

# CITY OF HUNTSVILLE, TEXAS

Andy Brauning, Mayor

Keith D. Olson, Mayor Pro Tem, Position 4  
Paul Davidhizar, 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, AUGUST 2, 2016 WORK SESSION 4:30 P.M. - REGULAR SESSION 6:00 P.M.

CITY COUNCIL CHAMBERS & 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.

**WORK SESSION [4:30 P.M.]** – City Council will discuss potential bond ballot language and bond measures for the November 8, 2016 election.

### 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. 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 July 19, 2016 and the special session held on July 26, 2016. [Lee Woodward, City Secretary]
- b. Approve the 2016 Joint Election Agreement and Election Services Contract with Walker County for the November 8, 2016 election. [Lee Woodward, City Secretary]
- c. Authorize the City Manager and City Attorney to execute the necessary documents to abandon the existing easements and to modify the shared access easement on Lot 1 of the Huntsville Fire Station #2 Subdivision in the John W. Adams Survey (A-62), located at 2109 and 2257 Sam Houston Avenue. [Aron Kulhavy, Director of Community and Economic Development]

#### 4. STATUTORY AGENDA

- a. *Presentation, public comment, discussion, and possible action* to approve announcing the City Council's intention to adopt a maximum property tax rate of \$0.3809 per \$100 valuation for the City's 2016 – 2017 Fiscal Year (Tax Year 2016). [Steve Ritter, Finance Director]

#### 5. MAYOR/CITY COUNCIL/CITY MANAGER AND CITY ATTORNEY REPORT

- a. *Presentation, public comment, discussion, and possible action* to approve the Mayor's nominations for City boards, committees, and commissions. [Mayor Brauning]

#### 6. 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.*

Consideration and discussion on a Citizen Participation Request from Mac Woodward concerning a request from the Rita B. Huff for a waiver of permit and inspection fees for construction of a cover over the outside kennels.

#### 7. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

#### 8. 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.)*

#### 9. 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 August 2, 2016 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](http://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 REGULAR MEETING HELD ON THE 19th DAY OF JULY 2016, IN THE CITY HALL, LOCATED AT 1212 AVENUE M, IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 6:00 P.M.

The Council met in a regular session with the following:

**COUNCILMEMBERS PRESENT:** Andy Brauning, Paul Davidhizar, Lydia Montgomery, Don H. Johnson, Keith Olson, Joe Emmett, Ronald Allen, Joe P. Rodriguez, Tish Humphrey

**COUNCILMEMBERS ABSENT:** None

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

**WORK SESSIONS [4:00 P.M.] – City Council will discuss a potential bond election for the November 8, 2016 ballot.**

Jana Edwards of McCall, Parkhurst, & Horton, L.L.P., Boyd London of Hillcrest Securities, and City Manager Matt Benoit presented ordinance and ballot options for the proposed November bond election.

**MAIN SESSION [6:00 p.m.]**

1. **CALL TO ORDER – Mayor Brauning called the meeting to order at 6:00 p.m.**

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.*

Mayor Brauning gave an invocation and led the pledges.

3. **PRESENTATIONS AND PROCLAMATIONS**

- Expression of appreciation for Fourth of July events from Charlotte Oleinik and Carla McDougall

- Information on City's new ISO rating from Director of Public Safety Police Chief Kevin Lunsford and Fire Chief Tom Grisham

- Proclamation in recognition of Leta Reiner and her service to veterans

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 July 5, 2016. [Lee Woodward, City Secretary]
- b. Authorize the City Manager to apply for a Community Development Block Grant - Community Enhancement (CDBG-CE) through the Texas Department of Agriculture, and adopt Resolution 2016-30 in support of same. [Dr. Sherry McKibben, Director of Neighborhood Resources]
- c. Authorize the City Manager to accept the Office of the Governor Criminal Justice Division Body-Worn Camera Program Grant for \$66,700 in grant funds, with a City match of \$16,675, and adopt Ordinance 2016-31 amending the budget for same. [Dr. Sherry McKibben, Director of Neighborhood Resources]
- d. Authorize the City Manager to accept an Emergency Management Performance Grant (EMPG). [Dr. Sherry McKibben, Director of Neighborhood Resources]
- e. Authorize the City Manager to award the construction to Doughtie Construction Co., Inc., for the construction of the 7th Street Rehabilitation Project (No. 13-12-04) in the amount of \$1,365,034.75, and adopt Ordinance 2016-30 for the associated budget amendment, second reading. [Y.S. "Ram" Ramachandra, City Engineer]
- f. Adopt Ordinance 2016-32 to amend the budget for FY 15-16 and amend the Capital Improvement Projects budget. [Steve Ritter, Finance Director]

Mayor Pro Tem Olson moved to adopt the consent agenda; the motion was seconded by Councilmember Montgomery. Councilmember Allen asked to pull item 4a. Councilmember Rodriguez asked to pull item 4e. The motion was unanimously adopted, 9-0.

Councilmember Humphrey moved to amend the minutes by inserting "as per the one presented in [our] packets" and to strike "[as opposed to their annual request for their spay and neuter program]". The motion was seconded by Mayor Pro Tem Olson. Discussion confirmed the request from the July 5 meeting for operations was \$100,400. The item was adopted unanimously, 9-0.

Councilmember Montgomery moved to authorize the City Manager to award the construction to Doughtie Construction Co., Inc., for the construction of the 7th Street Rehabilitation Project (No. 13-12-04) in the amount of \$1,365,034.75, and adopt Ordinance 2016-30 for the associated budget amendment; the motion was seconded by Councilmember Davidhizar. The motion was adopted.

5. **STATUTORY AGENDA**

- a. **FIRST READING - Presentation, public comment, discussion, and possible action** to authorize the City Manager to sign Addendum C to the Agreement for Construction Manager At-Risk Services between the City of Huntsville and Anchor Construction, LLC for a guaranteed maximum price of \$1,155,609, first reading. [Matt Benoit, City Manager, and Carol Reed, Director of Public Works]

Mayor Pro Tem Olson moved to authorize the City Manager to sign Addendum C to the Agreement for Construction Manager At-Risk Services between the City of Huntsville and Anchor Construction, LLC for a Guaranteed Maximum Price

of \$1,155,609 and temporarily suspend the Rules of Procedure, per their provisions, to waive a second reading. The motion was seconded by Councilmember Johnson. Councilmember Allen asked that City Manager Benoit's answers to his questions be entered into the minutes, those being that the City Manager confirmed there were no changes to the project that had been made or discussed with the Finance Committee that were not in the Council packet for tonight's meeting and that the project would still result in the same transfer station project, also considering such items as size, expected life, equipment and parking. The motion was adopted, 8-1, Councilmember Allen voting against.

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

- a. ***Presentation, public comment, discussion, and possible action to approve the Mayor's nomination of Councilmember Humphrey to the City Council Finance Committee.***

Mayor Brauninger moved his nomination of Councilmember Humphrey. The motion was unanimously adopted, 9-0.

**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.***

**Consideration and discussion on a Citizen Participation Request from Robert Pusateri concerning power lines and asking that those over 230 kW and over 100' tall be placed underground through or adjacent to residential neighborhoods.**

Robert Pusateri asked that the Council assist residents by limiting poles to 40' to preserve trees and to require lines over 230kW be buried to preserve neighborhood values. He added that Entergy had told him there would not be a local substation and that the power was primarily for The Woodlands and other areas south of the community. Aron Kulhavy, Director of Community and Economic Development and Ronnie Hale of Entergy informed the Council that the Texas Public Utilities Commission conduct public hearings and gather other information to determine which routes would be allowed.

**8. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA**

There were no media inquiries.

**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.)***

Councilmember Davidhizar shared that Mayor Brauninger would be having a special birthday on July 31.

Mayor Brauninger announced:

- July 12 was the City's 181st birthday. It was widely celebrated on social media, here's a look!
- The ABC Channel 13 Texas Road Trippers came to town and filmed a short video – let's watch!
- That's not all the coverage we've been getting, either. Huntsville was featured in this month's issue of Texas Farm & Home. Their 3-day tour in our community was given a lovely spread with several photos. Also, HGTV's House Hunters - Out of the Box was in town recently filming some local businesses and sites to be broadcast at a later date.
- This morning, the Police and Firemen's Insurance Association honored Matt Morris and Chase Wood of the Huntsville Fire Department with an award for the water rescue they were involved in on Highway 30 during the recent flood event.

You will recall we also recognized two members of our Solid Waste team a couple of meetings ago, for aid they offered to another resident in need. The City is so proud of all its employees, who regularly go out of their way and above and beyond the call of duty. We don't even hear about all of their good deeds, but are so thankful to be part of such a kind and professional team. Please thank a City employee when you see them, for all they do every day!

**10. EXECUTIVE SESSION**

- a. **City Council will meet in Executive Session pursuant to Texas Government Code Section 551.071 - consultation with counsel on legal matters regarding the City of Huntsville agreement No.95-53 with the Texas Department of Criminal Justice.**

The Council adjourned into Executive Session at 7:20 p.m.

**11. RECONVENE**

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

The Council reconvened at 8:49 p.m. No action was taken.

**12. ADJOURNMENT**

Mayor Brauninger adjourned the meeting at 8:49 p.m.

Lee Woodward, City Secretary

**MINUTES FROM THE HUNTSVILLE CITY COUNCIL MEETING HELD ON THE 26<sup>TH</sup> DAY OF JULY 2016, IN THE CITY HALL, LOCATED AT 1212 AVENUE M IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 5:00 PM.**

The Council met in a regular session with the following:

**COUNCILMEMBERS PRESENT:** Andy Brauninger, Paul Davidhizar, 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, Lee Woodward, City Secretary

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**WORKSHOP [5:00PM]**

1. **CALL TO ORDER** - Mayor Brauninger called the meeting to order at 5:00 p.m.
2. **DISCUSSION/CONSIDERATION – The City Council will hear presentations on and discuss budget proposals for FY 16-17**

City staff and consultants presented an overview of seven new or unusual factors influencing all or some of the major funds for the Council to consider in relation to the FY16-17 budget, including an increase in the Walker County dispatch budget; an increase in the Texas Municipal Retirement System (TMRS) rate; landfill concerns, wastewater regulatory requirements, and the street maintenance schedule from Public Works; requests from the Rita B. Huff Humane Society; and updates to the Medical Fund and City Health Plan.

3. **ADJOURNMENT**

Mayor Brauninger adjourned the meeting at 8:13 p.m.

Lee Woodward, City Secretary





THE STATE OF TEXAS  
COUNTY OF WALKER

**2016 JOINT ELECTION AGREEMENT**

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

AND

**ELECTION SERVICES CONTRACT**

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

**WHEREAS** Texas Election Code Chapter 271, Joint Elections, authorizes two or more political subdivisions to enter into an agreement to hold their elections jointly in the election precincts that can be served by common polling places if the elections are to be held on the same day in all or part of the same territory; and

**WHEREAS** the County of Walker, Texas ("County"), the City of Huntsville, Texas ("CityH"), the City of New Waverly, Texas ("CityNW"), the City of Riverside, Texas ("CityR"), the Huntsville Independent School District ("HISD"), the New Waverly Independent School District ("NWISD"), the Richards Independent School District ("RISD"), and the Walker County Hospital District ("WCHD") shall hold their respective general elections on Tuesday, November 8, 2016; and

**WHEREAS** the County Election Officer, Diana L. McRae, hereinafter referred to as "Contracting Officer", along with the Voter Registration/Elections Department (VR/ED) she oversees, and by authority of Section 31.092(a) of the Texas Election Code, enters into this election services contract with each political subdivision holding their respective general election on Tuesday, November 8, 2016 for the conduct and supervision of; and

**WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, RISD and WCHD (*also referred to as participating authority(ies)/entity(ies), joint participants, political subdivisions*) represent that they have each adopted orders, resolutions or other official documents required by their respective governing bodies reciting the terms of this joint election agreement and the contract for election services; and

**WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, RISD and WCHD find that this joint election agreement and this election services contract will adequately and conveniently serve all voters in Walker County and will facilitate the orderly conduct of the elections; and

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

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

1. Uniform Election Date. Joint elections to be held November 8, 2016, unless canceled by certification of unopposed candidates under Section 2.051-2.053 of the Texas Election Code. If a political subdivision cancels its respective election pursuant to Section 2.053, the Contracting Officer shall be entitled to receive an administrative fee of \$75.00 [Section 31.100(d)] and shall prepare and submit an invoice for payment within 60 days after the unofficial notification of cancellation is received. Once the cancellation of the election is formally approved by the respective governing body, the political subdivision shall provide a copy of the certification of cancellation to the VR/ED in order for it to be posted at each affected poll place on Election Day. Note: This Agreement does not include any provisions or costs associated with a subsequent runoff election. Any additional election, held on any day other than said uniform election date of November 8, 2016, will be subject to VR/ED availability and a new contract.
2. Voting Equipment. The VR/ED will provide voting machines and equipment, prepare them for use in the election including logic and accuracy testing, and transport them (*or arrange to have them transported*) to and from the early voting location(s) and the Election Day polling places.
3. Election Supplies. The VR/ED will arrange for all necessary election supplies, including but not limited to ballots, election forms, maps, and supplies for election judges, ballot boxes, voting booths, transfer cans, electronic poll book and accessories, etc. and if necessary, instructions and other information needed to enable the election judges to conduct a proper election.

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

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

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

4. Election Notices and other Pre-Election Matters.

*NEW RULING - Effective June 25, 2013, United States Supreme Court ruled Section 5 of The Voting Rights Act of 1965 "unconstitutional" – based on this ruling, we've been advised by the Secretary of State's Office that changes in voting procedures no longer require approval or "preclearance" by federal authorities known as the Department of Justice. At this time, the language will remain in the Joint Election Agreement (4.a.) however we have suspended the submission for preclearance to the DOJ as instructed until further notice.*

- a. ~~The VR/ED will be responsible for making the submission required by the Federal Voting Rights Act of 1965, as amended, with regard to administration of the joint election. A copy of the preclearance letter to the DOJ will be furnished to each participating authority.~~
- b. Each authority will post their respective election orders and public election notices; and provide a copy of the orders and notices with the VR/ED and those issued by VR/ED to each participating authority.

- c. The VR/ED will select, with Commissioners' Court approval, and arrange for the use of all voting locations. Voting locations will be, whenever possible, the usual, *Court/DOJ approved* county voting locations for the precincts. In the event a voting location is not available or a change has been made for another reason, the VR/ED will arrange for an alternate location or combine it with another and will notify each participating authority affected by the change. **The voting locations are listed in Attachment "A" of this agreement.** The VR/ED will notify each participating authority of any changes from the locations listed in Attachment "A".

5. Election Judges, Clerks and Other Election Information.

- a. The VR/ED will be responsible for the appointment by Commissioners' Court of the presiding judge and an alternate for each polling location. The VR/ED will arrange for training and compensation of all presiding judges and clerks. **The election judges are listed in Attachment "B" of this agreement.** If a person is unable or unwilling to serve, the VR/ED will be responsible for the appointment of a replacement judge for the precinct and notify each participating authority affected by the change.
- b. The VR/ED will take the necessary steps to insure that all election judges appointed for the joint election are eligible to serve.
- c. The presiding judge for each election precinct appoints the election clerks, one of which must be the alternate judge, in the number determined/recommended by VR/ED and approved by Commissioners' Court. *The number of clerks may vary based on the type of the election(s), number of registered voters in the election precinct, if it's a combined voting box, number of ballots and/or split ballots in the election precinct, etc.* The presiding judge is responsible for ensuring the eligibility of each appointed clerk. The VR/ED is available upon request to assist with eligibility questions and/or confirmations.
- d. The VR/ED will conduct one or more election schools, and will notify the election judges/workers and each participating authority of the date(s), time(s), and place(s) of such school(s).
- e. The election judges are responsible for picking up election supplies at the time and place determined by the VR/ED. Each election judge will receive \$10 per hour and each clerk \$9 per hour (for a maximum of 14 hours). The election judge will receive an additional \$25 for picking up the election supplies prior to Election Day and for delivering election returns and supplies to the County Annex building on Election Night.
- f. The VR/ED will employ other personnel necessary for the proper administration of the election, including temporary staff, as is necessary to prepare for the election, to ensure the timely delivery of supplies and equipment during the period of early voting and for Election Day, and for the efficient collection of precinct supplies on election night at the central accumulation station. This temporary, election personnel will be paid \$9 an hour as agreed upon by the participating authorities.

6. Early Voting.

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

d. Early voting will be conducted at the following locations:

Main Early Voting Site: Walker County Annex, 1301 Sam Houston Avenue, Suite 101

Dates: October 24<sup>th</sup> – November 4<sup>th</sup>, Monday thru Friday

Times: 8:00 am – 5:00 pm

EXCEPTION: There will be two twelve hour days during early voting:  
Tuesday, Oct. 25<sup>th</sup> and Tuesday, Nov. 1<sup>st</sup> – Early Voting Hours 7:00 am – 7:00 pm

There will be weekend voting at Main Early Voting Site ONLY:  
Saturday, Oct. 29<sup>th</sup> – Early Voting Hours 8:00 am – 12:00 pm  
Sunday, Oct. 30<sup>th</sup> – Early Voting Hours 1:00 pm – 5:00 pm

Branch Early Voting Site: Hearts Veterans Museum Complex (a.k.a. Walker County Storm Shelter)  
(Temporary) 455 SH 75 N

Dates: October 24<sup>th</sup> – October 28<sup>th</sup>, Monday thru Friday

Times: 8:00 am – 5:00 pm

EXCEPTION: Tuesday, October 25<sup>th</sup> – Early Voting Hours 7:00 am – 7:00 pm

- e. The Early Voting Ballot Board (EVBB), consisting of a presiding judge and at least two other members depending on type of election(s), will be appointed by the County Election Board in even numbered years and in odd numbered years Commissioners' Court appoints the EVBB Judge only (*name submitted by applicable party chair*). The presiding judge is responsible for appointing election clerks and for their eligibility. The VR/ED is available upon request to assist with eligibility questions and/or confirmations.
- f. The presiding election judge and election clerks of the EVBB will receive \$9 per hour for at least 10 hours, minimum call for service, regardless of number of hours worked.

7. Election Day.

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

8. Returns of Elections.

- a. The VR/ED is responsible for establishing and operating the central accumulation station in accordance with the provisions of the Texas Election Code and this agreement. The CAS is overseen by the County Election Officer/Central Accumulation Manager, appointed by Commissioners' Court, with the assistance of the Election Manager as Tabulation Supervisor, an Assistant Tabulation Supervisor, and numerous Receiving Clerks.
- b. On election night as precinct returns arrive for processing, the VR/ED will provide timely cumulative reports of election results as soon as the returns are processed, accumulated and the initial reconciliation is completed. The VR/ED will be responsible for releasing cumulative totals, reflecting precinct returns via a "media report"/"summary report" to include early voting and election day, to the joint participants,

candidates, media, and general public by distribution of hard copies and/or electronic transmittals. Walker County will operate an Election Results Center to release election results in the Walker County Annex Building located at 1301 Sam Houston Avenue.

- c. On election night, the VR/ED will have a designated area set up in Room 114 to accommodate one representative from each participating entity to observe the election results center operation and receive election results. Internet access via data lines will be available as well *if needed*. Specific instructions regarding recommended arrival time, entrance access, etc. will be sent out via email to each participating entity before Election Day as instructions may vary with each election.
- d. The VR/ED will be responsible for entering election night returns electronically as required by the Secretary of State's Office.
- e. The VR/ED will prepare, after Election Day, the unofficial canvass report after all precinct returns have been accumulated, and will make available a copy of the unofficial precinct returns for canvassing to each participating authority as soon as possible after all returns, provisional and mail ballots have been tabulated; the unofficial precinct returns will be available by 12:00 noon on Tuesday, November 15, 2016.
- f. All participating authorities will be responsible for canvassing their respective election returns. As stated in Section 271.012 of the Texas Election Code, the presiding officer of the canvassing authority of each participating entity shall issue certificates of election to candidates elected in the joint election to offices of political subdivisions. *Please refer to the publication provided by the Elections Division of the Secretary of State's Office titled "Canvassing Elections and Qualification for Public Office" for an outline summarizing Texas case law and statutes relating to canvassing and reporting official election returns, as well as the laws specifying how candidates take office upon election.*
- g. The VR/ED will be responsible for conducting the post-election manual recount, unless a waiver is given from the Secretary of State in accordance with Section 127.201 of the Texas Election Code. Each political subdivision must notify the VR/ED if waiver has been granted or denied upon receipt of notification from the Secretary of State. The VR/ED will post required notice of recount and may require a representative of each participating authority to be present and if necessary, assist with the recount process.
- h. Each participating authority is responsible for entering their respective election results precinct return reporting, also known as the Vote Count List, as required by the Secretary of State.

9. Records of the Election.

- a. The Contracting Officer (County Election Officer) shall serve as the general custodian of election records in accordance with Section 271.010 of the Texas Election Code. However, each participating entity will be the custodian and responsible for pre-election and post-election records for their respective elections to include but not limited to election orders, public election notices, applications for a place on the ballot, candidate drawing documents, along with canvassing records and certificates of election, etc.
- b. Election records will be available to each participating authority as well as to the public in accordance with the Public Information Act, Chapter 552 of the Texas Government Code and Chapter 66 of the Texas Election Code.
- c. Records of the election will be retained and disposed of in accordance with the records retention schedule adopted by the Walker County Tax Assessor-Collector/County Elections Officer, and accepted by the Texas State Library and Archives Commission on May 10, 2010 and in accordance with Chapter 66 of the Texas Election Code. The preservation period for non-federal elections is 6 months (instead of 22 months) after Election Day. (Sec.66.058)
- d. If records of the election are involved in any pending election contest, investigation, litigation, or Texas Public Information Act, the VR/ED will maintain the records until final resolution or until final judgment,

whichever is applicable. It is the responsibility of any participating authority to bring to the attention of the VR/ED any notice of any pending contest, investigation, litigation, or Texas Public Information Act request which may be filed with a participating authority.

- e. Upon request to maintain records beyond eligibility for preservation according with Section 66.058 of the Texas Election Code, the VR/ED shall supply a written cost estimate for storage to requesting participant.

10. Election Expenses.

- a. The participating authorities mutually agree to pay the actual expenses attributable to their portion of the programming, coding, and ballot layout costs. Programming of voting equipment owned by Walker County is prepared by Election Systems and Software (ES&S).
- b. The cost of any special request from a participant, which is not agreed upon by all authorities, shall be borne by that participant.
- c. The participating authorities mutually agree to share election expenses incurred, including but not limited to, the costs and expenses of election supplies, newspaper publication of the testing notice, air cards for electronic poll books, logic and accuracy testing, voting machines and equipment transportation, absentee voting expenses, and other election related expenses.
- d. The participating authorities mutually agree to share the cost of all election personnel including overtime (*excluding the Contracting Officer*). This will include the early voting election workers, Election Day workers, Early Voting Ballot Board, along with any temporary employees hired to assist with delivery of equipment and supplies, and election workers at the central accumulation station, etc. On Election Day, only the political subdivisions sharing that polling location will equally split the personnel cost. Any hours worked over forty (40) hours per week by the full-time employees of the VR/ED (*shall be monitored and authorized by the County Election Officer*) beginning the Friday immediately before early voting begins and concluding the Friday following Election Day, due to the complexity of the elections, will be paid at one and one half (1 ½) time his/her regular rate and will be a shared cost by all participating authorities.
- e. The participating authorities mutually agree to lease the county-owned election equipment in accordance with Section 123.032 of the Texas Election Code. The voting system to be used in the election is the ES&S Model 100 Precinct Scanner. One accessible voting system, the ES&S AutoMark, will be provided at each poll location. Early voting equipment will be shared by participating entities. However, on Election Day, only the political subdivisions sharing that polling location will equally split the cost to lease the equipment at that location.
- f. The participating authorities mutually agree to pay an administrative fee to the county election officer for election services performed not to exceed 10% of the total cost of the election, but may not be less than \$75, as authorized by Section 31.100(d) of the Texas Election Code.
- g. The participating authorities mutually agree to pay Walker County within thirty (30) days of receipt of the invoice.

11. Waiver of Damages.

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

The Participating Authorities acknowledge that joint elections present logistical problems and other problems over and above elections that may be conducted individually. The County of Walker, the elected officials signed

herein, or any of their employees, or agents will use their best efforts to help ensure that a joint election will be conducted without error or mishap, but on occasion, errors or mishaps occur. Accordingly, the Participating Authorities agree that should an error or mishap occur they will not make any claim against the County of Walker, the elected officials signed herein, or any of their employees, or agents for damages of any kind including but not limited to damages incurred for having to conduct a second election, as a result of such error or mishap.

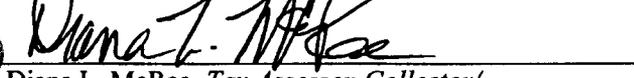
To the extent possible by law, if legal action is filed against any of the Participating Authorities involving its' respective election and if, the County and/or the elected officials signed herein or any of their employees, or agents, is named as a party to this legal action and the complaint is based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

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

SIGNED AND ENTERED into this joint agreement 20<sup>th</sup> day of June, 2016 in duplicate originals.

WALKER COUNTY

  
\_\_\_\_\_  
Robert D. Pierce II, County Judge

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

THE CITY OF HUNTSVILLE

\_\_\_\_\_  
Andy Brauninger, Mayor

\_\_\_\_\_  
Lee Woodward, City Secretary

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

Attachment A - Polling Locations  
Attachment B - Election Judges

Attachment A

(Proposed) POLLING LOCATIONS  
(To be approved by Commissioners' Court, June 20, 2016)

| <u>PCT</u> | <u>LOCATION</u>  |
|------------|--|
| 101        | <b>WALKER COUNTY JUSTICE CENTER</b><br>717 FM 2821, Huntsville, Texas 77320                      |
| 102        | <b>WALKER COUNTY ANNEX</b><br>1301 Sam Houston Ave. Ste. 101, Huntsville, Texas 77340            |
| 103        | <b>COOK SPRINGS BAPTIST CHURCH</b><br>1936-A SH 75 N, Huntsville, Texas 77320                    |
| 104        | <b>NORTHSIDE BAPTIST CHURCH</b><br>1207 FM 980, Huntsville, Texas 77320                          |
| 201        | <b>WALKER COUNTY STORM SHELTER / VETERAN'S COMPLEX</b><br>455 SH 75 N, Huntsville, Texas 77340   |
| 203        | <b>WEST SANDY CIVIC CENTER</b><br>Corner of FM 3179 and FM 1791, Huntsville, Texas 77320         |
| 204        | <b>WALKER COUNTY FAIRGROUNDS</b><br>3925 SH 30 W, Huntsville, Texas 77320                        |
| 205        | <b>ELKINS LAKE CONFERENCE CENTER</b><br>634 Cherry Hills Drive, Huntsville, Texas 77340          |
| 206        | <b>HUNTSVILLE FIRE STATION NO. 1</b><br>1987 Veterans Memorial Parkway, Huntsville, Texas 77340  |
| 301        | <b>HUNTSVILLE ISD TRANSPORTATION BUILDING</b><br>95 Martin Luther King, Huntsville, Texas 77320  |
| 302        | <b>CALVARY BAPTIST CHURCH</b><br>1135 U. S. Hwy 190, Huntsville, Texas 77320                     |
| 303        | <b>DODGE VOLUNTEER FIRE DEPARTMENT</b><br>28 Dodge Oakhurst Road, Huntsville, Texas 77320        |
| 304        | <b>RIVERSIDE UNITED METHODIST CHURCH</b><br>2341 FM 980, Huntsville, Texas 77320                 |
| 401        | <b>UNIVERSITY HEIGHTS BAPTIST CHURCH</b><br>2400 Sycamore Avenue, Huntsville, Texas 77340        |
| 403        | <b>PHELPS FIRST METHODIST CHURCH</b><br>Dorrell Road @ Watson Lake Road, Huntsville, Texas 77340 |
| 404        | <b>NEW WAVERLY FIRST BAPTIST CHURCH</b><br>460 Fisher Street, New Waverly, Texas 77358           |

**Attachment B**

**ELECTION JUDGES**

*(Submitted/Nominated by Party Chairs; To Be Appointed by Commissioners' Court)*

| Precinct |                    | Precinct |                |
|----------|--------------------|----------|----------------|
| 101      | Glenn Frey         | 101      | Marsie Grant   |
| 102      | Stephanie Fors     | 102      | Pam Johnson    |
| 103      | Harriett Smith     | 103      | Gwen Grigsby   |
| 104      | Tom Oleinik        | 104      | Dorothy Will   |
| 201      | Martha Grisham     | 201      | Cheryl A...    |
| 203      | Rick Baldwin       | 203      | J... Goodwe    |
| 204      | Kara Veinotte      | 204      | Jo... Sanders  |
| 205      | Sally Kelly        | 205      | C... and       |
| 206      | Charles Lawson     | 206      | Janet Fair     |
| 301      | Rhonda Hanks       | 301      | Fred Guillory  |
| 302      | Richard Farnsworth | 302      | Onita Oliphant |
| 303      | Rebecca A...       | 303      | Eldaa Avalos   |
| 304      | Pa...              | 304      | Daphna Dennis  |
| 401      | Ro... Gary...      | 401      | Helen Belcher  |
| 403      | ...y K...          | 403      | Deirdra Diaz   |
| 404      | Bar... alk         | 404      | Raymond Martin |

**TO BE UPDATED**

Early Voting Ballot Board

Party Nominees:

| Presiding Judge - Republican | Presiding Judge - Democrat |
|------------------------------|----------------------------|
| Wayne Scott                  | Linda Fischer              |





## CITY COUNCIL AGENDA

8/2/2016

Agenda Item: 3c

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**Item/Subject:** Consider authorizing the City Manager and City Attorney to execute the necessary documents to abandon the existing easements and to modify the shared access easement on Lot 1 of the Huntsville Fire Station #2 Subdivision in the John W. Adams Survey (A-62), located at 2109 and 2257 Sam Houston Avenue.

**Initiating Department/Presenter:** Community & Economic Development

**Presenter:** Aron Kulhavy, Director, Community & Economic Development Department

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**Recommended Motion:** Move to authorize the City Manager and City Attorney to execute the necessary documents to abandon the existing easements and to modify the shared access easement on Lot 1 of the Huntsville Fire Station #2 Subdivision in the John W. Adams Survey (A-62), located at 2109 and 2257 Sam Houston Avenue.

---

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

---

**Discussion:** The City has been approached by Stonemont Financial Group to develop the property located at 2257 Sam Houston Avenue (the old Army Reserve site) for multi-family residential purposes. The property was subdivided by the City in 2013 and the plat contains utility easements for existing sanitary and storm drainage lines. These easements cut through the middle of the property creating challenges for development. The developer intends to relocate both the storm and sanitary sewer lines, at their expense, to the southern portion of the property, and dedicate the appropriate easements. Abandoning the existing easements through the property requires approval of the City Council. The attached exhibit on page 4 shows the easements to be abandoned and the new utility easement to be dedicated.

In addition to relocating the existing utilities, the developer is requesting that the shared access easement be extended to the northeast by approximately 50'. The extension of this easement will allow for easier access to the development and will also allow the developer to make drainage improvements for the properties.

Approval of this item will allow the staff to work with the City Attorney to craft and amend the existing easement documents and file them at the Walker County Courthouse. Should the developer decide not to move forward with the project, the abandonment easements will not be executed and filed. The abandonment of the existing utility easements and amendment of the existing access easement will be filed concurrently with the dedicated easement covering the relocated utilities.

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**Previous Council Action:** In August of 2013, the City Council approved the Huntsville Fire Station #2 Subdivision plat and granted an access easement to Lot 1 through the unrestricted reserve to allow for a shared driveway. In July of 2016, the Council authorized the City Manager to execute a development agreement on the subject property to participate in offsite sewer improvements for the development of the subject tract for a multi-family project.

**Financial Implications:**

There is no financial impact associated with this item.

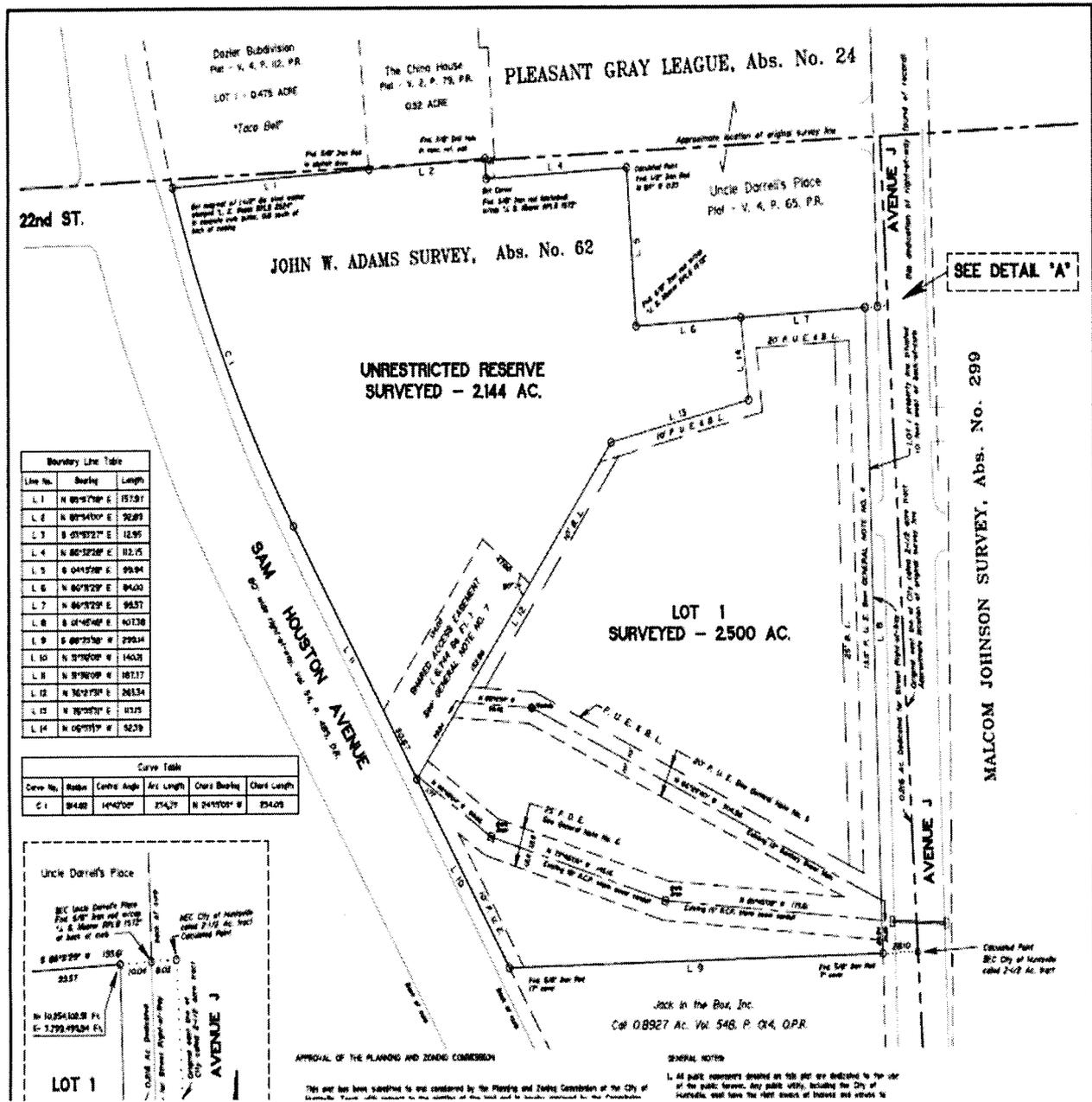
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**Approvals:**     City Attorney         Director of Finance         City Manager

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**Associated Information:**

- Original Huntsville Fire Station #2 plat (page 3)
- Modified easement exhibit (page 4)

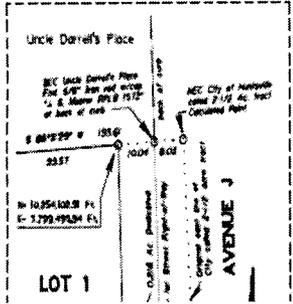


**Boundary Line Table**

| Line No. | Bearing       | Length |
|----------|---------------|--------|
| L 1      | N 89°47'00" E | 151.91 |
| L 2      | N 89°44'00" E | 92.89  |
| L 3      | S 01°02'27" E | 12.95  |
| L 4      | N 80°32'00" E | 112.15 |
| L 5      | S 04°57'00" E | 99.94  |
| L 6      | N 80°52'00" E | 94.00  |
| L 7      | N 80°52'00" E | 94.57  |
| L 8      | S 04°45'00" E | 107.38 |
| L 9      | S 89°25'00" E | 229.14 |
| L 10     | N 01°02'00" E | 140.31 |
| L 11     | N 81°50'00" E | 181.17 |
| L 12     | N 36°12'00" E | 283.34 |
| L 13     | N 79°05'00" E | 117.15 |
| L 14     | N 06°05'00" W | 52.79  |

**Curve Table**

| Curve No. | Radius | Centre Angle | Arc Length | Chord Bearing | Chord Length |
|-----------|--------|--------------|------------|---------------|--------------|
| C 1       | 814.88 | 14°42'00"    | 254.79     | N 24°05'00" W | 254.08       |



APPROVAL OF THE PLANNING AND ZONING COMMISSION

GENERAL NOTES

This plan has been submitted to and considered by the Planning and Zoning Commission of the City of Houston. Your attention is directed to the fact that it is hereby approved by the Commission.

1. All public easements shown on this plan are dedicated to the use of the public forever. Any public utility, including the City of Houston, shall have the right to use any such easement.





## CITY COUNCIL AGENDA

8/2/2016

Agenda Item: 4a

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**Item/Subject:** Consider approval to announce the City Council's intention to adopt the Effective Tax Rate of \$0.3809 per \$100 valuation as the maximum property tax rate of for the City's 2016 – 2017 Fiscal Year (Tax Year 2016).

**Initiating Department/Presenter:** Finance

**Presenter:** Steve Ritter, Finance Director

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**Recommended Motion:** Move to approve announcing the City Council's intention to adopt a maximum property tax rate of \$0.3809 per \$100 valuation for the City's 2016 – 2017 Fiscal Year (Tax Year 2016).

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

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**Discussion:** In order to comply with State "Truth-in-Taxation" laws, the City Council must announce its intent to adopt a tax rate. Making this announcement using language of "a maximum property tax rate of \$0.3809," the Council is declaring their intent to adopt a rate no higher than the Effective Rate. The Council may ultimately adopt a rate below the amount declared but cannot adopt a rate that exceeds the maximum rate amount declared.

Every April, the Walker County Appraisal District (WCAD) supplies City staff with estimates concerning the City's property tax values. These estimates are the basis for computing property tax revenue for the upcoming budget. This year, based upon the information supplied by Appraisal District, City staff calculated an estimated effective rate of \$0.35715 (\$0.02665 below the current \$0.3838 rate). Preliminary values from the appraisal district indicated property value increases for FY 16–17 of about \$204,000,000, which would have created a significant increase in property tax revenue (at the current year adopted rate). Certified values and associated Effective Rate received from the Appraisal District on July 25th and July 27 respectively resulted in only a \$108,000,000 increase. As a result the Effective Rate was considerable more attainable.

This maximum property tax rate is below the \$0.4181 "Rollback Rate" provided by the Walker County Appraisal District and equals the \$0.3809 "Effective Rate" which is also provided by the Walker County Appraisal District. Because the maximum tax rate included in this agenda item equals the "Effective Rate" (the tax rate at which the City would collect the same amount of property tax in FY 16-17 as it will the FY 15-16; excluding new property added to the rolls) public hearings on the tax rate will not be required.

---

**Previous Council Action:** No previous Council action.

**Financial Implications:**

**There is no financial impact associated with this item.** The actual fiscal impact of this comes formally with the budget and tax rate adoption in September.

Associated Information: Copy of the notice to be placed in the Huntsville Item and on the City's website (page 2)

## NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR City of Huntsville

A maximum tax rate of \$ 0.3809 per \$100 valuation has been proposed for adoption by the governing body of City of Huntsville. This rate does not exceed the lower of the effective or rollback tax rate and state law does not require any public hearings be held by the governing body before adopting the proposed tax rate.

|                           |                  |           |
|---------------------------|------------------|-----------|
| MAXIMUM PROPOSED TAX RATE | \$ <u>0.3809</u> | per \$100 |
| PRECEDING YEAR'S TAX RATE | \$ <u>0.3838</u> | per \$100 |
| EFFECTIVE TAX RATE        | \$ <u>0.3809</u> | per \$100 |
| ROLLBACK TAX RATE         | \$ <u>0.4181</u> | per \$100 |

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Huntsville from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that City of Huntsville may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:     $\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$

For assistance or detailed information about tax calculations, please contact:

Walker County Appraisal District  
City of Huntsville's Tax Assessor/Collector  
1819 Sycamore Avenue, Huntsville, TX 77340  
Phone - 936-295-0402  
Email – [wcad@sbcglobal.net](mailto:wcad@sbcglobal.net)  
Website – [www.walkercountyappraisal.com](http://www.walkercountyappraisal.com)

## Nominations

Below are initial (not comprehensive) appointments for unexpired or open terms, and/or those expiring August 31, 2016. Additional nominations are expected throughout August and September.

### Arts Commission

Betsy Milligan-Maloney - reapplication  
Michael Henderson – reapplication

### Board of Adjustments & Appeals

Joe Soliz – reapplication

### Huntsville Housing Authority

Debra Daugette – reapplication

### Planning Commission

Bill Barry – reapplication

### Veterans Affairs Board

Wayne Keen – reapplication  
Leta Reiner – reapplication  
John McManners - reapplication  
Shane Loosier – application

### Walker County Public Safety Communications Center Executive Board (911/dispatch)

Matt Benoit

### Board of Adjustments – Zoning (ZBA)

Anthony Watkins – reapplication  
David Zuniga - reapplication





## CITY COUNCIL AGENDA

8/2/2016

Agenda Item: 6

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**Item/Subject:** Consider a request from the Rita B. Huff Humane Society of Walker County and Animal Shelter to waive permit and inspection fees for construction of a cover over the outside kennels.

**Initiating Department/Presenter:** Community & Economic Development

**Presenter:** Aron Kulhavy, Director, Community & Economic Development Department

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**Recommended Motion:** As “no action” is posted for Citizen Participation Requests, should the Council wish to grant the request, it would be appropriate to “Move to authorize the City Manager to place the waiver request from the Rita B. Huff Humane Society for approval on the next City Council agenda.”

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**Strategic Initiative:** Goal #6 - Resource Development - Enhance the quality of life for citizens, businesses and visitors by leveraging the human and fiscal resources available to the community.

---

**Discussion:** Staff has received a permit fee waiver request for the permit fees related to the construction of a cover for the outside kennels located at the Rita B. Huff Humane Society animal shelter. This cover will provide additional shelter for the animals located in the outside kennels at the shelter. Plans have been submitted for the construction of the 50' X 120' canopy and are under review by the Inspections staff.

The fees are as follows: \$25 development permit fee and a commercial building and plan review fee of \$332. The commercial building permit fee is based upon the valuation of the project and may change slightly (+/- \$25) if the valuation of the project changes.

The City annually budgets funds to assist non-profits. In the current fiscal year, the City has thus far budgeted \$44,500 to assist Rita B. Huff. According to permit records, only one other permit has been issued at this location. The \$90 permit was for the installation of a water heater and fees were paid by the contractor.

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**Previous Council Action:** No City Council action has been taken on this request. In the past, the City Council waived the annual gas test permit fee for 2014 and 2015 for the YMCA in the total amount of \$455 and the permit and tap fees for a Habitat for Humanity house construction in the amount of \$1,305.

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**Financial Implications:**

**Item is not budgeted:** The estimated cost of the permit fees is \$357

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**Approvals:**     City Attorney             Director of Finance             City Manager

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**Associated Information:**

- Citizen Participation Request from Mac Woodward, Rita B. Huff board member (p. 2)

July 22, 2016

Lee Woodward

Please place an item on the Huntsville City Council meeting on August 2, 2016 a request from Rita B. Huff for the city to waive permitting fees and inspection fees for the construction of a cover over the outside kennels at the animal shelter.

Thank you,



Mac Woodward