City of Huntsville, dated November 7, 1961 and recorded in Volume 172, page 514, Deed Records, a point for corner in the south right-of-way line of Eleventh Street;

THENCE South, with the west line of said City of Huntsville fifteen (15) foot wide strip, 225 feet, more or less, to its southwest corner, a point for corner in the north right-of-way line of Twelfth Street;

THENCE West, with the north right-of-way line of Twelfth Street, 19 feet to a point for the southwest corner of the herein described strip of land;

THENCE North, parallel with the west line of said City of Huntsville fifteen (15) foot wide strip, 225 feet, more or less, a point for corner in the south right-of-way line of Eleventh Street, for the northwest corner of the herein described strip of land;

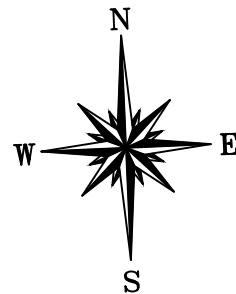
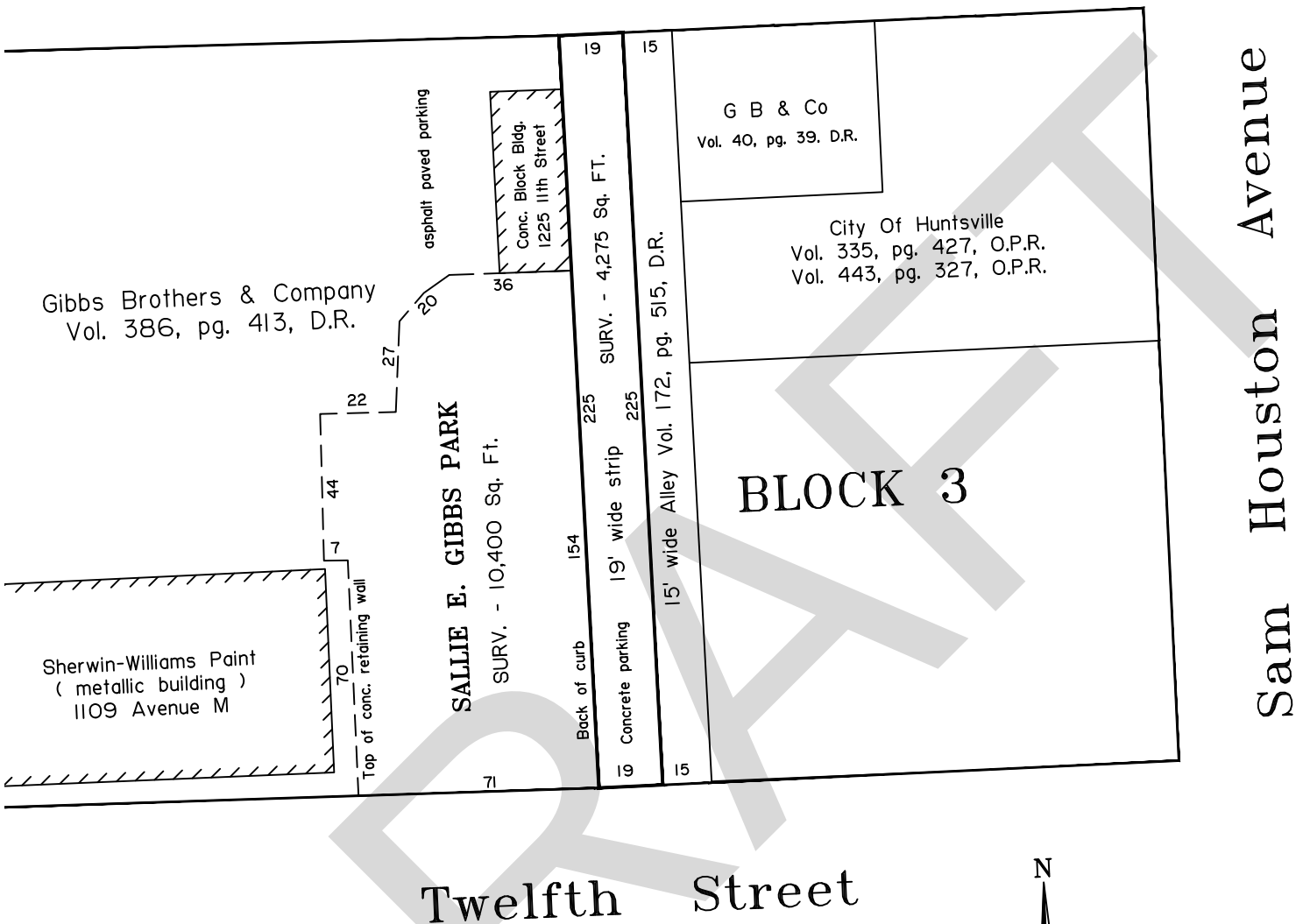
THENCE East, with the south right-of-way line of Eleventh Street, 19 feet to the **POINT OF BEGINNING**.

Leonard E. Woods



Y:\SURVEYORS\PROJECTS\COH25\MISC\Gibbs parking lease 7-2025\19' strip Block 3.fns.docx

Eleventh Street



I, Leonard E. Woods, certify that this plat was prepared from record data and does not reflect the results of an on-the-ground survey, and is not to be used to convey or establish interests in real property.

L. E. Wood

Leonard E. Woods
Reg. Prof. Land Surveyor No. 2524
SEPTEMBER 2025



City of Huntsville
Engineering - Surveying
448 State Hwy. 75 North
Huntsville, Texas 77320

Y:\SURVEYORS\PROJECTS\COH
25\MISC\Gibbs parking lease
7-2025\GB&C 19 ft strip BLK 3.dwg

PLAT OF
19 FOOT WIDE STRIP
AND
SALLIE E. GIBBS PARK
OWNED BY
GIBBS BROTHERS & COMPANY, LP

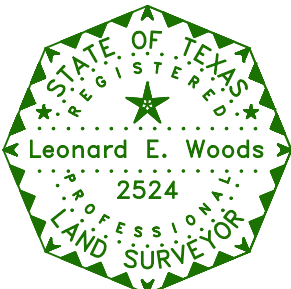
CITY OF HUNTSVILLE
PLEASANT GRAY LEAGUE, A-24
WALKER COUNTY, TEXAS

SEPTEMBER 2025

SCALE 1" = 50 FEET

Page 39 of 106

EXHIBIT "A"
Page 2 of 4



CITY OF HUNTSVILLE, TEXAS
Engineering - Surveying
448 State Hwy. 75 N
Huntsville, Texas 77320

THE STATE OF TEXAS §

COUNTY OF WALKER §

I, Leonard E. Woods, Registered Professional Land Surveyor No. 2524, do hereby certify that this document was prepared from record data and does not reflect the results of an on-the-ground survey, and is not to be used to convey or establish interests in real property.

SALLIE E. GIBBS PARK

Being a parcel of land, encompassing 10,400 Square Feet of land, more or less, situated in the PLEASANT GRAY LEAGUE, Abstract No. 24, City of Huntsville, Walker County, Texas, being a part of Lots 8, 9, 11 and 12, in Block 3 according to the map and plan of said City of Huntsville, being described in an Exchange Deed to Gibbs Brothers & Company, recorded in Volume 386, page 413, Deed Records of Walker County, Texas, said parcel of land being described by metes and bounds as follows:

COMMENCING, at the southwest corner of a fifteen (15) foot wide strip described in a Dedication Deed from Gibbs Brothers & Company to the City of Huntsville, dated November 7, 1961 and recorded in Volume 172, page 515, Deed Records, a point for corner in the north right-of-way line of Twelfth Street;

THENCE West, with the north right-of-way line of Twelfth Street, 19 feet to the **POINT OF BEGINNING**, a point for corner at the back of a concrete curb for concrete parking area situated on its east side;

THENCE West, continuing with the north right-of-way line of Twelfth Street 71 feet, more or less, to a point on the top easterly edge of a sloped concrete retaining wall for the southwest corner of the herein described parcel of land;

THENCE North, along the top edge of said concrete retaining wall 70 feet, more or less, to its northeast corner;

Thence West, with the north edge of said concrete retaining wall 7 feet to its northwest corner, said corner being about 2-1/2 feet north of the northeast corner of metallic commercial building currently occupied by Sherwin-Williams Paints;

THENCE North about 44 feet to a point at the back of a concrete curb for an asphalt parking area situated on its north side utilized by occupants of a metallic commercial building addressed 1227 Eleventh Street;

THENCE East, along the back of said concrete curb 22 feet, more or less, to a point at a corner of said asphalt parking area;

Sallie E. Gibbs Park
Block 3
City of Huntsville
Walker County, Texas

THENCE northerly and northeasterly along the edge of said asphalt parking area to a point for corner at a westerly extension of the south wall of a concrete block commercial building addressed 1225 Eleventh Street;

THENCE East, at 15 feet pass the southwest corner of said building addressed 1225 Eleventh Street, continuing East along the south wall of said building 36 feet, more or less, to its southeast corner at the back of said concrete curb for concrete parking area;

THENCE South, along the back of a said concrete curb 154 feet, more or less, to the **POINT OF BEGINNING**.

Leonard E. Woods



Y:\SURVEYORS\PROJECTS\COH25\MISC\Gibbs parking lease 7-2025\Sallie E. Gibbs Park.fns.docx

PARKING AREA LEASE AGREEMENT

This PARKING AREA LEASE AGREEMENT (this "Lease") is made effective as of _____, 20____ (the "Effective Date"), by and between GIBBS BROTHERS & COMPANY, LP, a Texas limited partnership, whose address is 1118½ 11th Street, Huntsville, Texas 77340 (hereinafter "Lessor"), and the CITY OF HUNTSVILLE, TEXAS, a Texas home-rule municipal corporation of the State of Texas, whose address is 1212 Avenue M, Huntsville, Texas 77340 (hereinafter "Lessee" or "City"). Lessor and Lessee may be referred to individually as a "Party" and collectively as the "Parties."

RECITALS

- A. Lessor owns certain real property in Walker County, Texas suitable for use as a parking area.
- B. Lessee desires to lease a portion of such property for public parking purposes, subject to the terms of this Lease.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. DEFINITIONS

1.1 "Premises" and "Parking Area" means the land consisting of 13,300 square feet of land, situated in the PLEASANT GRAY LEAGUE, A-26, City of Huntsville, Walker County, Texas, and being further described by metes and bounds on Exhibit "A" attached hereto and made a part hereof, together with the non-exclusive rights expressly granted in this Lease for access of ingress and egress.

1.2 "Permitted Use" means operation of the Parking Area for public parking, event parking, employee parking and related lawful activities, subject to this Lease and applicable law.

1.3 "Applicable Law" means all laws, ordinances, regulations, orders, and requirements of governmental authorities having jurisdiction.

2. LEASE GRANT; CONDITION; NO DEDICATION

2.1 Lease Grant. Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Premises for the Term of twenty (20) years.

2.2 As-Is. No Reliance. Except as expressly stated in this Lease, Lessee leases the Premises AS IS, WHERE IS, AND WITH ALL FAULTS. Lessee acknowledges it has inspected (or will inspect) and is relying on its own investigations and not on any representation by Lessor.

2.3 No Dedication / No Public Easement. Nothing in this Lease conveys any fee interest or dedication, and no public easement or right of way is granted except as expressly stated. Public access (if any) is by permission of Lessee during the Term and may be conditioned as provided herein.

3. TERM

3.1 Initial Term. The initial term begins on _____, 20__, and ends twenty (20) years thereafter (the "Initial Term").

3.2 Renewal Options. Lessee shall have one (1) renewal option for an additional ten (10) year period provided that Lessee notify Lessor in writing of its intent to exercise such option within ninety (90) days prior to expiration of the Initial Term.

3.3 This Lease shall automatically expire at the end of the Initial Term unless Lessee timely exercises the Renewal Option in accordance with Section 3.2. If Lessee timely exercises the Renewal Option, this Lease shall expire at the end of the Renewal Term unless the Parties agree otherwise in writing. If Lessee remains in possession after expiration of the applicable term, such occupancy shall constitute a month-to-month tenancy on the terms and conditions of this Lease (except as to term), and either party may terminate the month-to-month tenancy upon at least thirty (30) days' prior written notice to the other.

3.4 Either Party may terminate this lease without cause upon 60 day written notice in the manner provided for in Section 14 of this Agreement.

4. CONSIDERATION OF THE LEASE

4.1 It is acknowledged and agreed by the Parties that no rent or other monetary consideration is due under this Lease. The sole consideration for this Lease is Lessee's performance of its covenants and obligations set forth herein, including without limitation the maintenance, repair, and other responsibilities allocated to Lessee under this Lease.

5. COMPLIANCE WITH LAW; PERMITS; ACCESSIBILITY

5.1 Compliance. Lessee, at its sole cost, shall comply with Applicable Law relating to Lessee's use and operations, including parking/traffic control, accessibility, and public safety.

5.2 Permits and Approvals. Lessee shall obtain and maintain all permits/approvals needed for Lessee's operations and improvements.

5.3 ADA / Accessibility. Lessee is responsible for compliance with accessibility requirements arising from Lessee's specific use, and operations.

6. MAINTENANCE; REPAIRS

6.1 Lessee's Maintenance. Lessee shall, at its sole cost and expense, maintain the Premises in a clean, safe and orderly condition, perform routine and ordinary maintenance, including without limitation restriping, minor patching, and other minor repairs, provided that the cost of any single repair item does not exceed One Thousand Dollars (\$1,000) (the "Maintenance Threshold"). All such maintenance shall be performed in a good and workmanlike manner and consistent with first-class municipal parking facility practices for comparable properties in the area.

6.2 Repairs Exceeding Maintenance Threshold. Except for repairs required due to the negligence, willful misconduct, or breach of this Lease by Lessee or Lessee Parties (which shall be performed and paid for solely by Lessee), the cost of any repair item exceeding the Maintenance Threshold shall be shared by Lessee and Lessor with each party being responsible for fifty percent (50%) of the cost of the threshold and shall cooperate in good faith in selecting contractors and coordinating the scheduling of the work. Repairs exceeding \$1,000.00 shall require prior written approval of Lessor.

7. TAXES

7.1 Real Property Taxes. Lessor shall pay the ad valorem taxes on the Premises.

8. IMPROVEMENTS; ALTERATIONS; CONTRACTING; LIENS

8.1 No Alterations Without Consent. Lessee shall not construct, install, or modify improvements (including lighting poles, striping changes, signage foundations, drainage work) without Lessor's prior written consent.

9. INDEMNITY; LIMITATIONS FOR CITY

9.1 To the extent permitted by the Constitution and laws of the State of Texas, Lessee shall defend, indemnify, and hold Lessor harmless from any and all claims, demands, or causes of action arising out of Lessee's use of the Premises.

10. DEFAULTS; REMEDIES

10.1 In the event of a default by Lessee (including failure to pay rent or breach of covenant), Lessor shall provide written notice. If Lessee fails to cure within twenty-one (21) days, Lessor shall have the right to terminate this Lease, re-enter the Premises, and pursue any remedies available at law or equity under Texas law.

11. ASSIGNMENT; SUBLEASE

Lessee shall not assign or sublease without Lessor's prior written consent, which may be withheld in Lessor's sole discretion.

12. ENTRY, SECURITY, LESSOR RESERVED RIGHTS

12.1 Reserved Rights. Lessor reserves the right for itself, its agents or assigns the unrestricted use of the Premises to access the "Metal Canopy" or "Reserved Park" used by Lessor, and further depicted on Exhibit "A" attached hereto.

13. REPRESENTATIONS; AUTHORITY

13.1 Lessee Authority. Lessee represents: (i) it is duly organized and existing; (ii) it has authority to enter this Lease; (iii) execution has been duly authorized by City Council action; and (iv) the signatory has authority to bind Lessee.

13.2 Lessor Authority. Lessor represents it has authority to enter this Lease and owns/controls the Premises.

14. NOTICES

All notices must be in writing and delivered by personal delivery, certified mail (return receipt), nationally recognized overnight courier, or email only if followed by one of the foregoing, to the addresses which may be updated by notice:

To Lessor:
Gibbs Brothers & Co. 1118
½ 11th Street Huntsville,
Texas 77340

To Lessee:
City of Huntsville, Texas
1212 Avenue M
Huntsville, Texas 77340

Notice is effective upon receipt/refusal as provided in this Section.

14. SIGNATURES

Signed on the _____ day of _____, 2026, to be effective as of
_____, ____.

GIBBS BROTHERS & COMPANY, LP

By: _____

Name: _____

Title: _____

LESSEE:

CITY OF HUNTSVILLE, TEXAS

By: _____

Name: _____

Title: _____

CITY OF HUNTSVILLE, TEXAS
Engineering - Surveying
448 State Hwy. 75 N
Huntsville, Texas 77320

THE STATE OF TEXAS §

COUNTY OF WALKER §

I, Leonard E. Woods, Registered Professional Land Surveyor No. 2524, do hereby certify that this document was prepared from record data and does not reflect the results of an on-the-ground survey and is not to be used to convey or establish interests in real property.

GIBBS BROTHERS & COMPANY, LP
PARKING AREA

Being a parcel of land, encompassing 13,300 Square Feet of land, more or less, situated in the PLEASANT GRAY LEAGUE, Abstract No. 24, City of Huntsville, Walker County, Texas, being a part of Lots 1, 2, 3, 5 and 6, in Block 1 according to the map and plan of said City of Huntsville, being described in multiple Deeds to Gibbs Brothers & Company, recorded in Deed Records of Walker County, Texas, said parcel of land being described by metes and bounds as follows:

COMMENCING, at the southwest corner of the Gibbs Bros. two-story brick building situated on the northeast side of the intersection of Eleventh Street and Sam Houston Avenue;

THENCE North along the east line of Sam Houston Avenue, 156 feet, more or less, to the **POINT OF BEGINNING** at the north edge of a metal canopy covering parking spaces reserved by Gibbs Brothers & Company, a point for corner on the east line of Sam Houston Avenue;

THENCE East, along the north edge of said metal canopy, passing its northeast corner and continuing on same course 80 feet, more or less, to point for corner;

THENCE South, along the west edge of a concrete walk, 7 feet, more or less, to a point for corner;

THENCE East, parallel with and 1-1/2 feet north of the north wall of a metallic building, at 5 feet pass 1-1/2 feet north of its northwest corner, continuing at 54-1/2 feet pass 1-1/2 feet north of its northeast corner, continuing on same course 76 feet to a point for corner;

THENCE North 21 feet to the southwest corner of a 10 foot wide concrete driveway used for ingress and egress within said Block 1;

THENCE East, along the south edge of said 10 foot wide concrete driveway, 84 feet, more or less, to the west line of University Avenue;

G.B & Co. parking area
Block 1, City of Huntsville
Walker County, Texas

THENCE North, with the west line of University Avenue, 10 feet to the northeast corner of said 10 foot wide concrete driveway;

THENCE West, along the north edge said 10 foot wide concrete driveway, 102 feet to a point on the back a concrete curb of an asphalt parking area;

THENCE Northwest, 5 feet to a point on the back of said concrete curb;

THENCE North, along the back of said concrete curb 26 feet to a point for corner;

THENCE Northwest 18 feet, more or less, to a point at the back of said concrete curb;

THENCE North, along the back of said concrete curb, 26 feet, more or less, to a point at the intersection of said concrete curb;

THENCE West, continuing along the back of said concrete curb, 119 feet, more or less, to a point for corner on the east line of Sam Houston Avenue;

THENCE South, along the east line of Sam Houston Avenue, 88 feet to the **POINT OF BEGINNING**.

Leonard E. Woods



Y:\SURVEYORS\PROJECTS\COH25\MISC\Gibbs parking lease 7-2025\Final Survey Exhibits\Parking area Block 1.fns.docx

Sam Houston Avenue

University Avenue

Eleventh Street

G & O
Barber Shop
(frame bldg.)

Pets
Boutique
(frame bldg.)

back of concrete curb

119

26

18

26

102

10' concrete driveway

84

P.O.B.

80

7

1-1/2

21

76

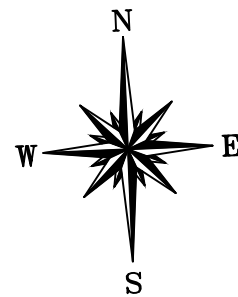
Metal canopy
G.B.&Co. Reserved parking

Metallic building

Brick building

BLOCK 1

Point of Commencing
SW cor. Gibbs Bldg.
118 1/2 11th Street



I, Leonard E. Woods, certify that this plat was prepared from record data and does not reflect the results of an on-the-ground survey, and is not to be used to convey or establish interests in real property.

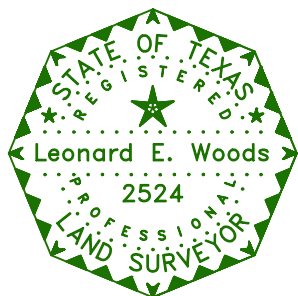
Leonard E. Woods

Leonard E. Woods
Reg. Prof. Land Surveyor No. 2524
SEPTEMBER 2025



City of Huntsville
Engineering - Surveying
448 State Hwy. 75 North
Huntsville, Texas 77320

Y:\SURVEYORS\PROJECTS\COH
25\MISC\Gibbs parking lease
7-2025\Final Survey Exhibits\GB&C
Parking Lease BLK 1.dwg



PLAT OF
PARKING AREA
OWNED BY
GIBBS BROTHERS & COMPANY, LP

CITY OF HUNTSVILLE
PLEASANT GRAY LEAGUE, A-24
WALKER COUNTY, TEXAS

SEPTEMBER 2025
SCALE 1" = 50 FEET

EXHIBIT "A"
Page 3 of 3



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 1.g.

Agenda Item: Consider authorizing the City Manager to enter into an agreement with Halff Associates for professional engineering services for the Autumn Lake Flood and Drainage Project funded by a Grant from the Texas General Land Office (GLO) under the Regional Mitigation Program (RMP).

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to authorize the City Manager to enter into an agreement with Halff Associates of professional engineering services for the Autumn Lake Flood and Drainage Project in the amount of \$134,931.46.

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 process was conducted for the Autumn Lake Flood and Drainage Project. Five (5) applications from Engineering Firms were received. The Evaluation Committee consisted of seven (7) staff members from two (2) departments (Public Works and Engineering Department). As a result of this process, the top scored Engineering Firm, Halff Associates, was invited to negotiate their fee proposals.

This project will be funded by a Grant from the GLO under the Regional Mitigation Program (RMP) in the amount of \$1,099,500.00 and the City will be responsible for a 0% match amount of \$0.00.

This project involves the replacement of an existing 75-inch diameter railroad tank car culvert (an old railcar with ends removed) under Autumn Road, near its intersection with Summer Lane, that carries Spring Lake's outflow.

This existing culvert is undersized and misaligned with the downstream creek channel, causing frequent overflow flooding at the Spring Lake Water Plant and severe erosion on downstream properties. The project will design and implement a properly sized concrete box culvert to replace the railcar culvert, aligning it with the downstream channel to improve flow conveyance.

The primary goal is to mitigate flooding and drainage issues in the Spring Lake area by increasing the capacity of the Autumn Road crossing and improving the efficiency of the drainage channel. Replacing the undersized culvert with a new concrete structure (sized to match the upstream flow and downstream channel) will alleviate flood risk to the water plant and nearby properties and address erosion caused by misaligned flow. This will enhance public safety and infrastructure resilience, and

ensure the improvements are long-term and compliant with all state and federal requirements tied to the GLO funding.

After negotiations of the Scope of Services and Fee Proposals, the total fee proposed by Halff Associates is \$134,931.46; which includes:

1. Task 1 - Field Survey	\$11,264.86
2. Task 2 - Geotechnical Analysis	\$16,392.03
3. Task 3 - Drainage Analysis	\$ 4,154.71
4. Task 4 - Plans and Spec	\$60,139.13
5. Task 5 - Bidding Services	\$ 8,665.88
6. Task 6 - Environmental Support	\$ 4,674.78
7. Task 7 - Project Management	\$10,561.11
8. Task 8 – Construction Phase Services	\$19,078.96

Previous Council Action: The City Council approved acceptance of Grant of \$1,099,500 on 11/18/2025

Financial Implications:

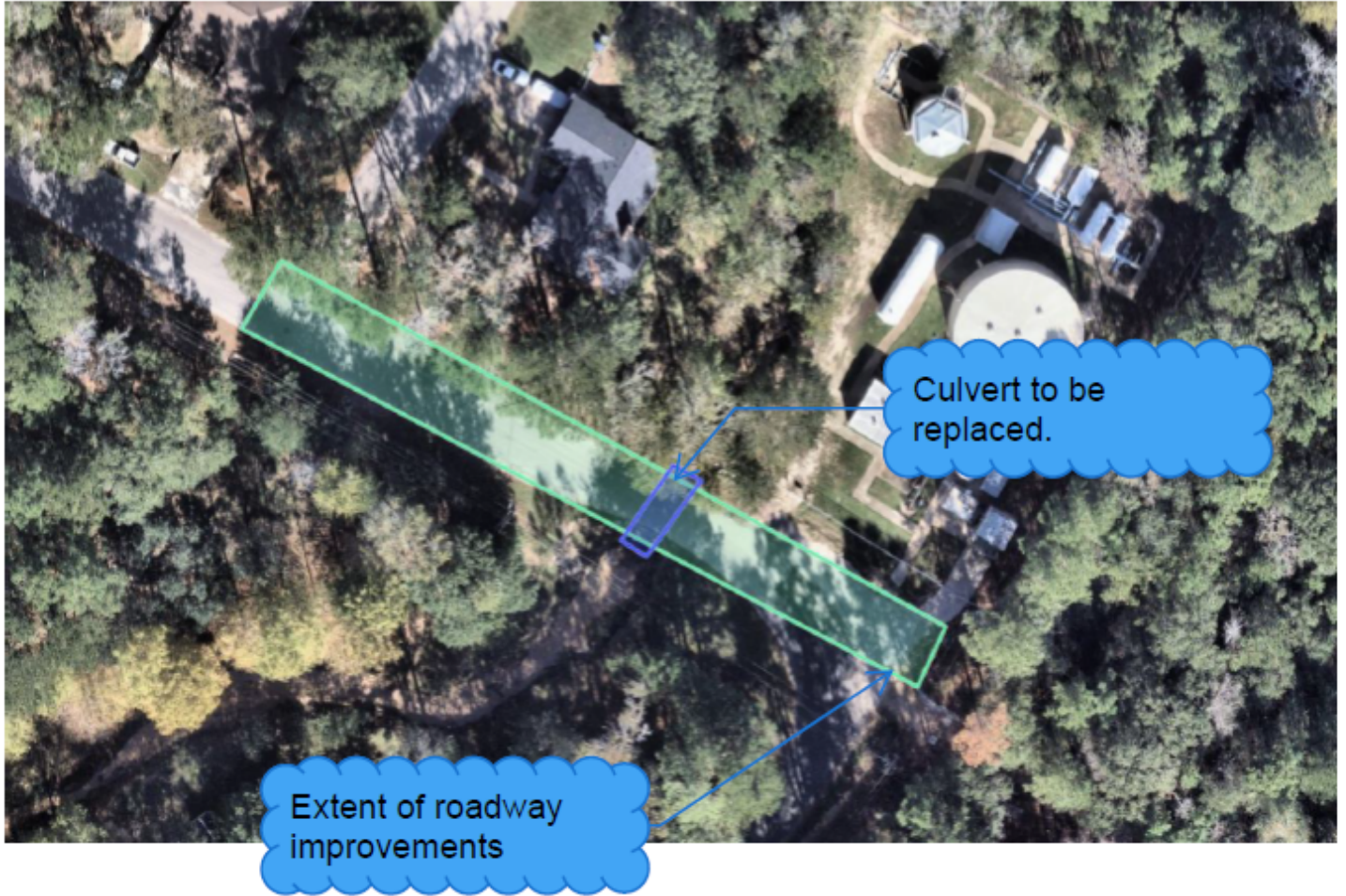
☒ **Item is budgeted:** \$1,099,500.00 from Grant and City will be responsible for \$0.00.

Approvals:

Kathlie Jeng-Bulloch
Ricardo Villagrand
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. Autumn Project area Map
2. Halff - Huntsville Autumn Road Scope 4 16 2026
3. Halff final proposal 4 21 2026 Huntsville Autumn Road Scope_20260421





April 16, 2026

Lucy Gonzalez, CTCD
Procurement Manager
City of Huntsville, Texas

Reference: Engineering Design Services for Autumn Road Culvert Replacement

Dear Ms. Gonzalez,

Halff Associates, Inc. (“Halff”) is pleased to submit this proposal to to the City of Huntsville for completing engineering design services for the Autumn Road Culvert Replacement. The specific tasks are described further in *Attachment A – Scope of Basic Services*. Halff proposes to complete this effort in an amount of \$159,834.60 on a time and material basis as specified in Attachment B – Fee Schedule. The project area for this design scope is included as Attachment C.

Halff appreciates the opportunity to collaborate with the City of Huntsville on this important initiative and we look forward to working on this important project. If you have any questions regarding this proposal, please do not hesitate to contact me.

Sincerely,
Halff

A handwritten signature in blue ink that reads "C. Andrew Moore".

C. Andrew Moore, PE, CFM
Water Resources Team Leader

CC: Long Nguyen, PE, ENV SP

Attachment A – Scope of Services

The limits of roadway and drainage improvements will extend between Marigold Lane and the road bend approximately 270 LF to the east. The scope of Work will include replacing an existing 75-inch diameter railroad tank car culvert with a properly sized concrete box culvert to address roadway flooding and erosion. The project scope will also include the removal of the existing 2-lane asphalt roadway within the project area and replacing it with concrete, replacing the driveways at the Spring Lake Water Treatment Plant and Etheredge Park, and re-grading the roadside ditches. The existing roadway narrows from approximately 28' to 20' at the culvert crossing and then widens again.

Based on the above project description, the specific scope of services will include the following:

Task 1 – Field Survey

Halff will perform topographic survey of the project area to be used for design. Specific tasks will include:

1. Perform topographic survey for the approximately 400 linear feet as needed for the design for the area as specified within Task 1. Survey to include 50' cross sections within the right-of-way as well as the culvert and up to four cross sections within the channel.
2. Establish elevations and locations of physical features including buildings, structures, signs, power poles, curbs, driveways, water meters, manholes, pedestals, ponds, light poles, etc. within the proposed and existing right-of-way. Overhead crossing utilities will be limited to the low chord elevation, all within the ROW.
3. Provide pipe flow line elevations, size, material and directions of all sanitary sewer lines, water lines, storm sewer lines and driveway culverts within the project area. Top of rim or top of grate and flow line elevations will be recorded on all inlets, manholes and drainage structures.
4. Locate ornamental trees or landscape trees with a diameter of 4" and larger will be located. Wooded/brushed areas will be limited to an outlined area only.
5. Provide SUE Level C per ASCE SUE Guidelines
6. Perform Texas One-Call for underground utility locations to mark utilities within the existing right-of-way and existing easements within the take area.
7. Locate markings provided by One-Call and "visible" utilities within 25 feet of the proposed and or existing right-of-way.

Task 2 – Geotechnical Analysis

Scope for geotechnical services is included as Attachment E.

Task 3 – Drainage Analysis

Halff will prepare a drainage analysis for sizing the proposed culvert crossing in accordance with FEMA criteria since this creek is within the Zone A floodplain. It is anticipated that the crossing will

convey a similar flow rate to the existing crossing and that detention will not be required for the project. Specific tasks include:

1. Calculate peak discharge rates for the 10, 50, 100, and 500-year storm events.
2. Determine water surface elevations and velocities for the channel existing culvert crossing using HEC-RAS.
3. Simulate different culvert options that will convey similar flow rate while improving the crossing velocities, scour, and water surface elevations as able. Determine final crossing configuration for design.

Task 4 - Plans, Specifications, and Cost Estimate

Halff will produce complete, biddable construction plans and specifications. The project is funded in part by a Texas GLO CDBG-Mitigation grant, which requires compliance with HUD and federal procurement standards. Halff will also provide Bidding Phase Services.

Plans, specifications, and estimates will be submitted for the City's review at the 90% and 100% design completion stages with a final submittal containing bid-ready construction documents. These design phase services will consist of:

1. The preparation of 90% design documents for interim review showing proposed improvements superimposed over existing conditions, identification of potential or known conflicts with other utilities or improvements in the ROW.
2. 100% level design documents will show resolution of all review comments and finish design of all improvements and details.
3. For each design submittal, Halff will provide the following for review:
 - 3.1. General project drawings: cover sheet, sheet index, legend, general notes
 - 3.2. Design plan and profile sheets showing existing and proposed roadway and drainage grades, drainage area maps, hydraulic computations, public utilities (water, sanitary sewer), private utilities (telecommunications, gas, electric), and related appurtenances as well as typical sections, design cross sections, and layouts and detail sheets
 - 3.3. Construction related drawings including stormwater pollution prevention, traffic control and detour, and tree protection/ removal plans and details.
4. All review comments recorded in a Comment Response and Resolution Matrix
5. The Engineer's Opinion of Probable Construction Cost (OPCC) with appropriate contingency amount depending on the design level of completion
6. Project Manual including technical specifications, Scope of Work, and bid forms
7. Construction duration estimate
8. Quality Control and Constructability reviews for each submittal
9. Coordination and permit review by other agencies owning ROW, easements, or facilities that are directly impacted by the design.
10. Final Bid-ready construction documents signed and sealed by the Engineer of Record and submitted to the City for final signatures.

Task 5 – Bidding Phase Services

Engineering support during the bidding phase will consist of the following:

1. Attend the Pre-Bid Meeting and answer bidder questions.
2. Assist in preparing addenda and clarifications
3. Tabulate and assist the City in determining the qualifications and acceptability of bidders, subcontractors, and suppliers.



4. Prepare a Recommendation to Award letter.
5. Prepare additional documentation required by the City of Huntsville including documentation required for the award of the project
6. Coordinating with the successful bidder to assemble contract documents for award.

Task 6 – Environmental Support

Halff will provide an assessment of the environmental permitting for the project in accordance with GLO and NEPA requirements. Specific tasks are delineated in Attachment D.

Task 7 – Project Management

Halff will provide general project management support throughout the life of the engineering project. Specific tasks will include:

1. Attend kickoff meeting with the City and any other stakeholders
2. Attend up to 6 progress meetings with the City to discuss progress, review plan comments, or present on any other matters related to the project.
3. Perform quality control at all deliverable stages.
4. Prepare monthly invoices and progress reports in accordance with the City and grant requirements.

Task 8 - Construction Phase Services

Halff will perform the following engineering support services:

1. Prepare up to 18 monthly invoices and progress reports
2. Monthly Progress Report for Invoice
3. Review and respond to contractor submittals
4. Review and respond to Requests for Information (RFI)
5. Review and respond to Change Order claims
6. Attend construction progress meetings
7. Attend construction site visits and prepare observation reports
8. Preparation of Record Drawings based on redlined drawings prepared by the Contractor and approved by the Construction Manager and/or Inspector

Schedule of Services

Upon receipt of the results of all field investigation and design modelling activities, Halff intends to complete the design and construction documents within 6 months including design review times lasting approximately 3 weeks.

General Assumptions and Scope Qualifications

Halff's proposal is based on the following assumptions and scope qualifications:

1. The proposed roadway will maintain a constant width matching the existing pavement on either side of the culvert crossing.
2. Drainage within the ROW will remain roadside ditches
3. The proposed pavement section will be designed to comply with City of Huntsville criteria.
4. All design work will be completed using AutoCAD Civil 3D.
5. No additional ROW will be required.
6. No high pressure or product pipelines are in the project area.
7. Separate utility conflict and encroachment tables will not be prepared. Any conflicts that are discovered between the proposed improvements and existing conditions will be resolved by

altering the design or notification to the impacted utility or through reasonable coordination with the utility. Extensive coordination efforts, negotiations, and agreements are not included in this scope of work.

8. No Right-of-Way will be acquired. All of the improvements will be designed to fit within the existing Right-of-Way limits.
9. Traffic volume and travel speed will not be analyzed to determine roadway design criteria and no new traffic calming signage will be included in the project.
10. Traffic control during construction will either consist of a plan to keep one lane open at a time, or total detour of traffic at the City's discretion. One (1) traffic control or detour plan will be developed for this project.
11. A Preliminary Engineering Phase developing and comparing alternative designs, methods, or alignments will NOT be performed as part of the design phase scope of work.
12. The work will be designed, bid, and constructed as a single confirmed project and not separated into more than 1 construction package.
13. All fees for developing Plans, Specifications, and Cost Estimate are considered Lump Sum tasks to be invoiced as a percent complete of the Lump Sum fee.
14. No SUE potholing will be done as part of the project.

Attachment B - Fee Schedule

Project Phases and Tasks	HALFF ESTIMATED MAN-HOURS												TOTALS			
	Principal in Charge	Project Manager	Project Engineer	EIT	Env. Task Leader	Sr. Environmental Scientist	Jr. Environmental Scientist	Clerical	RPLS	Survey SIT	CADD	2-Person Survey Crew	Half Labor Fee Subtotal	Reimbursable Expenses	Sub Gedeck	Project Effort Subtotal
Billing Rate	\$330.00	\$270.00	\$189.75	\$138.00	\$240.00	\$140.00	\$90.00	\$80.00	\$224.25	\$140.00	\$103.50	\$220.80				
Task 1 - Field Survey			4						8	8	8	32	\$11,566.60			\$11,566.60
Task 2 - Geotechnical Analysis		4	4										\$1,839.00		\$14,601.00	\$16,440.00
Task 3 - Drainage Analysis		2	8	16									\$4,266.00			\$4,266.00
Task 4 - Plans, Specs, & Cost	4	40	80	140				8			140		\$61,750.00			\$61,750.00
Task 5 - Bidding Phase Services		12	24	8									\$8,898.00			\$8,898.00
Task 6 - Environmental Support					56	52	64						\$26,480.00			\$26,480.00
Task 7 - Project Management		16	16	16				16					\$10,844.00			\$10,844.00
Task 8 - Construction Phase Services		24	40	40									\$19,590.00			\$19,590.00
Grand Total	4	98	176	220	56	52	64	24	8	8	148	32				\$ 159,834.60
Salary + Overhead																\$ 132,471.75
Profit																\$ 27,362.85

Attachment C – Project Area



SCOPE OF WORK

Task 1 – Waters of the United States Delineation

Halff will conduct a delineation of potential WOTUS (commonly referred to as a wetland delineation) following the technical standards and procedures described in the 1987 USACE *Wetland Delineation Manual* and the 2010 *Atlantic and Gulf Coastal Plain Regional Supplement (Version 2.0)*. Halff will investigate the project area for the presence or absence of areas possessing the three mandatory wetland parameters (hydrophytic vegetation, hydric soils, and wetland hydrology) and delineate the boundaries of those areas.

Additionally, Halff will identify non-wetland waterbodies (i.e., rivers, streams, channels, ponds) by the presence of an ordinary high water mark (OHWM). An OHWM is a line on a shore established by fluctuations of water and indicated by physical characteristics such as a clear, natural line impressed on the bank, shelving, changes in the character of soil, destruction of terrestrial vegetation, the presence of litter and debris, or other appropriate means that consider the characteristics of the surrounding areas. If necessary, Halff will also identify the high tide line limits associated with the project area, if necessary.

A Global Positioning System (GPS) unit capable of sub-meter accuracy will be used to geographically reference all wetlands, waterbodies, and data point locations. The location of these features will be depicted on aerial photographs or alignment sheets included in reports and provided in electronic formats (.kmz or .shp).

Upon completion of the field surveys, Halff will prepare a wetland delineation report summarizing the delineated aquatic features within the project corridor. The size and/or length and type of all delineated features will be included in the report along with general descriptions of the project and survey area, methods employed, and vegetation communities encountered. Maps, data sheets, and photographs will be included as appendices. Furthermore, the report will provide a detailed discussion of the probable jurisdictional status of the wetlands within the property. This report will provide sufficient information to devise a permitting approach for the property, if necessary.

Task 2 – Threatened and Endangered Species Assessment

Prior to performing field surveys, Halff will review the current lists of threatened and endangered species for Walker County reported by Texas Parks and Wildlife Department (TPWD) and U.S. Fish and Wildlife Service (USFWS). These data are provided through USFWS's Information for Planning and Consultation (IPaC) as well as TPWD's Texas Natural Diversity Database (TXNDD) and Rare, Threatened, and Endangered Species of Texas (RTEST). Data from these sources will provide background data to guide Halff's field survey activities. Halff will conduct qualitative comparisons of the habitat requirements of the listed species with vegetation communities and landscape features observed in the survey area.

Upon completion of the field effort, Halff will prepare a threatened and endangered species report summarizing the listed species considered, habitat requirements of these species, an evaluation of their potential to occur in the surveyed corridor, and an evaluation of potential effects that may result from the construction of the proposed project. Maps will be included to support the report's findings.

Task 3 – Cultural Resources Background Review

Because the project is being undertaken by a political sub-entity of the State of Texas, it falls under purview of the Antiquities Code of Texas (Title 9, Chapter 191 of the Texas Natural Resources Code), which requires that Texas Historical Commission (THC) review actions that have the potential to impact archeological historic properties within the public domain. In addition, the project may require authorization pursuant to Section 404 of the Clean Water Act and/or Section 10 of the Rivers and Harbors Act and is being funded by CDBG-MIT, which would both be considered a federal action requiring compliance with Section 106 of the National Historic Preservation Act (Section 106). Halff archeologists will perform the following task described below to enable the compliance with the Antiquities Code of Texas (ACT) and Section 106 for the proposed project.

Halff will perform a desktop review of the Texas Archeological Sites Atlas maintained by the Texas Historical Commission and Texas Archeological Research Laboratory (Atlas) to determine whether any archeological historic properties eligible for listing on the National Register of Historic Places (NRHP) or designation as a State Antiquities Landmark (SAL) are documented within or adjacent to the project's Area of Potential Effect (APE). The APE will be defined as all areas with proposed ground disturbance associated with project construction. Background research will also include a review of local soil, geologic and predictive modeling data to evaluate the potential for buried archeological deposits as it pertains to the horizontal and vertical footprint of the APE. Historic topographic maps, historic aerial photographs, and other relevant historic data will be reviewed to identify any potential above-ground historic structures within or adjacent to the project area.

The results of the desktop review will be summarized in a report suitable for submission to THC, RRC, and USACE, as necessary for compliance with Section 106 and the ACT. The desktop review will provide recommendations regarding the project's potential to impact archeological historic properties. Any additional tasks beyond the above-described (e.g., cultural resources field surveys) would be scoped as additional services per state and federal guidelines.

Task 4 – Phase I Environmental Site Assessment

Halff will perform a Phase I Environmental Site Assessment (ESA) for the tracts of land associated with the project area. The ESA will be performed in accordance with the American Society for Testing and Materials (ASTM) E1527-21 Standard Practice. A site reconnaissance will be performed; regulatory databases and historical references will be ordered; open records requests will be submitted; and an ESA report identifying potential recognized environmental conditions associated with the subject property will be prepared. Data gaps will be identified in the report and an opinion will be provided whether those data gaps affected the environmental professional's ability to identify recognized environmental conditions on the property.

It has been assumed that the user will provide information regarding the environmental cleanup liens, activity use limitations (AULs), specialized knowledge, the purchase price compared to the fair market value of the property, an assessment of commonly known or reasonably ascertainable information about the property, and/or indications of the presence or likely presence of contamination on the property. Reasonably ascertainable regulatory files include records which can be obtained within 20 days of being requested at a cost of \$100 or less. File retrieval costs that exceed \$100 will be billed in addition to the proposed fee.

The Phase I will be conducted by our staff and is estimated to require approximately four weeks to complete the written report. The proposed schedule is based on provided access to the tracts. Recommendations based upon the findings may be included in the ESA report, at the City's request.

Task 5 – NEPA Documentation Support

Because the project is funded through HUD's CBDG-MIT program, Halff assumes that Huntsville's grant administrator will need to submit documentation that facilitates coordination with all federal agencies, as required by the National Environmental Policy Act (NEPA). This law requires that all federally funded, administered, or permitted acts must comply with all environmental regulations. Because this project is funded and overseen by HUD, Huntsville will be required to submit documentation for the project for HUD to coordinate with other federal agencies. Halff assumes that Huntsville's grant administrator will perform primary reporting to HUD; however, Halff's environmental staff will provide up to 40 hours of support and guidance for these submittals.

Task 6 – USACE Clean Water Act Permitting (Optional)

Considering that the project involves making a functional replacement, the project likely complies with Nationwide Permit (NWP) 3 (Maintenance). Typically, NWP 3 activities are completed without the need to submit a pre-construction notification (PCN) to USACE Galveston; however, in rare cases a (PCN) may be necessary. Should project plans require submittal of PCN, Halff will develop the necessary components for coordination with USACE, including:

- Name, address, and telephone numbers of the prospective permittee;
- Location of the proposed project;
- A description of the proposed project;
- The purpose of the proposed projects
- Direct and indirect adverse environmental effects the projects would cause
- The anticipated amount of loss of WOTUS resultant from the activity
- Delineation of WOTUS including all necessary data sheets;
- Threatened and endangered species assessment;
- Cultural resources assessment; and,
- Compensatory mitigation plan.

For the purposes of this cost estimate, Halff assumes the permit applicant will elect the more expeditious project permitting alternative of requesting a Preliminary Jurisdictional Determination (PJD) of delineated aquatic resources for the NWP verification. This scope and cost estimate does not include costs associated with obtaining an Approved Jurisdictional Determination (AJD) or an Individual Section 404 permit. Should these become necessary, Halff will prepare and submit an additional scope and cost estimate at that time. Once Halff develops the PCN documents, Halff will submit the data to Huntsville to review. Following permission from LSGS, Halff will submit the NWP verification request to USACE for review. Typical timelines for NWP verification are less than 90 days following submittal of the verification request, assuming USACE considers the application complete.

Exclusions and Assumptions

- Halff assumes that Huntsville will provide all necessary access required for the project area to be assessed and will provide any necessary right-of-entry documents before field surveys can commence.
- Based on the project dimensions, Halff anticipates that all field surveys required will be completed through a one-day mobilization by a two-person crew. Delays due to inclement weather, land access issues, or coordination are not included in the scope and cost.



- All expenses necessary for mobilization as described above will be billed to the project as included in the costs defined below.
- This scope does not include species-specific surveys that may be required if the proposed work poses potential harm to threatened and endangered species.



GEOTEST ENGINEERING, INC.

Geotechnical Engineers & Materials Testing

5600 Bintliff Drive

Houston, Texas 77036

Telephone: (713) 266-0588

Fax: (713) 266-2977

Proposal No. 1140755799

April 16, 2026

Mr. Andrew Moore, P.E., CFM
Water Resources Team Lead
Halff Associates
9303 New Trails Dr #400,
The Woodlands, TX 77381

**Re: Proposal for Geotechnical Investigation
Autumn Road Culvert Replacement
City of Huntsville, Texas**

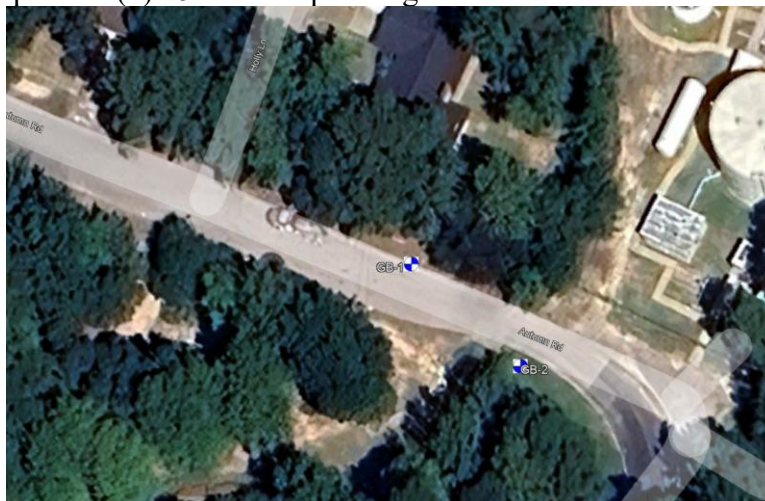
Dear Mr. Moore:

As per our discussions and e-mail provided on April 13, 2026, Geotest Engineering, Inc. (Geotest) is pleased to submit this revised proposal for culvert replacement along Autumn Road in the City of Huntsville, Texas.

The project includes replacement of existing culvert and pavement at the existing channel crossing. The existing channel is about 10 feet deep. Further, the project also includes improving approximately 50 feet along the channel on both upstream and downstream of the culvert.

The purposes of this investigation are to evaluate the soil and water level conditions within the project area and to provide geotechnical recommendations for proposed culvert replacement. Based on the information provided to us on April 13, 2026, the scope of this study will consist of the following:

- Call Texas 811 and coordinate with utility locators to get areas for the proposed borings cleared.
- Drill and sample two (2) 25-foot-deep borings.



- Perform appropriate laboratory tests on selected representative soil samples to develop the engineering properties of the soil.
- Perform engineering analyses to develop geotechnical recommendations for the culvert replacement per City of Huntsville Requirement. The geotechnical recommendations will include a minimum of the following.
 - Foundation, bedding and backfill for the culvert.
 - Slope Stability analyses for the proposed channel improvements on both upstream and downstream (2 slope stability sections). The long term soil parameters for soils encountered will be utilized from Geotest database.
 - Erosion protection recommendations and construction considerations.
 - Pavement recommendations including subgrade preparation.
- Prepare a geotechnical investigation report including field and laboratory data and geotechnical recommendations.

It is our understanding that your surveyors will tie-in our borings after completion of the drilling.

Project Schedule

We should be able to start the fieldwork within one (1) week after receiving your written authorization. It is estimated that the fieldwork will be completed in about two (2) weeks barring bad weather. The laboratory tests will be completed in about four (4) weeks. A geotechnical report, which will include field and laboratory data and geotechnical recommendations, will be submitted in about eight (8) weeks after receiving your authorization.

Cost

Based on the scope of work outlined above, the cost of the field investigation, laboratory testing, engineering analyses and geotechnical report will be a lump sum amount of 14,601.00. The cost breakdown is given in Attachment No. 1. The invoices will be billed on a lumpsum basis based on percent completion. This cost is based on the assumption that no site clearance will be required.

We appreciate the opportunity to propose this project. We hope that this proposal meets with your approval. If you have any questions, please call us at (713) 266-0588. Please indicate

your formal acceptance by signing one copy of this letter in the space below and returning one original to us.

Very truly yours,
GEOTEST ENGINEERING, INC.



Naresh Kolli, P.E.
Sr. Project Manager

Copies Submitted: (1-PDF)
Enclosure: Attachment No. 1 – Cost Breakdown
PC38\Geotechnical Proposals\1140755799_Rev1.DOC

ACCEPTED BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

ATTACHMENT NO. 1
COST BREAKDOWN

Autumn Road Culvert Replacement
City of Huntsville, Texas

Proposal No. 1140755799

	<u>Quantity</u>	<u>Unit</u>	<u>Unit Rate</u>	<u>Cost</u>
Field Investigation				
Mob and Demob of Tuck Mounted Drilling Rig and Drilling	1	Min	\$1,200.00	\$1,200.00
Drilling and Continuous Sampling 0-50 feet	50	ft.	\$28.00	\$1,400.00
Field Coordination and Utility Clearance for Boring Locations	10	hrs	\$96.00	\$960.00
Vehicle Charge (marking borings and logging)	9	hrs	\$13.00	\$117.00
Cement Bentonite Grout	50	ft.	\$12.00	\$600.00
Traffic Control	1	day	\$1,500.00	\$1,500.00
			Subtotal	\$5,777.00
Laboratory Testing				
Liquid and Plastic Limit	6	ea.	\$76.00	\$456.00
Sieve Analysis through No. 200 sieve	2	ea.	\$55.00	\$110.00
Moisture Content	16	ea.	\$12.00	\$192.00
Percent Passing No. 200 sieve	4	ea.	\$46.00	\$184.00
Unconsolidated-Undrained Triaxial Test	6	ea.	\$77.00	\$462.00
			Subtotal	\$1,404.00
Engineering Analyses				
Sr. Project Manager	3	hr.	\$250.00	\$750.00
Project Engineer	6	hr.	\$165.00	\$990.00
Staff Engineer	40	hr.	\$130.00	\$5,200.00
Support Personnel (Drafting, Word Processing)	5	hr.	\$96.00	\$480.00
				\$7,420.00
Total Cost				\$14,601.00



April 21, 2026

Lucy Gonzalez, CTCD
Procurement Manager
City of Huntsville, Texas

Reference: Engineering Design Services for Autumn Road Culvert Replacement

Dear Ms. Gonzalez,

Halff Associates, Inc. ("Halff") is pleased to submit this proposal to to the City of Huntsville for completing engineering design services for the Autumn Road Culvert Replacement. The specific tasks are described further in *Attachment A – Scope of Basic Services*.

Based on negotiations with the City, Halff proposes to complete this effort in an amount of \$134,931.46 on a time and material basis as specified in Attachment B – Fee Schedule. This fee includes a reduction in the environmental coordination scope as well as a reduced profit margin. The project area for this design scope is included as Attachment C.

Halff appreciates the opportunity to collaborate with the City of Huntsville on this important initiative and we look forward to working on this important project. If you have any questions regarding this proposal, please do not hesitate to contact me.

Sincerely,
Halff

A handwritten signature in blue ink that reads "C. Andrew Moore".

C. Andrew Moore, PE, CFM
Water Resources Team Leader

CC: Long Nguyen, PE, ENV SP

Attachment A – Scope of Services

The limits of roadway and drainage improvements will extend between Marigold Lane and the road bend approximately 270 LF to the east. The scope of Work will include replacing an existing 75-inch diameter railroad tank car culvert with a properly sized concrete box culvert to address roadway flooding and erosion. The project scope will also include the removal of the existing 2-lane asphalt roadway within the project area and replacing it with concrete, replacing the driveways at the Spring Lake Water Treatment Plant and Etheredge Park, and re-grading the roadside ditches. The existing roadway narrows from approximately 28' to 20' at the culvert crossing and then widens again.

Based on the above project description, the specific scope of services will include the following:

Task 1 – Field Survey

Halff will perform topographic survey of the project area to be used for design. Specific tasks will include:

1. Perform topographic survey for the approximately 400 linear feet as needed for the design for the area as specified within Task 1. Survey to include 50' cross sections within the right-of-way as well as the culvert and up to four cross sections within the channel.
2. Establish elevations and locations of physical features including buildings, structures, signs, power poles, curbs, driveways, water meters, manholes, pedestals, ponds, light poles, etc. within the proposed and existing right-of-way. Overhead crossing utilities will be limited to the low chord elevation, all within the ROW.
3. Provide pipe flow line elevations, size, material and directions of all sanitary sewer lines, water lines, storm sewer lines and driveway culverts within the project area. Top of rim or top of grate and flow line elevations will be recorded on all inlets, manholes and drainage structures.
4. Locate ornamental trees or landscape trees with a diameter of 4" and larger will be located. Wooded/brushed areas will be limited to an outlined area only.
5. Provide SUE Level C per ASCE SUE Guidelines
6. Perform Texas One-Call for underground utility locations to mark utilities within the existing right-of-way and existing easements within the take area.
7. Locate markings provided by One-Call and "visible" utilities within 25 feet of the proposed and or existing right-of-way.

Task 2 – Geotechnical Analysis

Scope for geotechnical services is included as Attachment E.

Task 3 – Drainage Analysis

Halff will prepare a drainage analysis for sizing the proposed culvert crossing in accordance with FEMA criteria since this creek is within the Zone A floodplain. It is anticipated that the crossing will

convey a similar flow rate to the existing crossing and that detention will not be required for the project. Specific tasks include:

1. Calculate peak discharge rates for the 10, 50, 100, and 500-year storm events.
2. Determine water surface elevations and velocities for the channel existing culvert crossing using HEC-RAS.
3. Simulate different culvert options that will convey similar flow rate while improving the crossing velocities, scour, and water surface elevations as able. Determine final crossing configuration for design.

Task 4 - Plans, Specifications, and Cost Estimate

Halff will produce complete, biddable construction plans and specifications. The project is funded in part by a Texas GLO CDBG-Mitigation grant, which requires compliance with HUD and federal procurement standards. Halff will also provide Bidding Phase Services.

Plans, specifications, and estimates will be submitted for the City's review at the 90% and 100% design completion stages with a final submittal containing bid-ready construction documents. These design phase services will consist of:

1. The preparation of 90% design documents for interim review showing proposed improvements superimposed over existing conditions, identification of potential or known conflicts with other utilities or improvements in the ROW.
2. 100% level design documents will show resolution of all review comments and finish design of all improvements and details.
3. For each design submittal, Halff will provide the following for review:
 - 3.1. General project drawings: cover sheet, sheet index, legend, general notes
 - 3.2. Design plan and profile sheets showing existing and proposed roadway and drainage grades, drainage area maps, hydraulic computations, public utilities (water, sanitary sewer), private utilities (telecommunications, gas, electric), and related appurtenances as well as typical sections, design cross sections, and layouts and detail sheets
 - 3.3. Construction related drawings including stormwater pollution prevention, traffic control and detour, and tree protection/ removal plans and details.
4. All review comments recorded in a Comment Response and Resolution Matrix
5. The Engineer's Opinion of Probable Construction Cost (OPCC) with appropriate contingency amount depending on the design level of completion
6. Project Manual including technical specifications, Scope of Work, and bid forms
7. Construction duration estimate
8. Quality Control and Constructability reviews for each submittal
9. Coordination and permit review by other agencies owning ROW, easements, or facilities that are directly impacted by the design.
10. Final Bid-ready construction documents signed and sealed by the Engineer of Record and submitted to the City for final signatures.

Task 5 – Bidding Phase Services

Engineering support during the bidding phase will consist of the following:

1. Attend the Pre-Bid Meeting and answer bidder questions.
2. Assist in preparing addenda and clarifications
3. Tabulate and assist the City in determining the qualifications and acceptability of bidders, subcontractors, and suppliers.

4. Prepare a Recommendation to Award letter.
5. Prepare additional documentation required by the City of Huntsville including documentation required for the award of the project
6. Coordinating with the successful bidder to assemble contract documents for award.

Task 6 – Environmental Coordination

Halff will only provide design coordination support for the design as part of the overall reporting process. Halff will coordinate with the City and their respective environmental consultant who will be conducting all of the environmental permitting requirements associated with the grant requirements. Halff will only coordinate with the City regarding our design requirements.

Task 7 – Project Management

Halff will provide general project management support throughout the life of the engineering project. Specific tasks will include:

1. Attend kickoff meeting with the City and any other stakeholders
2. Attend up to 6 progress meetings with the City to discuss progress, review plan comments, or present on any other matters related to the project.
3. Perform quality control at all deliverable stages.
4. Prepare monthly invoices and progress reports in accordance with the City and grant requirements.

Task 8 - Construction Phase Services

Halff will perform the following engineering support services:

1. Prepare up to 18 monthly invoices and progress reports
2. Monthly Progress Report for Invoice
3. Review and respond to contractor submittals
4. Review and respond to Requests for Information (RFI)
5. Review and respond to Change Order claims
6. Attend construction progress meetings
7. Attend construction site visits and prepare observation reports
8. Preparation of Record Drawings based on redlined drawings prepared by the Contractor and approved by the Construction Manager and/or Inspector



Schedule of Services

Upon receipt of the results of all field investigation and design modelling activities, Halff intends to complete the design and construction documents within 6 months including design review times lasting approximately 3 weeks.

General Assumptions and Scope Qualifications

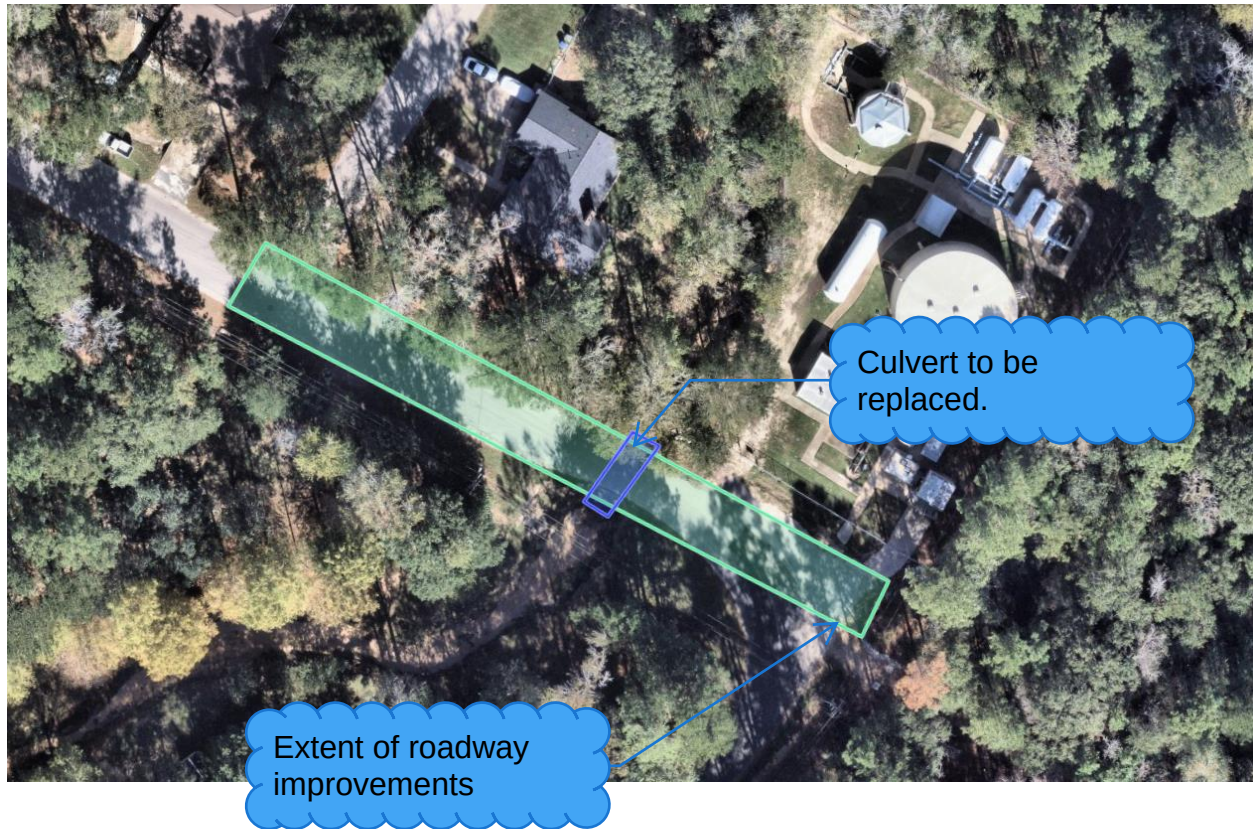
Halff's proposal is based on the following assumptions and scope qualifications:

1. The proposed roadway will maintain a constant width matching the existing pavement on either side of the culvert crossing.
2. Drainage within the ROW will remain roadside ditches
3. The proposed pavement section will be designed to comply with City of Huntsville criteria.
4. All design work will be completed using AutoCAD Civil 3D.
5. No additional ROW will be required.
6. No high pressure or product pipelines are in the project area.
7. Separate utility conflict and encroachment tables will not be prepared. Any conflicts that are discovered between the proposed improvements and existing conditions will be resolved by altering the design or notification to the impacted utility or through reasonable coordination with the utility. Extensive coordination efforts, negotiations, and agreements are not included in this scope of work.
8. No Right-of-Way will be acquired. All of the improvements will be designed to fit within the existing Right-of-Way limits.
9. Traffic volume and travel speed will not be analyzed to determine roadway design criteria and no new traffic calming signage will be included in the project.
10. Traffic control during construction will either consist of a plan to keep one lane open at a time, or total detour of traffic at the City's discretion. One (1) traffic control or detour plan will be developed for this project.
11. A Preliminary Engineering Phase developing and comparing alternative designs, methods, or alignments will NOT be performed as part of the design phase scope of work.
12. The work will be designed, bid, and constructed as a single confirmed project and not separated into more than 1 construction package.
13. All fees for developing Plans, Specifications, and Cost Estimate are considered Lump Sum tasks to be invoiced as a percent complete of the Lump Sum fee.
14. No SUE potholing will be done as part of the project.

Attachment B - Fee Schedule

Project Phases and Tasks	HALFF ESTIMATED MAN-HOURS												TOTALS			
	Principal in Charge	Project Manager	Project Engineer	EIT	Env. Task Leader	Sr. Environmental Scientist	Jr. Environmental Scientist	Clerical	RPLS	Survey SIT	CADD	2-Person Survey Crew	Half Labor Fee Subtotal	Reimbursable Expenses	Sub Geotech	Project Effort Subtotal
Billing Rate	\$330.00	\$270.00	\$189.75	\$138.00	\$240.00	\$140.00	\$90.00	\$80.00	\$224.25	\$140.00	\$103.50	\$220.80				
Task 1 - Field Survey			4						8	8	8	32	\$11,264.86			\$11,264.86
Task 2 - Geotechnical Analysis		4	4										\$1,791.03		\$14,601.00	\$16,392.03
Task 3 - Drainage Analysis		2	8	16									\$4,154.71			\$4,154.71
Task 4 - Plans, Specs, & Cost	4	40	80	140				8			140		\$60,139.13			\$60,139.13
Task 5 - Bidding Phase Services		12	24	8									\$8,665.88			\$8,665.88
Task 6 - Environmental Support					20								\$4,674.78			\$4,674.78
Task 7 - Project Management		16	16	16				16					\$10,561.11			\$10,561.11
Task 8 - Construction Phase Services		24	40	40									\$19,078.96			\$19,078.96
Grand Total	4	98	176	220	20	0	0	24	8	8	148	32				\$ 134,931.46
Salary + Overhead																\$ 114,876.39
Profit																\$ 20,055.08

Attachment C – Project Area





GEOTEST ENGINEERING, INC.

Geotechnical Engineers & Materials Testing

5600 Bintliff Drive

Houston, Texas 77036

Telephone: (713) 266-0588

Fax: (713) 266-2977

Proposal No. 1140755799

April 16, 2026

Mr. Andrew Moore, P.E., CFM
Water Resources Team Lead
Halff Associates
9303 New Trails Dr #400,
The Woodlands, TX 77381

**Re: Proposal for Geotechnical Investigation
Autumn Road Culvert Replacement
City of Huntsville, Texas**

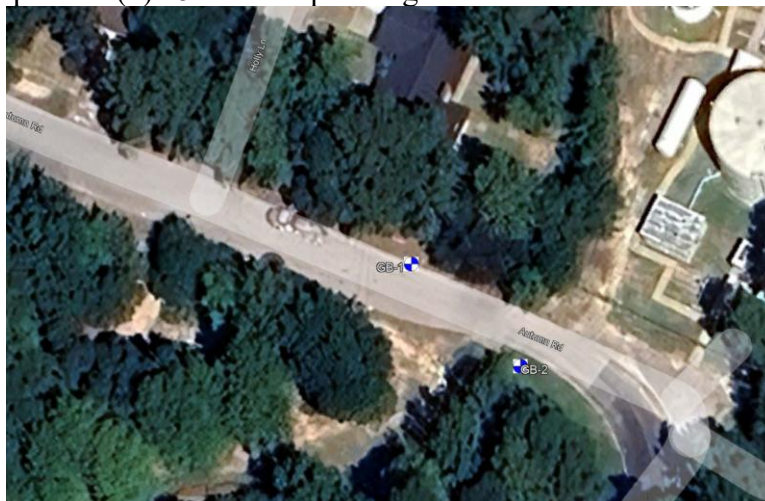
Dear Mr. Moore:

As per our discussions and e-mail provided on April 13, 2026, Geotest Engineering, Inc. (Geotest) is pleased to submit this revised proposal for culvert replacement along Autumn Road in the City of Huntsville, Texas.

The project includes replacement of existing culvert and pavement at the existing channel crossing. The existing channel is about 10 feet deep. Further, the project also includes improving approximately 50 feet along the channel on both upstream and downstream of the culvert.

The purposes of this investigation are to evaluate the soil and water level conditions within the project area and to provide geotechnical recommendations for proposed culvert replacement. Based on the information provided to us on April 13, 2026, the scope of this study will consist of the following:

- Call Texas 811 and coordinate with utility locators to get areas for the proposed borings cleared.
- Drill and sample two (2) 25-foot-deep borings.



- Perform appropriate laboratory tests on selected representative soil samples to develop the engineering properties of the soil.
- Perform engineering analyses to develop geotechnical recommendations for the culvert replacement per City of Huntsville Requirement. The geotechnical recommendations will include a minimum of the following.
 - Foundation, bedding and backfill for the culvert.
 - Slope Stability analyses for the proposed channel improvements on both upstream and downstream (2 slope stability sections). The long term soil parameters for soils encountered will be utilized from Geotest database.
 - Erosion protection recommendations and construction considerations.
 - Pavement recommendations including subgrade preparation.
- Prepare a geotechnical investigation report including field and laboratory data and geotechnical recommendations.

It is our understanding that your surveyors will tie-in our borings after completion of the drilling.

Project Schedule

We should be able to start the fieldwork within one (1) week after receiving your written authorization. It is estimated that the fieldwork will be completed in about two (2) weeks barring bad weather. The laboratory tests will be completed in about four (4) weeks. A geotechnical report, which will include field and laboratory data and geotechnical recommendations, will be submitted in about eight (8) weeks after receiving your authorization.

Cost

Based on the scope of work outlined above, the cost of the field investigation, laboratory testing, engineering analyses and geotechnical report will be a lump sum amount of 14,601.00. The cost breakdown is given in Attachment No. 1. The invoices will be billed on a lumpsum basis based on percent completion. This cost is based on the assumption that no site clearance will be required.

We appreciate the opportunity to propose this project. We hope that this proposal meets with your approval. If you have any questions, please call us at (713) 266-0588. Please indicate

your formal acceptance by signing one copy of this letter in the space below and returning one original to us.

Very truly yours,
GEOTEST ENGINEERING, INC.



Naresh Kolli, P.E.
Sr. Project Manager

Copies Submitted: (1-PDF)
Enclosure: Attachment No. 1 – Cost Breakdown
PC38\Geotechnical Proposals\1140755799_Rev1.DOC

ACCEPTED BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

**ATTACHMENT NO. 1
COST BREAKDOWN**

**Autumn Road Culvert Replacement
City of Huntsville, Texas**

Proposal No. 1140755799

	<u>Quantity</u>	<u>Unit</u>	<u>Unit Rate</u>	<u>Cost</u>
Field Investigation				
Mob and Demob of Truck Mounted Drilling Rig and Drilling	1	Min	\$1,200.00	\$1,200.00
Drilling and Continuous Sampling 0-50 feet	50	ft.	\$28.00	\$1,400.00
Field Coordination and Utility Clearance for Boring Locations	10	hrs	\$96.00	\$960.00
Vehicle Charge (marking borings and logging)	9	hrs	\$13.00	\$117.00
Cement Bentonite Grout	50	ft.	\$12.00	\$600.00
Traffic Control	1	day	\$1,500.00	\$1,500.00
			Subtotal	\$5,777.00
Laboratory Testing				
Liquid and Plastic Limit	6	ea.	\$76.00	\$456.00
Sieve Analysis through No. 200 sieve	2	ea.	\$55.00	\$110.00
Moisture Content	16	ea.	\$12.00	\$192.00
Percent Passing No. 200 sieve	4	ea.	\$46.00	\$184.00
Unconsolidated-Undrained Triaxial Test	6	ea.	\$77.00	\$462.00
			Subtotal	\$1,404.00
Engineering Analyses				
Sr. Project Manager	3	hr.	\$250.00	\$750.00
Project Engineer	6	hr.	\$165.00	\$990.00
Staff Engineer	40	hr.	\$130.00	\$5,200.00
Support Personnel (Drafting, Word Processing)	5	hr.	\$96.00	\$480.00
				\$7,420.00
			Total Cost	\$14,601.00



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 2.a.

Agenda Item: First Reading - Consider authorizing the City Manager to award the purchase of Street Milling/Overlay Services, Street Reconstruction, and Thermoplastic Pavement Striping.

Initiating Department/Presenter: Public Works

Presenter:

Kim Kembro, Public Works Director

Recommended Motion: FIRST READING – Move to waive the two-reading requirement and authorize the City Manager to award the purchase of Street Milling/Overlay/Reconstruction/Pavement Striping Services to Larry Young Paving for \$1,273,649.11.

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: As part of the City Council's 2014 Strategic Plan, the City awarded a comprehensive street assessment study to Infrastructure Management Services (IMS), with the primary goal being to determine the condition and rank City streets based on data gathered by IMS. IMS provided the City with a street condition assessment and a five (5) year maintenance plan for improving the overall street condition within the City. The street assessment and 5-year maintenance plan were approved and performed in 2020 and again in 2025 by IMS.

Based on the findings, the City has solicited annual competitive sealed proposals for street milling with overlay, with the current fiscal year requirements reflected in the attached bid tabulation. Bid notice was published as required in the Huntsville Item and posted on the City of Huntsville website and on the Public Purchase bid platform.

Four (4) bids were received and opened on April 14, 2026, in response to an invitation for bids for current year street paving requirements, with specifications stating an award based on best value, with selection criteria including, but not limited to: purchase price, similar work experience history, technical expertise and experience, and overall proposal suitability. The bids received are reflected in the attached bid tabulation.

Public Works staff has evaluated the bids received to determine the best value to the City with respect to the considerations referenced above. The lowest bidder, Larry Young Paving, offers high-quality milling and overlay services as seen in past projects with the City of Huntsville and recommended by the Cities of Bryan and Conroe. Larry Young Paving is thereby recommended for the award for the current year requirements. Given the positive experience of Huntsville, Bryan, and Conroe with this contractor for these paving services and being the low bidder by a significant amount, Larry Young Paving's response is considered by Public Works management staff to offer the best value to the City. Included

in this bid is the Ernst Parking Lot Paving, for which the County has agreed to pay half, \$17,587.38. A reduction of \$105,397.56 in the total project work was needed to balance to the budgeted amount.

Previous Council Action: N/A

Financial Implications: The item is budgeted in account 101-323-53051 for \$1,273,045.32.

Approvals:

Kim Kembro

Ricardo Villagrand

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. Bid Tab - RFP NO. 26-15 Street Asphaltic Paving, Milling, and Restriping Services Final

Bid Tabulation
Project Name: RFP NO. 26-15 Street Asphaltic Paving, Milling, and Restriping Services
Location: 448 State Hwy 75N Huntsville, TX 77320
Date: April 14, 2026 at 2:00 PM



Larry Young Paving Inc.										BPI			Durwood Greene Construction Co.			Hayden Paving		
On Street	From	To	Square Yards	Maintenance Type	Unit Price SOVD	Total Price for Street Segment	Maintenance Type	Unit Price SOVD	Total Price for Street Segment	Maintenance Type	Unit Price SOVD	Total Price for Street Segment	Maintenance Type	Unit Price SOVD	Total Price for Street Segment			
Cherry Hills	Greenbriar	Snead	327	FWM+2" HMAAC	\$ 17.81	\$ 5,823.87		\$ 38.60	\$ 12,622.20		\$ 30.00	\$ 9,810.00		\$ 123.00	\$ 40,221.00			
Cherry Hills	St Andrews	Snead	100	FWM+2" HMAAC	\$ 17.81	\$ 1,781.00		\$ 45.00	\$ 4,500.00		\$ 30.00	\$ 3,000.00		\$ 205.00	\$ 20,500.00			
14 th Street	Avenue E	Sycamore Ave	1411	FWM+2" HMAAC	\$ 17.81	\$ 25,129.91		\$ 30.00	\$ 42,330.00		\$ 30.00	\$ 42,330.00		\$ 51.00	\$ 71,961.00			
Broadmoor Dr	SOP9500	EQP9512	906	FWM+2" HMAAC	\$ 17.81	\$ 16,354.86		\$ 36.00	\$ 29,016.00		\$ 30.00	\$ 24,380.00		\$ 49,972.00	\$ 49,972.00			
Gray Street	Pleasant St	EQP	653	FWM+2" HMAAC	\$ 17.81	\$ 11,629.93		\$ 34.50	\$ 22,528.50		\$ 30.00	\$ 19,990.00		\$ 72.00	\$ 47,038.00			
Kevin Williams Rd	Airport Dr	EQP	492	FWM+2" HMAAC	\$ 17.81	\$ 8,762.52		\$ 34.50	\$ 16,974.00		\$ 30.00	\$ 14,760.00		\$ 89.00	\$ 43,788.00			
Laurel Springs Dr	Woodland Valley	Cul de Sac	618	FWM+2" HMAAC	\$ 17.81	\$ 11,006.58		\$ 34.50	\$ 21,321.00		\$ 30.00	\$ 18,540.00		\$ 75.00	\$ 46,350.00			
Laurel Springs Dr	Woodland Valley	Rollingwood	773	FWM+2" HMAAC	\$ 17.81	\$ 13,767.13		\$ 34.50	\$ 26,668.50		\$ 30.00	\$ 23,190.00		\$ 64.00	\$ 49,472.00			
Laurel Springs Dr	East Lake Dr	Rollingwood	818	FWM+2" HMAAC	\$ 17.81	\$ 14,568.58		\$ 34.50	\$ 28,221.00		\$ 30.00	\$ 24,340.00		\$ 61.00	\$ 49,898.00			
Pear Dr	11 th Street	Cedar	911	FWM+2" HMAAC	\$ 17.81	\$ 16,224.91		\$ 35.75	\$ 32,568.25		\$ 30.00	\$ 27,330.00		\$ 58.00	\$ 52,838.00			
Rhodes Dr	Jeffro St	Old Colony Rd	747	FWM+2" HMAAC	\$ 17.81	\$ 13,304.07		\$ 36.00	\$ 26,892.00		\$ 30.00	\$ 22,410.00		\$ 66.00	\$ 49,302.00			
Thomason St	Sam Houston Ave	University Ave	868	FWM+2" HMAAC	\$ 17.81	\$ 15,409.08		\$ 35.80	\$ 31,074.40		\$ 30.00	\$ 26,040.00		\$ 59.00	\$ 51,212.00			
Branswood Dr	Enfield Ct	Garden Acres	948	FWM+2" HMAAC	\$ 17.81	\$ 16,883.88		\$ 35.70	\$ 33,843.60		\$ 30.00	\$ 28,440.00		\$ 56.00	\$ 51,088.00			
Greenbriar Dr	Rollingwood Dr	River Oaks Dr	910	FWM+2" HMAAC	\$ 17.81	\$ 16,207.10		\$ 34.50	\$ 31,395.00		\$ 30.00	\$ 27,300.00		\$ 58.00	\$ 52,380.00			
14 th Street	Avenue I	Avenue G	2842	FWM+2" HMAAC	\$ 17.81	\$ 50,616.02		\$ 30.10	\$ 85,544.20		\$ 30.00	\$ 85,260.00		\$ 36.00	\$ 102,312.00			
20 th Street	Avenue N	Avenue N	822	FWM+2" HMAAC	\$ 17.81	\$ 14,639.82		\$ 35.85	\$ 29,468.70		\$ 30.00	\$ 24,660.00		\$ 58.00	\$ 47,676.00			
Amedbury Ct	West Greenbriar	EQP	1293	FWM+2" HMAAC	\$ 17.81	\$ 22,992.71		\$ 32.00	\$ 41,312.00		\$ 30.00	\$ 38,730.00		\$ 54.00	\$ 69,714.00			
Augusta Dr	Augusta Dr	IH-45 Feeder	368	FWM+2" HMAAC	\$ 17.81	\$ 6,554.08		\$ 38.30	\$ 14,094.40		\$ 30.00	\$ 11,040.00		\$ 98.00	\$ 36,064.00			
Avenue E	12 th Street	11 th Street	588	FWM+2" HMAAC	\$ 17.81	\$ 10,472.28		\$ 37.00	\$ 21,756.00		\$ 30.00	\$ 17,640.00		\$ 61.00	\$ 35,868.00			
Avenue M	17 th Street	16 th Street	1829	FWM+2" HMAAC	\$ 17.81	\$ 32,574.49		\$ 30.60	\$ 55,967.40		\$ 30.00	\$ 54,870.00		\$ 45.00	\$ 82,305.00			
Avenue M	16 th Street	15 th Street	1624	FWM+2" HMAAC	\$ 17.81	\$ 28,923.44		\$ 30.70	\$ 49,856.80		\$ 30.00	\$ 48,720.00		\$ 51.00	\$ 82,824.00			
Avenue M	15 th Street	14 th Street	1632	FWM+2" HMAAC	\$ 17.81	\$ 29,422.12		\$ 30.70	\$ 50,716.40		\$ 30.00	\$ 49,560.00		\$ 46.00	\$ 75,992.00			
Avenue M	14 th Street	13 th Street	1829	FWM+2" HMAAC	\$ 17.81	\$ 32,574.49		\$ 30.60	\$ 55,967.40		\$ 30.00	\$ 54,870.00		\$ 43.00	\$ 78,647.00			
Bois D Arc	Hickory Dr	Oak Dr	1605	FWM+2" HMAAC	\$ 17.81	\$ 28,585.05		\$ 30.00	\$ 48,150.00		\$ 30.00	\$ 48,150.00		\$ 46.00	\$ 73,830.00			
Branswood Dr	Brookview	Enfield Ct	2930	FWM+2" HMAAC	\$ 17.81	\$ 52,183.30		\$ 30.00	\$ 87,900.00		\$ 30.00	\$ 87,900.00		\$ 35.00	\$ 102,500.00			
Broadmoor Dr	West Ln	Overtbrook Dr	880	FWM+2" HMAAC	\$ 17.81	\$ 15,672.80		\$ 34.50	\$ 30,360.00		\$ 30.00	\$ 26,400.00		\$ 60.00	\$ 52,080.00			
Broadmoor Dr	Elia Lee	West Ln	781	FWM+2" HMAAC	\$ 17.81	\$ 13,909.61		\$ 36.00	\$ 28,116.00		\$ 30.00	\$ 23,430.00		\$ 62.00	\$ 48,422.00			
Broadmoor Dr	Piping Rock	Elia Lee	767	FWM+2" HMAAC	\$ 17.81	\$ 13,660.27		\$ 34.50	\$ 26,461.50		\$ 30.00	\$ 23,010.00		\$ 63.00	\$ 48,321.00			
Broadmoor Dr	515E Piping Rock	Inverness Dr	1342	FWM+2" HMAAC	\$ 17.81	\$ 23,901.02		\$ 30.85	\$ 41,400.70		\$ 30.00	\$ 40,260.00		\$ 55.00	\$ 73,810.00			
Broadmoor Dr	SOP9512 Cul d Sac	EQP9500 Cul d Sac	1015	FWM+2" HMAAC	\$ 17.81	\$ 18,077.15		\$ 34.00	\$ 34,510.00		\$ 30.00	\$ 30,450.00		\$ 53.00	\$ 53,795.00			
Brookhollow	265 W-W E 18th	WaterEdge 18th	791	FWM+2" HMAAC	\$ 17.81	\$ 14,087.71		\$ 36.00	\$ 28,476.00		\$ 30.00	\$ 23,730.00		\$ 62.00	\$ 49,042.00			
Cherry Hills Dr	SOP9821 Cul d Sac	EQP9903 Cul d Sac	952	FWM+2" HMAAC	\$ 17.81	\$ 16,955.12		\$ 34.50	\$ 32,844.00		\$ 30.00	\$ 28,560.00		\$ 54.00	\$ 51,408.00			
Crosstimbers Dr	Pine Valley	Normal Park	3563	FWM+2" HMAAC	\$ 17.81	\$ 63,407.03		\$ 30.00	\$ 106,890.00		\$ 30.00	\$ 106,890.00		\$ 39.00	\$ 138,957.00			
Fairway Dr	Foxbriar Dr	Greentree Dr	804	FWM+2" HMAAC	\$ 17.81	\$ 14,319.24		\$ 34.50	\$ 27,738.00		\$ 30.00	\$ 24,120.00		\$ 62.00	\$ 49,848.00			
Foxbriar Dr	Fairway Dr	571 E Fairway Dr	1684	FWM+2" HMAAC	\$ 17.81	\$ 29,992.04		\$ 30.00	\$ 50,520.00		\$ 30.00	\$ 50,520.00		\$ 46.00	\$ 77,464.00			
Greenbriar Dr	Quail Hollow	St Andrews	1043	FWM+2" HMAAC	\$ 17.81	\$ 18,575.83		\$ 32.85	\$ 34,262.55		\$ 30.00	\$ 31,290.00		\$ 52.00	\$ 54,236.00			
Greenbriar Dr	1768 W Hogan Ln	2840 W Hogan Ln	3759	FWM+2" HMAAC	\$ 17.81	\$ 66,947.79		\$ 29.50	\$ 110,890.50		\$ 30.00	\$ 112,770.00		\$ 34.00	\$ 127,806.00			
Greentree Dr	SOP92100 Cul d Sac	EQP92100 Cul d Sac	397	FWM+2" HMAAC	\$ 17.81	\$ 7,070.57		\$ 35.25	\$ 13,994.25		\$ 30.00	\$ 11,910.00		\$ 95.00	\$ 37,715.00			
Kingston Dr	Majestic Dr	Jester Dr	2386	FWM+2" HMAAC	\$ 17.81	\$ 42,804.16		\$ 30.50	\$ 71,248.00		\$ 30.00	\$ 70,980.00		\$ 43.00	\$ 106,488.00			
Lincoln Dr	SA 30 E	EQP	847	FWM+2" HMAAC	\$ 17.81	\$ 15,085.07		\$ 35.80	\$ 30,332.60		\$ 30.00	\$ 25,410.00		\$ 57.00	\$ 48,279.00			
Memorial Hospital Dr	Robinson Creek	Research Dr	318	FWM+2" HMAAC	\$ 17.81	\$ 5,663.58		\$ 35.25	\$ 12,209.50		\$ 30.00	\$ 9,540.00		\$ 121.00	\$ 38,478.00			
Nestor Rd	Sumner Rd	EQP	811	FWM+2" HMAAC	\$ 17.81	\$ 14,443.91		\$ 36.00	\$ 29,196.00		\$ 30.00	\$ 24,330.00		\$ 63.00	\$ 49,471.00			
Pebble Ct	SOP	Winding Way	437	FWM+2" HMAAC	\$ 17.81	\$ 7,782.97		\$ 35.25	\$ 15,404.25		\$ 30.00	\$ 13,110.00		\$ 94.00	\$ 41,078.00			
Powell Rd	Samantha	Sabrina	655	FWM+2" HMAAC	\$ 17.81	\$ 11,665.55		\$ 34.50	\$ 22,997.50		\$ 30.00	\$ 19,650.00		\$ 76.00	\$ 49,780.00			
Rolling Hills	River Oaks	EQP	1571	FWM+2" HMAAC	\$ 17.81	\$ 27,979.51		\$ 30.70	\$ 48,229.70		\$ 30.00	\$ 47,130.00		\$ 47.00	\$ 73,837.00			
Thornwood Way	Montgomery Rd	Raven Hill Dr	1742	FWM+2" HMAAC	\$ 17.81	\$ 31,025.02		\$ 30.65	\$ 53,392.30		\$ 30.00	\$ 52,260.00		\$ 45.00	\$ 78,390.00			
Winding Way	Glen Court	Old Houston Rd	1191	FWM+2" HMAAC	\$ 17.81	\$ 21,211.71		\$ 33.80	\$ 40,255.80		\$ 30.00	\$ 35,730.00		\$ 56.00	\$ 66,696.00			
Ernst Parking Lot	AveM@12thSt		1975	FWM+2" HMAAC	\$ 17.81	\$ 35,174.75		\$ 33.40	\$ 65,965.00		\$ 30.00	\$ 59,250.00		\$ 41.00	\$ 80,975.00			
River Oaks	Hillcrest	100' > Intersection	533	FWM+2" HMAAC	\$ 17.81	\$ 9,492.73		\$ 35.25	\$ 18,788.25		\$ 30.00	\$ 15,990.00		\$ 82.00	\$ 43,706.00			
Rockbridge Dr	Comal	San Gabriel	1629	FWM+2" HMAAC	\$ 17.81	\$ 29,012.49		\$ 30.70	\$ 50,010.30		\$ 30.00	\$ 48,870.00		\$ 134.00	\$ 218,286.00			
Old Colony Rd	Wanza	Geneva	2939	1.5" HMAAC OLY	\$ 13.52	\$ 39,755.28		\$ 21.40	\$ 62,894.60		\$ 15.00	\$ 44,085.00		\$ 29.00	\$ 85,231.00			
Morgan Ln	IH-45 Feeder	EQP	2525	1.5" HMAAC OLY	\$ 13.52	\$ 34,158.00		\$ 22.50	\$ 56,812.50		\$ 15.00	\$ 37,875.00		\$ 30.00	\$ 75,750.00			
Old Photos Rd	Sam Houston Ave	SH 19	4522	1.5" HMAAC OLY	\$ 13.52	\$ 61,137.44		\$ 21.50	\$ 97,223.00		\$ 15.00	\$ 67,830.00		\$ 25.00	\$ 113,950.00			
Preston Ln	Johnson Rd	EQP	1882	1.5" HMAAC OLY	\$ 13.52	\$ 25,444.64		\$ 21.50	\$ 40,463.00		\$ 15.00	\$ 28,230.00		\$ 34.00	\$ 63,988.00			
Renfro Valley Dr	Dee Ln	EQP	1281	1.5" HMAAC OLY	\$ 13.52	\$ 17,319.12		\$ 24.35	\$ 31,192.35		\$ 15.00	\$ 19,215.00		\$ 39.00	\$ 49,959.00			
Sims Ln	Old Colony Rd	EQP	446	1.5" HMAAC OLY	\$ 13.52	\$ 6,029.92		\$ 26.75	\$ 11,930.50		\$ 15.00	\$ 6,690.00		\$ 85.00	\$ 37,910.00			
Wood Forest Ln	Forest Ln	Forest Ln	3790	1.5" HMAAC OLY	\$ 13.52	\$ 51,340.80		\$ 21.30	\$ 80,727.00		\$ 15.00	\$ 56,850.00		\$ 20.00	\$ 79,800.00			
Facemaker Parking Lot			1450	2" HMAAC OLY	\$ 16.52	\$ 23,954.00	1.5" HMAAC OLY	\$ 23.30	\$ 33,785.00	1.5" HMAAC OLY	\$ 15.00	\$ 21,750.00	1.5" HMAAC OLY	\$ 30.00	\$ 43,500.00			
Martin Luther King	FM 2821	Essex		restriping		\$ 17,971.80			\$ 15,805.00			\$ 20,000.00		\$ 2.00	\$ 11,200.00			
Smithers Blvd	Veterans Memorial	IH45		restriping		\$ 17,971.80			\$ 15,260.00			\$ 20,000.00		\$ 3.00	\$ 1,700.00			
Woodward	Veterans Memorial	Robinson Creek		restriping		\$ 17,971.80			\$ 9,210.00			\$ 20,000.00		\$ 3.00	\$ 10,600.00			
				restriping		\$ 3,923.21			\$ 6,040.00			\$ 10,000.00		\$ 2.75	\$ 3,200.00			
TOTAL PRICE FOR ALL LISTED STREET SEGMENTS					\$	1,378,046.66		\$	2,385,113.40		\$	2,140,075.00		\$	3,879,916.00			
ACTUAL: Price Calculated Using Unit Price																		
If the unit price and the total amount named for an item are not in agreement, the unit price alone will be considered as representing the responder's intention and the total will be corrected to conform thereto.					\$	1,373,076.19		\$	2,384,835.50		\$	2,140,075.00		\$	3,881,876.00			
Price Listed On Bid																		
PLEASE STATE REQUESTED UNIT PRICING BELOW FOR ADDITIONAL WORK, AS NEEDED:																		
Additional Unnamed Streets – Unit price per square yard for 1.5" Overlay HMAAC						\$13.52 sq. yd.		\$26.00 sq. yd.		\$15.00 sq. yd.		\$15.00 sq. yd.		\$37.00 sq. yd.				
Additional Unnamed Streets – Unit price per square yard for FWM Mill & Lay 2" HMAAC						\$17.81sq. yd.		\$38.00 sq. yd.		\$30.00 sq. yd.		\$30.00 sq. yd.		\$72.00 sq. yd.				
Additional Unnamed Streets – Unit price per square yard for ACC rehabilitation						\$40.00 sq. yd.		\$51.25 sq. yd.						\$200.00 sq. yd.				
Additional Unnamed Streets – Unit price per linear foot of thermoplastic striping						\$ 0.46 L/F		\$ 9.25 L/F						\$3.00 L				



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 2.b.

Agenda Item: First Reading - Consider authorizing the City Manager to enter into an agreement with LJA Engineering, Inc. for Basic Engineering Phase II and Additional Services A2O Alternative 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 waive the two-reading requirement and approve to authorize the City Manager to enter into an agreement with LJA Engineering, Inc. for professional engineering services of the FY 24-25 Robinson Creek Wastewater Treatment Plant Expansion Project in the amount of \$3,130,000.00. This authorization is only for the Phase II Basic Engineering and Additional Services A2O Alternative.

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 area 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 exceeds the permitted flow.

The Phase I (Preliminary Design/ Report) was awarded on August 19, 2025.

In Phase I, the evaluation of 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 Oxidation (A2O) treatment process.

Project meetings during the Phase I evaluation, and discussions with the Public Works staff, it was agreed that the LJA should pursue with the Option #3, Anaerobic Anoxic Oxidation (A2O) design for this WWTP.

This agenda item is for the Basic Engineering Phase II (\$2.9 M) and Additional Services (\$0.23 M) of the A2O Alternative with the total proposed fees of \$3,130,000.00. The Opinion of Probable Construction Cost at this time is approximately \$44 M.

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 (see attached documents).

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

Council also approved Phase I Preliminary Design on August 19, 2025

Financial Implications: ☒Item is budgeted: In the amount of \$7,500,000 FY 25-26 CIP

Approvals:

Kathlie Jeng-Bullock
Ricardo Villagrand
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. detail fee attachment 4 23 2026
2. Phase I Phase II and Phase III proposal 3 18 2026
3. map

PREVIOUS AUTHORIZATION - BASIC ENGINEERING PHASE I TECHNICAL MEMO PER			
Task No.	Task Description	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
Previous Authorization - Total Engineering Services			\$198,500.00

CURRENT AUTHORIZATION - BASIC ENGINEERING PHASE II & ADDITIONAL SERVICES A2O ALTERNATIVE			
Task No.	Task Description	Basis of Compensation	Compensation
1	Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$2,900,000.00
2	Major Amendment to WWTP Discharge Permit (TCEQ) (see item D.1)	Lump Sum	\$20,000.00
3	Topographic Surveys (Pre-Construction) (see item D.2)	Lump Sum	\$35,000.00
4	Geotechnical Investigation (see item D.3)	T&M (Cost + 10%)	\$35,000.00
5	Environmental Site Assessment, Phase I (see item D.5)	Lump Sum	\$25,000.00
6	Storm Water Pollution Prevention Plan (see item D.6)	Lump Sum	\$10,000.00
7	Special Licensing and Permits (WWTP Discharge Permit Fees & Advertising) (see item D.10)	T&M (Cost + 10%)	\$5,000.00
8	SUE - Underground Utility Investigation (Placeholder if Necessary) (see item D.11)	Lump Sum	\$65,000.00
9	Environmental Site Assessment, Phase II (Placeholder if Necessary) (see item D.12)	Lump Sum - Placeholder Only	\$25,000.00
10	Tree Protection, Mitigation & Planting Plan (Placeholder if Necessary) (see item D.13)	T&M - Placeholder Only	\$10,000.00

Current Authorization - Basic Engineering Phase II & Additional Services	\$3,130,000.00
---	-----------------------

FUTURE AUTHORIZATION - BASIC ENGINEERING PHASE III & ADDITIONAL SERVICES A2O ALTERNATIVE			
Task No.	Task Description	Basis of Compensation	Compensation
1	Basic Engineering – Phase III (Construction Administration) (see item C)	Lump Sum	\$300,000.00
2	Topographic Surveys (Post-Construction) (see item D.2)	Lump Sum	\$25,000.00
3	Construction Materials Testing (see item D.4)	T&M (Cost + 10%)	\$85,000.00
4	Electrical Power Systems Study (see item D.7)	Lump Sum	\$135,000.00
5	Project Representative (42 months – 20 hours/week) (see item D.8)	T&M	\$520,000.00
6	Record Drawings (see item D.9)	Lump Sum	\$10,000.00

Future Authorization - Basic Engineering Phase III & Additional Services	\$1,075,000.00
---	-----------------------

March 18, 2026

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

Re: Project Name: Amendment #1 Robinson Creek Wastewater Treatment Plant Expansion
Engineering and Construction Services
City of Huntsville Project ID #: 25-10-09
LJA Project No. E243-0060
LJA Proposal No. 0000012455

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 Agreement for Professional Services dated October 3, 2025.

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 – *This phase was previously authorized and therefore not included in this current proposal.***
- 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 42 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 for up to 15 Test Holes— 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.

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.

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.

Based on the information provided in the Technical Memo, dated February 26, 2026, the preliminary OPCC for the A20 Alternative is **\$44,000,000.00**. 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 current authorization of **\$4,205,000.00**, approximately **9.5%** of the OPCC.

CURRENT AUTHORIZATION – A20 ALTERNATIVE		
Tasks	Basis of Compensation	Compensation
1. Basic Engineering – Phase II (Design / Bidding) (see item B)	Lump Sum	\$ 2,900,000.00
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	\$ 60,000.00
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%)	\$ 85,000.00
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 (42 months – 20 hours/week) (see item D.8)	T&M	\$ 520,000.00
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	\$ 65,000.00
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		\$ 4,205,000.00

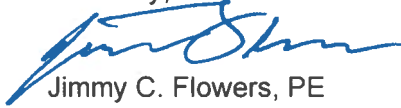
Dr. Kathlie S. Jeng-Bulloch
March 18, 2026
Page 6 of 6

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 Amendment to the 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.

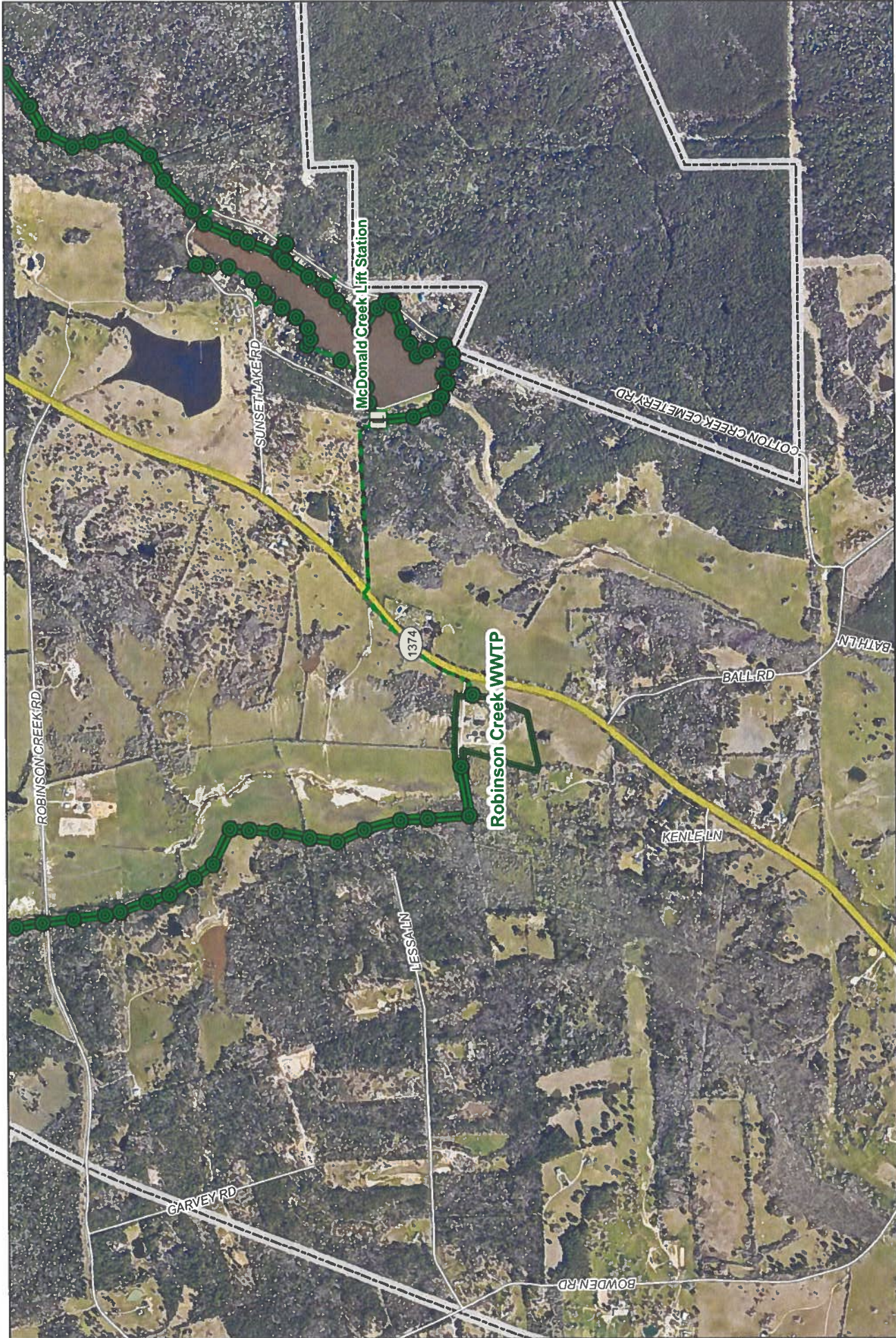
WRE, CFM, F.ASCE

City Engineer

Director of Engineering Department

By: _____

Date: _____



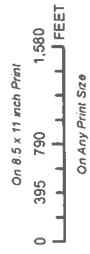
The City of Huntsville, Texas or its employees gives NO warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. See the full GIS Data Disclaimer at: www.huntsvilletx.gov/438/City-Maps

CREATED DATE: 7/26/2024
 CITY SERVICE CENTER
 448 STATE HIGHWAY 75
 HUNTSVILLE, TX, 77320
 Map Created At:
www.huntsvilletx.gov/gis
 Page 160 of 296

CITY OF HUNTSVILLE, TX
 ENGINEERING DEPARTMENT / GIS DIVISION
Robinson Creek WWTTP
Rehab and Expansion
 CIP FY 24-28



1 in = 1,500 ft



Coordinate System: NAD 1983 StatePlane Texas Central FIPS 4203 Feet

Service Layer Credits:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 2.c.

Agenda Item: First Reading - Consider approving the renewal of the janitorial services contract for City facilities provided by Metroclean.

Initiating Department/Presenter: Parks and Leisure

Presenter:

Penny Joiner, Director of Parks and Leisure

Recommended Motion: Move to waive the two-reading requirement and approve to authorize the City Manager to approve the contract renewal with Metroclean for janitorial services for City facilities in the amount of \$377,500.00.

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

Discussion: The City of Huntsville currently contracts with Metroclean to provide janitorial services for its facilities. The existing agreement expired on February 27, 2026. Staff would like to renew this agreement to continue janitorial services.

Since Metroclean is a member of the Choice Partners National Purchasing Cooperative, staff did not need to initiate a formal bidding process. The co-op contract between Metroclean and Choice Partners (Current Contract #: 24/017MR-07) was effective February 28, 2024, with an initial expiration date of February 27, 2025. The Choice Partners contract will be annually renewed for up to four (4) years — an expiration date of February 27, 2029.

Additionally, with the acquisition of the Airport, this agreement and associated pricing have been revised to include janitorial services for that facility. Funds previously allocated for janitorial services at the new City Hall can help offset the cost of services for the Airport.

It is important to note that the Police Station and Fire Station #2 are maintained in-house by a full-time staff member; however, Metroclean does serve as the backup janitorial provider in the event the full-time staff member is unavailable.

Metroclean provides janitorial services for the following facilities:

City Hall — \$9,233.40

Airport — \$1,650.00

City Service Center — \$6,595.29

Warehouse Offices — \$527.62

Solid Waste Offices — \$741.55
The Wynne Home — \$2,110.49
Mainstreet Office — \$527.62
Sam Houston Statue/Visitor Center/Hodges Building — \$3,774.71
Weekend Cleaning of Statue Restrooms — \$773.76
Huntsville Public Library — \$2,901.93
Monthly Total: \$28,836.37

* Estimated Total Cleaning Services: \$28,836.37 (Annually — \$346,034.44)
* Estimated Monthly Consumables (Supplies for facilities at cost): \$1,250.00 (Annually — \$15,000)
Estimated Monthly Cost: \$30,086.37
Estimated Annual Total: \$361,036.44

As Needed Services:

* Kaivak Services (Quarterly Treatment to Deep Clean all Restrooms: 4 X \$1,200): \$4,800.00
* Additional Floor Services as needed (Stripping, Waxing, Carpet Cleaning): \$7,663.56
* Additional Funds for backup services for the Police Department and Fire Station #2 (in case the current team member takes leave): \$4,000.00
Estimated Annual Total: \$16,463.56

Total Estimated Agreement: \$377,500.00

Previous Council Action: On February 6, 2024, the City Council approved the City Manager to enter into an agreement with Metroclean for janitorial services. This agreement has a 12-month renewal clause. It can be renewed again in 2027 and 2028, if both parties agree. On December 17, 2024, City Council approved an additional renewal term for the agreement. City Council approved funding for janitorial services during Fiscal Year 25-26 on Tuesday, September 16, 2025.

Financial Implications: Total Estimated Contract Cost: \$377,500.00

Approvals:

Penny Joiner
Sam Masiel
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. 2026 Metroclean contract amended
2. Airport and Huntsville Pricing Proposal New City Hall (1)



JANITORIAL SERVICE AGREEMENT

THIS AGREEMENT is made between Metroclean ("Contractor") and City of Huntsville ("Customer").

1. **Services.** Contractor will provide janitorial and related services to Customer or its agent according to the attached Schedule of Services. Contractor may perform the services by any reasonable means and shall not be responsible for delays in performance beyond its control.
2. **Service Areas and Service Area Access.** See attached specifications for designated Service Areas. Further, Contractor shall have reasonable and free access to those facilities of Customer that are necessary to perform under this Agreement. Both parties are required to comply with all local, state, province or country laws and regulations governing workplace safety and hazardous substances and materials usage.
3. **Supplies.** Contractor will provide all equipment and cleaning supplies needed to perform all daily services. All restroom supplies and plastics will be furnished by Customer.
4. **Services to be performed.** See attached Schedule of Services.
5. **Term.** This Agreement shall remain in effect for an initial term of one (1) year, commencing on February 28, 2024, and shall automatically renew for successive one (1) year terms unless either party provides written notice of its intent not to renew at least thirty (30) days prior to the expiration of the then-current term. The current term expires on February 27, 2027, with two (2) renewal terms remaining.
6. **Termination.** If Customer is dissatisfied with the quality of the services, Customer may inform Contractor in writing of the specific areas of dissatisfaction and if Contractor shall fail to substantially correct the deficiencies within fourteen (14) days, Customer may then terminate this Agreement by Thirty (30) days' written notice to Contractor. Contractor may terminate this Agreement by thirty (30) days' written notice to Customer for nonpayment.
7. **Price.** Customer agrees to pay Contractor for the services See Attached Pricing Schedule per cleanable square foot/per month. Yearly price increases are tied to the Consumer Price Index not to exceed 4% per year.
8. **Payment** shall be due on the last day of each month in which services are performed. Invoices that are not paid within 90 days of receipt are subject to a monthly interest charge of one percent per month or the highest interest rate allowed by law, whichever is less. If Customer's account is referred to an agency or attorney for collection, attorney's fees and costs for collection shall be recoverable by Contractor.
9. **Price Adjustments.** The above price is based on present wages, fringe benefits, taxes and other costs. Customer acknowledges and understands that the payment of such employees is subject to federal and state laws or regulations. The parties hereby agree that if any of Contractor's costs increases above those in effect on the date of the Agreement for the payment to any such employees as a result of any change to federal or state law regulations, Customer agrees to a proportionate increase in the price. Since wage and fringe benefit increases may be retroactive, price increases due to such cost increases shall be payable retroactively. Contractor will notify Customer as soon as possible if retroactive payment may be due.

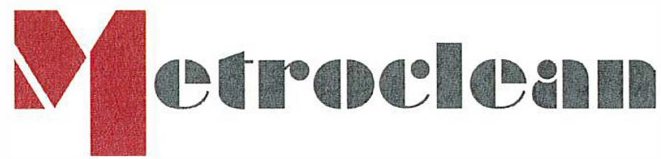


10. **Changes in Work Performed.** The above price is based upon the service area and frequency of services in the attached specifications. If there is any change in such area or services, Customer and Contractor agree to negotiate a reasonable price adjustment.
11. **Extraordinary Cost Changes.** If any extraordinary event affects Contractor's costs, upon notice to Customer the Parties agree to negotiate a reasonable adjustment. Such events shall include armed hostilities, riots, strikes, picketing, boycott, acts of God, national financial or economic disturbances, epidemics, and other events not reasonably foreseeable or against which Contractor reasonably cannot protect itself.
12. **Holidays.** Contractor is not obligated to perform services on the following holidays: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Year's Day. Services on holidays, when requested, shall be charged on an overtime basis. A holiday on the sixth or seventh day of the workweek shall be subject to additional charge of one full day at straight time if wages are required to be paid for that day.
13. **Indemnification and Limitation of Liability.** Contractor shall indemnify, and hold harmless Customer from loss, liability, cost, or expense (including reasonable attorneys' fees) for bodily injury, death and property damage (hereinafter referred to as "claim(s)") but only to the extent same are caused by negligence, misconduct or other fault of Contractor, its agents and employees which arise out of work performed under this Agreement. The foregoing provision shall only benefit Customer if Customer notifies Contractor in writing of such claim within 5 days of same being reported to Customer or its representative. Contractor shall not be liable for delay, loss or damage caused by warfare, riots, strikes, boycotts, criminal acts, acts or omissions of others, fire, water damage, natural calamity, or causes beyond Contractor's reasonable control. If Contractor is required to clean or wax floors when being used by employees, customers, tenants, or business visitors, Customer **to the extent allowed by law** shall, notwithstanding Contractor's joint, concurrent or sole negligence or fault, indemnify, defend and hold harmless Contractor from claims for injury and death resulting there from. Contractor shall not be liable for disposal of documents or valuable items, other than office furnishings, left on floors, and Customer **to the extent allowed by law** shall indemnify and hold harmless Contractor from claims for such disposal notwithstanding Contractor's joint, concurrent or sole negligence or fault. **To the extent allowed by law**, Customer shall indemnify, defend and hold harmless Contractor from claims or injuries to Contractor's employees and others resulting from the condition of Customer's premises or equipment but only to the extent same are not caused by Contractor's negligence or fault. IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL, OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT.
INDEMNIFICATION. SUB-CONTRACTOR AGREES TO FULLY PROTECT, INDEMNIFY, HOLD HARMLESS, AND DEFEND METROCLEAN AND ITS AFFILIATES FROM AND AGAINST ANY AND ALL LOSS, COSTS, CLAIMS, LIENS, DEMANDS, TAXES, PENALTIES, FINES, INTEREST, ACTIONS, OR CAUSES OF ACTIONS, SUITS, DAMAGES OR EXPENSES, COST OF INVESTIGATION AND DEFENSE, INCLUDING COUNSEL OR ATTORNEY'S FEES, OF EVERY NATURE WHATSOEVER, OR IN ANY MANNER ARISING, WHETHER INCIDENT TO OR IN CONNECTION WITH PERFORMANCE OF SERVICES CONTEMPLATED UNDER THIS AGREEMENT WHICH MIGHT RESULT FROM ANY NEGLIGENT ACT OR OMISSION OR WILLFUL MISCONDUCT OF SUB-CONTRACTOR OR ITS OFFICERS, AGENTS, OR EMPLOYEES (WHETHER OR NOT SUCH CLAIMS, DEMANDS, ACTIONS, CAUSES OF ACTION, SUITS, LIABILITIES, LOSS COSTS, DAMAGES OR EXPENSES, ARE CLAIMED TO BE CAUSED BY METROCLEAN OR ITS AGENTS, EMPLOYEES OR SERVANTS).
14. **CONFIDENTIALITY AND NON-SOLICITATION.** It is understood that Metroclean will provide confidential information to Sub-Contractor related to the property or properties that Sub- Contractor will service for Metroclean under this Agreement, including but not limited to pricing information, service requirements, contract



terms, customer information and/or costs related to services (collectively referred to as "Confidential Information"). Sub-Contractor agrees to keep such Confidential Information in the strictest confidence and to not disclose Confidential Information to any third person s or use such information to the detriment of Metroclean. It is further understood that the disclosure of Confidential Information to Sub-Contractor gives rise to a need to protect the goodwill and business relations of Metroclean from unfair competition. In support of Sub-Contractors promise to not disclose or use to the detriment of Metroclean the Confidential Information disclosed to it, Sub-Contractor agrees that during the term of the Agreement and for a period of two (2) years after the completion of services under this Agreement, Sub-Contractor will not solicit or bid, or endeavor to solicit or bid, on any properties that Sub-Contractor is servicing or has serviced under this Agreement, or any properties for which Sub- Contractor was provided Confidential Information, whether or not service has been provided by Sub- Contractor. It is understood that the scope of activity sought to be limited is that of building maintenance services similar to or related to the services provided by Metroclean, and that the geographic scope of such limitation is naturally bound by the location of serviced customers of Metroclean.

15. **PENALTY FOR TERMINATION OF AGREEMENT BY SUB-CONTRACTOR OR CUSTOMER.** Sub-Contractor agrees to give Metroclean thirty (30) days' written notice, by certified mail, return receipt requested, of Sub-Contractor's intention to terminate this Agreement. If Sub - Contractor fails to give such notice, Sub-Contractor agrees to pay to Metroclean a termination penalty equal to one month's billing for services provided under this Agreement. In addition, if Customer cancels its contract with Metroclean due to actions by Sub-Contractor, including but not limited to unsatisfactory quality of services performed by Sub-Contractor or actions by any employee or agent of Sub-Contractor agrees to pay Metroclean a penalty equal to one month's billing for services provided under this Agreement. Any penalty owed to Metroclean by Sub-Contractor as a result of failure to give notice of termination by Sub-Contractor or cancellation of contract by Customer will be charged and offset first against any moneys owed by Metroclean to Sub-Contractor. If a balance is still owed Metroclean for any penalties assessed Sub-Contractor after rights of offset, the balance owed will be immediately due and payable by Sub-Contractor to Metroclean.
16. **Insurance.** Contractor agrees to maintain in effect during the term hereof insurance for personal injury and property damage with \$1,000,000 combined single limit liability per occurrence. Contractor has the right to be self-insured where permitted by State Law. Contractor shall furnish to Customer on request a Certificate of Insurance evidencing such coverage and specifying that 30 days' prior notice of cancellation will be sent to Customer. A Blanket Fidelity Bond covers all our employees.
17. **Conformance with Legal Obligations.** Customer agrees to keep its facilities in a safe condition and in conformance with Federal, State, and local law, ordinances and regulations, and agrees to indemnify and hold harmless Contractor from loss and liability (including reasonable attorneys' fees) caused by Customer's failure to do so.
18. **Equipment Storage.** The Customer shall furnish a locked storage area where all janitorial equipment and supplies can be secured. Said storage area shall be assessable solely to Contractor; and in the event that equipment or supplies are lost or damaged because of parties other than Contractor, Customer agrees to reimburse Contractor. Should Customer need to use Contractor's equipment and supplies and if said equipment and supplies are not returned in good workable condition, Customer agrees to pay a reasonable fee to replace or repair said equipment. In addition, Customer agrees to indemnify and hold harmless Contractor from loss and liability (including reasonable attorneys' fees) caused by Customer's negligence in the use of such equipment.



19. **Independent Contractor.** Contractor is an independent contractor and all persons employed to furnish services hereunder are employees of Contractor and not of Customer. In the event any employees or former employees of Contractor or its affiliates are employed by Customer or by Customer's affiliates during the term of this Agreement or within 90 days after its termination, Customer agrees to pay to Contractor a fee equal to 10 percent of the annualized compensation of each such employee or former employee.
20. **Binding.** This Agreement shall insure to and bind the successors, assigns, agents and representatives of the parties.
21. **Entire Agreement.** This Agreement contains the entire agreement between the parties. All prior negotiations between the parties are merged in this Agreement, and there are no understandings or agreements other than those incorporated herein. This Agreement may not be modified except by written instrument signed by both parties. In the event of conflict between any of the foregoing provisions of this Agreement and the attached specifications, the former shall be controlling.
22. **Notices.** Notices, requests, demands and other communications hereunder shall be in writing and delivered or mailed with postage prepaid,

To Customer at:

City of Huntsville C/
O Scott Swigert
1220 11th Street
Huntsville, TX 77340

To Contractor at:

Metroclean
9000 SW Freeway
Suite 412
Houston, TX 77074

Or at any address that may be given by either party to the other in the manner provided above.

Print Customer/Agent

Sign Customer / Agent

Date

CEO - Naoko Costantini

Print Agent

Sign Agent

12/29/2023

Date

April 27, 2026

Penny Joiner
City of Huntsville
Director of Parks & Leisure

Dear Penny,

It's a pleasure to present Metroclean's capabilities to you. We are excited to provide our pricing based on a customized program that meets your specific needs.

You're choosing the right company when you select Metroclean as your preferred janitorial company. We take pride in keeping your building clean and attractive; thus making your tenants happy and you look good!

Metroclean offers something different — the experience and planning to help save you money while still providing uncompromising, exceptional service. That's a claim we're proud to make! "We're listening to serve you better."



DOCUMENTING REQUESTS ONLINE WITH CleanTelligent

Instantly notify our management team of any issues or requests. CleanTelligent, Metroclean's proprietary and free Web-based work-order system, is perfect for property and facility managers who want immediate attention and a fast response.



THE BEST STATE-OF-THE-ART EQUIPMENT

Metroclean uses only the most advanced, state-of-the-art equipment, including the Kaivac touch-free system that cleans restrooms 60 times better than mopping alone! Because Metroclean cleans for health, we're happy to show our dedication by providing this service to our partners wherever applicable.



METROCLEAN JANITORIAL CERTIFICATION PROGRAM

Before coming to your building, all janitors are required to attend MJCP, Metroclean's Janitorial Certification Program — our hands-on initial program training program. Janitors learn theory and best practices for safety, equipment, chemicals and technique in a classroom setting.



CLEANING INDUSTRY MANAGEMENT STANDARD (CIMS) CERTIFIED

Criteria for CIMS certification is set by ISSA (International Sanitary Supply Association), the cleaning industry's leading trades association. By being CIMS-Green Building Certified with Honors, Metroclean has committed to the delivery of environmentally friendly services that are designed to meet your janitorial needs and expectations.

Thank you for considering our bid, we look forward to hearing from you soon.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Lorenzo Costantini'.

Lorenzo Costantini
Regional Vice President of Business Development
Metroclean



New pricing when the New City Hall opens. Yearly cost of living increase is already added to the cost.

Cleaning of the City of Huntsville

Monthly cost \$ 26,412.61

Weekend cleaning of RR at Visitor Center

Monthly Cost \$ 773.76

Cleaning of Airport building at 1000 Airport Dr.

Monday through Friday cleaning\$1,650.00

TOTAL \$28,836.37

Consumables are at Cost + 0%. Invoice back up from the provider will be attached to invoice.

Strip and Wax- 2,300 s.f. and below= Trip Charge of \$805
2,301 s.f. to 3,000 s.f. = \$35 s.f.
>3,001 s.f.= \$30 s.f.

Carpet Extraction 3,500 s.f. and below= Trip Charge of \$720
>3,600= .20 s.f.

Quarterly All Restroom Kaivac Scrubbing and Disinfection= \$1,200 each Quarter

Hourly Porter for Events:

If Supervisor requested - \$29.76 per hour
If Cleaner requested - \$25.79 per hour

Penny Joiner
City of Huntsville
Director of Parks & Leisure

Lorenzo Costantini
Regional Vice President - Business Development
9000 Southwest Freeway
Suite 412
Houston, TX 77074



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 2.d.

Agenda Item: Consider adoption of Ordinance 2026-13 to amend the Budget for FY 25-26, amending the Schedule of Fees and Charges.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to adopt Ordinance 2026-13 to amend the budget for fiscal year 2025 - 2026; amending the Schedule of Fees and Charges.

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

Discussion: The City adopts the annual budget via Ordinance. The Schedule of Fees and Charges is included as part of the adoption of the annual budget. As such, changes or additions to the Schedule of Fees and Charges require approval via Ordinance. Additional detailed information is included in the Exhibit A "Explanation" section. This was presented to the Finance Committee at their May 5, 2026 meeting.

Previous Council Action: None for this specific agenda item. The fiscal year 2025 - 2026 budget and Schedule of Fees and Charges for the fiscal year were adopted at Council's September 16, 2025 meeting.

Financial Implications: It is anticipated that this will create additional revenue for the Airport Enterprise Fund. An amount cannot be estimated as it is unknown.

Approvals:

Lance Hall
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. FY 26 Ordinance 2026-13 Airport Fee Schedule
2. FY2027 Fee Schedule Airport Operations (1)

ORDINANCE NO. 2026-13

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2024-2025 ANNUAL BUDGET, ORDINANCE NO. 2024-24 TO AMEND THE ADOPTED “SCHEDULE OF FEES AND CHARGES” OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2025-2026 Annual Budget and CIP Budgets, and the Schedule of Fees and Charges were adopted by Ordinance 2025-22 on September 16, 2025;

WHEREAS, various unforeseen circumstances affecting the City have presented themselves during the course of the fiscal year;

WHEREAS, the City Council considered the circumstances independently, deliberating appropriately on the associated revenues and expenditures and the overall impact on the general financial status of the City;

WHEREAS, pursuant to the laws of the State of Texas and the City Charter of the City of Huntsville, Texas, the City Council has determined that it will be beneficial and advantageous to the citizens of the City of Huntsville to amend the 2025 – 2026 Schedule of Fees and Charges as set forth herein; and

WHEREAS, this ordinance combines the independent Council actions into one budget amendment document;

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

Section 1. The findings set forth above are incorporated into the body of this ordinance.

Section 2. The budget for fiscal year 2025 – 2026 is hereby amended to include the fees as listed in Exhibit “A” attached hereto and made a part of this ordinance as if set out verbatim herein.

Section 3. All ordinances of the City in conflict with the provisions of this ordinance are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. Should any section, portion, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the force or effect of any other section or portion of this ordinance.

Section 5. The necessity for amending the fiscal year 2025 – 2026 Schedule of Fees and Charges, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

Section 6. This ordinance shall take effect immediately after its passage.

PASSED AND APPROVED on this the 5th day of May 2026.

THE CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

**Huntsville Municipal Airport
Schedule Fees and Charges**

Hangar Building	Hangar Space	Rate	Term	
A	1	\$560.00	Monthly	
	2,3,4,8,9, and 11	\$375.00	Monthly	
	5,6,7, 10, and 12	\$485.00	Monthly	
B	4 and 7	\$525.00	Monthly	
	1,2,3,5, and 6	\$560.00	Monthly	
C	2,3,4,5,8,and 9	\$375.00	Monthly	
	1,6,7,10,11, and 12	\$485.00	Monthly	
D	1,2,3,4,5, and 6	\$560.00	Monthly	
T	1	\$575.00	Monthly	
Q	1,2, and 3	\$290.00	Monthly	
	4	\$375.00	Monthly	
G	1	\$375.00	Monthly	
	2,3,4,5,6,7, and 8	\$290.00	Monthly	
Tie-Down	All	\$75.00	Monthly	
	All	\$10.00	Daily	Daily rate is waived with the purchase of fuel.
Community Hangar	Small Aircraft	\$35.00	Daily	Rate includes tow fee to and from the apron.
	Twin Engine/ Larger Aircraft	\$45.00	Daily	
	Small Aircraft	\$375.00	Monthly	
	Twin Engine/ Larger Aircraft	\$560.00	Monthly	

Fuel	Type	Per Gallon Rate
Full Service	Avgas 100LL	Market Rate
Full Service	Jet Fuel	Market Rate

Additional Services

Tow Fee		\$10.00	Daily rate is waived with the purchase of fuel.
Oils and Supplies		Market Rate	

Aircraft Cleaning Service

Top wash and Vacuum	2-4 place Single Engine	\$140.00
	6-place Single Engine	\$170.00
	Light Twin Engine	\$225.00
	Cabin Twin Engine	\$265.00
Top wash, Belly degrease and Vacuum	2-4 place Single Engine	\$240.00
	6-place Single Engine	\$255.00
	Light Twin Engine	\$340.00
	Cabin Twin Engine	\$395.00
Top wash, Belly degrease, Vacuum and wax	2-4 place Single Engine	\$425.00
	6-place Single Engine	\$510.00
	Light Twin Engine	\$675.00
	Cabin Twin Engine	\$790.00



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 2.e.

Agenda Item: Consider instructing staff to direct the Trinity River Authority (TRA) to design the Tenaska waterline infrastructure to full capacity.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to instruct staff to direct TRA to design the Tenaska waterline infrastructure to full capacity.

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: Item to be discussed during the Workshop.

Previous Council Action: On April 7th, the Finance Committee recommended designing the Tenaska waterline infrastructure to full capacity and to bring it to the full City Council for final approval.

Financial Implications: The 1.5 million would be added to the TRA CIP bond program.

Approvals:

Lance Hall

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

5/5/2026

Agenda Item Number: 6.a.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087, for deliberation regarding economic development negotiations. Project: Destination Huntsville

Initiating Department/Presenter: City Manager

Presenter:
Scott Swigert, City Manager

Recommended Motion:

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information: