

CITY OF HUNTSVILLE, TEXAS

Mac Woodward, Mayor

Keith D. Olson, Mayor Pro Tem, Position 4
Andy Brauninger, Position 1 At-Large
Lydia Montgomery, Position 2 At-Large
Don H. Johnson, Position 3 At-Large



Joe Emmett, Ward 1
Tish Humphrey, Ward 2
Ronald Allen, Ward 3
Joe Rodriguez, Ward 4

HUNTSVILLE CITY COUNCIL AGENDA TUESDAY, SEPTEMBER 1, 2015 6:00 P.M. REGULAR SESSION

COUNCIL CHAMBERS AND LARGE CONFERENCE ROOM
HUNTSVILLE CITY HALL, 1212 AVENUE M, HUNTSVILLE, TEXAS, 77340

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's office (936.291.5403), two working days prior to the meeting for appropriate arrangements.

MAIN SESSION [6:00 P.M.]

1. CALL TO ORDER

2. INVOCATION AND PLEDGES

U.S. Flag

Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.

3. PUBLIC HEARING - The City Council will hold a public hearing to receive citizen input regarding the maximum proposed tax rate for the 2015 Tax Year (City Fiscal Year 2015 - 2016). (City Council will vote on a tax rate for the 2015 Tax Year at its September 15, 2015, 6:00 P.M. meeting at City Hall, 1212 Avenue M.)

City Council will hold a public hearing to receive citizen input regarding the Fiscal Year 2015-2016 Annual Budget.

4. CONSENT AGENDA

Public Comments will be called for by the presiding officer 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. Approve the minutes of the City Council meeting held on August 18, 2015. [Lee Woodward, City Secretary]
- b. Adopt Ordinance 2015-38 to update the City Council Rules of Procedure, second reading. [Councilmember Emmett]
- c. Approve the 2014 TIRZ Annual Report. [Steve Ritter, Finance Director]
- d. Adopt Resolution 2015-16 to authorize the creation of the Houston-Galveston Area Regional 9-1-1 Emergency Communications District. [Mayor Woodward]
- e. Consider authorizing the City Manager to accept funding from the Department of Justice Bulletproof Vest Program for \$3,759.19 in grant funds, with a match of \$3,759.19. [Dr. Sherry McKibben, Director of Neighborhood Resources]
- f. Adopt Resolution 2015-19 funding for the restoration and preservation of the City mural located on the east wall of the Smither Building on University Avenue. [Mayor Woodward]

5. STATUTORY AGENDA

- a. *Presentation, discussion, public comment, and possible action* to consider Decision Packages for the 2015-16 budget.
 1. Proposed funding sources and levels of various employee benefits
 2. General Fund Capital Improvement Projects
 3. Water Fund Capital Improvement Projects
 4. Wastewater Fund Capital Improvement Projects
 5. Proposed funding sources and levels of various position additions and changes
 6. Proposed Uses of Unallocated Reserves from each fund
- b. *Presentation, discussion, public comment, and possible action* to consider an airport decision package for the 2015-16 budget. [Aron Kulhavy, Director of Community and Economic Development]
- c. *Presentation, discussion, public comment, and possible action* to consider authorizing the City Manager to apply for a Texas Department of Agriculture Main Street grant for \$116,620, plus \$49,980 in matching funds, designating the City Manager as the City's Authorized Representative, and adopting Resolution 2015-18. [Dr. Sherry McKibben, Director of Neighborhood Resources, and Aron Kulhavy, Director of Community and Economic Development]
- d. *Presentation, discussion, public comment, and possible action* to consider adoption of Resolution 2015-17 to redeem the remaining aggregate principal of \$715,000 on the Series 2009 General Obligation Bonds, and adoption of Ordinance 2015-41 to amend the budget for FY14-15. [Steve Ritter, Finance Director]

6. MAYOR/CITY COUNCIL/CITY MANAGER AND CITY ATTORNEY REPORT

- a. *Presentation, public comment, discussion, and possible action on nominations to the Huntsville Housing Authority. [Mayor Woodward]*
- b. *Presentation, discussion, public comment, and possible action to consider request by Councilmember Humphrey to clarify and amend previous City Council action related to consideration and approval of subdivision plats. [Councilmember Humphrey]*

7. REQUESTS FOR CITIZEN PARTICIPATION

An opportunity for citizens to be heard on any topic and for the City Council to participate in the discussion. No action will be taken.

No requests were received by noon on August 25, 2015.

8. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

9. ITEMS OF COMMUNITY INTEREST

(Hear announcements concerning items of community interest from the Mayor, Councilmembers, and City staff for which no action will be discussed or taken.)

10. 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, Sections: 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; 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 in order to take action, if necessary, on the items addressed during Executive Session.

CERTIFICATE

I, Lee Woodward, City Secretary, do hereby certify that a copy of the September 1, 2015 City Council Agenda 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: _____

TIME OF POSTING: _____ am/pm

TAKEN DOWN: _____

Lee Woodward, City Secretary

MINUTES FROM THE HUNTSVILLE CITY COUNCIL MEETING HELD ON THE 18th DAY OF AUGUST 2015, IN THE CITY HALL, LOCATED AT 1212 AVENUE M, IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 4:00 P.M.

The Council met in a regular session with the following:

COUNCILMEMBERS PRESENT: Mac Woodward, Andy Brauninger, Lydia Montgomery, Don H. Johnson, Keith D. Olson, Joe Emmett, Tish Humphrey, Ronald Allen, Joe P. Rodriguez

COUNCILMEMBERS ABSENT: None

OFFICERS PRESENT: Matt Benoit, City Manager, Leonard Schneider, City Attorney, Lee Woodward, City Secretary

WORKSHOP [5:00 P.M.] – Consideration and discussion of Section 4a & 4b Economic Development sales tax, potential uses, and possible ballot wording. [Matt Benoit, City Manager]

The City Council reviewed and discussed the 4A and 4B sales tax options.

MAIN SESSION [6:00 P.M.]

1. **CALL TO ORDER** - Mayor Woodward called the meeting to order at 6:02 p.m.
2. **INVOCATION AND PLEDGES** – Councilmember Rodriguez gave an invocation and Dalton Smith from the Boys & Girls Club led the pledges.
3. **PROCLAMATION** – *Feel the Sting Day for HISD*
4. **PUBLIC HEARING** - The City Council will hear public comment on their consideration to adopt a maximum property tax rate of \$0.4106 per \$100 valuation for the City's 2015 – 2016 Fiscal Year (Tax Year 2015)

Mayor Woodward opened the hearing at 6:08 p.m. Janice Adams, David DeShaw, Gisela Allen, Charles Wagamon, Leroy Hilton, Donna Pinon, Tarek Maalouf, and Jerry DeWitt spoke against the proposed tax rate and City expenses in the budget. J.D. Davis urged assistance for the Inspections Division. Mayor Woodward closed the hearing at 6:37 p.m.

5. **CONSENT AGENDA**

Public Comments will be called for by the presiding officer 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. Approve the minutes of the City Council meeting held on August 4, 2015. [Lee Woodward, City Secretary]
- b. Approve Resolution 2015-15 designating *The Huntsville Item* as the official newspaper for the City of Huntsville for FY 2015-16, annual item. [Lee Woodward, City Secretary]

Councilmember Olson moved to approve the consent agenda; the motion was seconded by Councilmember Montgomery. The motion was adopted unanimously, 9-0.

6. **STATUTORY AGENDA**

- a. **Presentation, public comment, discussion, and possible action** to consider adoption of Ordinance 2015-33, amending Chapter 24, Land Development, of the Code of Ordinances of the City of Huntsville, Texas to adopt the updated Development Code of the City of Huntsville, Texas, third reading. [Aron Kulhavy, Director of Community and Economic Development]

Councilmember Humphrey moved to adopt Ordinance 2015-33 amending Chapter 24, Land Development, of the Code of Ordinances of the City of Huntsville, Texas to adopt the updated Development Code of the City of Huntsville, Texas, the motion was seconded by Councilmember Olson. The motion was adopted unanimously, 9-0.

7. **MAYOR/CITY COUNCIL/CITY MANAGER AND CITY ATTORNEY REPORT**

- a. **FIRST READING - Presentation, public comment, discussion, and possible action** to consider adopting Ordinance 2015-38 to update the City Council Rules of Procedure, first reading. [Councilmember Emmett]

First reading, no action taken. Councilmember Emmett provided an overview of the recommendations of the committee. Councilmember Rodriguez noted items brought forward by several other Councilmembers that the committee discussed but chose not to recommend.

- b. **Presentation, public comment, discussion, and possible action** to consider adoption of an ordinance to order a special election to be held in the City of Huntsville, Texas, on November 3, 2015, for either:

Ordinance 2015-39

An ordinance of the City Council of the City of Huntsville, Texas, ordering a special election to be held on November 3, 2015, to submit a proposition on the combined question of the adoption of a Type A Corporation Economic Development Sales and Use Tax within the city at the rate of one-eighth of one percent for projects as allowed by Chapter 504 of the Local Government Code, and the adoption of an additional Sales and Use Tax within the city at a rate of three-eighths of one percent to be used to reduce the property tax rate;

OR

Ordinance 2015-40

An ordinance of the City Council of the City of Huntsville, Texas, ordering a special election to be held on November 3, 2015, to submit a proposition on the combined question of the adoption of a Type B Corporation Economic Development Sales and Use Tax within the city at the rate of one-eighth of one percent for projects as allowed by Chapter 505 of the Local Government Code, and the adoption of an additional Sales and Use Tax within the city at a rate of three-eighths of one percent to be used to reduce the property tax rate.

Single reading required. [Matt Benoit, City Manager]

Councilmember Montgomery moved to adopt Ordinance 2015-40, an ordinance of the City Council of the City of Huntsville, Texas, ordering a special election to be held on November 3, 2015, to submit a proposition on the combined question of the adoption of a Type B Corporation Economic Development Sales and Use Tax within the city at the rate of one-eighth of one percent for projects as allowed by Chapter 505 of the Local Government Code, and the adoption of an additional Sales and Use Tax within the city at a rate of three-eighths of one percent to be used to reduce the property tax rate; the motion was seconded by Councilmember Johnson.

Donna Pinon and Tarek Maalouf expressed concerns about the proposed corporation. The motion was adopted, 6-3, Councilmembers Allen, Brauning, and Rodriguez voting against.

- c. **Presentation, public comment, discussion, and possible action to consider request from Councilmember Rodriguez for consideration of a Decision Package calling the 2009 General Obligation Bonds and include the Decision Package in the FY15-16 Budget. [Councilmember Rodriguez]**

Councilmember Rodriguez moved to approve item 7c (to consider request from Councilmember Rodriguez for consideration of a Decision Package calling the 2009 General Obligation Bonds and include the Decision Package in the FY 15-16 Budget), the motion was seconded by Councilmember Brauning. Councilmember Rodriguez recommended using \$715,000 to pay off the note. Councilmember Humphrey moved the previous question, the motion was seconded by Councilmember Johnson. The motion failed, 6-3, Councilmembers Olson, Johnson, and Humphrey voting in support. The motion was adopted, 5-4, Councilmembers Johnson, Olson, Montgomery, and Humphrey voting against.

8. REQUESTS FOR CITIZEN PARTICIPATION

An opportunity for citizens to be heard on any topic and for the City Council to participate in the discussion. No action will be taken.

No requests were received by noon on August 11, 2015.

9. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

There were no media inquiries. Janice Adams, J.D. Davis, and Todd Armstrong were permitted to ask questions of the City Council.

10. ITEMS OF COMMUNITY INTEREST

(Hear announcements concerning items of community interest from the Mayor, Councilmembers, and City staff for which no action will be discussed or taken.)

- Please make plans to attend a session of the HISD Education Summit September 28 or 29 from 6-8 p.m. at the Huntsville High School Commons area or on September 29 from 11 a.m.-1 p.m. at the Support & Learning Center on the Mance Park Middle School campus to help our community come together and provide valuable input about education.
- The City is calling for photos for this year's calendar. Please see the most recent issues of our digital newsletter *This Week in Huntsville*, or contact us at 936-291-5403.
- The Texas Children's Health Plan *Back to School Bash* will be tomorrow from 10-1 at the Huntsville Public Library, featuring school supplies, face painting and more. Children must be accompanied by an adult.
- **Feel the Sting!** Day will be August 28, 2015, the date of the Hornets first game this fall. Contact the Chamber of Commerce at 295-8113 to order a flag for your home or business, or to fly downtown. Show your support of our school district and its importance in our community!

Councilmember Humphrey lauded local teachers for educating students about their community. Mayor Woodward reminded all to be careful of students returning to school.

11. **EXECUTIVE SESSION - The City Council will convene in closed session as authorized by Texas Government Code Chapter 551, Section 551.071 – consultation with counsel on legal matters concerning the log cabin on the Square and the old Walker County Jail. [Mayor Woodward and Leonard Schneider, City Attorney]**

The Mayor adjourned the Council into Executive Session at 8:22 p.m.

12. RECONVENE

- a. **Take action, if necessary, on items addressed during Executive Session.**

The Council reconvened at 8:40 p.m.

13. ADJOURNMENT

Mayor Woodward adjourned the meeting at 8:40 p.m.



CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 4c

Item/Subject: Consider approval of the TIRZ 2014 Annual Report.

Initiating Department/Presenter: Finance

Presenter: Steve Ritter, Finance Director

Recommended Motion: Move to approve the TIRZ 2014 Annual Report.

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

Discussion: The Tax Increment Reinvestment Zone #1 (TIRZ) and Board of Directors (advisory) were established by Ordinance in August 2004. In addition, in September 2004, the City and County entered into an Interlocal Agreement concerning participation in the TIRZ. In November 2004, the By-laws, a Project Plan, and a Finance Plan were established by Ordinance. In April 2007, a Development Agreement was created by the City and Ravenwood Village, Ltd. for the development of a retail center including installation of water, sewer, and street infrastructure.

Annual information reports are submitted to the TIRZ Board for review and approval and, in turn, to City Council for final approval. The Board met on July 28, 2015 and reviewed and approved the report for 2014 submitted as a part of this agenda item. Financial information for the year is included on pages 9 and 10 of the report, including the amount of "increment tax" provided to the TIRZ Fund by the City and County, and disbursements made to the developer for infrastructure costs incurred.

Previous Council Action: None

Financial Implications:

There is no financial impact associated with this item.

Item is budgeted: _____ In the amount of \$ _____

Item is not budgeted:

Item is estimated to generate additional revenue:

Approvals: City Attorney Director of Finance City Manager

Associated Information:

- TIRZ 2014 Annual Report (pages 2 - 11)

City of Huntsville, Texas

**Huntsville
Tax Increment Reinvestment Zone, No. 1**

ANNUAL REPORT

2014

INDEX

- 1) **Year End Summary of Meetings/City Council Actions**
- 2) **Public Infrastructure Projects**
- 3) **Private Development Projects**
- 4) **Capital Improvement Plan Budget**
- 5) **Budget vs. Expenditures**
- 6) **TIRZ Fund**
- 7) **Annual Report**

YEAR END SUMMARY OF TIRZ BOARD MEETINGS AND CITY COUNCIL ACTIONS

During the period October 1, 2013 through September 30, 2014, the TIRZ Board met on April 22, 2014 to discuss and approve the 2012 and 2013 Annual Reports. Also during the meeting, Aron Kulhavy, Director of Community and Economic Development for City of Huntsville made a presentation requesting a change in the TIRZ boundaries adding 2.96 acres to the TIRZ near the northwest corner of the existing TIRZ boundary. The boundary change request related to construction of a new Kroger store in the TIRZ. Both annual reports and the boundary change request were approved by the Board

During the period October 1, 2013 through September 30, 2014, the City Council met on the following dates:

June 17, 2014 – the Council approved the 2012 and 2013 Annual Reports and boundary change request.

PUBLIC INFRASTRUCTURE PROJECTS

The City of Huntsville did not initiate any public infrastructure projects during the period from October 1, 2013 through September 30, 2014.

PRIVATE DEVELOPMENT PROJECTS

During the period from October 1, 2013 through September 30, 2014 permits were issued for new construction within the TIRZ as listed following:

<u>TENANT</u>	<u>FINISH OUT COSTS</u>
Academy	\$4,800,000
Building Shell	\$1,982,960
Ross	\$ 747,000
Petco	\$ 489,000
Lease Building	\$ 486,000
Maurice	\$ 240,000
Game Stop	\$ 85,000
Sally Beauty Supply	<u>\$ 78,000</u>
TOTAL	\$8,907,960

CAPITAL IMPROVEMENT PLAN

BUDGET

ITEMS	ESTIMATED COSTS
<u>Ravenwood Village</u>	
East/West Public Road	\$645,000
Offsite Paving	335,000
Detention Ponds	1,511,000
Retaining Walls	389,000
Public On-Site Water	230,000
Public On-Site Sanitary Sewer	<u>214,000</u>
	<u>SUBTOTAL</u> \$3,324,000
Engineering/Surveying Fees (15%)	<u>499,000</u>
	<u>TOTAL RAVENWOOD VILLAGE</u> \$3,823,000
	<u>GRAND TOTAL</u> <u>\$3,823,000</u>

BUDGET VS EXPENDITURES

ITEMS	CURRENT BUDGET, \$	COMMITTED / EXPENDED TO DATE, \$	REMAINING BALANCE, \$
Ravenwood Village	\$3,823,000	\$3,520,000*	\$303,000
Admin Costs	0	28,861	(28,861)
TOTAL	\$3,823,000	\$3,548,861	\$274,139

*Ravenwood Village Project Cap = \$3,520,000
Ravenwood Village Actual Expenditures = \$4,006,424
(See detail on page 8)

RAVENWOOD VILLAGE
EXPENDITURE DETAIL

<u>DESCRIPTION OF WORK</u>	<u>COST, \$</u>
Clearing	\$198,280
Site Preparation	24,568
Excavation & Fill	1,266,748
Grading	159,092
Deceleration Lanes (State/TXDOT owns)	242,351
Storm Sewer	451,957
Water Service	387,070
Sanitary Sewer	152,937
Pond Improvements	118,500
Retaining Walls	102,250
Fencing	71,312
Landscape / Irrigation	78,851
Ravenwood Drive Paving	329,242
Paving at Approaches	135,733
Walks	86,743
Insurance	20,080
General Conditions	80,315
Contractor's Fee	<u>100,395</u>
TOTAL	\$4,006,424

TIRZ FUND

	CAPITAL PROJECTS	DEBT SERVICE	TOTAL
Beginning Balance: <i>September 30, 2013</i>	\$ 139,996	\$ 0.00	\$ 139,996
Revenues:			
• Interest	28	0.00	28
• Tax Increment	<u>118,672</u>	<u>0.00</u>	<u>118,672</u>
TOTAL	\$ 118,700	\$ 0.00	\$ 118,700
Expenditures:			
• Administration	250	0.00	250
• Developer Payment	<u>219,886</u>	<u>0.00</u>	<u>219,886</u>
TOTAL	\$ 220,136	\$ 0.00	\$ 220,136
Ending Balance: <i>September 30, 2014</i>	<u>\$ 38,560</u>	<u>\$ 0.00</u>	<u>\$ 38,560</u>

* Adjusted for prior year

ANNUAL REPORT

Chapter 311.016 of V.C.T.A. requires the following information as part of the annual report on the status of the TIRZ. Information is contained in detail on the attached financial statements.

1. Amount and source of revenue due to the TIRZ Fund established for the Zone:

\$	29	Interest
\$	68,052	City
\$	50,620	County
\$	118,700	Total Revenue

2. Amount and purpose of expenditures from the Fund:

\$	219,886	Developer Payment
\$	250	Administration
\$	220,136	Total Expenditures

3. Amount of Principal and Interest due on outstanding indebtedness is as follows:

- I. Contributions /Advances from developers—none.
- II. Bonds issued and payment schedule to retire bonds—none.

4. Tax Increment base and current captured appraised value retained by the Zone:

Taxing Jurisdiction	Net Taxable Value 2014	Base Year Value 2004	Captured App. Value 2014
City of Huntsville	\$ 16,288,230	\$ 369,186	\$ 15,919,044
Walker County	\$ 16,288,230	\$ 350,383	\$ 15,937,847

5. Captured appraised value by the municipality and other taxing units, the total amount of the tax increment received, and any additional information necessary to demonstrate compliance with the tax increment financing plan adopted by the governing body of the municipality.

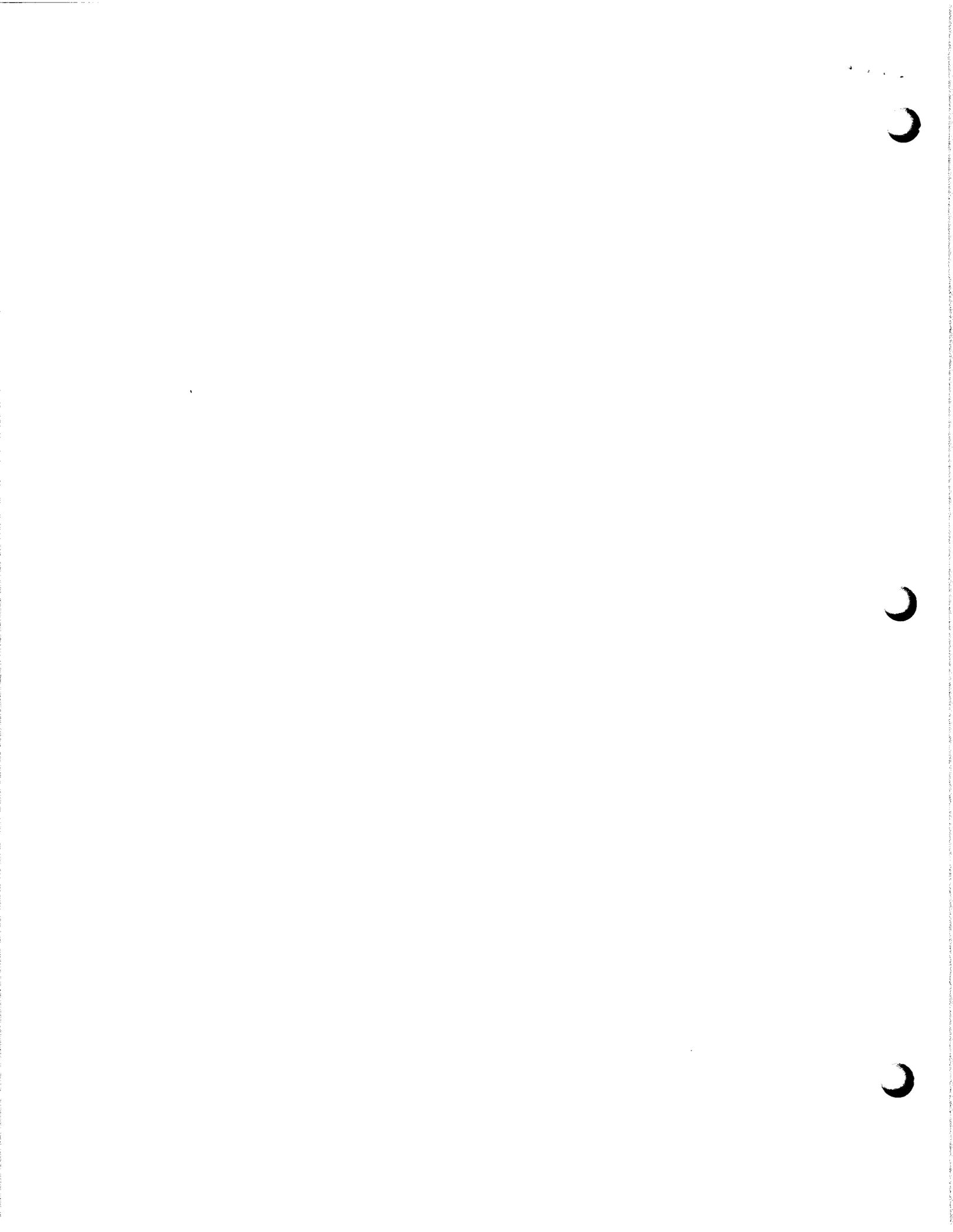
A. Captured appraised value shared by the municipality and other participating taxing jurisdictions to be received in FY 2014/2015

Taxing Jurisdiction	Participation Per \$100/Value	Amount of 2014 Increment
City of Huntsville (100%)	\$ 0.4106	\$ 65,559.94
Walker County (50%, NTE \$0.3125)	0.3125	\$ 49,955.21
Total	\$ 0.7231	\$ 115,515.15

B. Amount of tax increment to be received in FY2013/2014 from the municipality and the other taxing jurisdictions based on FY2013 valuations: \$118,672.

C. Other information:

6. Disclosure: In FY 2010-11 the City received \$49,576 from the project developer in lieu of completing sidewalks and to close out the Ravenwood project. The funds received were included as revenue to the TIRZ Fund. The money remains available to pay for sidewalks or other public infrastructure expenditures in the future.





A G E N D A
HOUSTON-GALVESTON AREA COUNCIL
9-1-1 STUDY COMMITTEE MEETING
August 18, 2015 9:00 a.m.
3555 Timmons Lane, 2nd Floor
Conference Room A
Houston, Texas 77027

1. Call to Order
2. Chairman's Remarks
3. Recommendation to H-GAC Board of Directors
 - a. Formation of Regional 9-1-1 Emergency Communications District
 - b. Gulf Coast Regional 9-1-1 Emergency Communications District Proposed Board Structure
4. Questions and Discussion
5. Implementation Timeline
6. Other Business
7. Adjournment

In compliance with the Americans with Disabilities Act, H-GAC will provide for reasonable accommodations for persons attending H-GAC functions. Requests should be received by H-GAC 24 hours prior to the function.

**FORMATION OF A REGIONAL 9-1-1 EMERGENCY
COMMUNICATIONS DISTRICT**

Background

The Regional Emergency Communication Districts Act gives H-GAC permissive authority to form a Regional 9-1-1 District independent of the State 9-1-1 Program. The counties of Brazoria, Chambers, Colorado, Liberty, Matagorda, Walker, Waller, and Wharton are currently part of the State 9-1-1 Program and are not considered a Regional 9-1-1 District.

Current Situation

During the May 2015 H-GAC Board meeting, Chair McDonald appointed a Regional 9-1-1 District Study Committee consisting of representatives from the affected counties to evaluate the potential impact and opportunities associated with forming a Regional 9-1-1 District or continuing with the State Program.

Forming a Regional 9-1-1 District would increase local control, ensures fees collected from our region are returned to our region, and improve the district's ability to adapt to new technology and better serve our local communities.

Requested Action

The Regional 9-1-1 District Study Committee recommends the H-GAC Board approve the formation of the Regional 9-1-1 Emergency Communications District as permitted by Regional Emergency Communication Districts Act.

**GULF COAST REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT
PROPOSED BOARD STRUCTURE**

Background

The formation of the Gulf Coast Regional 9-1-1 Emergency Communications District includes the creation of a governing Board of Managers. The Board of Managers will function under formal bylaws, develop subcommittees as needed, and approve annual operating budgets, strategic plans, and contracts. The Houston-Galveston Area Council will staff the Gulf Coast Regional 9-1-1 Emergency Communications District, and provide accounting and financial services.

Current Situation

The members of the H-GAC 9-1-1 District Study Committee are elected officials from the 9-1-1 program service area and members of the H-GAC Board of Directors. Given the members' representation within the proposed district service area, and familiarity with regional planning and operation of the 9-1-1 program, H-GAC recommends the 9-1-1 District Study members become the Gulf Coast Regional 9-1-1 Emergency Management District Board of Managers. A proposed roster is included below.

County	Board Manager
Brazoria	County Commissioner Stacy Adams ✓
Chambers	County Commissioner Gary Nelson ✓
Colorado	County Judge Ty Prause ✓
Liberty	County Judge Jay Knight
Matagorda	County Judge Nate McDonald ✓
Walker	County Commissioner B.J. Gaines ✓
Waller	County Judge Trey Duhon
Wharton	County Judge Phillip Spenrath

Action Requested

Request approval of the Board structure of the Gulf Coast Regional 9-1-1 Emergency Communications District proposed roster.

Implementation Timeline Gulf Coast 9-1-1 Regional Emergency Communications District

Background

If approved, formation of the Gulf Coast 9-1-1 Regional Emergency Communications District would include a series of critical actions to be taken by: the H-GAC 9-1-1 District Study Committee, H-GAC Board of Directors, Jurisdictions within the 9-1-1 service area, and the Gulf Coast Regional 9-1-1 Emergency Communications District Board.

Current Situation

A list of critical actions and an implementation timeline is presented below. H-GAC will manage and coordinate the critical activities over a 5-6 month period.

Entity	Critical Actions	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
H-GAC 9-1-1 District Study Committee	Meet and decide to form 9-1-1 District, or not.						
	Present recommendation to the H-GAC Board						
H-GAC Board	Take action on 9-1-1 District Study Committee Recommendation (Resolution)						
	Create Regional Emergency Communications District Board						
Jurisdictions within the Gulf Coast Regional 9-1-1 Emergency Communications District	Pass resolutions to participate in Gulf Coast Regional 9-1-1 Emergency Communications District						
Gulf Coast Regional 9-1-1 Emergency Communications District Board	Hold Inaugural Board Meeting						
	-Adopt Bylaws						
	-Establish Fiscal Year						
	-Set the Service Fee						
	-Approve Strategic Plan						
	-Approve Operating Budget						
	-Approve Contracts						

**H-GAC 9-1-1 District Study Committee
Resource Documents**

- Gulf Coast Regional 9-1-1 Emergency Communications District Overview
- Jurisdictions within the District Service Area
- Locations of Public Safety Answering Points/Call Centers
- Example resolutions

Gulf Coast Regional 9-1-1 Emergency Communications District Overview

Background

H-GAC manages a Regional 9-1-1 Program as part of the State system, currently the Commission on State Emergency Communications (CSEC). The H-GAC Regional 9-1-1 Program spans over 8,600 square miles and includes more than 650,000 people within the unincorporated areas and cities of an eight county area including Brazoria, Chambers, Colorado, Liberty, Matagorda, Wharton, Waller, and Walker counties.

H-GAC provides the infrastructure and equipment, and the operating expenses for the 23 call centers in the Regional 9-1-1 Program. Our local partners provide the call center office space, staff and other items. The system processed over 378,000 calls during 2014.

The H-GAC 9-1-1 Program is funded by fees that are placed on land lines and cell phones operated within our service area. The fees are collected by the State Comptroller and passed through the Commission on State Emergency Communications. CSEC distributes a portion of the funds back to H-GAC based on direction from the State Legislature. The State Program restricts how the funds can be spent to deliver 9-1-1 services at the local level (i.e., set asides for equipment only). A majority of the fees are retained by the State and not currently distributed back to the region for operation of the 9-1-1 program. As a result, strategic planning and investment in the Regional 9-1-1 system is limited.

Regional 9-1-1 Districts that are independent of the State system receive their funds directly from the State Comptroller and have greater flexibility in determining investment priorities, and enhancing services for their communities. H-GAC is currently part of the State 9-1-1 Program and is not considered a Regional 9-1-1 District.

Senate Bill 1108, signed into law by Governor Greg Abbott on May 22, 2015, gives H-GAC permissive authority to form a Regional 9-1-1 District for Brazoria, Chambers, Colorado, Liberty, Matagorda, Walker, Waller, and Wharton Counties.

Current Situation

During the May 2015 H-GAC Board meeting, Chair McDonald appointed a Regional 9-1-1 District Study Committee consisting of representatives from the eight affected counties to evaluate the potential impact and opportunities associated with forming a Regional 9-1-1 District. The committee is also charged with making a recommendation to the H-GAC Board on whether to form a Regional 9-1-1 District or to continue with the State 9-1-1 program.

Key points regarding the difference between remaining part of the State 9-1-1 system and forming an 8-county 9-1-1 District are summarized below.

- State system
 - Funding amounts decided every two years by the Texas Legislature
 - Only a portion of the fees collected for 9-1-1 services (paid for by residents within our region as part of their monthly phone bill) are returned to our region to support 9-1-1 activities
 - Decisions on expanding services are controlled at the State level

Gulf Coast Regional 9-1-1 Emergency Communications District Overview

- Expenditure categories (i.e., equipment, call center operations) and amounts are subject to restrictions and approval by the State.
- Long-term planning horizon is limited to two years.
- 9-1-1 District
 - SB1108 provides a local option for district formation
 - Political Subdivision
 - Same area as current H-GAC 9-1-1 program
 - Separate Board
 - Linked to H-GAC
 - Increased flexibility to meet local needs, future growth, and advances in technology
 - Ability to plan beyond 2 years
 - Fees come directly to the District from the Texas Comptroller rather than through the Commission on State Emergency Communications (CSEC) system
 - Opportunity for revenue growth
 - Opportunity to provide additional support for call centers based on increased revenue in the future

The committee discussion included questions about the downsides of forming an independent 9-1-1 District. Areas of the State that have flat or declining population trends, or small populations where fees could not cover operations, would be better off staying part of the State system. The H-GAC region has strong growth, and a substantial population and fee base to support operation of a 9-1-1 District. Areas of the State where Board and staff capacity of the Council of Government are inadequate to properly administer a 9-1-1 District would be better served to remain part of the State system. The H-GAC Board and staff have a history of successfully administering a Regional 9-1-1 program.

Discussion regarding the next steps in forming a District included: the requirement to obtain resolutions from each county and city within the 9-1-1 service area in support of forming a 9-1-1 District, the need for the H-GAC 9-1-1 Study Committee to make a recommendation to the H-GAC Board, subsequent H-GAC Board action, and to notify the State of the decision.

CSEC Commissioner and City of Meadows Place Alderman Terry Henley stated that the State is supportive of Regional 9-1-1 Programs becoming independent 9-1-1 Districts, provided the Districts are committed to maintaining interoperability with the State network and call routing systems.

The Committee agreed to move forward on communicating the opportunity to their respective courts and to meet again prior to August H-GAC Board meeting.

Requested Action

Decide to pursue forming a Regional 9-1-1 District, or not.

A recommendation to the H-GAC Board to create a Regional 9-1-1 District would include the formation of a Regional 9-1-1 Emergency Communications District and appointment of a Board of Managers. Because Houston and Galveston would not be members of the Regional District, staff proposes naming the entity "Gulf Coast Regional 9-1-1 Emergency Communications District".

**Gulf Coast Regional 9-1-1 Emergency Communications District
Local Jurisdictions**

Brazoria County
Alvin
Angleton
Baileys Prairie
Bonney
Brazoria
Brookside Village
Clute
Danbury
Freeport
Hillcrest Village
Holiday Lakes
Iowa Colony
Jones Creek
Lake Jackson
Liverpool
Manvel
Oyster Creek
Pearland
Quintana
Richwood
Surfside Beach
Sweeny
West Columbia

Chambers County
Anahuac
Baytown
Beach City
Cove
Mont Belvieu
Old River

Colorado County
Columbus
Eagle Lake
Weimar

Liberty County
Ames
Cleveland
Daisetta
Dayton
Dayton Lakes
Devers
Hardin
Kenefick
Liberty
North Cleveland
Plum Grove

Matagorda County
Bay City
Palacios

Walker County
Huntsville
New Waverly
Riverside

Waller County
Brookshire
Hempstead
Katy
Pattison
Pine Island
Prairie View
Waller

Wharton County
El Campo
East Bernard
Wharton

**Gulf Coast Regional 9-1-1 Emergency Communications District
Public Safety Answering Points**

Brazoria County

Alvin Police Department
Angleton Police Department
Brazoria Police Department
Brazoria Sheriff's Office
Clute Police Department
Freeport Police Department
Lake Jackson Police Department
West Columbia Police Department

Chambers County

Chambers Sheriff's Office
Mont Belvieu Police Department

Colorado County

Colorado Sheriff's Office

Liberty County

Cleveland Police Department
Dayton Police Department Liberty
Police Department Liberty
Sheriff's Office

Matagorda County

Bay City Police Department
Matagorda Sheriff's Office

Walker County

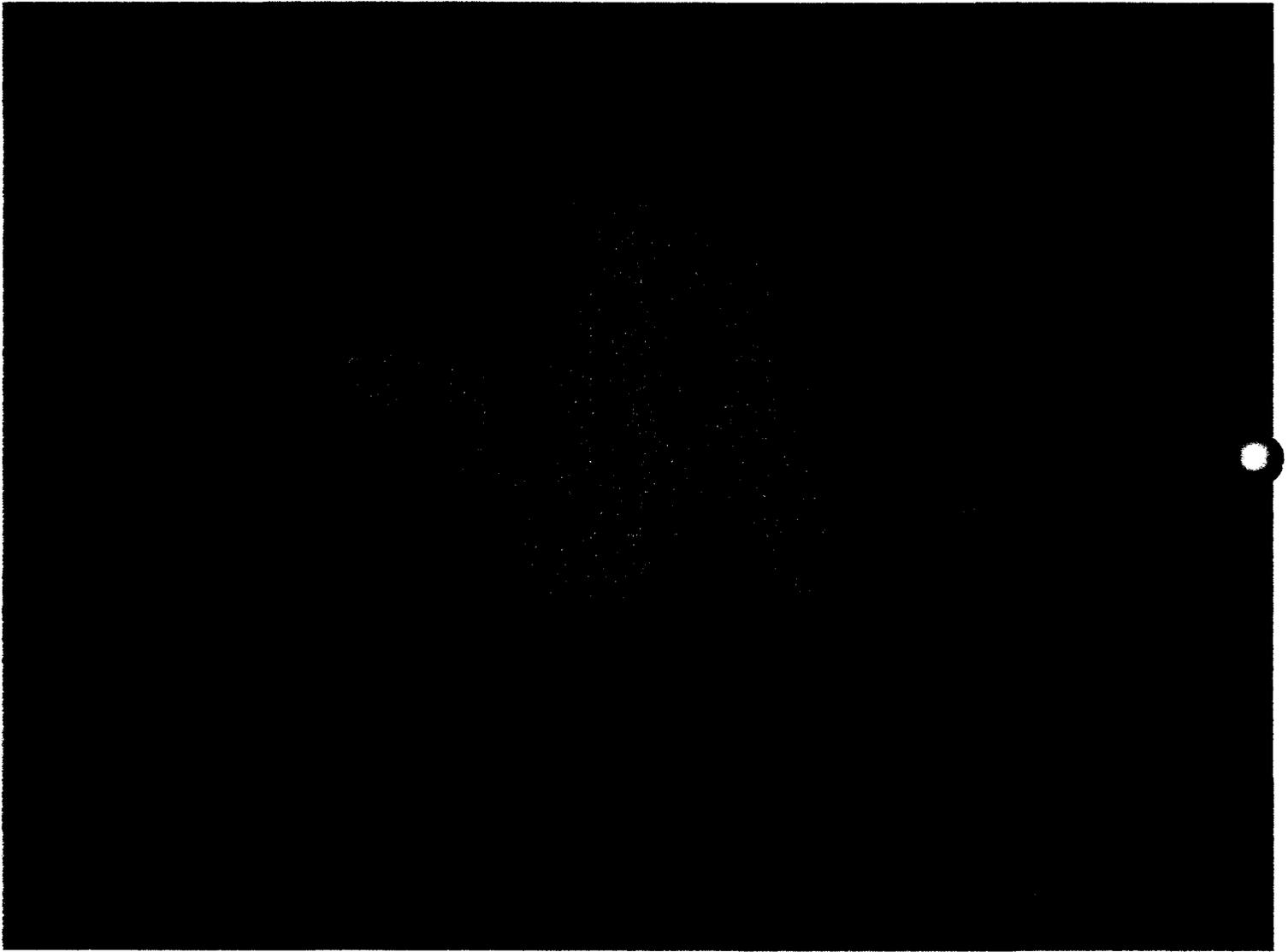
Walker PSCC

Waller County

Brookshire Police Department
Waller Sheriff's Office

Wharton County

El Campo Police Department
Wharton Police Department
Wharton Sheriff's Office



EXAMPLE CITY RESOLUTION

A RESOLUTION AUTHORIZING THE CREATION OF THE HOUSTON-GALVESTON AREA REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT

WHEREAS, Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the "Act"), provides for the creation of a Regional Emergency Communications District; and

WHEREAS, the Act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission; and

WHEREAS, the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the "District"); and

WHEREAS, as of September 1, 2015, the City of (Insert Name) exclusively receives 9-1-1 system services operated through the Houston-Galveston Area Council, a regional planning commission;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF (INSERT CITY NAME) AUTHORIZES THE CREATION OF THE HOUSTON-GALVESTON AREA REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT

Passed and approved on the ___ day of ___, 2015 at a regularly scheduled Council Meeting of the City of (Insert City Name).



RESOLUTION

APPROVING THE CREATION OF THE HOUSTON-GALVESTON AREA REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT

WHEREAS, Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the "Act"), provides for the creation of a Regional Emergency Communications District; and

WHEREAS, the Act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission; and

WHEREAS, the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the "District"); and

WHEREAS, the Houston-Galveston Area Council ("H-GAC") is a regional planning commission established under Chapter 391 of the Texas Local Government Code with a 9-1-1 region population of under 1.5 million; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF H-GAC THAT: H-GAC form a Regional 9-1-1 Emergency Communications District as permitted by the Regional Emergency Communication Districts Act.

PASSED AND APPROVED on the 18th day of August 2015 at a regularly scheduled meeting of the Board of Directors of the Houston-Galveston Area Council.

BOARD OF DIRECTORS
HOUSTON-GALVESTON AREA COUNCIL

RESOLUTION NO. 2015-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, AUTHORIZING THE CREATION OF THE HOUSTON-GALVESTON AREA REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT.

WHEREAS Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the "Act"), provides for the creation of a Regional Emergency Communications District; and

WHEREAS the Act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission; and

WHEREAS the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the "District"); and

WHEREAS as of September 1, 2015, the City of Huntsville, Texas, exclusively receives 9-1-1 system services operated through the Houston-Galveston Area Council, a regional planning commission;

NOW, THEREFORE, be it resolved by the City Council of the City of Huntsville, Texas, authorizes the creation of the Houston-Galveston Area Regional 9-1-1 Emergency Communications District.

PASSED AND APPROVED this 1st day of September 2015.

THE CITY OF HUNTSVILLE

Mac Woodward, Mayor

ATTEST:

APPROVED AS TO FORM:

Lee Woodward, City Secretary

Leonard Schneider, City Attorney





CITY COUNCIL AGENDA

9/1/2015
Agenda Item: 4e

Item/Subject: Consider authorizing the City Manager to accept funding from the Department of Justice Bulletproof Vest Program for \$3,759.19 in grant funds, with a match of \$3,759.19.

Initiating Department/Presenter: Neighborhood Resources

Presenter: Sherry McKibben, Director

Recommended Motion: Move to authorize the City Manager to accept funding from the Department of Justice Bullet Proof Vest Program for \$3,759.19 in grant funds, with a match of \$3,759.19.

Strategic Initiative: Goal #8 - Public Safety - Provide safety and security for all citizens.

Discussion: Each year, the Department of Justice (DoJ) allows Police Departments to apply for funding to help pay for bulletproof vests for their officers. The City has participated in this program since 2001. The program will reimburse the City 50% of the cost of the vests.

The recommended useable life for a bulletproof vest is five years and this is the City's replacement schedule. The vest grant program will allow the vests to be replaced based on this schedule. The City currently tries to replace at least ten vests per year and/or use these funds to provide vests for new hires. The City has eleven vests on the schedule to expire during the two year grant period (2016-2018).

The Police Department includes the cost of the vests in their budget each year and the DoJ reimburses the City for half of the expenses up to the amount of the grant.

Previous Council Action: The City Council authorized the submission of the application for funding on April 21, 2015.

Financial Implications:

Item is not budgeted: This item will be budgeted in fiscal years 2016 and 2017.

Approvals: City Attorney Director of Finance City Manager





CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 4f

Item/Subject: Consider request from Mayor Mac Woodward to approve funding for the restoration and preservation of the Sam Houston Mural, and adopt Resolution 2015-19 in support of same.

Initiating Department/Presenter: City Manager

Presenter: Mac Woodward, Mayor

Recommended Motion: Move to approve funding in the amount of \$25,000 of Hotel Occupancy Tax funds for the 2015-2016 Fiscal Year for the restoration and preservation of the Sam Houston Mural located at 1102 11th Street, and adopt Resolution 2015-19 making findings of fact as to the use of Hotel Occupancy Tax Funds.

Strategic Initiative: Goal #1 - City Appearance - Provide policies, amenities, and events that enhance the City's already beautiful and historic natural environment.

Discussion: Throughout 2013 and 2014, the owner of the building at 1102 11th Street made repairs to solidify the structural integrity of the east-facing wall on which the Sam Houston Mural is located. Those repairs are believed to have included "refastening" the mural to the wall. As part of that refastening, several small holes were drilled in the mural, as well as a section removed on the bottom left-hand corner (when facing the mural).

For the 2014-2015 (current) budget year, the owner of the building made application to the Hotel Occupancy Tax Board for funds to restore and preserve the mural. That request was not funded. As part of that application, Leonard Schneider, City Attorney provided his legal opinion as to the legality of using Hotel Occupancy Tax (HOT) funds to assist with this project that concurred with that of Scott Joslove, of the Texas Hotel & Lodging Association. The restoration/repair of the mural would arguably fit under the category for historic restoration and preservation assuming that the mural is considered historic in the view of City leaders. The second part of the test is that every expenditure must directly promote tourism and the hotel and convention industry. The City would need to make a factual finding that the preservation of this mural would directly promote tourism and hotel activity.

To summarize, of the two-part test needed to use HOT funds, the first is satisfied (as a legal expense). The second element (as to whether tourists will travel to Huntsville to see the mural and then spend the night) is a matter of findings of legislative fact by the City Council. Approving the attached Resolution 2015-19 will satisfy that portion of the test.

To further clarify this issue, the mural belongs to the City of Huntsville. It is painted on plaster that is attached to the building on the wall at 1102 11th Street through an easement the City has with the building owner. This item is not included in the City Manager's Recommended 2015-2016 Budget.

This decision package, if approved, will provide \$25,000 for the City to complete restoration of its mural using Hotel Occupancy Tax funds as part of the 2015-2016 Budget.

Previous Council Action: The Council considered a budget amendment in early 2013 to assist with the repairs and restoration and elected at the time to pay existing obligation, and allow the owner to complete structural repairs.

Financial Implications:

Item is not budgeted: This item is not included in the City Manager's Recommended 2015-2016 Budget, but Resolution 2015-19, if approved, will incorporate it as a Decision Package and make appropriate legislative findings.

Approvals: City Attorney Director of Finance City Manager

Associated Information:

- Request by the Mayor to place this item on September 1 City Council Meeting agenda (page 3)
- Resolution 2015-19 (page 4)
- Cultural District Brochure & Tour Guide Information (pages 5-6)

August 25, 2015

To: Matt Benoit

Lee Woodward

Please place an item on the City of Huntsville Agenda for September 1, 2015 regarding the funding for the restoration of the city mural located on the east wall of the Smither Building on University Avenue.

This should be decision package to be included in the consideration of the 2015-2016 budget from Hotel Occupancy Tax Funds.

Please let me know if you have any questions.

Thank You,



Mac Woodward

RESOLUTION 2015-19

A RESOLUTION OF THE CITY OF HUNTSVILLE, TEXAS AUTHORIZING THE USE OF AN AMOUNT NOT TO EXCEED \$25,000 IN THE 2015-2016 BUDGET FOR MURAL RESTORATION REPAIRS LOCATED AT 1102 11TH STREET, MAKING CERTAIN FINDINGS OF FACT AS TO HOTEL OCCUPANCY TAX FUND ELIGIBILITY AND AUTHORIZING THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS TO COMPLETE SUCH WORK

WHEREAS The owner of the building at 1102 11th Street has made certain repairs to enhance and improve the structural integrity of the wall on which a City of Huntsville mural is located; and

WHEREAS The repairs to enhance and improve the structural integrity of the wall resulted in a need to restore the color and mural to its original condition; and

WHEREAS The City of Huntsville City staff provides guides to tour groups wishing to see tourist attractions in the City of Huntsville; and

WHEREAS The mural located at 1102 11th Street is included in the guided tour, as well as a noted location on various City brochures advertising the Huntsville Cultural District; and

WHEREAS As the “Home of Sam Houston” the mural located at 1102 11th Street contributes to the historic nature of Huntsville which draws tourists to various attractions and promotes overnight hotel and motel stays in Huntsville.

NOW, THEREFORE BE IT HEREBY RESOLVED, by the City Council of the City of Huntsville, Texas, that:

SECTION 1: The final, amended budget to be considered for adoption by the Mayor and City Council on September 15, 2015 shall include \$25,000 to complete restoration and repairs for the mural located at 1102 11th Street.

SECTION 2: The repairs shall be funded with Hotel Occupancy Tax funds.

SECTION 3: The City is authorized to sign for and approval all necessary documents to complete such work on behalf of the City to complete the restoration and repair work.

PASSED AND APPROVED THIS 1ST DAY OF SEPTEMBER 2015.

THE CITY OF HUNTSVILLE

Mac Woodward, Mayor

ATTEST:

APPROVED AS TO FORM:

Lee Woodward, City Secretary

Leonard Schneider, City Attorney

Huntsville Cultural District

DESIGNATED 2009



In September 2009, the Huntsville Cultural District was designated by the Texas Commission on the Arts as one of the first seven state cultural districts.

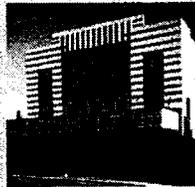
The Huntsville Cultural District encompasses a variety of facilities and attractions including:



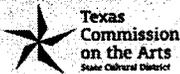
- Museums and Art Galleries
- Artist Studios and Workshops
- Historic Homes and Sites
- Theaters and Performances
- Cultural Events and Festivals

The Cultural District is home to some of the finest historical architecture in Texas. Enhancing the downtown buildings are murals by world-renowned artist Richard Haas. You can also tour artistically unique homes built from recycled materials that were created by Dan Phillips.

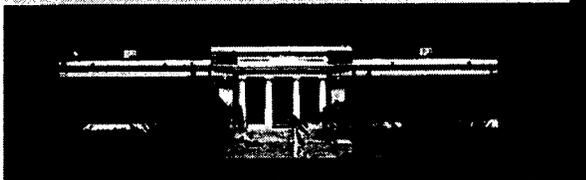
You can enjoy self-guided walking and driving tours, art activities, music-theater-dance performances, shopping, antiques, and unique eateries.



Make the Huntsville Cultural District your next travel destination. We hope you find the trip enjoyable and your experience memorable!



Cultural districts are communities that reflect the art, culture and history that shape a community's way of life.



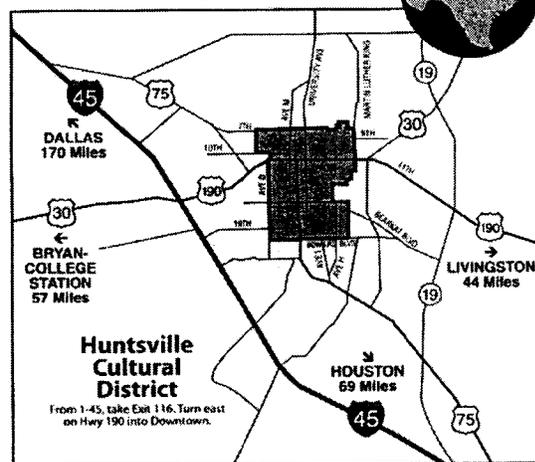
Huntsville Cultural District

Throughout the Cultural District, you'll find attractions and displays devoted to Huntsville's cultural heritage and colorful past, including:

- Gibbs-Powell House Museum
- Sam Houston Memorial Museum
- The Woodland Home
- Samuel Walker Houston Museum and Cultural Center
- The Wynne Home Arts Center
- Cabin on the Square
- Phoenix Commotion: Dan Phillips' Art Houses
- Jane Monday Amphitheater
- Founders Park
- Old Town Theater
- Historic Walls Unit
- Sam Houston Grave Site
- Crazywood Gallery
- Sam Houston State University - Performing Arts Center
- Art Galleries
- The Peabody Library
- Athletic Events

For information on overnight accommodations, please log onto www.huntsvilletexas.com.

Huntsville is located on I-45 between Houston and Dallas in the beautiful Piney Woods of East Texas.



For more information on the Huntsville Cultural District, visit www.huntsvilleculturaldistrict.com or call (936) 291-5424. You can also contact any of the organizations below.

The Wynne Home
ARTS CENTER
(936) 291-5424
www.thewynnehome.com

SAM HOUSTON
Huntsville Main Street
(936) 291-5920
www.huntsvillemainstreet.com

Texas Commission on the Arts
(512) 463-5535
www.arts.state.tx.us

Sam Houston Statue and Visitors Center
1-800-289-0389
www.huntsvilletexas.com

Sam Houston State University
1-866-BEARKAT
www.shsu.edu

Huntsville Arts Commission
(936) 291-5422
www.thewynnehome.com

Houston Avenue is Hudie (Leadbelly)Ledbetter, a musician and composer. He was incarcerated at the Walls unit. He wrote "Goodnight Irene", "Midnight Special", and "Rock Island Love".

There are many Antique stores on the Square.

Going Around the Square

After the right turn on 12th Street mention that the Prison Museum has been enlarged and moved on Hwy 75 North, near the Wynne Unit. On the corner of 12th and University is the Henry Opera House. Major John Henry was a tailor from New York he came here during the Civil War to tailor uniforms for the Confederacy from cloth made by the prisoners. Later went into the mercantile business and opened a store in the downtown area. The upstairs became a Opera House - the 1st motion picture in Huntsville was shown here.

→ The murals on the Square are by Richard Haas, an internationally artist. From New York. The architectural details are of bygone era. The stars painted around the balcony of the courthouse are by Richard Haas. The artist calls his work an architectural illusion. Point out the shutters on the upper floor of Kings Candy which are painted on and the ones next door which are not.

This is the fifth Courthouse on the Square and this land was deeded to the City by Pleasant Gray for a penny. That penny is in the cornerstone of the Courthouse.

Pleasant Gray's trading post which is 1105 University Avenue. He secured land from the Mexican Government in 1835 and build an Indian Trading post. This is now the site of the Robert-Harris Log Cabin circa 1840.

Hezekiah Farris was San Jacinto veteran and captor of Santa Ann the cabin was built 15 miles west of Huntsville and had been in the family for six generations. It was donated to the city by the family in 2001. It was rebuilt by the Texas History Department of Sam Houston State.



CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 5a

Item/Subject: Consider decision packages for the 2015-2016 budget.

Initiating Department/Presenter: Finance

Presenter: Steve Ritter, Director of Finance, and Matt Benoit, City Manager

Recommended Motion: Move to approve the decision packages listed as items 5a(1)-(6) on the City Council agenda.

Strategic Initiative: Goal #7 - Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: Attached are six decision packages provided for the City Council's consideration as part of the budget adoption process. These items are funded and included in the City Manager's Recommended Budget. The decision packages are provided as specified by the City's Fiscal and Budgetary Policies, and are provided for Council consideration for one (or more) of the following reasons:

1. They include individual items whose cost exceeds \$50,000. As such, to procure these items or services, the City Council will have to award contracts or bids to execute the expenditure of these funds.
2. They are to be funded using Unallocated Reserve appropriations.
3. They are of sufficient cost and scope that they qualify as policy issues and represent a great deal of the discretionary spending in the budget.

These items are prepared for adoption with the motion above. Should a Councilmember(s) wish, these items may be excluded from the motion or adopted individually (as is the case with a consent agenda).

Previous Council Action: Virtually every item included in each of the attached decision packages was included in the July 29 Pre-Budget Workshop Presentation. They are also included as tab 5 in the City Manager's Recommended Budget that was provided to the City Council on August 14.

Financial Implications: Each of these items is included in the City Manager's Recommended Budget. Each decision packages includes its own Financial Implications section illustrating the amounts and proposed uses of funds for each project.

Approvals: City Attorney Director of Finance City Manager

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Proposed funding sources and levels of various employee benefits

Initiating Department/Presenter: Finance Department, Steve Ritter, Director of Finance
Human Resources Department, Julie O’Connell, Director of Human Resources

Executive Summary: The City Manager’s Recommended 2015-2016 Budget proposes funding the vacation buy-back program, as well as the Merit/Step Plan increase with Unallocated Reserves. The City is traditionally spending less than 100% of budgeted salary and benefit accounts, resulting in contributions to Unallocated Reserves in each fund sufficient to fund these employee benefits.

The City Manager’s Recommended 2015-2016 Budget also includes a 5% market adjustment for all positions effective January 1, 2016.

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Proposed Use of Fund Unallocated Reserve	Proposed Use of CIP Fund Unallocated Reserve	
General	411,000	167,280		578,280
Water	96,666	17,700		114,366
Wastewater	109,399	15,500		124,899
Solid Waste	43,000	18,300		61,300
Street	43,000	10,000		53,000
School Resource Officer	15,290	8,050		23,340
Arts	3,700	2,200		5,900
Tourism and Visitor’s Center	6,600	3,000		9,600

Detailed Discussion and Explanation:

Vacation Buyback Policy – The City’s Personnel Policies and Procedures Manual States, “If an employee has taken at least ten (10) days of vacation time off during the previous fiscal year and so elects, he/she may buy back up to five (5) days of unused vacation time. The buyback option may be used to make a one-time contribution to the employee’s deferred compensation plan for that year.” Employee requests for approval must be completed by the first Monday in November, with payment occurring on the second payroll date in November.

Merit/Step Plan – The City returned to Grade & Step pay scale in Fiscal Year 12-13. Upon receiving a satisfactory evaluation from their supervisor at their annual anniversary date, the employee is awarded a 2.5% merit increase until the employee reaches the top step of their respective grade.

Market Adjustment - Per salary surveys conducted by Human Resources it appears the City of Huntsville is behind anywhere from 5% to 11.3% when comparing the salary range midpoint to similarly sized cities. In addition, HR's survey of cities in the region and cities of similar size indicates most will be doing

some form of across-the-board market adjustment in 2015-2016. This means the City will fall behind further if a Market Adjustment are not provided for in our budget for 2015-2016. The Human Resource survey of the other local public sector entities indicates the following:

- Walker County is predicting a proposal of 4% across the board,
- TDCJ is providing a 2.5% across the board increase expect for correctional officers, parole officers and food service managers (receiving 8%),
- SHSU employees may receive up to 4% based on performance,
- Huntsville ISD is increasing pay for entry level teachers by 8% and current teachers by \$1,500.

The recommended 5% market adjustment impacts each Fund as follows:

General Fund	\$381,000
Water Fund	\$ 46,000
Wastewater Fund	\$ 46,200
Solid Waste Fund	\$ 43,000
Street Fund	\$ 43,000
School Resource Officers Fd	\$ 15,290
Arts Center Fund	\$ 3,700
H/M Tourism & Visit Center	\$ 6,600

Police and Fire Certification & Degree pays – Degree and Certification pays increased \$25 each for each pay type. Results in an additional \$30,000 cost to General Fund

Reclass Water Positions – move Water positions one Grade up - \$50,666 cost to Water Fund

Reclass Wastewater Positions – move Wastewater positions one Grade up - \$63,199 cost to Wastewater Fund

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: General Fund Capital Improvement Projects

Initiating Department/Presenter: Engineering, Ram Ramachandra, City Engineer

Executive Summary: Every year, the City budgets as part of its operational budget an amount of money within each individual fund for Capital Improvement needs. This year, six capital projects are recommended for funding. Each is explained in greater detail below.

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Proposed Use of Fund Unallocated Reserve	Proposed Use of CIP Fund Unallocated Reserve	
General	\$600,000	\$555,000		\$1,155,000

Detailed Discussion and Explanation:

Engineering for street access and drainage improvement to River Oaks Drive (\$100,000) – Segment of River Oaks Drive between West Green Briar Drive and East Lake Drive, approximately 650 linear feet, is prone to frequent flooding. Roadway elevation at this location is 2 to 5 feet below the elevation of 100-year flood level. Engineering feasibility study / design will be achieved to consider reconstructing this segment of River Oaks Drive by raising the roadway elevation to the needed extent. Funds for construction will be sought in the future year(s) if the project is deemed feasible and appropriate.

Oakwood Cemetery Retaining Wall & Fence (\$220,000) – Current retaining wall is a chain link fence. The fence has been in place for several years and is in very poor condition. Erosion has caused major damage to the structure of the chain link. Failure to address the situation could result in possible wash-out of some existing grave sites onto 9th Street.

New Aerial Mapping (fund 1/4 of total cost) (\$50,000) – Aerial and topographic mapping is an essential element in planning, engineering and managing the City’s infrastructures. Mapping is also an important tool for prospective developers, existing business and Citizens for their respective needs. Updating aerial and topographic mapping will not only aid in providing improved and more realistic data but also saves time and cost by saving field data gathering which is needed otherwise. The City will normally update the mapping once in 5 to 10 years to gather the developments and changes that have occurred over these periods. The City of Huntsville last updated the mapping in 2007.

Fiber communication line from Service Center to Transfer Station (\$150,000) – Allow for a stable connection and increased speeds for Solid Waste facilities. Currently, staff are on a wireless network that has been down for approximately 2.5 months. Much of the wireless network infrastructure is located on a Texas Department of Transportation owned tower which can only be accessed during business hours. Wireless networks can be problematic during heavy storms and severe weather and thus a fiber connection is being highly recommended.

Street Rehab/Reconstruct – which streets to be determined from Condition Assessment Study

(\$600,000) – Citywide street condition assessment is underway (as of August 2015) and the final results of the study are expected by end of September 2015. Streets needing repairs and reconstruction will be ranked based on a condition index (poor to fair to good) in the final results. The funds will be utilized to rehabilitate or reconstruct a street segment(s) that will be ranked in high in the list needing immediate / urgent attention.

New Restrooms/Concessions facility at KBR Park (\$35,000) – Currently, there are no restrooms or concessions on field 10 where the youth and adult soccer leagues play, as well as the youth football league. This is the location where the restrooms/concession facility would be constructed. Adding a restroom/concession building to field 10 will help accommodate the growing use of this field. It will also be beneficial to the city when hosting soccer tournaments, football tournaments, and cross-country track events by allowing citizens the convenience of a nearby facility rather than just the use of rented portable toilets.

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Water Fund Capital Improvement Projects

Initiating Department/Presenter: Engineering, Ram Ramachandra, City Engineer

Executive Summary: Every year, the City budgets as part of its operational budget an amount of money within each individual fund for Capital Improvement needs. This year, City staff is recommending ten Capital Improvement Projects in the Water Fund. Each of these projects is described in detail below.

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Proposed Use of Fund Unallocated Reserve	Proposed Use of CIP Fund Unallocated Reserve	
Water	\$1,840,000	\$655,000		\$2,495,000

Detailed Discussion and Explanation:

Automatic Meter Replacement, \$100,000 - Five years ago the City began a program to transition from manual/visual read water meters to AMR meters. This decision package continues that program for the 2014/2015 fiscal year. This program reduces meter reading costs, increases accuracy of meter reads and increases revenue loss due to old meters. The entire system will be converted to AMRs in approximately six years.

Air/Vac Valves for Surge Protection on 30" Main (\$290,000) - In view of upgrading of high service pumps with TRA water treatment plant expansion, the City completed an engineering evaluation of 30 inch treated water transmission line (between TRA Water treatment plant and the City) last year for its adequacy to handle higher pressures. The study mainly recommended:

- 1) Installation of hydropneumatic tank (primary surge control)
- 2) Replacement /addition of existing air/vacuum valves (secondary surge control)

Funding for design and installation of item 1 above was funded in FY 2014-2015. Funding for construction / installation of item 2 (replace existing air/vac valves and add new valves) is being sought in FY 2015-2016. Engineering Design of both items 1 and 2 is currently underway.

Detail Design-Palm Street Water Plant improvements (\$350,000) - Palm street water plant was built in the early 1960s. Last major upgrade was done with the addition of a new pump station in 1980 when the City began receiving treated surface water from Trinity River Authority (TRA) water treatment plant. For the facts that the water plant is being a critical infrastructure, aged, signs of deterioration of certain plant elements and has "brown" water issues at times, proactive measures are planned out to maintain a reliable water supply to the residents and businesses.

The Council funded \$50,000 for the condition assessment study of the plant in FY 2014-2015. The study is currently underway and is expected to be complete by early September. Funding is being now sought to develop a detail design for the rehabilitation and/or replacement of the plant elements (such as pumps, motors, master control circuits, pump house, etc.) determined to high and moderate risks.

Funds that will needed to implement the finalized design (installation and construction) will be sought in the future years.

30" Transmission Main Continuous Improvement Plan (\$200,000) – Trinity River Authority (TRA) pumps treated water from the TRA surface water plant to the City's Palm Street Water Plant through the existing 30" water transmission main. The length of this 30" transmission main is approximately 14-miles long and was constructed forty (40) years ago, during mid- to late- 1970s. 70 to 75% of the daily water demand is dependent on the integrity and condition of this 30" water transmission main. Maintaining the transmission main with preventive measures and being always prepared to respond in a timely manner should any failure in the pipe occurs is of paramount importance. Segments of pipes have failed in the past resulting in the shutdown TRA water supply. Moving forward, as a preventive plan of action in maintaining this important City asset, budgeting funds annually in the amount of \$200,000 is being proposed beginning FY 2015-2016.

Engineering Design of Waterline Reconstruction – upsizing and replacement (\$100,000) - The City has been replacing existing undersized and deteriorated waterlines in the Avenues and other older parts of the City each year, to the extent funding is made available for this purpose. Several such aged, undersized and deteriorated segments have been replaced in the last several years. Replacing and upsizing will help reduce waterline breaks, associated maintenance costs and improves water circulation and pressure in the water distribution system to serve domestic and fire protection needs.

As a continuation of upgrading the water infrastructure, It is scheduled to complete engineering design of waterline replacement using FY 2015-2016 funds for the following segments:

- a) 7th Street (Hwy 75 to Old Madisonville Rd) – replace 1,000 LF deteriorated existing 12" waterline
- b) Mary Avenue (Long Point to Roosevelt) – replace 1,860 LF existing 2" & 6" w/l with 6" waterline
- c) 13th Street (Ave G to Sycamore) – replace 1,200 LF deteriorated existing 8" waterline
- d) Avenue P (7th St. to 10th St.) – replace 1,200 LF existing 2" & 6" waterline with 6" waterline
- e) Avenue P (19th St to 22nd St) – replace 1,700 LF existing 2" waterline with 6" waterline

The funding for construction will be sought in FY 2016-2017.

11th St (I-45 to Ave M) (\$1,050,000) - Existing waterline along 11th street in this segment (approx. 5,700 linear feet) has experienced several breaks in the last five (5) years - in excess of 20 breaks. Waterline is of cast iron material. It is corroded and has formed tuberculation (blisters) inside the pipe causing restrictions in the flow. Number of breaks has been increasing year by year. Number of breaks increases during extreme weather seasons also, such as too dry or too wet years. This segment of 11th

Street is one of the busiest arterials streets in the City, with several commercial and business establishments on both sides. The adverse impact on both traffic and water supply interruption is high during each water main break.

The Council awarded funds for engineering during FY 2012-2013. Staff completed a feasibility study in early 2014 to evaluate different options of rehabilitation and replacement of waterline in this segment. Open cut replacement either behind the curb wherever possible or in the current location was determined to be most feasible option. Currently detail design is underway, to replace the existing 6" waterline with 12" waterline. Upsizing the line will help in improving the supply in terms of flow and pressure in the system both locally and Citywide. Staff is now seeking funds for construction in FY 2015-2016.

11th St (Huntsville Unit to Ave G) (\$405,000) - Existing waterline along 11th street in this segment (approx. 1,900 linear feet, 6" and 8" sizes) has also experienced several breaks in the last five years. The issues and impacts described above for the segment of 11th Street between IH 45 and Ave M apply to this segment of 11th street also.

The Council awarded funds for engineering during FY 2012-2013. Staff completed feasibility study for this segment of 11th Street also, in conjunction with the segment between IH 45 and Ave M in early 2014 for construction options. Open cut replacement option will be utilized for construction. Engineering design is scheduled to begin sometime in September 2015. Similar to the segment between IH 45 and Ave M, the waterline will be upsized from 6" to 12". Staff is now seeking funds for construction in FY 2015-2016.

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Wastewater Fund Capital Improvement Projects

Initiating Department/Presenter: Engineering, Ram Ramachandra, City Engineer

Executive Summary: Every year, the City budgets as part of its operational budget an amount of money within each individual fund for Capital Improvement needs. This year, City staff is recommending five Capital Improvement Projects in the Wastewater Fund. Each of these projects is described in detail below.

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Proposed Use of Fund Unallocated Reserve	Proposed Use of CIP Fund Unallocated Reserve	
Wastewater	\$1,350,000	\$0	\$0	\$1,350,000

Detailed Discussion and Explanation:

Hill St. to Gospel Hill sewer realignment (\$90,000) – This segment of existing sewer line (approx. 500 linear feet) and manholes are in a deteriorated condition due to the age (over 50 years old) and material types. Sewer line is made up of clay tile pipes and manholes are of brick construction and have been failing in several locations. Sewer lines will be replaced with PVC pipes and the manholes will be replaced with concrete or fiberglass manholes. The funding being sought is for both engineering and construction.

Engineering – West Fork Tanyard Creek sewer project (\$380,000) – West Fork Tanyard Creek sewer extension project consists of extending sanitary sewer on the east side of Highway 19 in conformance with the current Huntsville Sanitary Sewer Master Plan. This project will be the extension to the south of OCR 5 and 6 sewer project that is currently under construction. Approximate length of the project will be in 9,000 linear feet range. Major benefits of constructing West Fork Tanyard creek sewer extension project are - three (3) existing lift stations will be eliminated when the project construction is complete and helps relieve the capacity issues in certain sewer trunk mains in the Avenues. Added benefit includes opening up east side of Hwy 19 for development.

The funding that is being sought in FY 2015-2016 is for engineering only. Funding for construction will be sought in coming year(s).

Engineering for 30" sewer realignment around Camellia Lake (\$100,000) – Purpose of this project is to consider relocating a segment of existing 30" sewer trunk main (approx. 460 linear feet) that is currently located across Camellia Lake in Elkins Lake addition. This sewer trunk main carries approximately 25% of the City's total sewer flow and finally discharges to N.B. Davidson Wastewater Treatment Plant (South plant). This segment of 30" sewer line underneath Camellia Lake experienced a break during 2012 resulting in lake water inflow to the treatment plant and costly repairs. Considering the age of the sewer trunk main and sensitive location (being underneath a lake), relocating the sewer trunk main from underneath the lake to away and around the lake is recommended. Currently funding for engineering

design is being sought in FY 2015-2016. Funding for construction, as appropriate, will be sought in the coming year(s).

Phase I – Southwood Drive to Brook Hollow Drive – upsizing 8” and 10” sewer (\$600,000) – Existing sanitary sewer line between Hwy 19 / Southwood Drive intersection and Waters Edge Lift Station at Brook Hollow Drive (approx. 5,300 linear feet) needs to be replaced for the reasons of capacity issues considering both existing and future flows and deteriorated conditions in the pipe at certain segments. The improvements will be planned out in phases. It is planned to achieve engineering design for the full 5,300 linear feet segment and construction of phase I for an approximate length of 3,500 linear feet using FY 2015-2016 funds. Funding for the construction of remainder segment will be sought in FY 2016-2017.

Tributary A – Culvert Replacement Upstream of 11th St (SH 30) (\$180,000) – A master plan has been compiled from the drainage studies completed during the last five years. A list of priority projects based on various criteria such as hydraulic benefits, impact to residents, cost and overall need to the City's storm sewer infrastructure has been developed as a part of master plan compilation. For the amount of funds being sought in FY 2015-2016, which is \$180,000, a culvert replacement project along Tributary A is determined to be the best fit project. This project is also among the top 5 projects listed in the priority list. Tributary A Culvert Replacement project consists of replacing the a 36” reinforced concrete pipe (RCP) with 2 – 4’ x 4’ reinforced concrete boxes (RCBs) for a length of 150 linear feet, just to the South of 11th Street and is approximately 200 feet to east of 11th Street / Normal Park Drive intersection.

Funding is being sought is for achieving both engineering and construction.

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Proposed funding sources and levels of various position additions and changes

Initiating Department/Presenter: Finance Department, Steve Ritter, Director of Finance
Human Resources Department, Julie O’Connell, Director of Human Resources

Executive Summary: The City Manager’s Recommended 2015-2016 Budget proposes the addition of 4 full-time positions and 1 part-time position and various modifications to 4 positions. One of the proposed additional full-time positions is funded from elimination of another position. Another of the proposed additional full-time positions is paid for with expenditure reductions within the Department and one proposed additional full-time position is covered by reimbursements from the Utility Funds.

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Reduction of other Expenditures	Funded by Transfers/Reimbursements from Utility Funds	
General	71,279	105,506	109,378	286,163

Detailed Discussion and Explanation:

New Position – Assistant Public Works Director - \$109,378 Salary & Benefits – Utility Funds reimburse General Fund 100%

New Position – IT Helpdesk Analyst - \$55,771 – expenditure reductions within IT paid for this

New Position – GIS Analyst for Engineering - \$49,735 – paid for with elimination of another position

New Position – Fleet Inventory Specialist for Fleet/Garage - \$45,384 (position was eliminated in FY 13-14 Budget; Fleet/Garage operations have suffered without this position)

New Position – part-time Admin. Assistant for Main Street - \$15,244

Modifications to Positions – \$10,651 – upgrade Parks Admin. Assist. position, “Assignment Pay” for 2 Firefighters, possibly convert contract Visitors Center Gift Shop manager position to employee position

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Proposed Uses of Unallocated Reserves from each fund

Initiating Department/Presenter: Finance Department, Steve Ritter, Director of Finance

Executive Summary: Each fund within the City accumulates an Unallocated Reserves. Unallocated Reserves result from when revenues exceed expenditures. Because Unallocated Reserves result from one-time, unanticipated circumstances, it is recommended that Unallocated Reserves be spent on one-time expenditures with minimal and identified associated operating expenses.

In the City Manager's Recommended 2015-2016 Budget, various one-time expenditures are proposed for Council's consideration. Below is a detailed listing of the projects proposed for the use of Unallocated Reserves by fund.

Financial Implications:

Fund	Audited Beginning Unallocated Reserves as of September 30, 2014	Estimated Amount of Unallocated Reserves in excess of stated policy level at September 30, 2015	Proposed Use of Fund Unallocated Reserves FY 15-16
General	\$8,867,200	\$4,961,900	\$975,102
Water	\$7,029,200	\$3,465,100	\$672,700
Wastewater	\$3,848,000	\$369,600	\$15,500
Solid Waste	\$2,762,000	\$480,700	\$173,300
Street	\$1,417,000	No policy stated	\$25,000
Tourist & Visitors Center	\$1,010,000	\$1,382,200	\$3,000
Health Insurance Fund	\$2,151,500	No stated percentage	\$350,000
Police SRO Fund	\$30,500	No policy stated	\$8,050
Arts Center Fund	\$107,900	\$89,200	\$4,340

Detailed Discussion and Explanation:

General Fund:

- Resurface the competition pool at the aquatic center - \$75,000
- City Hall A/C units replacement - \$30,000
- Restrooms & Concessions Facility project at KBR Park - \$35,000
- Storage facility and camera for Neighborhood Resources Dept - \$5,000
- Hand held radios replacement to meet requirements - \$15,000
- ISO Engineering Consultant – \$17,000
- Fire Department – replace 1 Step Down vehicle - \$24,154
- Police Department – replace 3 Step Down vehicles - \$86,668
- Additional funding/transfer to CIP for various projects - \$520,000
- 2.5% Merit/Step Increase - \$120,930
- Vacation Buy Back - \$46,350

Water Fund:

- Additional funding of CIP Projects - \$655,000
- 2.5% Merit/Step Increase - \$14,200
- Vacation Buy Back - \$3,500

Wastewater Fund:

- 2.5% Merit/Step Increase - \$14,300
- Vacation Buy Back - \$1,200

Solid Waste Fund:

- Purchase a new Roll-Off Truck - \$155,000
- 2.5% Merit/Step Increase - \$12,200
- Vacation Buy Back - \$6,100

Street Fund:

- Traffic Counters - \$15,000
- 2.5% Merit/Step Increase - \$8,000
- Vacation Buy Back - \$2,000

Tourist & Visitors Center Fund:

- 2.5% Merit/Step Increase - \$2,000
- Vacation Buy Back - \$1,000

Health Insurance Fund:

- Retiree "run out" on City insurance - \$100,000
- Use of addition to Unallocated Reserve in FY 14-15 due to Expenditures under budget - \$250,000

Police SRO Fund

- 2.5% Merit/Step Increase - \$4,800
- Vacation Buy Back - \$3,250

Arts Center Fund

- Use of prior years' unused gifts from Friends of the Wynne Home - \$2,140
- 2.5% Merit/Step Increase - \$1,200
- Vacation Buy Back - \$1,000





CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 5b

Item/Subject: Consider airport decision package for the 2015-2016 budget.

Initiating Department/Presenter: Community & Economic Development

Presenter: Aron Kulhavy, Director of Community and Economic Development, Matt Benoit, City Manager

Recommended Motion: This Decision Package is being presented for Council consideration, but is not included in the City Manager's Recommended Budget.

Strategic Initiative: Goal #7 - Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: Attached is a decision package for the airport provided for the City Council's consideration as part of the budget adoption process. This item is not included in the City Manager's Recommended Budget. Decision packages are provided as specified by the City's Fiscal and Budgetary Policies, and are provided for Council consideration for one (or more) of the following reasons:

1. They include individual items whose cost exceeds \$50,000. As such, to procure these items or services, the City Council will have to award contracts or bids to execute the expenditure of these funds.
2. They are to be funded using Unallocated Reserve appropriations.
3. They are of sufficient cost and scope that they qualify as policy issues and represent a great deal of the discretionary spending in the budget.

Previous Council Action: In FY 2011-12 the Council allocated \$64,000 and in FY 2012-13 allocated \$280,000 for airport improvements. This funding was a 10% match for \$3.44 million in improvements to the airport that included runway lighting, fencing, replacement of the apron, paving improvements to the taxiway and runway, striping and administrative costs for the improvements. The improvements were completed in 2014.

Financial Implications: Each decision packages includes its own Financial Implications section illustrating the amounts and proposed uses of funds for each project.

Approvals: City Attorney Director of Finance City Manager

FISCAL YEAR 2015-2016 DECISION PACKAGE

Item: Airport Fund Capital Improvements

Initiating Department/Presenter: Aron Kulhavy, AICP, Community and Economic Development

Executive Summary: TXDOT Aviation, in partnership with the Federal Aviation Administration (FAA), provides funding for capital improvements at the Bruce Brothers Regional Airport. Capital improvements at the airport are funded with a 90/10 match with the City responsible for only 10% of the project costs. The costs in the detailed discussion represent the full project costs with the dollar amount in the funding source representing only the City's portion of the project costs. **This decision package is not recommended for funding in the City Manager's Recommended 2015-2016 Budget.**

Financial Implications:

Fund	Funding Source			Total
	Operational Budget	Proposed Use of <u>General</u> Fund Unallocated Reserve	Proposed Use of CIP Fund Unallocated Reserve	
General	\$0	\$67,000		\$67,000

Detailed Discussion and Explanation:

Relocation of the Existing Weather Station (\$220,000) – The existing weather station is located too close to the runway and taxiway to meet current aviation standards. In 2012, a plane veered off the runway and hit the existing weather station knocking it out of commission for several days. Weather is one of the most important factors in flying and relocation of the weather station will help ensure its continued operation.

Airport Drive Relocation and Alignment (\$250,000)– With the improvements made to the intersection of SH 75 North and IH 45, the northbound exit ramp was realigned and a signal installed approximately 200' east of the current intersection of Airport Drive. This relocation has created traffic issues and a potential safety concern for traffic exiting Airport Drive. This project would realign Airport Drive to the east and have it align with the new intersection improving traffic safety conditions.

Airport Master Plan and Business Plan (\$200,000) – The current airport master plan was completed in 2002 and focused on the relocation and expansion of the existing runway. In more recent discussions with TxDOT, it is feasible to lengthen the runway with its current alignment, eliminating the need to relocate the runway. This significantly changes the development plans for the airport opening up the possibility of developing both sides of the runway for the construction of hangars and other improvements. In addition, this plan would propose strategies for making the airport revenue neutral reducing or eliminating the need for supplement from the General Fund for airport operations and improvements.



CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 5c

Item/Subject: Consider authorizing the City Manager to apply for a Texas Department of Agriculture Main Street grant for \$116,620, plus \$49,980 in matching funds, designating the City Manager as the City's Authorized Representative, and adopting Resolution 2015-18.

Initiating Department/Presenter: Neighborhood Resources and Development Services

Presenter: Sherry McKibben, Aron Kulhavy

Recommended Motion: Move to authorize the City Manager to apply for a Texas Department of Agriculture Texas Capital Fund Main Street grant for \$116,620, plus \$49,980 in matching funds, designate the City Manager as the City's Authorized Representative, and adopt Resolution 2015-18.

Strategic Initiative: Goal #1 - City Appearance - Provide policies, amenities, and events that enhance the City's already beautiful and historic natural environment.

Discussion: In 2011, the City received a grant from the Texas Department of Agriculture to install new sidewalks along University Avenue and 13th Street. Included in the funding was money to install the conduit and bases for 17 street lights. The money necessary to install the actual light poles and wiring was not funded. Since the completion of the sidewalk construction, the bases have been utilized as "planters." Currently, there are only two Entergy-supplied street lights in this area, making illumination on these streets limited.

This current request is to apply for a Texas Department of Agriculture Main Street Grant to complete the installation of the 17 lights and install a floodlight in Rather Park. The light in Rather Park will be utilized for events that occur in the evenings such as the Main Street Music Series or citizen group rentals.

The grant application is for \$166,600 which includes \$116,620 in grant funds and a 30% match of \$49,980. The match includes **\$32,130 cash** and \$17,850 in-kind administrative costs. The cash match of \$32,130 will be allocated from the General CIP's "Unallocated Budget" which has a current balance of \$209,115, thus reducing the balance to \$176,985.

Previous Council Action: No action has been taken previously.

Financial Implications:

Item is not budgeted: \$32,130 will be allocated from the General CIP's "Unallocated Budget" if the grant is awarded and if Council approves acceptance.

Approvals: City Attorney Director of Finance City Manager

Associated Information:

- Resolution 2015-18 (Page 2-3)

RESOLUTION NO. 2015-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, AUTHORIZING AN APPLICATION FOR FUNDING THROUGH THE TEXAS CAPITAL FUND MAIN STREET IMPROVEMENT PROGRAM; AND AUTHORIZING THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN MAIN STREET GRANT PROGRAM.

- WHEREAS The City desires to develop a viable urban community, including decent housing and a suitable living environment and expanding the economic opportunities; and
- WHEREAS The Main Street Program has been an important and valuable part of the revitalization of downtown for over 10 years; and
- WHEREAS The City has been an active partner with downtown property owners for improvement activities over 20 years in the downtown area; and
- WHEREAS Unsafe conditions exist due to the lack of adequate lighting which represent a threat to public health and safety; and
- WHEREAS It is necessary and in the best interests of Huntsville to avail itself of the Texas Capital Fund Main Street Improvement Program;

NOW, THEREFORE, be it resolved by the City Council of the City of Huntsville, Texas, that:

SECTION 1: The City Council has reviewed and hereby approves an application for:

Grant-	\$116,600
Match-	\$ 49,980
Total Project Budget	\$166,600

SECTION 2: The City Council has reviewed and hereby agrees to comply with all assurances executed in connection with the application and, if funded the award.

SECTION 3; The City Manager is hereby authorized and directed to act on the city's behalf in all matters pertaining to this application.

SECTION 4: The City Council has reviewed and hereby agrees not to participate in program income recapture and will return all program income to the State to be placed in a statewide Revolving Loan Fund to be used by the State to fund future economic development awards. By agreeing to this measure, the city understands that it will be eligible to receive as many Texas Capital Fund awards per program year as it has eligible projects.

SECTION 5: Pursuant to the requirements of the Texas Capital Fund Main Street Improvement Program, The city finds:

A. Description of Main Street area and boundary

The locations within the Main Street area identified by City Council as blighted include the limited lighted area along the southwest and southeast sides of University Avenue between 12th Street and 13th Street, the intersection of 13th Street and University Avenue and the limited lighted area along 13th Street between Sam Houston Avenue and Rather Park.

B. Description of Conditions contributing to the slum and/or blight condition

The designated area, as part of Main Street, lacks the necessary lighting to ensure the safety of residents. This area was declared blighted in December 2011 due to the conditions of the sidewalks and lack of lighting. The sidewalks were rehabilitated in 2012-15, but the lack of illumination remains a concern for the well-being of the residents and visitors in the area. Additionally, with no lighting in Rather Park, conditions exist that are conducive of juvenile delinquent and criminal behaviors, of which have been noted recently in other dimly lit parts of downtown.

C. How will the proposed improvements contribute to eliminating these conditions

The proposed improvements are part of a project that began in 2011 with sidewalks. The ongoing improvements to this blighted area will contribute to eliminating the slum and/or blighted conditions that have existed. With the improvements of the sidewalks in 2012-15, more residents would like to have events and/or walk in the area, but limited lighting may restrict the feeling of safety. Also, the Rather Park is a central feature for events in the Main Street area and many of the events are held after work hours or at night. Lighting will encourage more participation in the events leading to more activity in the area.

SECTION 6: The City commits itself, if funded, to appropriate \$49,980 as matching funds and as a demonstration of its local support to the lighting project which includes \$32,130 cash and \$17,850 in-kind administrative costs

PASSED AND APPROVED this 1st day of September 2015.

THE CITY OF HUNTSVILLE

Mac Woodward, Mayor

ATTEST:

APPROVED AS TO FORM:

Lee Woodward, City Secretary

Leonard Schneider, City Attorney





CITY COUNCIL AGENDA

9/1/2015
Agenda Item: 5d

Item/Subject: Consider adoption of Resolution 2015-17 to redeem the remaining aggregate principal of \$715,000 on the Series 2009 General Obligation Bonds, and adoption of Ordinance 2015-41 to amend the budget for FY14-15.

Initiating Department/Presenter: Finance

Presenter: Steve Ritter – Finance Director

Recommended Motion: Move to adopt Resolution 2015-17 to redeem the remaining aggregate principal of \$715,000 on the Series 2009 General Obligation Bonds, and adopt Ordinance 2015-41 to amend the budget for FY14-15.

Strategic Initiative: Goal #7 - Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: The Ser. 2009 GO Bonds were issued in February of 2009 with the proceeds used for construction of the NE Fire Station (#4). Total annual principal and interest payments remaining on the Bonds over the next four years is \$767,606, with \$715,000 in principal and \$52,606 in interest.

In the April 21, 2015 budget presentation for the FY 15-16 Budget, the City Manager shared an item about setting aside an amount of General Fund's Fund Balance/Unallocated Reserve to pay on the Debt Service of the Bonds, enabling the City to reduce the property tax rate on the debt side by \$0.0137 per \$100, and use some of General Fund's Unallocated Reserve in excess over the required reserve amount.

The Bonds are "callable" and the City *can save the interest expense on the next four years of \$52,606*. Calling the bonds will provide the \$0.0137 per \$100 reduction to the property tax rate. Provisions in the Official Statement for the bonds require notice to the holders of the debt should the City call outstanding bonds. The Resolution provides for a September 15, 2015 redemption date in order to provide First National Bank, the holder of the bonds, notice of the prepayment (call).

As discussed in the attachment to the Ordinance, the budget amendment relates to the "call" of the 2009 General Obligation Bonds. The budget amendment will allow moving \$719,728 of General Fund's Unallocated Reserve to the Debt Service Fund in order to pay the remaining \$715,000 of principal on the 2009 Bonds, and accrued interest and related Bond Attorney fees.

Previous Council Action: The City Council, at its August 18, 2015 meeting, approved a Decision Package related to the FY 15-16 Budget to move forward with calling these bonds. Due to the shorter notice requirements, and in order to reduce the amount of additional interest accrual, staff is presenting this resolution to call/prepay these bonds as a FY 14-15 transaction.

Financial Implications:

Item is not budgeted: The budget amendment is to move \$719,728 from General Fund (using Fund Balance/Unallocated Reserve) to the Debt Service Fund for paying \$715,000 of Principal, about \$1,728 of accrued Interest, and \$3,000 in bond counsel fees.

Approvals: City Attorney Director of Finance City Manager



thereof to other circumstances shall nevertheless be valid, and this governing body hereby declares that this Resolution would have been enacted without such invalid provision.

Section 5. This resolution shall be in full force and effect immediately upon its passage and approval.

PASSED AND ADOPTED this September 1, 2015.

**Mac Woodward, Mayor
City of Huntsville, Texas**

ATTEST:

**Lee Woodward, City Secretary
City of Huntsville, Texas**

EXHIBIT "A"

NOTICE OF REDEMPTION

NOTICE IS HEREBY GIVEN that the City of Huntsville, Texas (the "City") has called for redemption the outstanding bonds of the City described below at a price of par plus accrued interest to such date of redemption, to-wit:

City of Huntsville, Texas, General Obligation Bond, Series 2009, dated February 24, 2009, the remaining outstanding bonds maturing on August 15 in each of the years 2016, through 2019, as further described below (collectively, the "Obligations"):

<u>Maturity</u> <u>February 15</u>	<u>Redemption</u> <u>Date</u>	<u>Principal</u> <u>Amount</u>	<u>Interest</u> <u>Rate</u>
2016 ***	September 15, 2015 ***	\$ 171,000 ***	2.90% ***
2017 ***	September 15, 2015 ***	176,000 ***	2.90 ***
2018 ***	September 15, 2015 ****	181,000 ***	2.90 ***
2019	September 15, 2014	187,000	2.90

The Obligations being redeemed shall be redeemed upon presentation at the principal office of First National Bank of Huntsville, as paying agent/registrar for the Obligations, at the address set forth below. Interest on the Obligations shall cease to accrue from and after September 15, 2015.

First National Bank of
Huntsville
1300 11th Street
Huntsville, TX 77340

In compliance with section 3406 of the Internal Revenue Code of 1986, as amended, payors making certain payments due on debt securities may be obligated to deduct and withhold a portion of such payment from the remittance to any payee who has failed to provide such payor with a valid taxpayer identification number. To avoid the imposition of this withholding tax, such payees should submit a certified taxpayer identification number when surrendering bonds for redemption.

**CITY OF HUNTSVILLE, TEXAS
CERTIFICATE FOR RESOLUTION**

THE STATE OF TEXAS '
COUNTY OF WALKER '
CITY OF HUNTSVILLE '

We, the undersigned officers and members of the City of Huntsville, Texas (the "City"), hereby certify as follows:

1. The City Council of the City convened in a REGULAR MEETING ON THE 1ST DAY OF SEPTEMBER 2015, at the City Council Chambers, Huntsville City Hall (the "Meeting"), of the duly constituted officers and members of the City, to-wit:

- | | |
|------------------------------|-----------------------|
| Mac Woodward, Mayor | Joe Emmett, Ward 1 |
| Andy Brauninger, Position 1 | Tish Humphrey, Ward 2 |
| Lydia Montgomery, Position 2 | Ronald Allen, Ward 3 |
| Don H. Johnson, Position 3 | Joe Rodriquez, Ward 4 |
| Keith D. Olson, Position 4 | |

and all of said persons were present, except the following absentees: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the Meeting: a written

**RESOLUTION AUTHORIZING FINAL REDEMPTION OF THE CITY OF
HUNTSVILLE, TEXAS GENERAL OBLIGATION BOND, SERIES 2009**

was duly introduced for the consideration of the City Council. It was then duly moved and seconded that the Resolution be passed; and, after due discussion, the motion, carrying with it the passage of the Resolution, prevailed and carried by the following vote:

AYES: _____

NOES: _____

2. A true, full and correct copy of the aforesaid Resolution passed at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that the Resolution has been duly recorded in the City Council's minutes of the Meeting; that the above and foregoing paragraph is a true, full and correct excerpt from the City Council's minutes of the Meeting pertaining to the passage of the Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the City Council as indicated therein; that each of the officers and members of the City Council was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid Meeting, and that the Resolution would be introduced and considered for passage at the Meeting, and each of the officers and members consented, in advance, to the holding of the Meeting for such purpose; that the Meeting was open to the public and public notice of the time, place and purpose of the meeting was given, all as required by Chapter 551, Government Code, as amended.

SIGNED AND SEALED this 1st day of September, 2015.

Lee Woodward, City Secretary

Mac Woodward, Mayor

(CITY SEAL)

ORDINANCE NO. 2015-41

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2014-2015 ANNUAL BUDGET, ORDINANCE NO. 2014-42 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2014-2015 Annual Budget and CIP Budgets were adopted by Ordinance 2014-42 on September 16, 2014;

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 2014-2015 Annual Budget as set forth herein; and

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

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

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

Section 2. The annual budget for fiscal year 2014 – 2015 is hereby amended to include the expenditures and revenues in Exhibit “A” attached hereto and made a part of this ordinance as if set out verbatim herein.

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

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

Section 5. The necessity for amending the budget for the Capital Improvements Projects, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

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

PASSED AND APPROVED on this, the 1st day of September, 2015.

THE CITY OF HUNTSVILLE, TEXAS

Mac Woodward, Mayor

ATTEST:

APPROVED AS TO FORM:

Lee Woodward, City Secretary

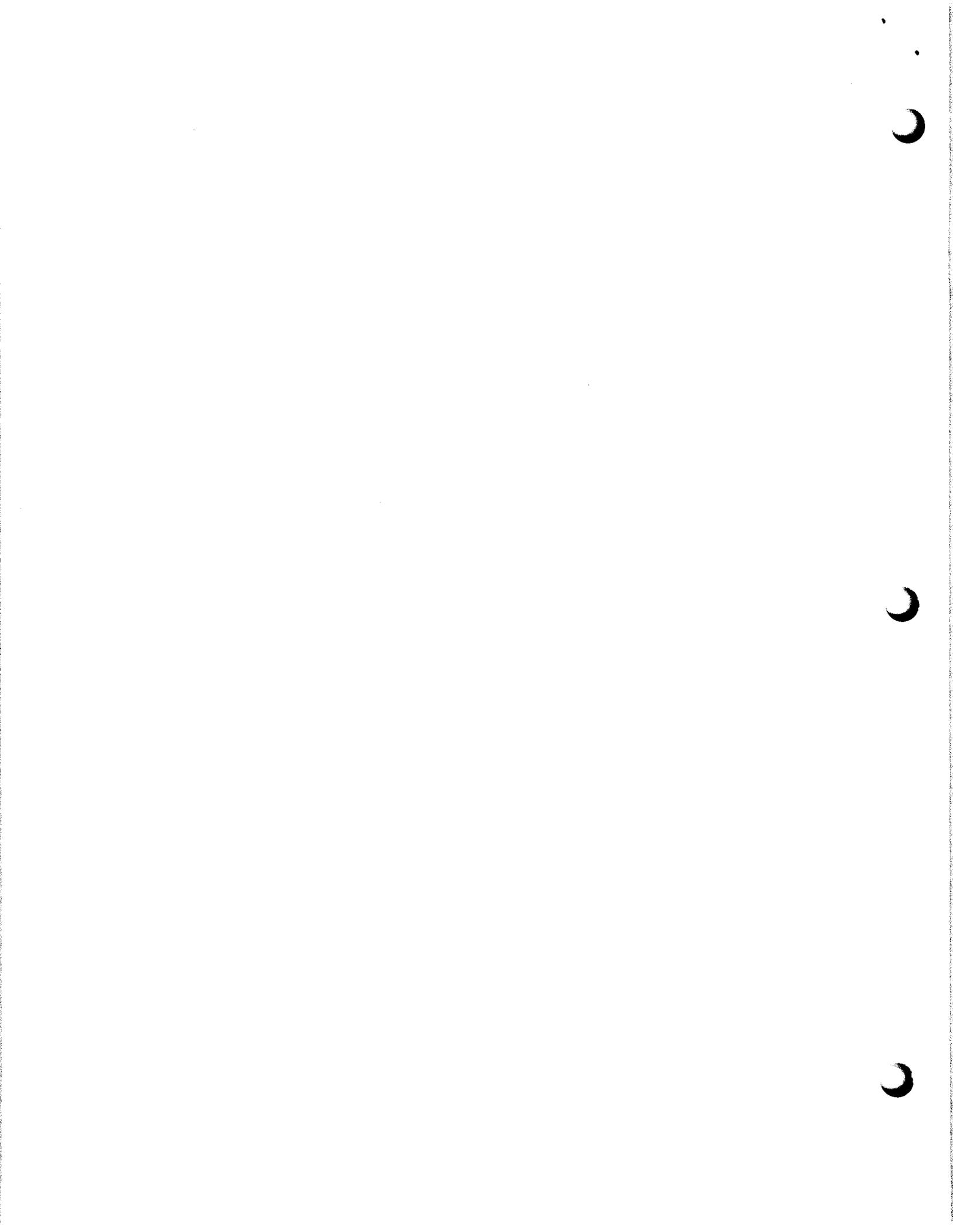
Leonard Schneider, City Attorney

Exhibit A

**Budget Amendments FY 14-15
September 1, 2015**

Source: General Fund - Fund Balance/Unallocated Reserve	\$ 719,728
Increase: General Fund - NonDepartmental - Transfer to Debt Service Fd	\$ 719,728
Source: Transfer from General Fund	\$ 719,728
Increase: Debt Service Fund - Principal	\$ 715,000
Increase: Debt Service Fund - Interest	\$ 1,728
Increase: Debt Service Fund - Purchased Services/Contracts	\$ 3,000

Explanation: Transfer General Fund Fund Balance "Unallocated Reserve" to Debt Service Fund for payment of Principal and accrued Interest on the call of the 2009 General Obligation Bonds and estimated Bond Counsel costs.





CITY COUNCIL AGENDA

9/1/2015

Agenda Item: 6b

Item/Subject: Consider request by Councilmember Humphrey to clarify and amend previous City Council action related to consideration and approval of subdivision plats.

Initiating Department/Presenter: City Manager

Presenter: Matt Benoit, City Manager

Recommended Motion: See below

Strategic Initiative: Goal #4 - Infrastructure - Ensure the quality of the City utilities, transportation and physical structures so that the City's core services can be provided in an effective and efficient manner.

Discussion: In his July 31 memo to the Council, the City Manager expressed a desire for clarification on the Council's intent and direction with action taken on July 21 regarding Council's involvement with subdivision plat approval.

To summarize, the motion that was made and approved was, "...to approve Option 2 for the Subdivision Plat Approval Decision Package (revise major subdivision plat approval to allow for City Council consideration of plats) and to postpone the item until the City Council can determine what the process will be."

In response to the City Manager's request, Councilmember Humphrey initiated discussions with City staff on the motion below, culminating in this item for your consideration. Staff assisted in writing the motion so as to ensure Councilmember Humphrey's intent. This item is to be viewed as Councilmember's Humphrey's recommendation to the Council to clarify this issue and provide a path forward for review and approval of upcoming subdivision plats.

Councilmember Humphrey's motion is:

I move to clarify and amend City Council's action at the July 21 meeting on the subject of Subdivision Plat Approval to:

1. Call for joint work sessions to be held with the City Council and Planning Commission on all subdivision plats consisting of more than four (4) lots and the creation of a new street or extension of municipal facilities, and
2. Vest final approval authority in the hands of the Planning Commission, and
3. Direct staff to conduct a work session with the City Council as soon as practical after two (2) joint work sessions with the Planning Commission (with a subdivision plat on the agenda) have been held to provide the City Council with an opportunity for further consideration on the matter, and
4. Clarify no changes on the subject of Subdivision Plat Approval are required for Development Code adoption.

Previous Council Action: The Council conducted a work session on this topic at the July 21 meeting, as well as consideration of this issue on July 7 and July 21 while considering decision packages needed for Development Code adoption.

Financial Implications:

There is no financial impact associated with this item.

I move to clarify and amend City Council's action at the July 21 meeting on the subject of Subdivision Plat Approval to:

1. Call for joint work sessions to be held with the City Council and Planning and Zoning Commission on all subdivisions plats consisting of more than 4 lots and the creation of a new street or extension of municipal facilities, and
2. Vest final approval authority in the hands of the Planning and Zoning Commission, and
3. Direct staff to conduct a work session with the City Council as soon as practical after two (2) joint work sessions with the Planning and Zoning Commission (with a subdivision plat on the agenda) have been held to provide the City Council with an opportunity for further consideration on the matter, and
4. Clarify no changes on the subject of Subdivision Plat Approval are required for Development Code adoption.

Letitia Humphrey
8-12-15 ☺

Rec'd
8-12-15
2:27
M. J. J. J.

