



**HOUSTON CITY HALL**  
PO Box 940027  
13878 W Armstrong Rd  
Houston AK 99694

Carter Cole Mayor Seat C  
Jeff Brasel Dep. Mayor Seat B  
Lisa Johansen Seat A  
Kent Mitchell Seat D  
Jason Kahn Seat E  
Callie Courtney Seat F  
Dan Lewis Seat G

---

## **Regular City Council Meeting Agenda**

**August 13, 2026, at 6:00 pm**

1. Call to Order
2. Roll Call
3. Invocation & Pledge of Allegiance
4. Approval of Agenda
5. Special Orders of the Day:
6. Reports/Correspondence
  - A. State Legislators: Senator Rauscher  
Kevin McCabe
  - B. Mat-Su Borough Assembly District Representative
  - C. Mayor's Report  
City Attorney Report on City vs. Stanistreet  
Deputy Mayor Report on Meeting with AIDEA  
Mayor's End of Year Update
  - D. Commission/Committee Reports
    - Parks & Recreation
    - Planning & Zoning Commission
  - E. Department Reports
    - City Clerk
    - Finance Director
    - Public Works Director
    - Public Safety Director

## 7. Public Participation

- A. Persons to be Heard: *Presentations* from Citizens/Businesses who requested to be on the agenda prior to the meeting.

*\*Public Hearings on Ordinances in section 7.B. – 3 minutes per person – A member of the public may address the council on Ordinances 26-11, 26-13(S), 26-14 for a maximum of 3 minutes before Council discussion and action on the Ordinances.\**

- B. Public Hearing, Thursday August 13, 2026, at Houston City Hall Regular Council Meeting at 6:00pm. Comments from Citizens, Council, and an Action Vote by the Council:

1. ORDINANCE NO. 26-11: AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE TITLE 10 (LAND USE REGULATIONS), FOR THE PURPOSE OF CREATING A NEW CHAPTER 10.15 PROHIBITING THE CONSTRUCTION, ESTABLISHMENT, AND OPERATION OF DATA CENTERS WITHIN THE CITY LIMITS OF HOUSTON, ALASKA, AND ADDING THE PENALTY OF VIOLATION TO HMC 1.16 (GENERAL PENALTY)
2. ORDINANCE NO. 26-13(S): AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE (HMC) 10.09.020 (A. 1.) FORMS OF NOTICE, TO MODIFY PUBLIC NOTICE REQUIREMENTS BY MODERN METHODS.
3. ORDINANCE NO. 26-14: AN ORDINANCE OF THE HOUSTON CITY COUNCIL AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG THE POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.

- C. Audience Comments (Sign-In Sheet): *Three minutes per person on other matters.*

8. Consent Agenda: *With one vote everything under the consent agenda can be approved and or an item may be removed and placed elsewhere on the agenda.*

- A. Introduction of Ordinances: *Council introduces the ordinances and sets public hearing for September 10, 2026.*

1. ORDINANCE NO. 26-16: AN ORDINANCE OF THE HOUSTON CCITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE CHAPTER 2.40, DISASTER EMERGENCY PLANNING, BY ADDING SECTION 2.04.130, CONTINUITY OF GOVERNMENT PLAN, FOR THE PURPOSE OF AUTHORIZING, ADOPTING, MAINTAINING, AND IMPLEMENTING A CONTINUITY OF GOVERNMENT PLAN.

2. ORDINANCE NO. 26-17: AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE (HMC) SECTIONS 4.01.060 3&4 INVESTMENT POLICIES, 4.05.030 APPROPRIATIONS, 4.05.050 APPROVAL OF USE OF CITY FUNDS, 4.05.060 RESERVE FUND C ADD (D&E), 4.10.080(A) EXECUTION OF CONTRACTS, 4.10.010 DEFINITIONS, 10.030 PURCHASING (A) ADD (B), 4.10.130(A) LIMITED COMPETITION PROCUREMENT AND, 4.10.190 LOCAL VENDOR PREFERENCE. TO PROVIDE CLARIFICATION AND A STREAMLINED PROCESS FOR PURCHASES UNDER \$2,500.00 AND ALLOW FOR CORRECTION TO CURRENT LAWS.
3. ORDINANCE NO. 26-18: AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE BY ENACTING CHAPTER 8.11 HMC "BURIAL AND LAND DISPOSAL OF WASTE" TO PROHIBIT THE BURIAL, BACKFILLING, OR OTHER LAND DISPOSAL OF TRASH, JUNK, AND CONSTRUCTION AND DEMOLITION DEBRIS; DECLARING BURIED WASTED A CONTINUING PUBLIC NUISANCE SUBJECT TO ABATEMENT; AND PROVIDING FOR PENALTIES.

B. Minutes of Previous Meeting:

Available at next regular meeting or special meeting whichever comes first.

9. Unfinished Business:

10. New Business:

- A. RESOLUTION NO. 26-15: A RESOLUTION OF APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302 AND THE CITY OF HOUSTON, ALASKA FOR A ONE-YEAR TERM WITH OPTIONS FOR TWO CONSECUTIVE ONE-YEAR EXTENSIONS, INCLUDING TRAINING AND RETIREMENT PROVISIONS.
- B. AM NO. 26-08: AUTHORIZING THE MAYOR TO SIGN THE COLLECTIVE BARGAINING AGREEMENT WITH INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302.
- C. RESOLUTION NO. 26-16: A RESOLUTION OF THE HOUSTON CITY COUNCIL OPPOSING THE PROCESS BY WHICH THE ALASKA DEPARTMENT OF NATURAL RESOURCES ISSUED THE PRELIMINARY DECISION FOR ADL 234762 REGARDING THE PROPOSED NONCOMPETITIVE LAND CONVEYANCE TO THE ALASKA INDUSTRIAL DEVELOPMENT AND EXPORT AUTHORITY WITHOUT ADEQUATE CONSIDERATION OF OR MEANINGFUL CONSULTATION WITH THE CITY OF HOUSTON AND THE MATANUSKA-SUSITNA BOROUGH.

- D. RESOLUTION NO. 26-17: A RESOLUTION OF THE HOUSTON CITY COUNCIL OPPOSING THE PROCESS BY WHICH THE ALASKA DEPARTMENT OF NATURAL RESOURCES ISSUED THE PRELIMINARY DECISION FOR ADL 234811 REGARDING THE PROPOSED NONCOMPETITIVE LAND CONVEYANCE TO THE ALASKA HOUSING FINANCE CORPORATION WITHOUT ADEQUATE CONSIDERATION OF OR MEANINGFUL CONSULTATION WITH THE CITY OF HOUSTON
- E. RESOLUTION NO. 26-18: A RESOLUTION OF THE HOUSTON CITY COUNCIL CONFIRMING THE APPOINTMENT OF KEVIN ALLEN ADAMS TO THE PLANNING AND ZONING COMMISSION.

11. Record of Items Placed on the Table:

12. Audience Comments – *3 minutes per person on any subject.*

13. Executive Session: *None*

14. Clerk Comments

15. Council, & Mayor Comments

16. Adjournment

Disabled Persons Needing Reasonable Accommodation in Order to Participate at a Council Meeting should Contact the City Clerk at 892.6869 at Least 5 Days in Advance of the Meeting

---



**Carter R. Cole**  
**Mayor**

**OFFICE OF MAYOR**  
**CITY OF HOUSTON, ALASKA**

**Jeff Brasel**  
**Deputy**

**July, 2026**

Councilmembers and Citizens of Houston,

The City Administration and the Local 302 Union reached an agreement, and it is before the City Council for approval. The agreement will cover a 1-year period with up to two additional years of contract coverage available if both parties agree.

In the current agreement the city budget for the Fiscal year 26-27 that passed in May will remain as is, but next year some slight increases will take place to cover inflation as part of the agreement.

Public Works in the month of July has finally found and now hired a new PW Clerk Tricia Ryks and a new Road Maintenance Technician Gabriel West; both are busy learning their position duties. Their addition to the staff has finally brought the Public Works Department 80% of the manpower allot the department.

I am in discussion with a potential new PW Director that is very familiar with the Houston area, and I hope to have reached an agreement in a couple weeks.

Both Travis Chadd and Todd Beck in Public Works have worked on West Wonderland Drive, White Knight, far end of W. Armstrong Road and they smooth out and installed some D-1 where the cabin was to allow for additional vendors for Founders Day. I have authorized some additional overtime because PW department was short staff during most of the summer months.

The goal this year is to also upgrade Anthony Road and the end of Birch Road where the Fish Way or Culvert is being replaced. They will also be installing culverts and upgrading the intersection at No Name Hill and Ballyshannon.

Donnybrook will also have a section of it repaired. The new 12-yard dump truck is working out very well for public works, it is making all road maintenance possible and affordable this year.

The 2007 5-Yard International dump truck has some repairs scheduled for it in the next two weeks. Maintenance is a big part of keeping the equipment running properly to prevent costly problems later.

- 
- Mayor's Office P.O. Box 940027 • Houston, Alaska 99694-0027 • Phone: (907) 892-6869
  - Email: [mayor@houston-ak.gov](mailto:mayor@houston-ak.gov) • Website: [www.houstonak.us](http://www.houstonak.us)

Page 1 of 3 Pages

There are still right-of-way areas around town that need to be cleared, and we will get to them in September.

Deputy Mayor Brazel and I meet with AIDEA to discuss potential property turned over to the City of Houston. We had a very positive conversation, and we have asked AIDEA to return to our September meeting and discuss this in public with the City Council.

There will be additional conversations about this in the future after the land is turned over to AIDEA and all the potential benefits this land could be to the future of Houston and the increase of citizen opportunity right here in the valley.

There are several items on the agenda that will allow the city to be more efficient in purchasing day-to-day items from local vendors and smaller contracts.

I would like to thank Cynthia Wicher and Melissa West for their help in closing our 25-26 FY, they learned how difficult Banyon is to work in and at times their frustration was at maximum level. They did an incredible job getting the city caught backup as far as financial record keeping.

|                                  |                         |
|----------------------------------|-------------------------|
| \$ 453,041.05                    | Administration          |
| \$ 70,402.55                     | City Council            |
| \$ 527,647.88                    | Public Safety           |
| \$ 643,686.29                    | Public Works            |
| \$ 38,435.86                     | Animal Control          |
| \$ 1,733,213.63                  | Total Expense           |
| \$ 1,705,116.41                  | Total Revenue           |
| \$ (28,097.22)                   | Fiscal Year End Balance |
| SUMMARY OF THE 25-26 FISCAL YEAR |                         |

The \$28,097.22 deficit can be attributed some 10k emergency repairs to the waterline in March, damage done to the PW equipment by a previous employee, and lower than normal Revenue tax base.

We do not need any additional money transferred to cover the shortage in Fund 01, we just hope more people will help support the area by shopping locally whenever possible and paying taxes on time.

We will support the firewood for Houston Senior Citizens, Disabled, and Disabled Veterans again with the grant remaining from last fall, there will be more information later this month on how it will work this year.

I have been in discussion "Operation Winter Warriors" and are working out the details to have them operate the wood processor this year. We are getting an agreement done to bring to the city council so that the program can be done more efficient with more volunteer labor using a mechanized wood processor so that more people can be provided for.

Finally, we will be adding a new Planning and Zoning Commissioner, if you are interested in serving your community on one of the boards, please reach out to the City Clerk.

- 
- Mayor's Office P.O. Box 940027 • Houston, Alaska 99694-0027 • Phone: (907) 892-6869
  - Email: [mayor@houston-ak.gov](mailto:mayor@houston-ak.gov) • Website: [www.houstonak.us](http://www.houstonak.us)

Summer has come and is quickly running into hunting season, the time has race by, enjoy your family, friends and what's left of your summer.

God Bless Everyone in Houston,



Carter R. Cole  
Mayor

#### Check Over 5K

| Vendor Name             | Check Date | Check Amt   |
|-------------------------|------------|-------------|
| MES Service Company LLC | 27-Jul-26  | \$19,047.96 |
| Bi-Weekly ACH           | 02-Jul-26  | \$18,818.96 |
| Bi-Weekly ACH           | 17-Jul-26  | \$18,263.65 |
| Vimly Benefit Solutions | 09-Jul-26  | \$14,321.36 |
| EFTPS                   | 17-Jul-26  | \$5,745.23  |
| NorthStar Supply, LLC   | 24-Jul-26  | \$5,390.00  |
|                         |            |             |

City of Houston, Alaska  
City Clerk's Office



To: Honorable Mayor and Houston City Council  
From: Tani Schoneman, City Clerk  
Charlie Shupe, Deputy City Clerk  
Date: August 2026  
Subject: City Clerk's Report – July 2026

**Licenses, Excise Tax, Sales Tax, and Permanent Fund Levies:**

| Business Licenses 2026 – 000 | Business Licenses 2025 – 172 | Business Licenses 2024 – 249 |
|------------------------------|------------------------------|------------------------------|
|------------------------------|------------------------------|------------------------------|

**Marijuana Licenses – Active / Operating**

- #10799 Alaska Buds LLC – Standard Cultivation
- #21021 Choice Extracts – Limited Cultivation
- #21022 Choice Extracts – Concentrate Mfg.
- #28795 Cold Creek Gardens – Standard Cultivation
- #24871 DDIII – Standard Cultivation
- #10316 Denali 420 Recreationals – Retail
- #17873 Freedom 49 Farms – Standard Cultivation
- #25271 Gold Leaf Farms – Limited Cultivation
- #22396 Greensleeves Genetics – Standard Cultivation
- #16225 Green Ghost Farms – Limited Cultivation
- #13588 High North LLC – Standard Cultivation
- #11050 Houston Grass Station – Retail
- #14885 Karma Grown Gardens LLC – Limited Cultivation
- #17409 Kine Co – Standard Cultivation
- #30422 Magic Flower – Standard Cultivation

**Liquor Licenses – Active / Operating**

- #533 Houston Lodge – Beverage Dispensary
- #534 Bears Den – Package Store
- #4380 Jazco Investment, LLC dba Susitna Bar & Grill – Restaurant / Eating Place
- #4526 Jazco Investment, LLC dba Susitna Bar & Grill – Beverage Dispensary

**Business Licenses and New Sales Tax Forms:** Online payments are now available on the website. The Clerk's office continues to work with Finance on online forms and internal procedures for online payments, and is implementing QR codes on permits for faster processing by the public.

**Sales Tax & Licensing Reconciliation:** June 2026 - Business licenses issued: 4 new totaling \$100.00. MJ Excise Tax Licenses issued: 8 renewal totaling \$2000.00

Sales tax revenue, MJ Excise tax revenue, and penalty and interest fines received in June was \$54,995.47.

The Clerk's office issued receipts and assisted the Finance department in making deposits.

**Permanent Fund Levy:** Permanent fund levy processing is on schedule for the September deadline.

**Council and Meeting Support:**

Minutes from the January 15, January 22, February 12, February 19, March 12, March 16, and April 9, meetings were approved. June 11, June 16, and July 9 meetings are drafted and will come before Council on August 13, 2026.

The Clerk provided parliamentary guidance during meetings when needed and or requested none of which were disputed.

**Public Notice and Records Compliance:**

Public notices were posted this period, covering meetings, public hearings, special notices, and or events. All met statutory notice requirements.

Two public records requests were received and two were closed. Average turnaround was 4.2 business days.

**Records Management and Codification:**

Public notices were posted this period, covering meetings, public hearings, special notices, and or events. All met statutory notice requirements.

Two public records requests were received and two were closed. Average turnaround was 4.2 business days.

**Elections:**

The regular municipal election is set for October 6, 2026. A notice of what will be on the ballot will be posted following the August 13, 2026 meeting at which point it will be determined if any ballot measures have been brought forth.

Deadline for registering to vote is September 8, 2026 as the 7<sup>th</sup> is Labor Day and a holiday for City employees.

Voter roll reconciliation with the Division of Elections is scheduled for late August. No Voting Rights Act compliance issues have been identified.

**Appeals:**

No appeals currently.

**Grants and Procurement:**

Grant opportunities researched: [0]. Applications submitted: 0. Awards received: 0. Bids and RFPs processed: [0]. Departments are reminded to route all projects requiring competitive bids or proposals to the Clerk's office for action.

**Deadlines Ahead:****City Hall Office Closures:**

August 15, 2026 – Founders Day

September 7, 2026 – Labor Day

November 11, 2026 – Veterans Day

**Office Administration:**

Deputy City Clerk training and certification progress: Ongoing, Clerk conference held in December. Front counter contacts: average 7 daily, with continual phone calls, Wednesday, August 5, 2026 we have a new logging procedure that records every transaction with the public in person, those numbers will be then be reported. Coverage was maintained without interruption. If you need or want something specific that is not yet available, please call the office at 907.892.6869 or email clerk@houston-ak.gov and we will get it to you.

**Challenges:**

The continued months of being short staffed affects our ability to focus on the tasks we are required to do daily, some have had to be put on hold. We have recently been able to hire a Public Works Clerk, and we will be able to help train her and regain focus on tasks we have had to put on hold.

**Looking Ahead:**

Elections, Grant Research, Office Reorganization

**Metrics Snapshot:**

| Measure                                   | Prior Month | This Month | YTD    |
|-------------------------------------------|-------------|------------|--------|
| Agenda packets published on time          | 0 of 0      | 1 of 1     | 0 of 0 |
| Public records requests received / closed | 2 / 2       | 0 / 0      | 0 / 0  |
| Business licenses issued or renewed       | 4           | 0          | -      |
| Sales tax returns filed                   | -           | 0          | -      |
| Accounts out of compliance                | -           | 0          | -      |
| Bids and RFPs processed                   | 0           | 0          | -      |
| Grants submitted / awarded                | 0 / 0       | 0 / 0      | - / -  |



**CYNTHIA WICHER**  
**HOUSTON OFFICE OF THE TREASURER**  
City Hall  
13878 W. Armstrong Road, PO Box 940027, Houston, AK 99694  
(907) 892-6869  
[cwicher@houston-ak.gov](mailto:cwicher@houston-ak.gov)

## MEMORANDUM

**TO:** Houston City Council

**FROM:** Office of the City Treasurer

**DATE:** August 7, 2026

**SUBJECT: AMENDED** April 2026 Financial Report & **INITIAL** May and June 2026 Financial Reports

---

### Purpose

This memorandum formally submits the Amended Financial Report for April 2026 alongside the Initial Financial Reports for May 2026 and June 2026. This submission corrects the monthly distribution of sales tax revenues between April and May to ensure an accurate, sequential historical record, while establishing the initial positions for the remaining months of the quarter.

### Reason for Amendment & Adjustments

The adjustments were necessary to accurately record sales tax revenue on a cash-received (bank deposit) basis rather than by the original transaction date. This ensures strict alignment with municipal cash-basis accounting standards and provides an accurate reflection of when funds were deposited into city accounts.

- **April 2026 (Amended):** Figures include a negative adjustment of (\$23,706.29) shifted forward into May 2026, and a positive adjustment of \$100.00 shifted backward from May 2026.
- **May 2026 (Initial):** Figures initial-report the receipt of the (\$23,706.29) from April, and reflect a negative \$100.00 adjustment pushed back into April.
- **June 2026 (Initial):** Figures reflect standard cash-basis revenue reporting for the month, completely unaffected by the April/May timing shifts.

Because these items represent pure timing shifts between April and May, there is a **\$0.00 net change** to the combined cash position across this multi-month reporting window.

### Itemized Reconciliation Table

| Revenue Category  | Month (2026) | Report Type | April Shift  | May Shift | Net Monthly Variance | Impact Description                                                      |
|-------------------|--------------|-------------|--------------|-----------|----------------------|-------------------------------------------------------------------------|
| Sales Tax Revenue | April        | Amended     | -\$23,706.29 | +\$100.00 | -\$23,606.29         | Shifted (\$23.7k) to May; pulled \$100 from May to match deposits.      |
| Sales Tax Revenue | May          | Initial     | +\$23,706.29 | -\$100.00 | +\$23,606.29         | Captured (\$23.7k) from April; pushed \$100 to April to match deposits. |
| Sales Tax Revenue | June         | Initial     | \$0.00       | \$0.00    | \$0.00               | Standard monthly tracking; unaffected by timing shifts.                 |
| Combined Impact   | Total        | —           | \$0.00       | \$0.00    | \$0.00               | Pure timing adjustments; no cumulative cash impact.                     |

### Recommendation

I respectfully request that the City Council formally accept the amended April 2026 report and the initial May and June 2026 reports, directing the City Clerk/Secretary to enter this memorandum and the attached financial records into the official minutes.

Respectfully submitted,

  
Cynthia Wicher  
City of Houston Treasurer/Finance Director

Respectfully submitted,

  
Carter Cole  
City of Houston, Mayor



# City of Houston Finance Department Summary

Summary FY July 2025 - June 2026

| Fund 01 O&M |                 |                 |  |
|-------------|-----------------|-----------------|--|
| Month       | Expenditure     | Revenue         |  |
| July        | \$ 290,139.22   | \$ 139,483.95   |  |
| August      | \$ 160,571.91   | \$ 147,104.05   |  |
| September   | \$ 134,066.83   | \$ 156,862.36   |  |
| October     | \$ 120,992.64   | \$ 529,057.79   |  |
| November    | \$ 111,479.18   | \$ 91,376.80    |  |
| December    | \$ 126,881.36   | \$ 102,458.41   |  |
| January     | \$ 123,018.81   | \$ 118,278.62   |  |
| February    | \$ 147,340.09   | \$ 57,286.84    |  |
| March       | \$ 104,041.55   | \$ 71,912.26    |  |
| April       | \$ 149,260.59   | \$ 40,081.86    |  |
| May         | \$ 124,981.90   | \$ 88,447.24    |  |
| June        | \$ 141,039.55   | \$ 162,766.23   |  |
|             | \$ 1,733,213.63 | \$ 1,705,116.41 |  |

Expenditure Fund 01

Revenue Fund 01

| Date                        | Ordinance | Rev Adjustments | Exp Adjustments |
|-----------------------------|-----------|-----------------|-----------------|
| 5/8/2025                    | 25-06     | \$ 1,812,241.83 | \$ 1,812,241.83 |
| 8/14/2026                   | 25-15     | \$ 7,000.00     | \$ 7,000.00     |
| 10/9/2026                   | 25-25     | \$ 50,000.00    | \$ 50,000.00    |
| 02/12/26                    | 26-02     | \$ 1,078.18     | \$ 1,869,241.83 |
| Revenue Year Budget         |           | \$ 1,870,320.01 | \$ 1,870,320.01 |
| Expenditure Year Budget     |           |                 | \$ 1,869,241.83 |
| Monthly Budget Amount Total |           |                 | \$ 155,770.15   |
| Average Monthly Percent     |           |                 | 8.33%           |

| Fund 02 Capital Improvement Program |               |              |  |
|-------------------------------------|---------------|--------------|--|
| Month                               | Expenditure   | Revenue      |  |
| July                                | \$ 5,521.98   | \$ 9.39      |  |
| August                              | \$ 2,915.55   | \$ 9,938.12  |  |
| September                           | \$ 70,648.60  | \$ 238.15    |  |
| October                             | \$ 32,045.05  | \$ 802.43    |  |
| November                            | \$ 5,712.45   | \$ 284.78    |  |
| December                            | \$ 5,959.95   | \$ 295.12    |  |
| January                             | \$ -          | \$ 283.02    |  |
| February                            | \$ -          | \$ 146.84    |  |
| March                               | \$ -          | \$ 409.97    |  |
| April                               | \$ -          | \$ 7.22      |  |
| May                                 | \$ -          | \$ 16,137.78 |  |
| June                                | \$ 137,669.19 | \$ 53,552.82 |  |

Expenditure Fund 02

Revenue Fund 02

| Date                    | Ordinance | Rev Adjustments | Exp Adjustments |
|-------------------------|-----------|-----------------|-----------------|
| 5/8/2025                | 25-06     | \$ 48,600.00    | \$ 135,000.00   |
| 6/12/2026               | 25-13     | \$ 15,000.00    | \$ 15,000.00    |
| 6/12/2026               | 25-14     | \$ 50,000.00    | \$ 50,000.00    |
| Revenue Year Budget     |           |                 | \$ 113,600.00   |
| Expenditure Year Budget |           |                 | \$ 200,000.00   |

| Fund 03 Parks and Recreation |             |              |  |
|------------------------------|-------------|--------------|--|
| Month                        | Expenditure | Revenue      |  |
| July                         | \$ -        | \$ 4,178.18  |  |
| August                       | \$ -        | \$ 1,680.29  |  |
| September                    | \$ -        | \$ 309.38    |  |
| October                      | \$ 237.50   | \$ 23.33     |  |
| November                     | \$ -        | \$ 5,104.06  |  |
| December                     | \$ 1,367.00 | \$ 5.20      |  |
| January                      | \$ -        | \$ 5.20      |  |
| February                     | \$ -        | \$ 65.00     |  |
| March                        | \$ -        | \$ 5.20      |  |
| April                        | \$ -        | \$ 45.00     |  |
| May                          | \$ -        | \$ 420.00    |  |
| June                         | \$ 1,604.50 | \$ 13,180.84 |  |

Expenditure Fund 03

Revenue Fund 03

| Date                    | Ordinance | Rev Adjustments | Exp Adjustments |
|-------------------------|-----------|-----------------|-----------------|
| 11/3/2026               | 25-27     | \$ 2,500.00     | \$ -            |
| 11/3/2026               | 25-28     | \$ 2,600.00     | \$ -            |
| Revenue Year Budget     |           | \$ 5,100.00     | \$ 5,100.00     |
| Expenditure Year Budget |           |                 | \$ -            |

Printed

8/7/26 1:34 PM

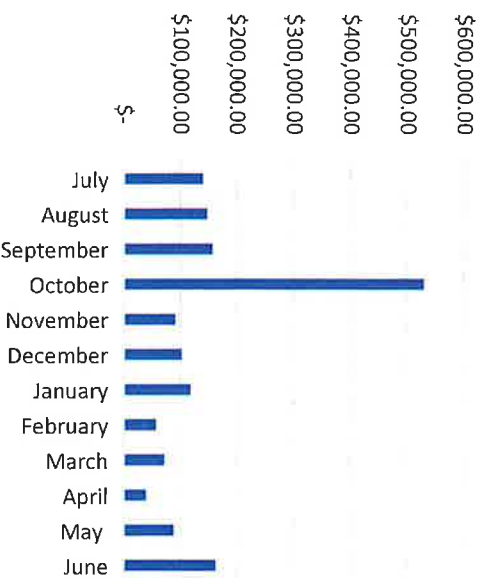
# April

# Houston Finance Department

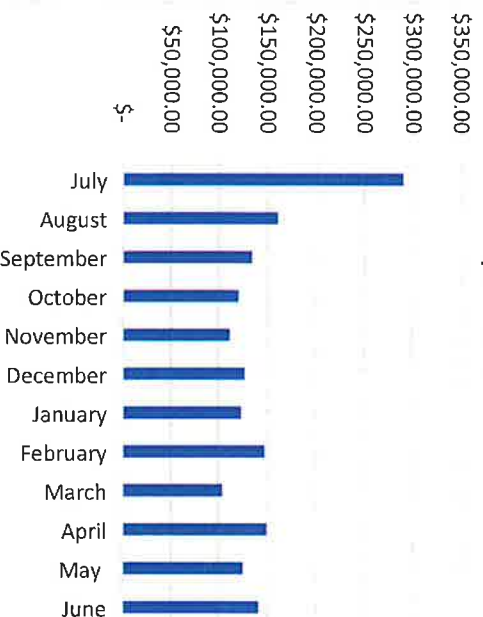
|         | April        |
|---------|--------------|
| Revenue | \$ 40,081.86 |

|              | April         |
|--------------|---------------|
| Expenditures | \$ 149,260.59 |

## Revenue



## Expenditure



|                     |                 |
|---------------------|-----------------|
| Year To Date Total  | \$ 1,705,116.41 |
| Revenue Year Budget | \$ 1,870,320.01 |
| % Budget            | 2.1%            |
| % Budget Variance   | 6.2%            |

|                         |                 |
|-------------------------|-----------------|
| Year To Date Total      | \$ 1,733,213.63 |
| Expenditure Year Budget | \$ 1,869,241.83 |
| % Budget                | 8.0%            |
| % Budget Variance       | 0.4%            |

| Bank Accounts            | Amount        |
|--------------------------|---------------|
| 1001 Main Account        | \$ 169,531.67 |
| 1002 Capital Account     | \$ 143,797.09 |
| 1003 Parks & Rec Account | \$ 12,284.89  |
| 1004 Reserve Account     | \$ 551,070.40 |
| Total                    | \$ 876,684.05 |

Treasurer *Cynthia Trecker*

Date 8.7.2026

Mayor *Carl R. Hall*

Date 8/7/2024

Printed 8/7/2026 2:07 PM

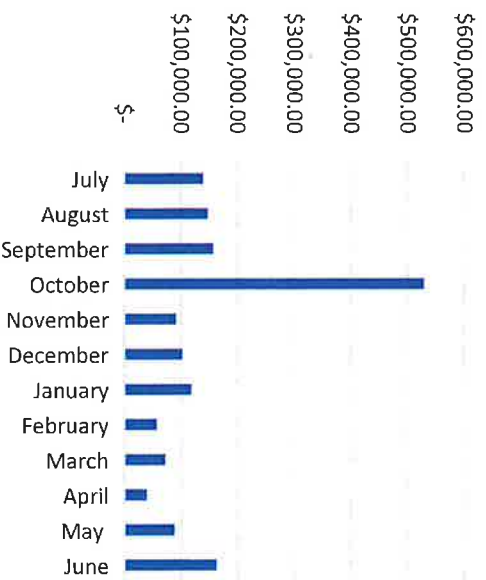
# May

# Houston Finance Department

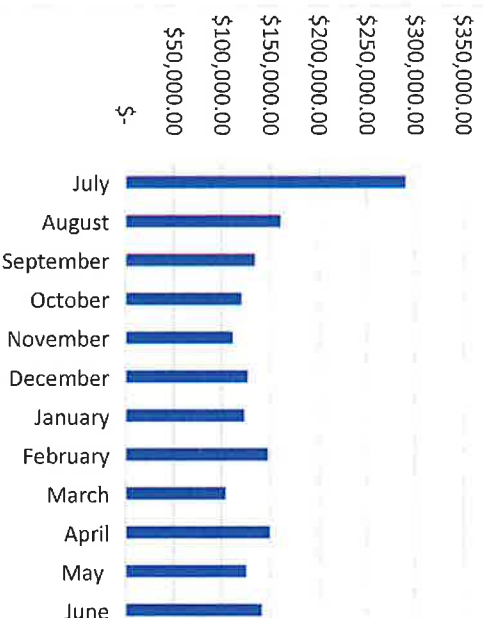
|         | May          |
|---------|--------------|
| Revenue | \$ 88,447.24 |

|              | May           |
|--------------|---------------|
| Expenditures | \$ 124,981.90 |

## Revenue



## Expenditure



|                     |                 |
|---------------------|-----------------|
| Year To Date Total  | \$ 1,705,116.41 |
| Revenue Year Budget | \$ 1,870,320.01 |
| % Budget            | 4.7%            |
| % Budget Variance   | 3.6%            |

|                         |                 |
|-------------------------|-----------------|
| Year To Date Total      | \$ 1,733,213.63 |
| Expenditure Year Budget | \$ 1,869,241.83 |
| % Budget                | 6.7%            |
| % Budget Variance       | 1.7%            |

| Bank Accounts            | Amount        |
|--------------------------|---------------|
| 1001 Main Account        | \$ 280,038.96 |
| 1002 Capital Account     | \$ 159,779.08 |
| 1003 Parks & Rec Account | \$ 12,304.81  |
| 1004 Reserve Account     | \$ 532,003.70 |
| Total                    | \$ 984,126.55 |

Treasurer

*Cynthia Parker*

Date

8.7.2026

Mayor

*Carl Hall*

Date

8/7/2026

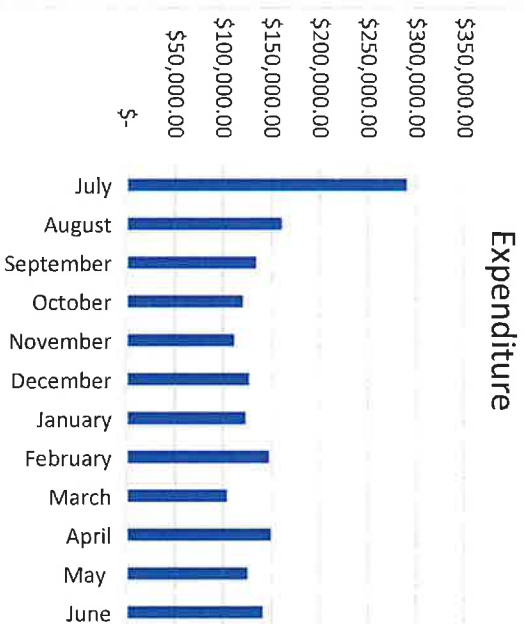
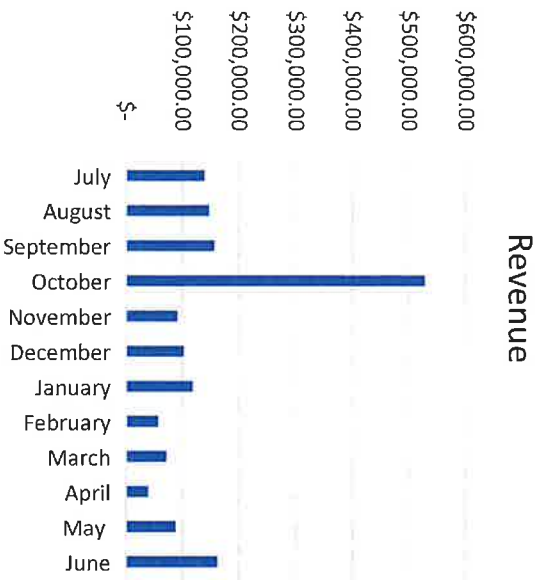
Printed 8/7/2026 2:07 PM

# June

# Houston Finance Department

|         | June          |
|---------|---------------|
| Revenue | \$ 162,766.23 |

|              | June          |
|--------------|---------------|
| Expenditures | \$ 141,039.55 |



|                     |                 |
|---------------------|-----------------|
| Year To Date Total  | \$ 1,705,116.41 |
| Revenue Year Budget | \$ 1,870,320.01 |
| % Budget            | 8.7%            |
| % Budget Variance   | -0.4%           |

|                         |                 |
|-------------------------|-----------------|
| Year To Date Total      | \$ 1,733,213.63 |
| Expenditure Year Budget | \$ 1,869,241.83 |
| % Budget                | 7.5%            |
| % Budget Variance       | 0.8%            |



| Bank Accounts            | Amount        |
|--------------------------|---------------|
| 1001 Main Account        | \$ 318,589.44 |
| 1002 Capital Account     | \$ 144,913.57 |
| 1003 Parks & Rec Account | \$ 1,429.88   |
| 1004 Reserve Account     | \$ 532,285.58 |
| Total                    | \$ 997,218.47 |

COH 15

Treasurer Cynthia D. Baker

Mayor Carl T. Walker

Date 8.7.2026

Date 8/7/2026

Printed 8/7/2026 2:07 PM

# City of Houston

## Revenue Guideline - 2nd Qtr FY25-26 (Apr May Jun)

08/07/26 1:38 PM  
Page 1

| Account Descr                        | 25-26        | JUNE   |             | 25-26        | 25-26        | %YTD    | MTD         | MTD         | MTD         |
|--------------------------------------|--------------|--------|-------------|--------------|--------------|---------|-------------|-------------|-------------|
|                                      | YTD          | Budget | 25-26 Amt   | YTD Amt      | Balance      |         |             |             |             |
| 01 General Fund Account              |              |        |             |              |              |         |             |             |             |
| R 01-4000 REVENUE TAXES              | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4001 MJ Excise Tax Cult         | \$185,000.00 |        | \$10,809.56 | \$182,319.66 | \$2,680.34   | 98.55%  | \$10,326.43 | \$17,586.40 | \$10,809.56 |
| R 01-4002 MJ Penalty Interest Fines  | \$3,000.00   |        | \$0.00      | \$341.51     | \$2,658.49   | 11.38%  | \$0.00      | \$0.00      | \$0.00      |
| R 01-4003 Utility Coop Tax           | \$20,000.00  |        | \$0.00      | \$17,542.82  | \$2,457.18   | 87.71%  | \$0.00      | \$0.00      | \$0.00      |
| R 01-4004 Liquor License Tax         | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4005 Sales Tax                  | \$650,000.00 |        | \$44,107.48 | \$541,550.97 | \$108,449.03 | 83.32%  | \$23,203.89 | \$50,206.57 | \$44,107.48 |
| R 01-4006 Sales Tax Penalty Interest | \$2,500.00   |        | \$78.43     | \$4,763.97   | -\$2,263.97  | 190.56% | \$0.00      | \$1.20      | \$78.43     |
| R 01-4007 Shared Fisheries Business  | \$435.62     |        | \$0.00      | \$0.00       | \$435.62     | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4008 Property Tax               | \$650,000.00 |        | \$7,157.08  | \$588,308.74 | \$61,691.26  | 90.51%  | \$0.00      | \$9,615.67  | \$7,157.08  |
| R 01-4009 Motor Vehicle Tax          | \$54,000.00  |        | \$0.00      | \$54,712.50  | -\$712.50    | 101.32% | \$0.00      | \$0.00      | \$0.00      |
| R 01-4010 Remote Sales Tax           | \$45,000.00  |        | \$0.00      | \$59,958.72  | -\$14,958.72 | 133.24% | \$4,731.89  | \$9,172.30  | \$0.00      |
| R 01-4100 LICENSES & PERMITS         | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4101 Vendor Permit              | \$500.00     |        | \$0.00      | \$0.00       | \$500.00     | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4102 Animal Control Register V  | \$500.00     |        | \$0.00      | \$210.00     | \$290.00     | 42.00%  | \$0.00      | \$0.00      | \$0.00      |
| R 01-4103 Business Licenses          | \$5,600.00   |        | \$115.00    | \$5,240.59   | \$359.41     | 93.58%  | \$50.00     | \$50.00     | \$115.00    |
| R 01-4104 Permits Other              | \$30,000.00  |        | \$2,525.00  | \$31,290.00  | -\$1,290.00  | 104.30% | \$1,650.00  | \$1,170.00  | \$2,525.00  |
| R 01-4105 MJ Excise Tax License      | \$4,500.00   |        | \$2,000.00  | \$2,750.00   | \$1,750.00   | 61.11%  | \$0.00      | \$0.00      | \$2,000.00  |
| R 01-4106 SOA MJ License Fee/ Ren    | \$6,500.00   |        | \$0.00      | \$8,700.00   | -\$2,200.00  | 133.85% | \$0.00      | \$500.00    | \$0.00      |
| R 01-4200 FINES & PENALTIES          | \$0.00       |        | \$0.00      | \$56.05      | -\$56.05     | 0.00%   | \$0.00      | \$56.05     | \$0.00      |
| R 01-4201 PFD Levy                   | \$10,000.00  |        | \$0.00      | \$0.00       | \$10,000.00  | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4202 Fines & Citations          | \$200.00     |        | \$0.00      | \$0.00       | \$200.00     | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4300 Miscellaneous              | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4301 Fire Equip/Gear From Cap   | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4302 Computer System Upgrad     | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4303 Penalty Interest Late Fee  | \$1,000.00   |        | \$0.00      | \$3,900.00   | -\$2,900.00  | 390.00% | \$0.00      | \$0.00      | \$0.00      |
| R 01-4304 Administrative Fees        | \$1,000.00   |        | \$0.00      | \$111.00     | \$889.00     | 11.10%  | \$5.00      | \$5.00      | \$0.00      |
| R 01-4305 Office Fees                | \$0.00       |        | \$0.00      | \$19.00      | -\$19.00     | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4306 Reimburse for City Servic  | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4307 Appeals                    | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4308 Rental of Public Works Eq  | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4309 Rental of Fire Truck Equip | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4310 Other Revenues             | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4311 Safety Equipment/Trainin   | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4312 Rescue Funding             | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |
| R 01-4313 Animal Donations           | \$0.00       |        | \$0.00      | \$0.00       | \$0.00       | 0.00%   | \$0.00      | \$0.00      | \$0.00      |

| Account Descr                         | 25-26<br>YTD<br>Budget | JUNE<br>25-26 Amt | 25-26<br>YTD Amt | 25-26<br>YTD<br>Balance | %YTD<br>Budget | MTD<br>10 Curyr | MTD<br>11 Curyr | MTD<br>12 Curyr |
|---------------------------------------|------------------------|-------------------|------------------|-------------------------|----------------|-----------------|-----------------|-----------------|
| R 01-4314 Founders Day Donations      | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4315 Donations Other             | \$350.00               | \$0.00            | \$896.60         | -\$546.60               | 256.17%        | \$0.00          | \$0.00          | \$0.00          |
| R 01-4316 Interest on Bank Account    | \$11,000.00            | \$74.50           | \$2,860.31       | \$8,139.69              | 26.00%         | \$114.65        | \$84.05         | \$74.50         |
| R 01-4317 Fireworks Public Educatio   | \$1,700.00             | \$0.00            | \$1,295.78       | \$404.22                | 76.22%         | \$0.00          | \$0.00          | \$0.00          |
| R 01-4318 Candidate Filing Fee        | \$150.00               | \$0.00            | \$150.00         | \$0.00                  | 100.00%        | \$0.00          | \$0.00          | \$0.00          |
| R 01-4319 NCI Reimbursement Clerk     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4320 Noticing Fee For Rezoning   | \$1,000.00             | \$0.00            | \$1,000.00       | \$0.00                  | 100.00%        | \$0.00          | \$0.00          | \$0.00          |
| R 01-4321 Transfer To Parks Cover E   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4322 Transfer From Parks         | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4323 Interest Income             | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4324 Miscellaneous Income        | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4325 Insurance Claims            | \$0.00                 | \$0.00            | \$16,094.00      | -\$16,094.00            | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4328 Wood Innovation24DG11       | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4331 Catz                        | \$0.00                 | \$28,628.10       | \$28,628.10      | -\$28,628.10            | 0.00%          | \$0.00          | \$0.00          | \$28,628.10     |
| R 01-4610 MEA Capital Credit          | \$0.00                 | \$0.00            | \$1,078.18       | -\$1,078.18             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4700 InterGovernmental Reven     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4701 Community Assistant Prog    | \$100,831.02           | \$0.00            | \$84,066.83      | \$16,764.19             | 83.37%         | \$0.00          | \$0.00          | \$0.00          |
| R 01-4702 FEMA Earthquake             | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4703 Volunteer Fire Assistance   | \$6,000.00             | \$0.00            | \$0.00           | \$6,000.00              | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4800 Covid Act Funding Progra    | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4806 Morvro Lake Natural Gas     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4807 Cybersecurity 22SLCGP-G     | \$0.00                 | \$67,271.08       | \$67,271.08      | -\$67,271.08            | 0.00%          | \$0.00          | \$0.00          | \$67,271.08     |
| R 01-4810 Coronavirus Local Fiscal R  | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4901 Reserve                     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 01-4999 Transfer of Funds           | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| 01 General Fund Account               | \$1,790,766.64         | \$162,766.23      | \$1,705,116.41   | \$85,650.23             |                | \$40,081.86     | \$88,447.24     | \$162,766.23    |
| 02 Capital Fund Account               |                        |                   |                  |                         |                |                 |                 |                 |
| R 02-4316 Interest on Bank Account    | \$0.00                 | \$0.00            | \$2,297.46       | -\$2,297.46             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4318 Candidate Filing Fee        | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4324 Miscellaneous Income        | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4400 Miscellaneous Capital       | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4401 Capital Public Safety Excis | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4402 Capital Public Safety Fire  | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4403 Capital Vehicle/Equip Autc  | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4404 Capital Land/Property Sal   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4405 Capital Vehicle/Equip Sale  | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4406 Capital Enstar Gas Refund   | \$0.00                 | \$0.00            | \$509.00         | -\$509.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |

| Account Descr                         | 25-26<br>YTD<br>Budget | JUNE<br>25-26 Amt | 25-26<br>YTD Amt | 25-26<br>YTD<br>Balance | %YTD<br>Budget | MTD<br>10 CurYr | MTD<br>11 CurYr | MTD<br>12 CurYr |
|---------------------------------------|------------------------|-------------------|------------------|-------------------------|----------------|-----------------|-----------------|-----------------|
| R 02-4407 Capital App to Purchase L   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4408 Capital Reclam Bond Forf    | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4409 Capital Levesque Refund     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4410 Capital Land Reclaim        | \$0.00                 | \$0.00            | \$9,646.36       | -\$9,646.36             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4411 Gravel Sales                | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4600 Capital Leases              | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4601 Capital Lease App Fee Cit   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4602 Capital AK Wildbird Lease   | \$0.00                 | \$0.00            | \$100.00         | -\$100.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4603 Capital Office 9-1 Lease    | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4604 Capital Cell Tower Lease    | \$0.00                 | \$0.00            | \$16,000.00      | -\$16,000.00            | 0.00%          | \$0.00          | \$16,000.00     | \$0.00          |
| R 02-4605 Capital Carrie McKee Leas   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4606 Capital Visitor Center Leas | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4607 Capital Dillon Gilroy Lease | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4608 MTA Capital Credit          | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4609 Lease Receivables           | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4610 MEA Capital Credit          | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4807 Cybersecurity 22SLCGP-G     | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4810 Coronavirus Local Fiscal R  | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 02-4813 Auction/Cabin               | \$0.00                 | \$25,000.00       | \$25,000.00      | -\$25,000.00            | 0.00%          | \$0.00          | \$0.00          | \$25,000.00     |
| R 02-4999 Transfer of Funds           | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| 02 Capital Fund Account               | \$0.00                 | \$25,000.00       | \$53,552.82      | -\$53,552.82            |                | \$0.00          | \$16,000.00     | \$25,000.00     |
| 03 Parks Fund Account                 |                        |                   |                  |                         |                |                 |                 |                 |
| R 03-4104 Permits Other               | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4300 Miscellaneous               | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4314 Founders Day Donations      | \$5,000.00             | \$0.00            | \$2,600.00       | \$2,400.00              | 52.00%         | \$0.00          | \$0.00          | \$0.00          |
| R 03-4315 Donations Other             | \$0.00                 | \$0.00            | \$2,500.00       | -\$2,500.00             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4316 Interest on Bank Account    | \$500.00               | \$0.00            | \$34.84          | \$465.16                | 6.97%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4321 Transfer To Parks Cover E   | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4322 Transfer From Parks         | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4323 Interest Income             | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4500 Parks & Recreation          | \$0.00                 | \$160.00          | \$160.00         | -\$160.00               | 0.00%          | \$0.00          | \$0.00          | \$160.00        |
| R 03-4501 Houston/Willow Ctk Parki    | \$50.00                | \$5.00            | \$10.00          | \$40.00                 | 20.00%         | \$0.00          | \$5.00          | \$5.00          |
| R 03-4502 Bear Paw Park               | \$0.00                 | \$0.00            | \$0.00           | \$0.00                  | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4503 Little Su Park Fees         | \$10,000.00            | \$995.00          | \$5,985.00       | \$4,015.00              | 59.85%         | \$0.00          | \$255.00        | \$995.00        |
| R 03-4504 Dump Fees                   | \$1,200.00             | \$130.00          | \$1,391.00       | -\$191.00               | 115.92%        | \$0.00          | \$60.00         | \$130.00        |
| R 03-4505 Wood Sales                  | \$1,000.00             | \$0.00            | \$0.00           | \$1,000.00              | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 03-4506 Pavilion Rental             | \$400.00               | \$0.00            | \$325.00         | \$75.00                 | 81.25%         | \$40.00         | \$50.00         | \$0.00          |

| Account Descr                        | 25-26<br>YTD<br>Budget | JUNE<br>25-26 Amt | 25-26<br>YTD Amt | 25-26<br>YTD Balance | %YTD<br>Budget | MTD<br>10 CurYr | MTD<br>11 CurYr | MTD<br>12 CurYr |
|--------------------------------------|------------------------|-------------------|------------------|----------------------|----------------|-----------------|-----------------|-----------------|
| R 03-4507 Little Su Day Park         | \$50.00                | \$10.00           | \$125.00         | -\$75.00             | 250.00%        | \$5.00          | \$50.00         | \$10.00         |
| R 03-4508 Houston/Willow Creek Par   | \$0.00                 | \$40.00           | \$50.00          | -\$50.00             | 0.00%          | \$0.00          | \$0.00          | \$40.00         |
| R 03-4999 Transfer of Funds          | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| 03 Parks Fund Account                | \$18,200.00            | \$1,340.00        | \$13,180.84      | \$5,019.16           |                | \$45.00         | \$420.00        | \$1,340.00      |
| 04 Reserves Fund Account             |                        |                   |                  |                      |                |                 |                 |                 |
| R 04-4316 Interest on Bank Account   | \$0.00                 | \$0.00            | \$12,876.80      | -\$12,876.80         | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 04-4900 Reserve                    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 04-4901 Reserve                    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 04-4999 Transfer of Funds          | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| 04 Reserves Fund Account             | \$0.00                 | \$0.00            | \$12,876.80      | -\$12,876.80         |                | \$0.00          | \$0.00          | \$0.00          |
| 06 Grant Account                     |                        |                   |                  |                      |                |                 |                 |                 |
| R 06-4311 Safety Equipment/Trainin   | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4316 Interest on Bank Account   | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4326 MSHF Covid 19 Grant        | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4327 VFD Fed Pass Thru SOA G    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4328 Wood Innovation24DG11      | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4700 InterGovernmental Reven    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4704 Healthy & Equitable Com    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4800 Covid Act Funding Progra   | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4801 Small Business Relief Gra  | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4802 PPE Personal Protective G  | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4803 City Mitigation Reimburse  | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4804 City Resiliency & Recover  | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4805 Non Profit Grant           | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4807 Cybersecurity 22SLCGP-G    | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4808 MSTPF Park design Grant    | \$0.00                 | \$0.00            | \$40,000.00      | -\$40,000.00         | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4809 AARP Paving Grant          | \$0.00                 | \$0.00            | \$15,000.00      | -\$15,000.00         | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4810 Coronavirus Local Fiscal R | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 06-4811 MSHF Keeping Houston W     | \$50,000.00            | \$0.00            | \$50,000.00      | \$0.00               | 100.00%        | \$0.00          | \$0.00          | \$0.00          |
| R 06-4812 Snowmobile RasmusonFD      | \$0.00                 | \$0.00            | \$21,035.00      | -\$21,035.00         | 0.00%          | \$0.00          | \$21,035.00     | \$0.00          |
| R 06-4999 Transfer of Funds          | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| 06 Grant Account                     | \$50,000.00            | \$0.00            | \$126,035.00     | -\$76,035.00         |                | \$0.00          | \$21,035.00     | \$0.00          |
| 13 Emergency                         |                        |                   |                  |                      |                |                 |                 |                 |
| R 13-4329 9 Road repairs             | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 13-4330 King Arthur Repairs        | \$0.00                 | \$0.00            | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| R 13-4331 CatZ                       | \$0.00                 | -\$28,628.10      | \$22,113.45      | -\$22,113.45         | 0.00%          | \$0.00          | \$0.00          | -\$28,628.10    |

# City of Houston

08/07/26 12:50 PM

Page 1

## Expenditure Guideline 2nd QTR 25-26 (Apr, May, Jun

|                                      |              | 25-26        | 25-26       |         | 25-26 | %YTD        | MTD        | MTD        | MTD      |
|--------------------------------------|--------------|--------------|-------------|---------|-------|-------------|------------|------------|----------|
| Account Descr                        | YTD Budget   | YTD Amt      | Balance     | Budget  |       |             | 10 CurYr   | 11 CurYr   | 12 CurYr |
| 01 General Fund Account              |              |              |             |         |       |             |            |            |          |
| E 01-100-5000 Personal Services Exp  | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5001 Salaries & Wages       | \$316,291.40 | \$271,238.98 | \$45,052.42 | 85.76%  |       | \$26,381.30 | \$8,358.88 |            |          |
| E 01-100-5002 Payroll Taxes SS & M   | \$20,137.96  | \$20,812.96  | -\$675.00   | 103.35% |       | \$2,559.55  | \$2,018.15 | \$639.45   |          |
| E 01-100-5003 ESC Unemployment       | \$2,618.72   | \$2,903.50   | -\$284.78   | 110.87% |       | \$304.57    | \$170.17   | \$390.20   |          |
| E 01-100-5004 Retirement Deduction   | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5005 Retirement Co Paid     | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5006 Health & Life Insuran  | \$81,923.52  | \$48,955.16  | \$32,968.36 | 59.76%  |       | \$4,904.29  | \$3,293.09 | \$3,293.08 |          |
| E 01-100-5007 Workers Compensatio    | \$16,380.00  | \$17,162.29  | -\$782.29   | 104.78% |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5009 Background Check &     | \$70.00      | \$34.98      | \$35.02     | 49.97%  |       | \$0.00      | \$34.98    | \$0.00     |          |
| E 01-100-5100 Travel Expense         | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5101 Travel, Training, Erra | \$5,000.00   | \$6,009.74   | -\$1,009.74 | 120.19% |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5102 Safety Security & Trai | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5200 Facility Expenses      | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5201 Telephone Expense      | \$3,000.00   | \$2,456.80   | \$543.20    | 81.89%  |       | \$189.04    | \$191.10   | \$188.23   |          |
| E 01-100-5202 Electric Expense       | \$3,350.00   | \$5,268.00   | -\$1,553.12 | 146.36% |       | \$399.08    | \$754.39   | \$1,072.44 |          |
| E 01-100-5203 Heating Fuel Expense   | \$2,000.00   | \$1,210.30   | \$789.70    | 60.52%  |       | \$0.00      | \$0.00     | \$1,210.30 |          |
| E 01-100-5205 Solid Waste - Garbag   | \$800.00     | \$726.04     | \$73.96     | 90.76%  |       | \$72.60     | \$0.00     | \$0.00     |          |
| E 01-100-5206 Building Repair & Mai  | \$0.00       | \$405.46     | -\$405.46   | 0.00%   |       | \$0.00      | \$0.00     | \$405.46   |          |
| E 01-100-5207 Postage& Delivery      | \$1,000.00   | \$1,461.27   | -\$461.27   | 146.13% |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5208 Licenses & Permits     | \$1,300.00   | \$0.00       | \$1,300.00  | 0.00%   |       | \$0.00      | \$0.00     | \$50.00    |          |
| E 01-100-5209 Subscriptions & Dues   | \$500.00     | \$2,735.34   | -\$2,235.34 | 547.07% |       | \$2,046.15  | \$346.79   | \$30.99    |          |
| E 01-100-5210 Certifications & Rene  | \$500.00     | \$0.00       | \$500.00    | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5211 Operating Expenses     | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5212 Advertising & Promoti  | \$0.00       | \$483.00     | -\$483.00   | 0.00%   |       | \$0.00      | \$94.50    | \$94.50    |          |
| E 01-100-5213 Printing & Signage     | \$200.00     | \$109.75     | \$90.25     | 54.88%  |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5214 Bank Fees, Merch Fe    | \$1,000.00   | \$1,663.17   | -\$663.17   | 166.32% |       | \$434.20    | \$329.45   | \$340.61   |          |
| E 01-100-5215 Court & State Fees     | \$250.00     | \$0.00       | \$250.00    | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5216 Penalties & Interest C | \$200.00     | \$0.00       | \$200.00    | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5217 Discretionary Fund     | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5218 Bad Debt Return CKs    | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5219 Credit Card Fees & B   | \$200.00     | \$1,566.72   | -\$1,366.72 | 783.36% |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5220 Donations & Special    | \$625.00     | \$625.00     | \$0.00      | 100.00% |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5221 Founders Day Expens    | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5224 Remote Sales Tax Fe    | \$3,000.00   | \$6,769.80   | -\$3,769.80 | 225.66% |       | \$740.55    | \$1,240.66 | \$0.00     |          |
| E 01-100-5300 Supplies               | \$0.00       | \$0.00       | \$0.00      | 0.00%   |       | \$0.00      | \$0.00     | \$0.00     |          |
| E 01-100-5301 Supplies & Consumab    | \$1,750.00   | \$2,873.36   | -\$980.41   | 156.02% |       | \$80.87     | \$646.64   | \$557.15   |          |

|               |                         | 25-26       | 25-26  |            | 25-26 YTD   | %YTD    | MTD        | MTD      | MTD        |
|---------------|-------------------------|-------------|--------|------------|-------------|---------|------------|----------|------------|
| Account Descr |                         | YTD         | Budget | YTD Amt    | Balance     | Budget  | 10 CurYr   | 11 CurYr | 12 CurYr   |
| E 01-100-5302 | Janitorial Supplies     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5304 | Equipment & Gear Pu     | \$500.00    |        | \$1,186.36 | -\$686.36   | 237.27% | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5305 | Training Supplies & E   | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5306 | Miscellaneous Expens    | \$0.00      |        | \$2,942.16 | -\$2,942.16 | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5400 | Vehicle & Equipment     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5402 | Vehicle & Equipment     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5403 | Vehicle & Equipment     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5500 | Insurance Expenses      | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5501 | Mobile Equipment Ins    | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5502 | General Liability Insur | \$5,000.00  |        | \$7,798.18 | -\$2,798.18 | 155.96% | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5503 | Property Insurance      | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5504 | Vehicle Insurance       | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5505 | Insurance Claim Ded     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5600 | Contractual             | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5601 | Contractual Software    | \$3,100.00  |        | \$1,284.17 | \$1,090.83  | 64.81%  | \$0.00     | \$0.00   | \$150.00   |
| E 01-100-5602 | Contractual Leases Of   | \$2,800.00  |        | \$3,136.37 | -\$230.59   | 108.24% | \$108.39   | \$108.39 | \$268.39   |
| E 01-100-5604 | Contractual Legal Adv   | \$10,000.00 |        | \$5,350.78 | \$3,604.22  | 63.96%  | \$0.00     | \$0.00   | \$1,032.02 |
| E 01-100-5605 | Contractual Accountin   | \$8,000.00  |        | \$9,511.25 | -\$1,511.25 | 118.89% | \$0.00     | \$0.00   | \$9,511.25 |
| E 01-100-5606 | Contractual Internet,   | \$5,000.00  |        | \$7,106.83 | -\$2,055.42 | 141.11% | \$780.00   | \$56.03  | \$51.41    |
| E 01-100-5607 | Contractual Engineer    | \$0.00      |        | \$600.00   | -\$600.00   | 0.00%   | \$600.00   | \$0.00   | \$0.00     |
| E 01-100-5608 | Contractual Towing S    | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5609 | Contractual Veterinar   | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5610 | Contractual Security    | \$250.00    |        | \$222.00   | \$28.00     | 88.80%  | \$18.50    | \$18.50  | \$18.50    |
| E 01-100-5611 | Contractual LID         | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5612 | Contractual Planner     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5617 | Contractual Janitorial  | \$9,600.00  |        | \$8,690.00 | \$910.00    | 90.52%  | \$1,415.00 | \$615.00 | \$800.00   |
| E 01-100-5700 | Founders Day Expens     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5904 | Hearing Officer         | \$100.00    |        | \$0.00     | \$100.00    | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5905 | Transcripts & Expens    | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-5907 | Misc Cash Short         | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6101 | Bank Service Charges    | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6102 | Unallocated Funds       | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6103 | Purchase Orders         | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6200 | Grants Expenses         | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6201 | Insurance Paid for Sa   | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6202 | Community Assistant     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-6204 | Morvro Lake Natural     | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-100-9999 | Prior Period Adjustme   | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |
| E 01-101-5000 | Personal Services Exp   | \$0.00      |        | \$0.00     | \$0.00      | 0.00%   | \$0.00     | \$0.00   | \$0.00     |

| Account Descr                        | 25-26<br>YTD<br>Budget | 25-26<br>YTD Amt | 25-26 YTD<br>Balance | %YTD<br>Budget | MTD<br>10 CurYr | MTD<br>11 CurYr | MTD<br>12 CurYr |
|--------------------------------------|------------------------|------------------|----------------------|----------------|-----------------|-----------------|-----------------|
| E 01-101-5001 Salaries & Wages       | \$3,750.00             | \$4,850.00       | -\$1,100.00          | 129.33%        | \$750.00        | \$425.00        | \$0.00          |
| E 01-101-5002 Payroll Taxes SS & M   | \$288.38               | \$504.32         | -\$215.94            | 174.88%        | \$57.39         | \$32.53         | \$0.00          |
| E 01-101-5003 ESC Unemployment       | \$0.00                 | \$6.25           | -\$6.25              | 0.00%          | \$1.25          | \$0.75          | \$0.00          |
| E 01-101-5004 Retirement Deduction   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5005 Retirement Co Paid     | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5006 Health & Life Insuran  | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5007 Workers Compensatio    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5100 Travel Expense         | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5101 Travel, Training, Erra | \$3,000.00             | \$3,926.38       | -\$926.38            | 130.88%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5200 Facility Expenses      | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5201 Telephone Expense      | \$800.00               | \$822.15         | -\$22.15             | 102.77%        | \$58.14         | \$58.14         | \$58.06         |
| E 01-101-5207 Postage& Delivery      | \$100.00               | \$0.00           | \$100.00             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5209 Subscriptions & Dues   | \$500.00               | \$233.49         | \$266.51             | 46.70%         | \$0.00          | \$200.99        | \$0.00          |
| E 01-101-5213 Printing & Signage     | \$250.00               | \$40.45          | \$209.55             | 16.18%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5220 Donations & Special    | \$625.00               | \$625.00         | \$0.00               | 100.00%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5221 Founders Day Expens    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5300 Supplies               | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5301 Supplies & Consumab    | \$800.00               | \$1,458.52       | -\$658.52            | 182.32%        | \$12.33         | \$187.50        | \$698.24        |
| E 01-101-5302 Janitorial Supplies    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5304 Equipment & Gear Pu    | \$1,500.00             | \$0.00           | \$1,500.00           | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5306 Miscellaneous Expens   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5400 Vehicle & Equipment    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5403 Vehicle & Equipment    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5600 Contractual            | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5601 Contractual Software   | \$1,800.00             | \$702.50         | \$422.50             | 76.53%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5604 Contractual Legal Adv  | \$23,000.00            | \$38,738.18      | -\$16,738.18         | 172.97%        | \$0.00          | \$0.00          | \$479.00        |
| E 01-101-5605 Contractual Accountin  | \$8,500.00             | \$9,511.25       | -\$1,011.25          | 111.90%        | \$0.00          | \$0.00          | \$9,511.25      |
| E 01-101-5606 Contractual Internet,  | \$4,800.00             | \$8,984.06       | -\$4,134.31          | 186.13%        | \$841.60        | \$247.89        | \$269.75        |
| E 01-101-5700 Founders Day Expens    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5903 Appeals / Hearings     | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-101-5904 Hearing Officer        | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-102-5800 Records Info Progra    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-102-5801 Records Software       | \$4,000.00             | \$4,218.01       | -\$218.01            | 105.45%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-102-5802 Records Supplies       | \$800.00               | \$139.95         | \$660.05             | 17.49%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-102-5803 Records Destruction    | \$500.00               | \$0.00           | \$500.00             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-103-5209 Subscriptions & Dues   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-103-5212 Advertising & Promoti  | \$800.00               | \$1,168.50       | -\$368.50            | 146.06%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-103-5225 Licenses & Warrantie   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-103-5301 Supplies & Consumab    | \$250.00               | \$0.00           | \$250.00             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |

| Account Descr                        | 25-26         |              | 25-26       |         | 25-26 YTD   |             | %YTD<br>Budget | MTD      |        | MTD    |        | MTD    |        |
|--------------------------------------|---------------|--------------|-------------|---------|-------------|-------------|----------------|----------|--------|--------|--------|--------|--------|
|                                      | YTD<br>Budget | YTD Amt      | Balance     | Budget  | 10 CurYr    | 11 CurYr    | 12 CurYr       |          |        |        |        |        |        |
| E 01-103-5304 Equipment & Gear Pu    | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5604 Contractual Legal Adv  | \$0.00        | \$508.50     | -\$508.50   | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5900 Elections              | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5901 Ballots Expense        | \$3,500.00    | \$1,878.00   | \$1,622.00  | 53.66%  | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5902 Casual Labor/Election  | \$2,500.00    | \$1,828.37   | \$671.63    | 73.13%  | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5903 Appeals / Hearings     | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5904 Hearing Officer        | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-103-5905 Transcripts & Expens   | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5000 Personal Services Exp  | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5001 Salaries & Wages       | \$182,731.36  | \$168,286.22 | \$14,445.14 | 92.09%  | \$18,434.98 | \$18,629.47 | \$8,182.95     | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5002 Payroll Taxes SS & M   | \$16,317.22   | \$12,873.77  | \$3,443.45  | 78.90%  | \$1,410.27  | \$1,425.15  | \$626.01       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5003 ESC Unemployment       | \$2,137.54    | \$1,682.91   | \$454.63    | 78.73%  | \$184.33    | \$127.56    | \$140.56       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5004 Retirement Deduction   | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5005 Retirement Co Paid     | \$1,050.00    | \$0.00       | \$1,050.00  | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5006 Health & Life Insuran  | \$40,913.76   | \$38,773.64  | \$2,140.12  | 94.77%  | \$3,137.31  | \$3,270.18  | \$2,452.46     | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5007 Workers Compensatio    | \$12,000.00   | \$12,749.13  | -\$749.13   | 106.24% | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5008 Fireworks Public Educ  | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5009 Background Check &     | \$315.00      | \$69.96      | \$245.04    | 22.21%  | \$0.00      | \$0.00      | \$34.98        | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5100 Travel Expense         | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5101 Travel, Training, Erra | \$2,500.00    | \$0.00       | \$2,500.00  | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5102 Safety Security & Trai | \$750.00      | \$222.67     | \$527.33    | 29.69%  | \$0.00      | \$0.00      | \$0.00         | \$125.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5200 Facility Expenses      | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5201 Telephone Expense      | \$6,000.00    | \$5,695.99   | \$304.01    | 94.93%  | \$488.00    | \$488.00    | \$403.98       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5202 Electric Expense       | \$15,000.00   | \$24,964.23  | -\$7,964.23 | 152.62% | \$2,286.98  | \$4,071.75  | \$6,144.12     | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5203 Heating Fuel Expense   | \$12,500.00   | \$17,407.56  | -\$4,907.56 | 139.26% | \$1,527.53  | \$0.00      | \$973.09       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5204 Natural Gas            | \$3,500.00    | \$4,057.80   | -\$557.80   | 115.94% | \$553.74    | \$714.30    | \$399.50       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5205 Solid Waste - Garbag   | \$2,500.00    | \$2,451.94   | \$48.06     | 98.08%  | \$197.94    | \$197.94    | \$274.50       | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5206 Building Repair & Mai  | \$4,000.00    | \$7,136.01   | -\$3,136.01 | 178.40% | \$601.25    | \$388.86    | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5207 Postage& Delivery      | \$500.00      | \$30.00      | \$470.00    | 6.00%   | \$0.00      | \$0.00      | \$30.00        | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5208 Licenses & Permits     | \$2,000.00    | \$2,756.08   | -\$756.08   | 137.80% | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5209 Subscriptions & Dues   | \$2,000.00    | \$1,922.71   | \$77.29     | 96.14%  | \$0.00      | \$120.00    | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5210 Certifications & Rene  | \$400.00      | \$115.00     | \$285.00    | 28.75%  | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5211 Operating Expenses     | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5212 Advertising & Promoti  | \$750.00      | \$685.89     | \$64.11     | 91.45%  | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5213 Printing & Signage     | \$1,000.00    | \$296.66     | \$703.34    | 29.67%  | \$0.00      | \$296.66    | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5214 Bank Fees, Merch Fe    | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5216 Penalties & Interest C | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5217 Discretionary Fund     | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 01-104-5219 Credit Card Fees & B   | \$0.00        | \$0.00       | \$0.00      | 0.00%   | \$0.00      | \$0.00      | \$0.00         | \$0.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

| Account Descr                         | 25-26<br>YTD<br>Budget | 25-26<br>YTD Amt | 25-26 YTD<br>Balance | %YTD<br>Budget | MTD<br>10 CurYr | MTD<br>11 CurYr | MTD<br>12 CurYr |
|---------------------------------------|------------------------|------------------|----------------------|----------------|-----------------|-----------------|-----------------|
| E 01-104-5220 Donations & Special     | \$5,625.00             | \$625.00         | \$5,000.00           | 11.11%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5300 Supplies                | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5301 Supplies & Consumab     | \$800.00               | \$676.48         | \$123.52             | 84.56%         | \$0.00          | \$150.95        | \$0.00          |
| E 01-104-5302 Janitorial Supplies     | \$300.00               | \$141.12         | \$158.88             | 47.04%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5303 Animal Food & Suppli    | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5304 Equipment & Gear Pu     | \$3,794.14             | \$23,167.88      | -\$19,373.74         | 610.62%        | \$0.00          | \$0.00          | \$626.83        |
| E 01-104-5305 Training Supplies & E   | \$1,500.00             | \$778.94         | \$721.06             | 51.93%         | \$49.95         | \$0.00          | \$137.54        |
| E 01-104-5306 Miscellaneous Expen     | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5400 Vehicle & Equipment     | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5401 Vehicle Equipment M     | \$16,000.00            | \$21,353.71      | -\$5,658.12          | 135.36%        | \$5.99          | \$186.35        | \$660.56        |
| E 01-104-5402 Vehicle & Equipment     | \$500.00               | \$0.00           | \$500.00             | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5403 Vehicle & Equipment     | \$15,000.00            | \$15,707.42      | -\$707.42            | 104.72%        | \$1,301.87      | \$2,080.04      | \$1,675.97      |
| E 01-104-5500 Insurance Expenses      | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5501 Mobile Equipment Ins    | \$400.00               | \$437.39         | -\$37.39             | 109.35%        | \$0.00          | \$0.00          | \$37.39         |
| E 01-104-5502 General Liability Insur | \$7,500.00             | \$11,418.75      | -\$3,918.75          | 152.25%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5503 Property Insurance      | \$50,000.00            | \$50,000.00      | \$0.00               | 100.00%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5504 Vehicle Insurance       | \$22,000.00            | \$24,592.51      | -\$2,592.51          | 111.78%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5505 Insurance Claim Ded     | \$10,000.00            | \$0.00           | \$10,000.00          | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5600 Contractual             | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5601 Contractual Software    | \$3,600.00             | \$890.53         | \$2,034.47           | 43.49%         | \$0.00          | \$0.00          | \$77.75         |
| E 01-104-5602 Contractual Leases Of   | \$2,500.00             | \$2,440.61       | \$191.17             | 92.35%         | \$108.39        | \$108.39        | \$108.39        |
| E 01-104-5603 Contractual Medical C   | \$1,500.00             | \$0.00           | \$1,500.00           | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5604 Contractual Legal Adv   | \$500.00               | \$0.00           | -\$545.00            | 209.00%        | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5605 Contractual Accountin   | \$8,500.00             | \$9,511.25       | -\$1,011.25          | 111.90%        | \$0.00          | \$0.00          | \$9,511.25      |
| E 01-104-5606 Contractual Internet,   | \$4,900.00             | \$5,719.06       | -\$767.64            | 115.67%        | \$875.20        | \$48.57         | \$51.42         |
| E 01-104-5608 Contractual Towing S    | \$1,000.00             | \$405.60         | \$594.40             | 40.56%         | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5609 Contractual Veterinar   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-5610 Contractual Security    | \$1,000.00             | \$840.00         | \$160.00             | 84.00%         | \$84.00         | \$0.00          | \$0.00          |
| E 01-104-5613 Contractual Maintena    | \$40,000.00            | \$40,000.00      | \$0.00               | 100.00%        | \$0.00          | \$0.00          | \$10,000.00     |
| E 01-104-5614 Contractual Dispatch    | \$15,000.00            | \$13,200.00      | \$1,800.00           | 88.00%         | \$3,300.00      | \$0.00          | \$0.00          |
| E 01-104-6103 Purchase Orders         | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-6200 Grants Expenses         | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-6201 Insurance Paid for Sa   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-104-6207 VFD Grant               | \$0.00                 | \$3,563.46       | -\$3,563.46          | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-105- 8001                        | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-105-5000 Personal Services Exp   | \$0.00                 | \$0.00           | \$0.00               | 0.00%          | \$0.00          | \$0.00          | \$0.00          |
| E 01-105-5001 Salaries & Wages        | \$377,672.00           | \$282,656.06     | \$95,015.94          | 74.84%         | \$37,087.86     | \$33,228.47     | \$8,823.07      |
| E 01-105-5002 Payroll Taxes SS & M    | \$24,891.42            | \$22,336.82      | \$2,554.60           | 89.74%         | \$2,837.20      | \$2,541.97      | \$674.96        |
| E 01-105-5003 ESC Unemployment        | \$3,281.20             | \$2,886.86       | \$394.34             | 87.98%         | \$370.87        | \$240.47        | \$147.08        |

| Account Descr                         | 25-26       |  | 25-26 YTD Amt | 25-26 YTD Balance | %YTD Budget | MTD        |  | MTD        |            |
|---------------------------------------|-------------|--|---------------|-------------------|-------------|------------|--|------------|------------|
|                                       | YTD Budget  |  |               |                   |             | 10 CurYr   |  | 11 CurYr   | 12 CurYr   |
| E 01-105-5004 Retirement Deduction    | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5005 Retirement Co Paid      | \$2,002.00  |  | \$0.00        | \$2,002.00        | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5006 Health & Life Insuran   | \$81,923.52 |  | \$41,351.26   | \$40,572.26       | 50.48%      | \$5,757.02 |  | \$4,939.64 | \$1,646.54 |
| E 01-105-5007 Workers Compensatio     | \$15,000.00 |  | \$19,123.70   | -\$4,123.70       | 127.49%     | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5009 Background Check &      | \$210.00    |  | \$104.94      | \$105.06          | 49.97%      | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5100 Travel Expense          | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5101 Travel, Training, Erra  | \$1,500.00  |  | \$1,052.55    | \$409.30          | 72.71%      | \$249.48   |  | \$14.00    | \$0.00     |
| E 01-105-5102 Safety Security & Trail | \$1,800.00  |  | \$1,557.15    | \$242.85          | 86.51%      | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5200 Facility Expenses       | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5201 Telephone Expense       | \$3,000.00  |  | \$3,679.21    | -\$679.21         | 122.64%     | \$304.87   |  | \$507.95   | \$188.23   |
| E 01-105-5202 Electric Expense        | \$7,000.00  |  | \$13,695.92   | -\$5,785.37       | 182.65%     | \$1,111.49 |  | \$2,167.17 | \$2,791.24 |
| E 01-105-5203 Heating Fuel Expense    | \$6,000.00  |  | \$10,793.09   | -\$4,793.09       | 179.88%     | \$1,497.06 |  | \$0.00     | \$1,546.04 |
| E 01-105-5204 Natural Gas             | \$1,500.00  |  | \$2,411.98    | -\$911.98         | 160.80%     | \$253.46   |  | \$477.30   | \$528.87   |
| E 01-105-5205 Solid Waste - Garbag    | \$2,500.00  |  | \$1,952.33    | \$273.29          | 89.07%      | \$72.59    |  | \$145.19   | \$583.28   |
| E 01-105-5206 Building Repair & Mai   | \$6,000.00  |  | \$27,204.28   | -\$21,644.28      | 460.74%     | \$466.37   |  | \$2,645.43 | \$1,514.61 |
| E 01-105-5207 Postage& Delivery       | \$500.00    |  | \$311.00      | \$189.00          | 62.20%      | \$0.00     |  | \$0.00     | \$50.00    |
| E 01-105-5208 Licenses & Permits      | \$1,500.00  |  | \$213.00      | \$1,287.00        | 14.20%      | \$0.00     |  | \$0.00     | \$173.00   |
| E 01-105-5209 Subscriptions & Dues    | \$1,500.00  |  | \$1,396.12    | \$103.88          | 93.07%      | \$220.94   |  | \$0.00     | \$110.47   |
| E 01-105-5210 Certifications & Rene   | \$200.00    |  | \$0.00        | \$200.00          | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5211 Operating Expenses      | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5212 Advertising & Promoti   | \$500.00    |  | \$551.25      | -\$51.25          | 110.25%     | \$0.00     |  | \$94.50    | \$189.00   |
| E 01-105-5213 Printing & Signage      | \$1,500.00  |  | \$1,406.74    | \$93.26           | 93.78%      | \$0.00     |  | \$0.00     | \$8.00     |
| E 01-105-5214 Bank Fees, Merch Fe     | \$0.00      |  | \$2.47        | -\$2.47           | 0.00%       | \$0.00     |  | \$0.00     | \$2.47     |
| E 01-105-5216 Penalties & Interest C  | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5217 Discretionary Fund      | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5219 Credit Card Fees & B    | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5220 Donations & Special     | \$625.00    |  | \$625.00      | \$0.00            | 100.00%     | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5222 Summer Maintenance      | \$36,000.00 |  | \$39,543.29   | -\$8,933.29       | 124.81%     | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5223 Winter Maintenance      | \$25,000.00 |  | \$23,087.40   | \$1,912.60        | 92.35%      | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5300 Supplies                | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5301 Supplies & Consumab     | \$5,000.00  |  | \$2,494.50    | \$2,505.50        | 49.89%      | \$501.45   |  | \$144.10   | \$303.68   |
| E 01-105-5302 Janitorial Supplies     | \$400.00    |  | \$83.34       | \$316.66          | 20.84%      | \$0.00     |  | \$0.00     | \$33.97    |
| E 01-105-5304 Equipment & Gear Pu     | \$3,794.14  |  | \$3,351.08    | \$443.06          | 88.32%      | \$424.66   |  | \$191.44   | \$0.00     |
| E 01-105-5305 Training Supplies & E   | \$500.00    |  | \$0.00        | \$500.00          | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5306 Miscellaneous Expens    | \$0.00      |  | \$3,520.45    | -\$3,926.54       | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5400 Vehicle & Equipment     | \$0.00      |  | \$0.00        | \$0.00            | 0.00%       | \$0.00     |  | \$0.00     | \$0.00     |
| E 01-105-5401 Vehicle Equipment M     | \$15,000.00 |  | \$17,974.65   | -\$6,377.96       | 142.52%     | \$185.05   |  | \$2,563.17 | \$1,432.42 |
| E 01-105-5402 Vehicle & Equipment     | \$2,000.00  |  | \$2,069.49    | -\$69.49          | 103.47%     | \$0.00     |  | \$349.07   | \$1,170.42 |
| E 01-105-5403 Vehicle & Equipment     | \$18,000.00 |  | \$28,632.34   | -\$10,632.34      | 159.07%     | \$3,108.20 |  | \$2,826.69 | \$3,268.55 |

| Account Descr                         | 25-26       |             | 25-26       |         | 25-26 YTD  |            | %YTD Budget | MTD      |            | MTD | MTD         |  |
|---------------------------------------|-------------|-------------|-------------|---------|------------|------------|-------------|----------|------------|-----|-------------|--|
|                                       | YTD Budget  | YTD Amt     | Balance     | Budget  | 10 CurYr   | 11 CurYr   |             | 12 CurYr |            |     |             |  |
| E 01-105-5500 Insurance Expenses      | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5501 Mobile Equipment Ins    | \$1,000.00  | \$1,730.40  | -\$730.40   | 173.04% | \$0.00     | \$0.00     |             | \$0.00   | -\$96.94   |     | \$0.00      |  |
| E 01-105-5502 General Liability Insur | \$10,000.00 | \$9,345.51  | \$654.49    | 93.46%  | \$0.00     | \$0.00     |             | \$0.00   | \$711.81   |     | \$0.00      |  |
| E 01-105-5503 Property Insurance      | \$5,000.00  | \$6,662.90  | -\$1,662.90 | 133.26% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5504 Vehicle Insurance       | \$7,500.00  | \$7,500.00  | \$0.00      | 100.00% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5505 Insurance Claim Ded     | \$2,500.00  | \$0.00      | \$2,500.00  | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5600 Contractual             | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5601 Contractual Software    | \$2,500.00  | \$966.62    | \$858.38    | 65.66%  | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$116.62    |  |
| E 01-105-5602 Contractual Leases Of   | \$2,700.00  | \$2,147.45  | \$658.33    | 75.62%  | \$108.39   | \$108.39   |             | \$108.39 | \$108.39   |     | \$108.39    |  |
| E 01-105-5604 Contractual Legal Adv   | \$15,000.00 | \$23,333.50 | -\$9,378.50 | 162.52% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$7,536.00  |  |
| E 01-105-5605 Contractual Accountin   | \$15,000.00 | \$16,011.25 | -\$1,011.25 | 106.74% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$16,011.25 |  |
| E 01-105-5606 Contractual Internet,   | \$7,000.00  | \$7,596.29  | -\$544.86   | 107.78% | \$817.20   | \$817.20   |             | \$64.74  | \$51.43    |     | \$51.43     |  |
| E 01-105-5607 Contractual Engineer    | \$59,552.00 | \$10,372.50 | \$47,154.86 | 20.82%  | \$5,787.50 | \$5,787.50 |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5608 Contractual Towing S    | \$4,000.00  | \$1,729.60  | \$2,270.40  | 43.24%  | \$0.00     | \$0.00     |             | \$250.00 | \$250.00   |     | \$250.00    |  |
| E 01-105-5610 Contractual Security    | \$200.00    | \$222.00    | -\$22.00    | 111.00% | \$18.50    | \$18.50    |             | \$18.50  | \$18.50    |     | \$18.50     |  |
| E 01-105-5611 Contractual LID         | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-5612 Contractual Planner     | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-6103 Purchase Orders         | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-6200 Grants Expenses         | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-105-6201 Insurance Paid for Sa   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5001 Salaries & Wages        | \$8,413.60  | \$5,449.54  | \$2,964.06  | 64.77%  | \$458.02   | \$458.02   |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5002 Payroll Taxes SS & M    | \$647.01    | \$416.84    | \$230.17    | 64.43%  | \$35.04    | \$35.04    |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5003 ESC Unemployment        | \$841.36    | \$54.45     | \$786.91    | 6.47%   | \$4.58     | \$4.58     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5005 Retirement Co Paid      | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5006 Health & Life Insuran   | \$2,045.69  | \$1,343.30  | \$702.39    | 65.66%  | \$132.87   | \$132.87   |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5007 Workers Compensatio     | \$400.00    | \$0.00      | \$400.00    | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5101 Travel, Training, Erra  | \$1,000.00  | \$1,000.00  | \$0.00      | 100.00% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5102 Safety Security & Trai  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5201 Telephone Expense       | \$800.00    | \$0.00      | \$800.00    | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5202 Electric Expense        | \$1,750.00  | \$4,192.49  | -\$2,111.38 | 220.65% | \$297.48   | \$297.48   |             | \$669.04 | \$1,002.22 |     | \$1,002.22  |  |
| E 01-106-5203 Heating Fuel Expense    | \$0.00      | \$115.53    | -\$115.53   | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5204 Natural Gas             | \$2,500.00  | \$2,228.72  | \$271.28    | 89.15%  | \$304.93   | \$304.93   |             | \$388.71 | \$326.47   |     | \$326.47    |  |
| E 01-106-5205 Solid Waste - Garbag    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5206 Building Repair & Mai   | \$2,000.00  | \$1,459.73  | \$475.48    | 76.23%  | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$134.78    |  |
| E 01-106-5207 Postage& Delivery       | \$200.00    | \$0.00      | \$200.00    | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5212 Advertising & Promoti   | \$450.00    | \$0.00      | \$450.00    | 0.00%   | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$0.00      |  |
| E 01-106-5301 Supplies & Consumab     | \$400.00    | \$330.09    | \$69.91     | 82.52%  | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$40.00     |  |
| E 01-106-5302 Janitorial Supplies     | \$250.00    | \$777.30    | -\$527.30   | 310.92% | \$0.00     | \$0.00     |             | \$0.00   | \$0.00     |     | \$777.30    |  |
| E 01-106-5303 Animal Food & Suppli    | \$500.00    | \$684.44    | -\$184.44   | 136.89% | \$0.00     | \$0.00     |             | \$0.00   | \$559.79   |     | \$559.79    |  |

| Account Descr                         | 25-26          |        | 25-26          |              | 25-26 YTD |         | %YTD         | MTD          |          | MTD          | MTD        |        |
|---------------------------------------|----------------|--------|----------------|--------------|-----------|---------|--------------|--------------|----------|--------------|------------|--------|
|                                       | YTD            | Budget | YTD Amt        | Balance      | Balance   | Budget  |              | 10 CurYr     | 11 CurYr |              | 12 CurYr   |        |
| E 01-106-5304 Equipment & Gear Pu     | \$1,000.00     |        | \$108.87       | \$891.13     |           | 10.89%  | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 01-106-5306 Miscellaneous Expens    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 01-106-5307 Abandoned & Feral       | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 01-106-5609 Contractual Veterinar   | \$4,000.00     |        | \$1,955.72     | \$2,044.28   |           | 48.89%  | \$184.39     | \$0.00       | \$0.00   |              | \$386.52   | \$0.00 |
| E 01-106-5615 Contractual Clear Cat   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 01-106-5616 Contractual MSB AC&     | \$16,602.89    |        | \$18,318.84    | -\$1,715.95  |           | 110.34% | \$2,283.57   | \$0.00       | \$0.00   |              | \$4,699.71 | \$0.00 |
| E 01-600-6207 VFD Grant               | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| 01 General Fund Account               | \$1,911,345.83 |        | \$1,733,213.63 | \$163,225.06 |           |         | \$149,260.59 | \$124,981.90 |          | \$141,039.55 |            |        |
| 02 Capital Fund Account               |                |        |                |              |           |         |              |              |          |              |            |        |
| E 02-104-8071 Fast ATK Wild Fire RS   | \$0.00         |        | \$0.00         | -\$19,047.96 |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-113-8057 Emergency 9 Road R      | \$0.00         |        | \$900.13       | -\$900.13    |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-113-8058 King Arthur Emergen     | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200- 8001                        | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-5212 Advertising & Promoti   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-5214 Bank Fees, Merch Fe     | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-5218 Bad Debt Return CKs     | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-5304 Equipment & Gear Pu     | \$0.00         |        | \$0.00         | -\$13,500.00 |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-6205 Cap Enchanted Rd G      | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8000 Capital Projects        | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8002 Cap Ford F450 Plowe     | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8003 Capital Ford F250       | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8004 Capital City Land       | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8005 Capital Recording Do    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8006 Capital Multise Facili  | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8007 Capital City Hall Pavin | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8008 Capital Computer Sys    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8009 Capital City Hall Repa  | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8010 Capital Road Grader     | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8011 Capital D3 Bulldozer    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8012 Capital 40X60 Steel S   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8013 Capital Dump Truck      | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8014 Capital Equipment Tr    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8015 Capital Park & Rec Tr   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8016 Capital Bear Paw ADA    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8017 Capital Houston/Willo   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8018 Capital Parks Restroo   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8019 Capital Self Containe   | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8020 Capital Renovate 9-1    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |
| E 02-200-8021 Capital Ladder Truck    | \$0.00         |        | \$0.00         | \$0.00       |           | 0.00%   | \$0.00       | \$0.00       | \$0.00   |              | \$0.00     | \$0.00 |

| Account Descr                        | 25-26       | 25-26       | 25-26       | %YTD    | MTD      | MTD      | MTD      |
|--------------------------------------|-------------|-------------|-------------|---------|----------|----------|----------|
|                                      | YTD         | YTD Amt     | Balance     |         | 10 CurYr | 11 CurYr | 12 CurYr |
| E 02-200-8022 Capital Disaster Com   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8023 Capital School Campu   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8024 Cap Police Officer &   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8025 Cap Community Polic    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8026 Capital Patrol Vehicle | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8027 Capital Police Protect | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8028 Capital Hire Consultin | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8029 Cap Non Motor Boat     | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8030 Cap Emerg Dry Hydra    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8031 Cap Heavy Rescue Tr    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8032 Cap Quick Attack Fire  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8033 Cap Replace Fire Tru   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8034 CapThermal Imaging     | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8035 Cap Replace Nozzels    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8036 Cap Dog Park Little S  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8037 Cap Public Works Fac   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8038 Cap Fire Training Faci | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8039 Cap Intermodal Parki   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8040 Cap Transfer Station   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8041 Cap Telephone Syste    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8042 Cap Techn Upgrade/     | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8043 Cap Ballot Tabulation  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8044 Cap Audio Visual Syst  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8045 Capital Chen Lake Rd   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8046 Capital Covered Sand   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8047 Cap Armstrong Rd Su    | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8048 Cap Parks & Rec Plan   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8049 Cap Firefighting Turn  | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8050 Cap Movrov Sub N D     | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8051 Cap Equipment AML      | \$0.00      | \$900.13    | -\$900.13   | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8052 Cap Gas ext Annex St   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8053 Cap Gas ext Animal S   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8054 Cap Ergonomic Office   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8055 Cap New Computers      | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8056 Cap New Breakroom      | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8059 Cap Drainage Praetor   | \$0.00      | \$0.00      | \$0.00      | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8060 Inst Security Camera   | \$0.00      | -\$137.39   | \$137.39    | 0.00%   | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8061 Cap Remodel Server     | \$6,000.00  | \$3,718.08  | \$2,281.92  | 61.97%  | \$0.00   | \$0.00   | \$0.00   |
| E 02-200-8062 Video & Microphone     | \$30,000.00 | \$34,337.67 | -\$4,337.67 | 114.46% | \$0.00   | \$0.00   | \$0.00   |

| Account Descr                        | 25-26        |        | 25-26        |             | 25-26 YTD |        | %YTD   | MTD    |        | MTD    | MTD    |
|--------------------------------------|--------------|--------|--------------|-------------|-----------|--------|--------|--------|--------|--------|--------|
|                                      | YTD          | Budget | YTD Amt      | Balance     | Budget    | CurYr  |        | 10     | 11     |        | 12     |
| E 02-200-8063 Grader Blade System    | \$21,000.00  |        | \$20,304.20  | \$695.80    | 96.69%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8064 New signage in Camp    | \$2,500.00   |        | \$2,540.00   | -\$40.00    | 101.60%   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8065 Firefighting Turnout,  | \$78,000.00  |        | \$62,041.12  | \$15,958.88 | 79.54%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8066 Feasibility Study Aide | \$49,552.00  |        | \$0.00       | \$44,556.83 | 10.00%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8067 No Name Hill Road Ki   | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8068 Vehicle Block Heater   | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8069 City Hall - Well Heat  | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 02-200-8070 Dodge Durango 2020     | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 02 Capital Fund Account              | \$187,052.00 |        | \$124,603.94 | \$24,944.93 |           | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 03 Parks Fund Account                |              |        |              |             |           |        |        |        |        |        |        |
| E 03-300-5000 Personal Services Exp  | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5001 Salaries & Wages       | \$3,995.00   |        | \$1,500.00   | \$2,495.00  | 37.55%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5002 Payroll Taxes SS & M   | \$384.84     |        | \$114.77     | \$270.07    | 29.82%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5003 ESC Unemployment       | \$0.00       |        | \$15.00      | -\$15.00    | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5004 Retirement Deduction   | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5005 Retirement Co Paid     | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5006 Health & Life Insuran  | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5007 Workers Compensatio    | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5200 Facility Expenses      | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5202 Electric Expense       | \$600.00     |        | \$324.90     | \$275.10    | 54.15%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5205 Solid Waste - Garbag   | \$2,500.00   |        | \$2,022.21   | \$477.79    | 80.89%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5206 Building Repair & Mai  | \$3,000.00   |        | \$0.00       | \$3,000.00  | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5207 Postage& Delivery      | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5211 Operating Expenses     | \$2,500.00   |        | \$0.00       | \$2,500.00  | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5212 Advertising & Promoti  | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5213 Printing & Signage     | \$250.00     |        | \$0.00       | \$250.00    | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5214 Bank Fees, Merch Fe    | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5220 Donations & Special    | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5221 Founders Day Expens    | \$12,000.00  |        | \$4,250.00   | \$7,750.00  | 35.42%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5300 Supplies               | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5301 Supplies & Consumab    | \$3,000.00   |        | \$0.00       | \$3,000.00  | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5302 Janitorial Supplies    | \$200.00     |        | \$0.00       | \$200.00    | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5304 Equipment & Gear Pu    | \$100.00     |        | \$0.00       | \$100.00    | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5306 Miscellaneous Expens   | \$250.00     |        | \$124.00     | \$126.00    | 49.60%    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5400 Vehicle & Equipment    | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5401 Vehicle Equipment M    | \$250.00     |        | \$0.00       | \$250.00    | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5402 Vehicle & Equipment    | \$1,000.00   |        | \$0.00       | \$1,000.00  | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5403 Vehicle & Equipment    | \$50.00      |        | \$0.00       | \$50.00     | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 03-300-5500 Insurance Expenses     | \$0.00       |        | \$0.00       | \$0.00      | 0.00%     | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

| Account Descr                         | 25-26        | 25-26       | 25-26        | %YTD    | MTD         | MTD      | MTD      |
|---------------------------------------|--------------|-------------|--------------|---------|-------------|----------|----------|
|                                       | YTD          | YTD Amt     | Balance      |         | 10 CurYr    | 11 CurYr | 12 CurYr |
| E 03-300-5501 Mobile Equipment Ins    | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 03-300-5502 General Liability Insur | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 03-300-5503 Property Insurance      | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 03-300-5505 Insurance Claim Ded     | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| 03 Parks Fund Account                 | \$30,079.84  | \$8,350.88  | \$21,728.96  |         | \$0.00      | \$0.00   | \$0.00   |
| 04 Reserves Fund Account              |              |             |              |         |             |          |          |
| E 04-610-6100 Reserve Expense         | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| 04 Reserves Fund Account              | \$0.00       | \$0.00      | \$0.00       |         | \$0.00      | \$0.00   | \$0.00   |
| 06 Grant Account                      |              |             |              |         |             |          |          |
| E 06-105-6214 SnowmobilePKImp R       | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-105-8072                         | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-5102 Safety Security & Trail | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6000 COVID-19 Cares Act      | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6001 Small Business Relief   | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6002 Personal Protective G   | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6003 City Resiliency & Rec   | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6004 Non Profit COVID-19     | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6005 City Mitigation Reimb   | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6006 Houston Jr/Sr High S    | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6200 Grants Expenses         | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6206 MSHF Covid 19           | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6207 VFD Grant               | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6208 Healthy & Equitable     | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6209 Cybersecurity 22SLC     | \$0.00       | \$19,445.02 | -\$19,445.02 | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6210 MSTPF Parks design      | \$50,000.00  | \$49,813.27 | \$186.73     | 99.63%  | \$22,766.25 | \$0.00   | \$0.00   |
| E 06-600-6211 AARP Paving Grant       | \$15,000.00  | \$15,000.00 | \$0.00       | 100.00% | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6212 MSHF Keeping Houst      | \$50,000.00  | \$11,956.37 | \$38,043.63  | 23.91%  | \$0.00      | \$0.00   | \$0.00   |
| E 06-600-6214 SnowmobilePKImp R       | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| 06 Grant Account                      | \$115,000.00 | \$96,214.66 | \$18,785.34  |         | \$22,766.25 | \$0.00   | \$0.00   |
| 13 Emergency                          |              |             |              |         |             |          |          |
| E 13-113-5001 Salaries & Wages        | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5002 Payroll Taxes SS & M    | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5003 ESC Unemployment        | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5004 Retirement Deduction    | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5005 Retirement Co Paid      | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5006 Health & Life Insuran   | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |
| E 13-113-5007 Workers Compensatio     | \$0.00       | \$0.00      | \$0.00       | 0.00%   | \$0.00      | \$0.00   | \$0.00   |

| Account Descr                     | 25-26          | 25-26          | 25-26        | %YTD<br>Budget | MTD          | MTD          | MTD          |
|-----------------------------------|----------------|----------------|--------------|----------------|--------------|--------------|--------------|
|                                   | YTD<br>Budget  | YTD Amt        | Balance      |                | 10 CurYr     | 11 CurYr     | 12 CurYr     |
| E 13-113-8057 Emergency 9 Road R  | \$0.00         | \$2,968.00     | -\$2,968.00  | 0.00%          | \$0.00       | \$0.00       | \$0.00       |
| E 13-113-8058 King Arthur Emergen | \$0.00         | \$237.50       | -\$237.50    | 0.00%          | \$0.00       | \$0.00       | \$0.00       |
| 13 Emergency                      | \$0.00         | \$3,205.50     | -\$3,205.50  |                | \$0.00       | \$0.00       | \$0.00       |
|                                   | \$2,243,477.67 | \$1,965,588.61 | \$225,478.79 |                | \$172,026.84 | \$124,981.90 | \$141,039.55 |



**CITY OF HOUSTON, ALASKA**  
**Department of Public Safety**  
**Monthly Department Report to the City Council**

|                 |                                              |
|-----------------|----------------------------------------------|
| <b>To:</b>      | Houston City Council                         |
| <b>Through:</b> | Mayor's Office                               |
| <b>From:</b>    | Christian M. Hartley, Public Safety Director |
| <b>Subject:</b> | Review of Month of July, 2026                |

### 1. RESPONDER ACTIVITY

| ALARMS AND CALLS                | MAY        | JUNE        | JULY        | 2026 TOTALS        |
|---------------------------------|------------|-------------|-------------|--------------------|
| Local Fire Calls                | 8          | 11          | 4           | 38                 |
| Aid Given Fire Calls            | 3          | 5           | 2           | 30                 |
| EMS Calls                       | 12         | 7           | 8           | 72                 |
| Extrication Calls               | 0          | 2           | 5           | 17                 |
| Landing Zones                   | 0          | 0           | 0           | 1                  |
| Hazardous Materials Calls       | 0          | 1           | 0           | 6                  |
| <b>RESPONDER</b>                | <b>MAY</b> | <b>JUNE</b> | <b>JULY</b> | <b>2026 TOTALS</b> |
| Active Responders               | 6          | 6           | 7           | 6 (AVERAGE)        |
| Community Service Calls         | 0          | 1           | 3           | 5                  |
| Disaster Mitigation Projects    | 0          | 0           | 0           | 1                  |
| Neighborhood Watch Aid          | 0          | 0           | 0           | 0                  |
| Public Education — Events       | 1          | 0           | 3           | 5                  |
| Public Education — Participants | 10         | 0           | 800         | 1,014              |

### 2. FIRE INJURIES & FATALITIES

| CATEGORY            | MAY | JUNE | JULY | 2026 TOTALS |
|---------------------|-----|------|------|-------------|
| <b>RESPONDER</b>    |     |      |      |             |
| Injuries            | 0   | 0    | 0    | 0           |
| Line-of-Duty Deaths | 0   | 0    | 0    | 0           |
| <b>CIVILIAN</b>     |     |      |      |             |
| Injuries            | 0   | 0    | 2    | 2           |
| Fatalities          | 0   | 0    | 0    | 0           |

### 3. INCIDENTS OF NOTE

- 07/01/2026: RV explosion due to gas leak, Little Susitna River Campground. Two people seriously injured.
- 07/04/2026: Vehicle fire on Lakeway Loop
- 07/11/2026: Motor vehicle rollover accident on Millers Reach Road due to unsafe drag racing by teenagers, 1 person seriously injured
- 07/14/2026: Minor motor vehicle collision on Parks Highway at Big Lake Road intersection, inattentive driving
- 07/20/2026: Minor motor vehicle collision on Big Lake Road at Meadowood Drive, inattentive driving
- Multiple: Two Automatic Crash Notifications (ACN) with no accidents found.
- Beginning July 23 and ending July 26, Houston was in Action stage according to NOAA. No city actions were necessary.

#### 4. DEPARTMENT HIGHLIGHTS & ACCOMPLISHMENTS

- Alaska Court Systems were updated for new fee and fine scheduled for City.
- Fire Station 9-1 was used for a low-cost spay & neuter clinic, provided by Alaska PAWS on July 15. Fully utilized, was fully booked early.
- July 4 Waterworks Show attended by approximately 80 children and 40 adults. HFD Auxiliary helped a lot.
- Fireworks injury prevention at fireworks stands July 3 and July 4 without incident. This is funded by donation from fireworks stands.
- CWPP initial draft completed, stakeholder input incoming. It is posted to city website for public input. Final draft will be completed after additional input from community and stakeholders. Should be ready for September regular meeting for introduction.
- Continuity of Government (COG) Plan completed, reviewed by City attorney, and presented this month to Houston City Council.
- Donation from American Heart Association for a hands-free CPR training program, \$1,000 value

#### 5. CHALLENGES

- Communications need a substantial overhaul; capital need just for radios and communications is estimated at \$140,000.
- Very few responders; recruitment is needed. We are not competitive with the Mat-Su Borough on-call responder recruitment program.
- The Fire Fighter Program through DRMO has been suspended, may come back online this fall.
- Lack of administrative staffing makes planning slow and cumbersome.
- Camera systems at public facilities need to be upgraded.
- A training session from law enforcement on Uniform Citations will be required prior to execution of citations.

#### 6. DISASTER PLAN PROGRESS UPDATES

Phase key: Not Started • Drafting • Internal Review • Stakeholder Review • Pending Adoption • Adopted • Annual Review Due

| PLAN                                                  | PHASE              | PROGRESS THIS PERIOD                                             | NEXT MILESTONE                              | TARGET DATE |
|-------------------------------------------------------|--------------------|------------------------------------------------------------------|---------------------------------------------|-------------|
| <b>COG</b> <i>Continuity of Government</i>            | Pending Adoption   | Sent to City Council to introduce for codification and adoption. | Codification, adoption<br>08/13/2026        | Sep 2026    |
| <b>COOP</b> <i>Continuity of Operations Plan</i>      | Drafting           | Updating expired COOP                                            | Introduce for adoption<br>09/10/2026        | Oct 2026    |
| <b>CWPP</b> <i>Community Wildfire Protection Plan</i> | Stakeholder Review | Initial draft completed                                          | Stakeholder review,<br>then public meetings | Nov 2026    |
| <b>LHMP</b> <i>Local Hazard Mitigation Plan</i>       | Update Not Started | No Change                                                        | Internal Review<br>Oct 2026                 | Dec 2026    |
| <b>RP</b> <i>Recovery Plan</i>                        | Not Started        | No Change                                                        | Drafting Nov 2026                           | Feb 2027    |
| <b>EOP</b> <i>Emergency Operations Plan</i>           | Update Not Started | No Change                                                        | Drafting Nov 2026                           | Mar 2027    |
| <b>DMP</b> <i>Debris Management Plan</i>              | Not Started        | No Change                                                        | Drafting Apr 2027                           | Jun 2027    |
| <b>CSEP</b> <i>Cyber Security Emergency Plan</i>      | Not Started        | No Change                                                        | Drafting May 2027                           | Jul 2027    |

#### 7. APPARATUS & EQUIPMENT STATUS

Status key: In Service • In Service – Limited • Out of Service • In Maintenance • Reserve

| UNIT             | ASSIGNMENT       | STATUS         | NOTES                                                            |
|------------------|------------------|----------------|------------------------------------------------------------------|
| Command Vehicle  | Unassigned       | Out of Service | Previous CV92 removed from service, for future auction           |
| Command Vehicle  | Unassigned       | Out of Service | Previous SV91 removed from service, for future auction           |
| Brush 91         | Fire Station 9-1 | In Service     | Water level gauge caught fire, will be repaired at end of season |
| Pumper Tender 91 | Fire Station 9-1 | In Service     | Needed a repair to the pump transmission packing glands          |

## 8. UPCOMING COMMUNITY RISK REDUCTION OUTREACH

| DATE          | EVENT / ACTIVITY                                              | LOCATION / CHANNEL       | EXPECTED REACH   |
|---------------|---------------------------------------------------------------|--------------------------|------------------|
| 08/15/2026    | Founders Day, information booth and hands-only CPR training   | Fire Station 9-1         | 1,000            |
| 09/04/2026    | Fire education and recruitment booth                          | Alaska State Fair        | 500              |
| 09/12-13/2026 | Skin cancer screening for responders (crew injury prevention) | Station 7-3, Station 3-1 | 100              |
| 09/26/2026    | Mat-Su Emergency Preparedness Expo                            | Menard Sports Center     | 2,500            |
| 10/4-10/2026  | National Fire Prevention Week open house                      | Fire Station 9-1         | 100              |
| Ongoing       | Wildland fire prevention messaging                            | Department social media  | ~3,000 followers |
| Ongoing       | Burn permit suspension notices                                | City GoGov app           | ~500 followers   |

## 9. NERIS REPORT STATUS

State-mandatory incident reporting via NERIS, the federal system replacing NFIRS. Reports must be finalized prior to 10 days after the month ends.

| COMPLETED REPORTS                | FINALIZED REPORTS               | ACCEPTED REPORTS                |
|----------------------------------|---------------------------------|---------------------------------|
| Current through<br>July 25, 2026 | Current through<br>July 5, 2026 | Current through<br>July 5, 2026 |

## 10. ALTERNATIVE FUNDING AND PROCUREMENT

Grants, donations, and alternative procurement pursued to offset General Fund cost.

| SOURCE / PURPOSE                           | TYPE             | AMOUNT        | SUBMITTED  | AWARDED    | RECEIVED   |
|--------------------------------------------|------------------|---------------|------------|------------|------------|
| American Heart Association – CPR Education | Product Donation | \$1,000 value | 07/01/2026 | 07/10/2026 | 07/28/2026 |
| American Heart Association – AED Purchase  | Grant            | \$7,000       | 07/31/2026 | n/a        | n/a        |

| SUBMITTED 2027 FYTD | AWARDED 2027 FYTD | RECEIVED 2027 FYTD |
|---------------------|-------------------|--------------------|
| \$8,000.00          | \$1,000.00        | \$1,000.00         |

Respectfully submitted,



**Christian M. Hartley**

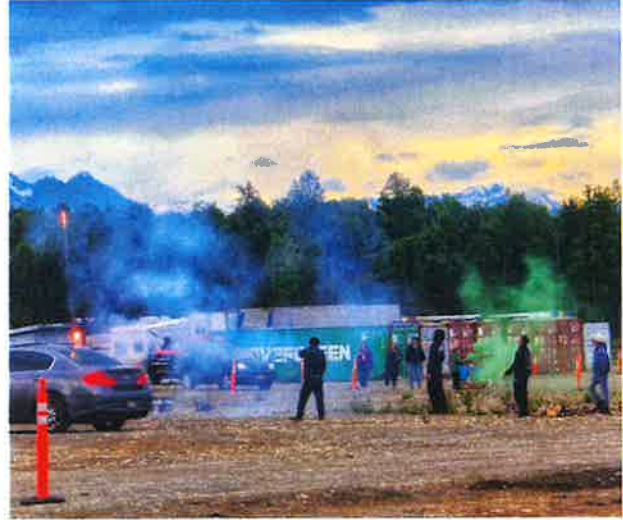
Public Safety Director • City of Houston, Alaska



## 11. PHOTO ALBUM



*Little Susitna River was close to minor flood status.*



*People enjoying Independence Day activities*



*Vehicle fire during a private July 4 dirt track race*



*Trailer shoved under truck after impact on Big Lake Rd*



*July 4 Waterworks Show arsenal for this year's event*

**HOUSTON, ALASKA**  
**ORDINANCE 26-11**

**AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE TITLE 10 (LAND USE REGULATIONS), FOR THE PURPOSE OF CREATING A NEW CHAPTER 10.15 PROHIBITING THE CONSTRUCTION, ESTABLISHMENT, AND OPERATION OF DATA CENTERS WITHIN THE CITY LIMITS OF HOUSTON, ALASKA, AND ADDING THE PENALTY OF VIOLATION TO HMC 1.16 (GENERAL PENALTY).**

**WHEREAS**, the City of Houston, Alaska (“City”) is a duly incorporated municipality authorized under Alaska Statute 29.35.010 to exercise broad powers of local self-governance, including the authority to enact ordinances relating to land use, zoning, public health, public safety, and the general welfare of its residents; and

**WHEREAS**, the City Council of Houston is further authorized under Alaska Statute 29.35.020 to regulate and restrict the use of land and structures within its boundaries for the protection and promotion of public health, safety, morals, and general welfare; and

**WHEREAS**, data centers have been documented to impose extraordinary demands on local electrical grids, water supplies, and public infrastructure that exceed the capacity of small municipalities, threatening grid stability, increasing utility costs for residents, and diverting critical public resources; and

**WHEREAS**, data centers present unique and documented public safety hazards including lithium-ion battery fires, hazardous chemical releases, and large-scale industrial electrical fires that may exceed the response capability of the Houston Fire Department; and

**WHEREAS**, compliance with modern data center safety standards, including NFPA 75 and applicable provisions of the International Building Code, requires specialized technical staffing and expertise that exceeds Houston’s municipal enforcement capacity,

creating a regulatory gap that the City lacks the resources to adequately monitor or enforce; and

**WHEREAS**, the City of Houston, Alaska occupies terrain underlain in part by permafrost and sensitive sub-arctic soils, as documented by the U.S. Geological Survey and the Alaska Division of Geological & Geophysical Surveys; and

**WHEREAS**, the significant thermal footprint, waste heat exhaust, ground-level temperature alterations, and structural loads generated by data centers create a documented risk of accelerated permafrost thaw, ground subsidence, and destabilization of roads, utilities, and adjacent structures not addressed by any current national building code; and

**WHEREAS**, data centers consume substantial volumes of water for cooling operations that, in the context of Houston's sensitive sub-arctic ecosystem and limited municipal water infrastructure, could negatively impact local water supplies, aquatic ecosystems, and subsistence resources; and

**WHEREAS**, data centers generate substantial quantities of electronic waste containing hazardous materials including lead, mercury, and cadmium, and Alaska's limited waste disposal infrastructure makes proper management of such waste impractical, creating long-term environmental liability for the City; and

**WHEREAS**, it is in the best interest of the health, safety, welfare, economic stability, environmental integrity, cultural character, and long-term sustainability of the City of Houston and its residents to prohibit the construction and operation of data centers within the City's jurisdictional boundaries; and

**WHEREAS**, ~~Strikethrough text and Italics~~ indicate existing language to be deleted and **bold** and underline indicates new language to be added.

**NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**SECTION 1: CLASSIFICATION:** This ordinance is of a permanent nature and shall become part of the Houston Municipal Code.

**SECTION 2: SEVERABILITY:** If any provision of this ordinance, or any application thereof to any person or circumstance, is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

**SECTION 3: PURPOSE:** The purpose of this ordinance is to protect the public health, safety, welfare, environmental integrity, and community character of the City of Houston, Alaska, by prohibiting the construction, establishment, expansion, and operation of data centers, including hyperscale data centers, within the City's municipal boundaries.

**SECTION 4: AMENDMENT 1:** Houston Municipal Code, Title 10 (Land Use Regulations), is hereby amended to add the following new Chapter 10.15 (Prohibition on Data Centers) as follows:

**CHAPTER 10.15**  
**PROHIBITION ON DATA CENTERS**

**10.15.010 Intent.**

**10.15.020 Definitions.**

**10.15.030 Prohibition.**

**10.15.040 Enforcement Duty.**

**10.15.050 Appeals.**

**10.15.060 Penalties and remedies.**

**10.15.070 Civil penalty and statutory injunction.**

**10.15.010 Intent.**

**The Houston City Council hereby finds that the construction and operation of data centers within the City of Houston presents significant and documented risks to public health, public safety, environmental quality, municipal infrastructure capacity, and the community character and welfare of the City and its residents. It is the intent of this chapter to prohibit the construction, establishment, expansion, and operation of data centers in all zones within the City's jurisdictional boundaries.**

**10.15.020 Definitions.**

**For purposes of this chapter, the following definitions shall apply:**

**A. "Data Center" means any facility, building, structure, or portion thereof, whether freestanding or co-located within another structure, that is primarily designed, constructed, or operated to house computer servers, networking equipment, data storage systems, power conditioning equipment, backup power systems, and associated cooling infrastructure for the purpose of processing, storing, transmitting, or managing digital data at a scale exceeding five hundred (500) square feet of server floor space or drawing more than two hundred (200) kilowatts of electrical power for**

computing and cooling operations. This definition does not apply to governmental, educational, medical, or single-occupancy business server rooms used solely for the internal operations of that entity.

B. "Hyperscale Data Center" means a data center as defined in subsection (A) above that exceeds one hundred thousand (100,000) square feet of total floor area or draws more than one (1) megawatt of electrical power.

C. "Operator" means any person, corporation, limited liability company, partnership, joint venture, or other legal entity that owns, leases, manages, or controls a data center or any portion thereof.

D. "Construction" means any site preparation, grading, foundation work, structural erection, electrical installation, plumbing installation, or mechanical installation undertaken for the purpose of establishing a data center.

#### 10.15.030 Prohibition

A. No person or entity shall construct, erect, install, establish, expand, or operate a data center, as defined in Section 10.15.020, within the City of Houston, Alaska.

B. No building permit, conditional use permit, special use permit, variance, site plan approval, or other development authorization shall be issued by the City of Houston for any data center or any facility that meets the definition set forth in Section 10.15.020(A) or (B).

C. No rezoning, comprehensive plan amendment, or land use designation change shall be approved by the City for the purpose of facilitating the construction or operation of a data center.

D. Data centers are hereby declared a prohibited use in all zoning districts within the City of Houston, including but not limited to residential, commercial, industrial, mixed-use, and any other designated land use classification.

#### 10.15.040 Enforcement Duty

A. The Public Works Director, or his or her designee, has authority to enforce the provisions of this title.

#### 10.15.050 Appeals

Any person, organization, association or corporation aggrieved by a decision of the City under this chapter may appeal to the Houston City Council, who shall act as the Board of Adjustment within the City limits of Houston. Such appeal must be in writing and be filed with the City Clerk within thirty (30) days of the date of the decision, in accordance with the appeal procedures set forth in Houston Municipal Code. The filing of an appeal shall not stay enforcement of this chapter. A decision of the Board of Adjustment may be appealed to the state of Alaska superior court.

**10.15.060 Penalties and remedies**

**A. Penalties and remedies for violations of this title are as provided in Chapter 1.16 HMC.**

**10.15.070 Civil penalty and statutory injunction.**

**Pursuant to AS 29.25.070(b), the City may institute a civil action against any person who violates any provision of this title. In addition to injunctive and compensatory relief, a civil penalty may also be imposed for each violation. An action to prohibit a violation may be brought notwithstanding the availability of any other remedy. On application for injunctive relief and a finding of a violation or a threatened violation, the superior court shall grant the injunction. Each day a violation of this title continues constitutes a separate violation.**

**SECTION 5: AMENDMENT 2:** Houston Municipal Code 1.16 General Penalty, section 1.16.030(C) Disposition of scheduled offenses – Fine Schedule is hereby amended to add the civil penalty to the fine schedule of the city in the appropriate numerical order as follows:

| <b><u>Code Section</u></b>  | <b><u>Description of Offense</u></b>                           | <b><u>Fine</u></b>      |
|-----------------------------|----------------------------------------------------------------|-------------------------|
| <b><u>HMC 10.15.030</u></b> | <b><u>Prohibited Data Center Construction or Operation</u></b> | <b><u>\$1000.00</u></b> |

**SECTION 6: EFFECTIVE DATE:**

This ordinance shall take effect immediately upon being passed and signed by the Mayor.

**PASSED, AND ADOPTED** by a duly constituted quorum of the Houston City Council on \_\_\_\_\_, 2026.

191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205

**THE CITY OF HOUSTON, ALASKA**

---

Carter Cole, Mayor

**ATTEST:**

{Seal}

---

Tani Schoneman, City Clerk

**HOUSTON, ALASKA  
ORDINANCE 26-13(S)**

**AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE (HMC) 10.09.020 (A. 1) FORMS OF NOTICE, TO MODIFY PUBLIC NOTICE REQUIREMENTS BY REMOVING REQUIREMENTS FOR NEWSPAPER PUBLICATION, AND PROVIDING PUBLIC NOTICE BY MODERN METHODS.**

**BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**WHEREAS**, the Houston City Council finds that publication in a newspaper of general circulation imposes significant expenses to the City; and

**WHEREAS**, the locally distributed newspaper that was in paper form will no longer be printed and locally distributed; and

**WHEREAS**, the Houston City Council finds that electronic publication and public posting provide more timely and accessible notice to residents through postings on our City of Houston website, postings on our City of Houston social media platform(s), and City Hall bulletin board; and

**WHEREAS**, Alaska Law permits municipalities to provide notice by posting in public places when a newspaper of general circulation is unavailable, and municipalities retain authority to establish local procedures for notices not otherwise governed by state law; and

**WHEREAS**, the Houston City Council desires to modernize the Houston Municipal Code and remove cumbersome notifications such as distributed newspaper publication.

**NOW THEREFORE, BE IT ORDAINED BY THE HOUSTON CITY COUNCIL OF THE CITY OF HOUSTON, ALASKA:**

**SECTION 1. PURPOSE.**

The purpose of this ordinance is to eliminate mandatory publication in a newspaper of general circulation for municipal notices, ordinances, hearing, and other actions except where publication is expressly required by Alaska Statute or federal law.

**SECTION 2. AMENDMENT OF HOUSTON MUNICIPAL CODE.**

All provisions of the Houston municipal Code requiring publication in a "newspaper of general circulation," "official newspaper," or similar term are hereby amended to read as follows:

**3.17.20 Election Notices:**

1. (B) Notice of Election. The Clerk shall post on the City's website and ~~publish at least once in one or more newspapers of general circulation in the City a notice of each election~~ on our City of Houston website, City of Houston social media platform(s), and City Hall bulletin board. The Clerk shall also post the notice at City Hall and at least one additional public location and on the City's website. The publication and postings shall occur at least 20 calendar days before a regular or special election. Each notice of election shall include information regarding:

**4.10.110 Competitive Sealed Bidding:**

2. (B) The purchasing agent shall assist the City Clerk in giving public notice of the invitation for bids at least 14 days before the last day on which bids will be accepted, by posting in a location at the City offices that the Mayor designates for this purpose and, if the amount of the contractual services, purchase or sale is estimated to exceed \$20,000, by ~~publication in a newspaper of general circulation in the City~~ posting on our City of Houston website, City of Houston social media platform(s), and City Hall bulletin board. The contents of the notice shall be sufficient to inform interested readers of the general nature of the supplies, services or construction being procured, where to obtain a copy of the invitation to bid, and the procedure for submitting a bid.

**4.18.50 Decision and Notice:**

3. (B)(1) ~~Publish a notice of the public hearing at least once a week for two consecutive weeks in a newspaper of general circulation distributed within the City~~ Post a notice of the public hearing our City of Houston website, City of Houston social media platform(s), and City Hall bulletin board.

**4.20.020 Definitions:**

**4. "Newspaper"**

~~means a publication of general circulation bearing a title, issued regularly at stated intervals at a minimum of not more than two weeks, and formed of printed paper sheets without substantial binding. It must be of general interest, containing information of current events. The word does not include publications devoted solely to a specialized field. It shall include school newspapers, regardless of the frequency of the publication, where such newspapers are distributed regularly to a paid subscription list.~~

**4.22.010 Disposal of Personal Property:**

5. (F) Before the City sells any surplus personal property with a value of \$10,000 or more, such property shall be ~~advertised for sale in a newspaper of general circulation in the~~

86 posted on our City of Houston website, City of Houston social media platform(s), and  
87 City Hall bulletin board at least two weeks in advance of such sale, and other notice  
88 shall be given if necessary to adequately inform prospective buyers to give them an  
89 opportunity to submit bids.  
90

91 9.12.070 Disposal of Abandoned Vehicles:  
92

- 93 6. (A) Upon satisfaction of the notice and reporting requirements of this chapter, a  
94 vehicle may be disposed of by public auction 20 days after notice of the auction is  
95 ~~published in a newspaper of general circulation in the City~~ posted on our City of  
96 Houston website, City of Houston social media platform(s), and City Hall bulletin  
97 board. A notice shall describe the abandoned vehicle and specify the place, date and  
98 time at which it will be sold: A copy of the notice of auction shall be sent to the State  
99 of Alaska Department of Public Safety.  
100

101 10.09.020 Forms of Notice:  
102

- 103 7. (A) Forms of notices shall be as follows:  
104

- 105 1. Publication shall be ~~in a newspaper of general circulation in the City 15 days prior~~  
106 ~~to the date of the public hearing~~ posted on our City of Houston website, City of  
107 Houston social media platform(s), and City Hall bulletin board.  
108

109 13.17.050 Public Notice:  
110

- 111 8. (B) Sale or Lease of Land. Except as otherwise provided in this chapter, public notice  
112 shall be given of any sale of lands or any interest therein. Notice shall be published  
113 once a week for three consecutive weeks preceding the time of sale or lease stated in  
114 the notice ~~in at least one newspaper of general circulation~~ posted on our City of  
115 Houston website, City of Houston social media platform(s), and City Hall bulletin  
116 board in the vicinity in which the land or interest therein is to be sold or leased. In no  
117 event shall the sale or lease be held less than nine days nor more than three weeks  
118 following the last date of publication. In addition to the newspaper publications a  
119 notice of sale or lease shall also be posted in three public places. Such notice shall set  
120 forth a description of the land and the interest therein to be sold or leased and the  
121 time, place and general terms of the sale or lease and limitations.  
122

123 13.17.120 Disposition, Redemption and Sale of Foreclosed Property:  
124

- 125 9. (E) The Clerk shall send a copy of the ~~published notice in the local paper~~ notice posted  
126 on our City of Houston website, City of Houston social media platform(s), and City  
127 Hall bulletin board of the public hearing to consider a determination under  
128 subsection (B) or (C) of this section by certified mail to the former record owner of the  
129 property that is the subject of the ordinance. The notice shall be mailed within five  
130 days after its first publication and shall be sufficient if mailed to the last record owner  
131 as the name appears on the Matanuska-Susitna Borough assessment rolls.  
132

133  
134 **SECTION 3. SEVERABILITY.**  
135

136 If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid or  
137 unconstitutional by a court of competent jurisdiction, the remaining portions shall remain in full  
138 force and effect.  
139

140 **NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:** that  
141 Houston Municipal Code Sections 3.17.020 (B) Election Notices, 4.10.110 (B) Competitive Sealed  
142 Bidding, 4.18.050 (B)(1) Decision and Notice, 4.20.020 Definitions: Newspaper, 4.22.010 (F)  
143 Disposal of Personal Property, 9.12.070 (A) Disposal of Abandoned Vehicles, 10.09.020 (A)(1)  
144 Forms Of Notice, 13.17.050 (B) Public Notice, and 13.17.120 hereby be amended.  
145

146 **SECTION 6: EFFECTIVE DATE:** This ordinance shall become effective immediately upon adoption  
147 according to law.  
148

149 **PASSED, AND ADOPTED** by a duly constituted quorum of the Houston City Council on  
150 \_\_\_\_\_, 2026.  
151

152  
153 **THE CITY OF HOUSTON, ALASKA**  
154

155  
156  
157 \_\_\_\_\_  
158 Carter Cole, Mayor  
159  
160  
161  
162  
163  
164  
165  
166

167 **ATTEST:**  
168  
169  
170

{Seal}

171 \_\_\_\_\_  
172 Tani Schoneman, City Clerk



**TO:** City of Houston Mayor and City Council

**FROM:** Joseph N. Levesque, City Attorney

**DATE:** July 15, 2026

**SUBJECT:** Supplemental Public Notice Memorandum

---

**ISSUE**

Whether the City of Houston is following Alaska law regarding public notices? There remains uncertainty among some City Council members as to whether the City is adhering to State law regarding posting public notices.

**SHORT ANSWER**

Yes. There is no newspaper of general circulation within the City of Houston. Therefore, since there is no newspaper of general circulation the City must post the public notices in three public places within the City<sup>1</sup>. This is the current practice of the City when posting public notices.

**FACTS**

This memorandum supplements previous communication with the City of Houston Mayor and City Council members in the fall of 2024 regarding public noticing requirements and compliance with those requirements.

Under AS 29.25.020 (b)(c) if there is a newspaper of general circulation within the City then the public notice must appear at least once in that newspaper; however if there is no newspaper of general circulation then the public notice must be posted in three public places within the City.<sup>2</sup>

Municipalities across Alaska are scrambling to comply with and follow Alaska law regarding posting public notices. The current problem has arisen because so many newspapers have either ceased delivery of their newspapers or rely solely on internet publications rather than delivered newspapers.<sup>3</sup> Our technological advances have outpaced our current law. It will be up to the legislature to fix this public notice dilemma.<sup>4</sup> In the meantime, municipalities are passing ordinances to comply with the current law.<sup>5</sup>

---

<sup>1</sup> *Liberati v. Bristol Bay Borough*, 584 P.2d 1115, 1117 (Alaska 1978).

<sup>2</sup> *Liberati* at 1117.

<sup>3</sup> A quote from 'The Social Network (2010) illustrates the fundamental change that has occurred: "We lived on farms; then we lived in cities; now we're going to live on the internet."

<sup>4</sup> See City of Homer's Resolution to the Alaska Municipal League to amend AS 29.71.800 to allow for web based public notices. A copy of the Resolution is attached.

<sup>5</sup> See Matanuska-Susitna Borough Ordinance No. 26.085. A copy of the Ordinance is attached.

---

## **Memorandum**

Confidential Attorney / Client Privileged

July 15, 2026

Page 2

The Anchorage Daily News does not deliver any newspapers to the Matanuska-Susitna Borough, however, it does mail newspapers to subscribers.<sup>6</sup> It has been reported that some Houston residents do maintain paid subscriptions with the Anchorage Daily News, with an estimate that approximately 20 residents do so. In my opinion, a newspaper having a paid circulation of only 20 residents (or even 50) paid subscriptions cannot be held to have a general circulation in a city with a population of approximately 2,000. The number of paid subscriptions must be more than de minimis.

### **CONCLUSION**

Accordingly, because there is no newspaper of general circulation within the City of Houston, the City must post its public notices in three public places to comply with Alaska law. The City does this, so it is compliant with Alaska law.

I remain available to discuss further if needed.

---

<sup>6</sup> See document titled "The Anchorage Daily News does not deliver to the Mat-Su Borough". A copy is attached.



**Resolution of the Alaska Municipal League, Resolution #2025-xx**

**A resolution supporting an amendment to Alaska Statute 29.71.800 to allow for web based public notice**

WHEREAS, Alaska municipalities take many actions that require public notice, including public meetings, public hearings, elections, assessment districts, property taxes, land and surplus sales, among others; and

WHEREAS, Alaska Statute (AS) Title 29 mandates that public notices be published and section 29.71.800 (18) state that “published” means appearing at least once in a newspaper of general circulation distributed to the municipality or, if there is no newspaper of general circulation distributed in the municipality, posting in three public places for at least five days; and

WHEREAS, Newspapers throughout Alaska are reducing their physical paper publication dates or fail to publish public notices due to staff shortages, inhibiting municipalities' governing bodies' ability to take action at their regularly scheduled meetings; and

WHEREAS, Many newspapers now publish online and municipalities publish public notices on their websites, a format that is becoming a common method for the public to access information; and

WHEREAS, It would be a great service to Alaska municipalities for section 29.71.800 (18) to amend “published” to include allowance for online public notice to achieve public notice requirements.

NOW THEREFORE BE IT RESOLVED that AML requests that the Alaska State Legislature amend the definition of “published” in AS 29.71.800 (18) to include allowance for web based public notice to achieve municipal public notice requirements.

City of Homer, September 25, 2024

CODE ORDINANCE

Sponsored by: Assemblymember Gamble

Introduced:

Public Hearing:

Action:

**MATANUSKA-SUSITNA BOROUGH  
ORDINANCE SERIAL NO. 26-085**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY DEFINING A NEWSPAPER OF GENERAL CIRCULATION AND THE WORDS PUBLISH OR PUBLICATION.

---

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 1.15.005(A) is hereby amended to read as follows:

**"Newspaper of general circulation" means a physical printing that:**

- **is prepared in newspaper format;**
- **has a print distribution throughout the borough at least twice a week;**
- **the distributor holds a second-class mailing permit from the United States Postal Service;**
- **is available for mail delivery or delivery to a physical address within the borough; and**
- **is not primarily to distribute advertising; and**
- **is not intended for a particular professional or occupations group.**

**"Publication" or "Publish" means:**

- Appearing at least once in a newspaper of general circulation distributed in the borough or, if there is no newspaper of general circulation distributed in the borough, posting in three public places for at least five days.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2026.

\_\_\_\_\_  
EDNA DeVRIES, Borough Mayor

ATTEST:

\_\_\_\_\_  
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

**MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM****IM No. 26-132**

**SUBJECT:** AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY  
DEFINING A NEWSPAPER OF GENERAL CIRCULATION AND THE WORDS PUBLISH  
OR PUBLICATION.

**AGENDA OF: July 21, 2026****ASSEMBLY ACTION:****AGENDA ACTION REQUESTED:** Introduce and set for public hearing.

| Route To            | Signatures |
|---------------------|------------|
| Originator          | X _____    |
| Department Director | X _____    |
| Finance Director    | X _____    |
| Borough Attorney    | X _____    |
| Borough Manager     | X _____    |
| Borough Clerk       | X _____    |

**ATTACHMENT(S):** Ordinance Serial No. 26-085(2 pp)  
ADN No Deliver in Mat-Su (1 p)

**SUMMARY STATEMENT:**

This legislation is being sponsored by Assemblymember Gamble.

The Borough recognizes and prioritizes public outreach and publicizing required notices. The Frontiersman, who we have mainly used to publish notices, has discontinued publication of their paper. They have gone fully digital under new ownership. This trend has occurred and will continue to occur for newspapers to go fully digital.

When the Frontiersman went down to printing the paper once a week earlier this year, we had to plan around a once week publication. It was not always easy to meet the Borough's needs with a once-a-week publication. Now they no longer publish a paper at all.

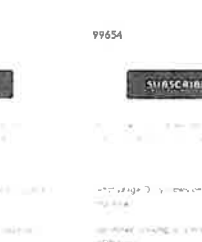
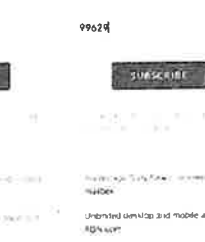
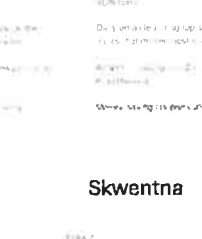
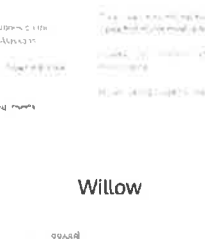
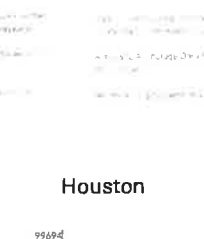
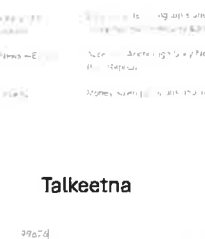
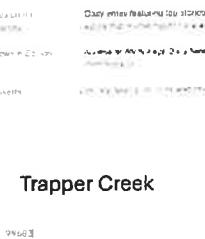
There is no newspaper in the Borough that publishes regularly or is available to all Borough residents. The Anchorage Daily News is not available to be delivered to your home (see attached), they are not available in the Willow/Talkeetna/Trapper Creek areas, and they are not available in Sutton to Glacier View. There is no other newspaper that regularly prints and is available to all Borough residents.

This ordinance defines the meaning of newspaper of general circulation to require thresholds for print distribution and distribution throughout the Borough to ensure that the methods of public notice are providing sufficient public awareness. We have also included the definition for the word publish or publication, from Title 29 (statute).

If this legislation is approved, the Borough will use the following methods to notice:

- Borough website;
- Social media; and
- Notices, agendas, public hearing notices will be posted at all Borough libraries and near the front door of the Dorothy Swanda Jones Building.

Staff in the Clerk's Office, Planning, Platting, Community Development, and Finance will need to continue preparing all required notices, and on top of that, take on the added tasks of coordinating their posting at every library and the DSJ Building. This extra layer of coordination is required to ensure the public is properly noticed. While this extra staff time and additional coordination is not something the Borough would normally do, it is necessitated by the fact that there is no newspaper available to be delivered to Borough residents.

| Palmer                                                                             | Wasilla                                                                            | Wasilla                                                                            | Sutton to Glacier View                                                              | Wasilla/Big Lake                                                                     | Meadow Lakes                                                                         |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 99674                                                                              | 99654                                                                              | 99674                                                                              | 99674                                                                               | 99674                                                                                | 99674                                                                                |
|   |   |   |   |   |   |
| Big Lake                                                                           | Skwentna                                                                           | Willow                                                                             | Houston                                                                             | Talkeetna                                                                            | Trapper Creek                                                                        |
| 99654                                                                              | 99654                                                                              | 99654                                                                              | 99654                                                                               | 99654                                                                                | 99654                                                                                |
|  |  |  |  |  |  |

**HB 236: "An Act relating to newspapers of general circulation."**

HOUSE BILL NO. 236

"An Act relating to newspapers of general circulation."

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

\* Section 1. AS 01.10.060 is amended by adding a new paragraph to read:

- ▣ (15) "newspaper of general circulation" means a publication that
  - ▣ (A) is published in newspaper format;
  - ▣ (B) contains, in at least 25 percent of each issue, editorial comments and news content that is of general interest in the relevant area, not just to a particular part of the relevant area; has more than an insignificant circulation throughout the relevant area; and for at least two years, has been distributed at least once a week and for at least 50 weeks a year within the relevant area, excluding a period when publication is interrupted by a labor dispute or by a natural disaster, or other casualty that the publisher cannot control; in this subparagraph, "relevant area" means the judicial district, municipality, or other geographical area specified in or otherwise used in the governing statute or regulation to determine where the publication, advertising, or other activity is to be accomplished by using a newspaper of general circulation;
  - ▣ (C) holds a second class mailing permit from the United States Postal Service;
  - ▣ (D) is not published primarily to distribute advertising;
  - ▣ (E) is not intended primarily for a particular professional or occupational group; and
  - ▣ (F) have a total paid circulation of at least 2,500 bona fide subscribers.

\* Sec. 2. AS 09.65 is amended by adding a new section to read:

▣ Sec. 09.65.160. ACTION TO ESTABLISH NEWSPAPER STATUS. A person who owns a publication may bring an action under AS 22.10.020(g) to establish that the publication is a newspaper of general circulation under AS 01.10.060.

HOUSTON, ALASKA  
ORDINANCE 26-14

AN ORDINANCE OF THE HOUSTON CITY COUNCIL AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.

BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:

**WHEREAS**, public entities in Alaska, i.e., political subdivisions of the State of Alaska including municipalities, school district, and regional educational attendance areas, have generally been unable to receive returns on investment of short-term excess funds at levels available to investors having larger amounts of funds to invest; and

**WHEREAS**, AS 37.23.010-37.23.900 ('Alaska Investment Pool Act) enacted by the 1992 Alaska Legislature provides a means for public entities to join together in an arrangement intended to allow them to combine their short-term excess funds for a higher yield on those funds; and

**WHEREAS**, the Alaska Municipal League Investment Pool, Inc., an Alaska nonprofit corporation, has been established pursuant to AS 37.23.010 of the Alaska Investment Pool Act by the Alaska Municipal League to provide investment management and other services to public entities; and,

**WHEREAS**, the Corporation will provide for the pooling of fund of public entities which are members of the Corporation and will seek returns on the investment of those funds commensurate with market conditions; and,

**WHEREAS**, the City of Houston is a public entity as defined in the Alaska Investment Pool Act and may wish to become a member and participate in the investment and other services provided through the Corporation.

**WHEREAS**, ~~Strikethrough and italics~~ indicates existing language to be deleted, and **bold and underline** indicates existing language to be deleted.

**NOW THEREFORE, BE IT ORDAINED BY THE HOUSTON CITY COUNCIL OF THE CITY OF HOUSTON, ALASKA:**

**SECTION 1: AUTHORIZATION OF MEMBERSHIP AND AGREEMENT:** The terms of the Alaska Municipal League Investment Pool, Inc. Common Investment Agreement attached hereto, including the investment objectives and purposes contained within the Agreement, are hereby

1 approved. The City of Houston, Alaska is hereby authorized (1) to become a member of the  
2 Corporation and (2) to enter into the Agreement substantially in the form set forth in Exhibit A  
3 and such other documents as are necessary to effectuate that membership and Agreement. The  
4 Mayor or designee is authorized to execute those documents necessary to establish the Public  
5 Entity as a member of the Corporation and for the Public Entity to enter into the Agreement with  
6 no further approval or authorization required by this Governing Body. Should the Public Entity  
7 hereafter enter into the agreement, it will thereby accept and be bound by the terms and  
8 conditions of the Agreement, and the Articles of Incorporation and Bylaws of the Corpaoation,  
9 copies of which Artiles and Bylaws are attached hereto and incorporated by reference.

10  
11 **SECTION 2: AUTHORIZATION OF INVESTMENTS:** Upon execution of the Agreement by the  
12 Public Entity, each officer and employee of the Public Entity who is designated to be  
13 responsible for the investment of public funds of the Public Entity pursuant to the Public  
14 Entity's ordinance is authorized to transfer public funds of the Public Entity to the  
15 Corporation for placement in the Alaska Municipal League Investment Pool created through  
16 the Agreement in order to acquire and interest it, provided that such funds will be invested  
17 in accordance with the terms of the Agreement and the investment policies as set forth in  
18 the Agreement and its exhibits. All such transfers will be made in accordance with the  
19 procedures previously adopted by the Public Entity as may be amended from time to time.

20  
21 **SECTION 3: EFFECTIVENESS OF AND TERMINATION OF MEMBERSHIP AND AGREEMENT:** The  
22 agreement will go into effect upon execution by the Presiding officer and by the Corporation. The  
23 Public Entity's membership in the Corporation and participation in the Pool under the terms of  
24 the Agreement will continue until the Presiding Officer terminates that membership and  
25 participation by written notice to the Corporation or by the adoption of an ordinance by the  
26 Public Entity terminating that membership and participation, whichever first occurs.

27  
28 **SECTION 4: FURTHER ACTS:** Each officer of the public Entity is hereby authorized to take any and  
29 all action necessary to enter into the Agreement and the joint investments in the Pool, to carry  
30 on the membership of the Public Entity in the Corporation, and to perform any obligations of the  
31 Public Entity under that membership and the Agreement.

32  
33 **SECTION 5: EFFECTIVENESS OF ORDINANCE:** This ordinance will be effective upon adoption.

34  
35 **APPROVED AND ADOPTED** by a duly constituted quorum of the Houston City Council on  
36 \_\_\_\_\_, 2026.

37  
38  
39 **THE CITY OF HOUSTON, ALASKA**

40  
41  
42  
43  
44 \_\_\_\_\_  
45 Carter Cole, Mayor  
46

1 **ATTEST:**

2

3

4

5

{Seal}

6

7 Tani Schoneman, City Clerk

# AMLIP



ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

## City of Houston

7-29-2026

COH 58



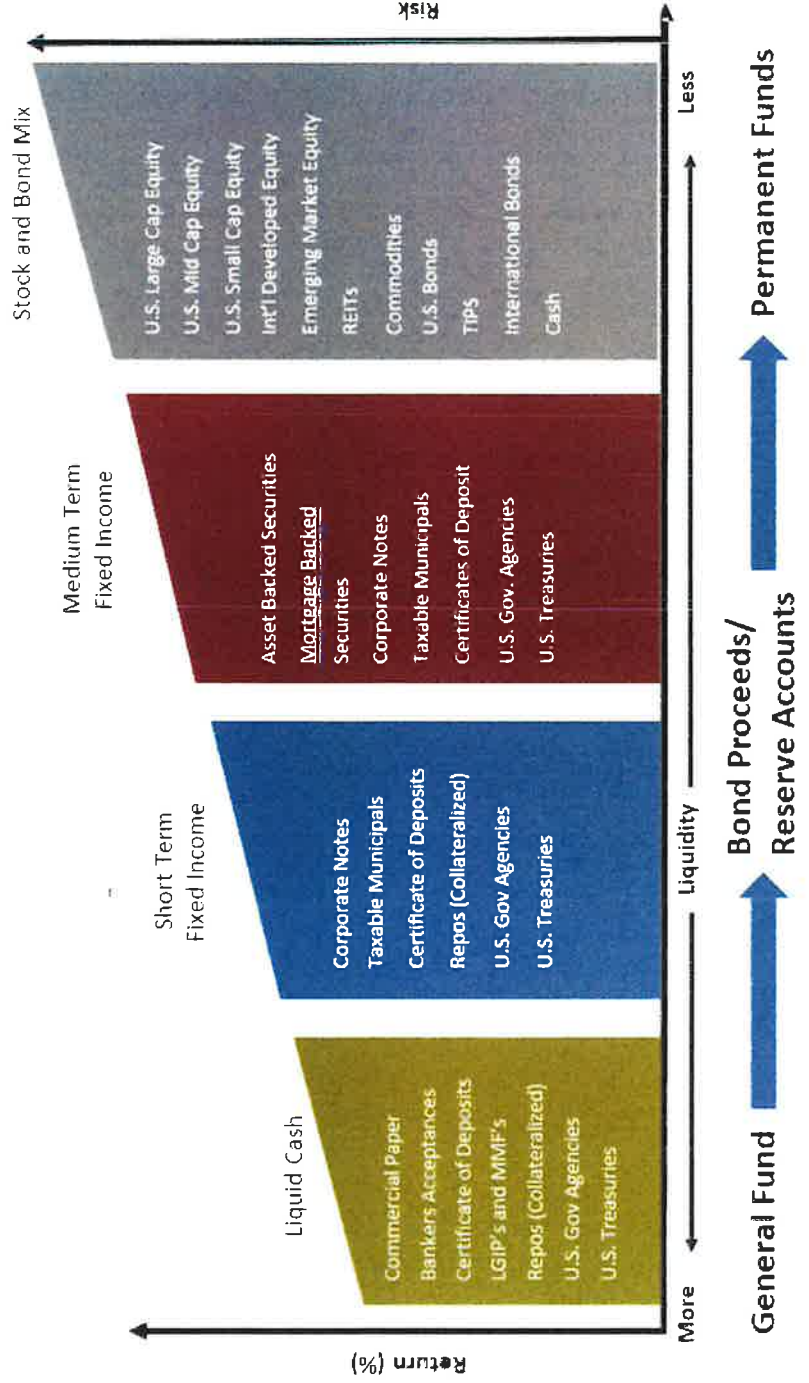
ALASKA PERMANENT  
CAPITAL MANAGEMENT  
Registered Investment Advisor

Presented by  
Lindsey Cashman CFP®  
Bill Liernan, CFA®

# What is AMLIP and How Does it Help You?

- ✧ The purpose of AMLIP is to provide a safe short-term investment option to maximize revenue for state entities, boroughs, cities & school districts.
- ✧ The Alaska Municipal League Investment Pool (AMLIP) is a non-profit corporation formed by the Alaska Municipal League to provide investment services.
- ✧ State Statute AS 29.35.015, the Alaska Investment Pool Act of 1992.  
A feature of AMLIP is there are reporting and audit trails for funds that cannot be commingled, very useful for bond proceeds, grants, or specific projects.
- ✧ The pool has two investment options (Series I and II) for members to optimize cash management.

COH 59



# How Does It Fit in an Entities Investment Sleeve?

High Liquidity/Limited Duration



# What AMLIP Is Used For

A short-term investment vehicle for Alaska public entities

## Public funds invested in the pool

Reserve accounts      Operating cash      Bond proceeds      Tax deposits      Building projects

## What members get in return

Preservation of capital

Competitive rate of return

Reporting with audit trails

✓ **Reporting - audit trails** - Separate accounts at KeyBank allow for efficient and mandatory reporting

# AMLIP is Another Investment Tool

## Series I

- Established 1992
- No minimum deposit
- Same day access to capital
- Stable rate Net Asset Value
- 7-day SEC yield of **3.59%**
- Market Value of \$814 million
- Rated AAAm by S&P
- S&P rated since May 2009

|                                        |         |
|----------------------------------------|---------|
| <b>Average Credit Quality</b>          | A-1+    |
| <b>Weighted Average Maturity (WAM)</b> | 23 days |
| <b>Weighted Average Life (WAL)</b>     | 69 days |

## Series II

- Established 2023
- No minimum deposit
- Three-day access to capital
- Variable rate Net Asset Value
- 30-day SEC yield of **3.46%**
- Market Value of \$119 million

|                                        |          |
|----------------------------------------|----------|
| <b>Average Credit Quality</b>          | A-1+     |
| <b>Weighted Average Maturity (WAM)</b> | 59 days  |
| <b>Weighted Average Life (WAL)</b>     | 148 days |

Series I is a money market fund.

Series II is a cash enhancement fund.

# Fund Organization Structure

**Fund Sponsor:** The Alaska Municipal League (AML) is the sponsor of AMLIP

**Investment Manager/Custodian:** KeyBank

**Investment Advisor:** Alaska Permanent Capital Management



# Fund Review



ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

## ANNUAL REPORT FY25



Interest Earned (both funds, as of 6/30/26)  
2026: \$ 20,664,862



Interest Earned (both funds)  
2025: \$ 39,987,869



Series 1: \$814 million  
Series 2: \$119 million



244 Accounts



93 Members Statewide

# Alaska Permanent Capital Management

**Blake Phillips, CFA® Director of Institutional Solutions, APCM**

Email: [Blake@apcm.net](mailto:Blake@apcm.net)

Phone: 907-646-3505

**Client Relationship Manager Lindsey Cashman, CFF®**

Email: [lindsey@apcm.net](mailto:lindsey@apcm.net)

Phone: 907-646-3532



Blake & Lindsey, Client Support at APCM

## **Role for AMLIP:**

As the Investment Advisor to AMLIP, APCM aids in presentations, board or council engagement, education, advising communities. APCM is responsible to work with the plan sponsor (AML) and the Investment Manager, we help the member with forms, pass resolutions, etc.

CO

## **APCM Notes:**

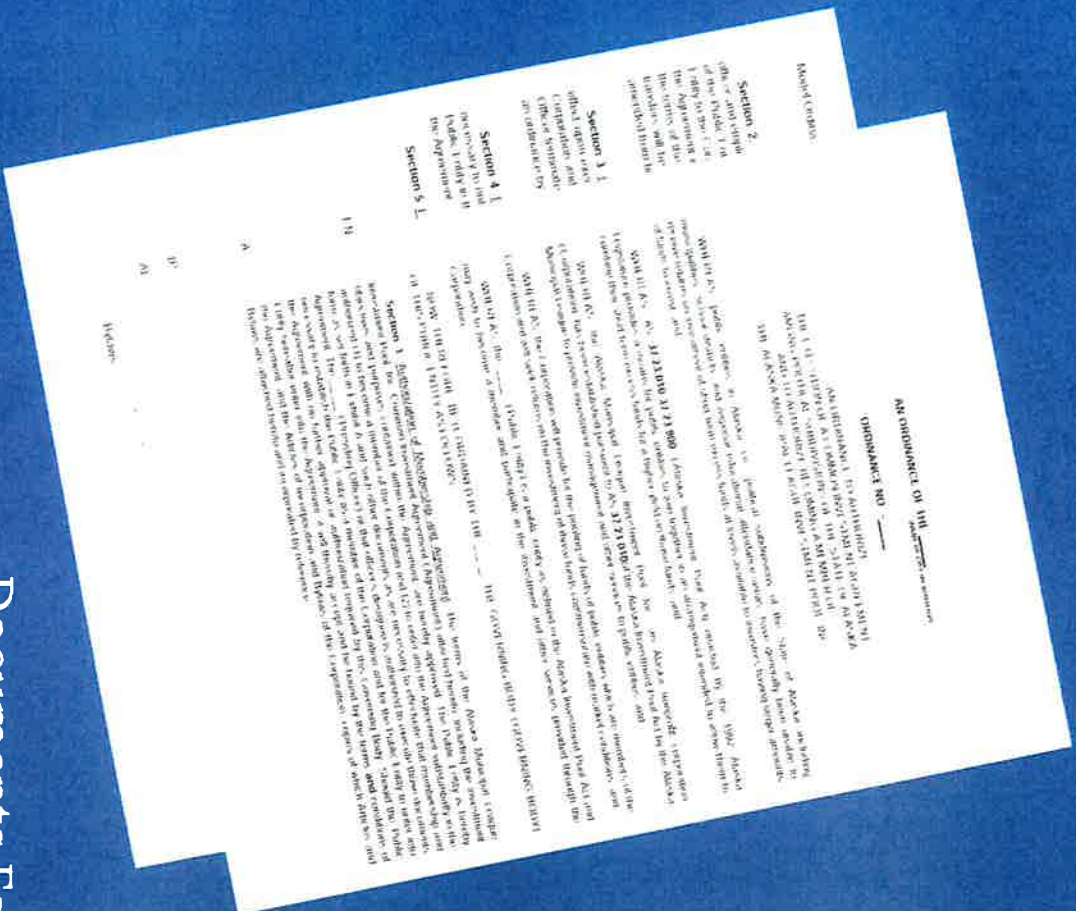
- APCM was founded and continues to be based in Anchorage, Alaska.
- We've been advising Alaskan communities and entities for over 30-years.
- As of June 30, 2026, APCM manages \$4.9 billion in Alaskan assets (excluding the AMLIP funds)
- Our Founder, Dave Rose had a passion for small communities, he was the first Executive Director of the Alaska Permanent Fund Dividend Corp. and helped create AMLIP to allow government communities to join a pool of investors.
- Bill Lierman, CFA® is the Firm's CEO.
- The firm is registered with the SEC, Securities Exchange Commission.



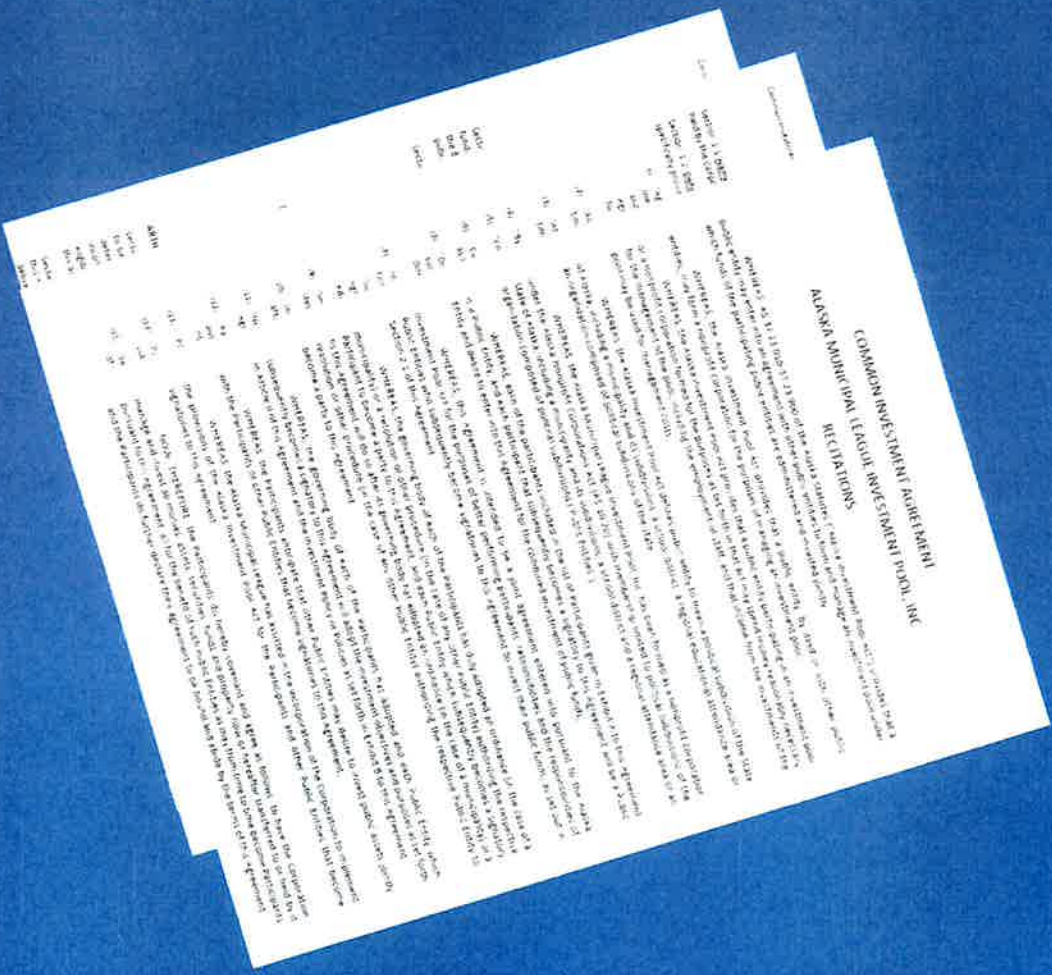
ALASKA PERMANENT  
CAPITAL MANAGEMENT

# Joining AMLIP in Two Steps

## 1. Pass Ordinance



## 2. Sign Common Investment Agreement



Documents Found at AMLIP.org

# AMLIP has 93 Members, 244 Accounts

|                                          |                              |                              |
|------------------------------------------|------------------------------|------------------------------|
| Adak, City of                            | Fairbanks North Star Borough | Northwest Arctic Borough     |
| Akutan, City of                          | Fairbanks, City of           | Nulato, City of              |
| Alaska Association of Municipal Clerks   | False Pass, City of          | Old Harbor, City of          |
| Alaska Govt Finance Officers Association | FAST Planning                | Palmer, City of              |
| Alaska Municipal League                  | Fort Yukon, City of          | Pelican City School District |
| Alaska Municipal Management Association  | Galena, City of              | Pelican, City of             |
| Alaska Public Risk Alliance              | Gustavus, City of            | Petersburg Borough           |
| Aleknagik, City of                       | Haines, City and Borough     | Petersburg School District   |
| Aleutians East Borough                   | Homer, City of               | Pilot Station, City of       |
| Anderson, City of                        | Hoonah, City of              | Platinum, City of            |
| Angoon, City of                          | Huslia, City of              | Pribilof School District     |
| Annette Island School District           | Juneau, City and Borough     | Quinhagak, City of           |
| Atka, City of                            | Kachemak, City of            | Sand Point, City of          |
| Atkasuk, City of                         | Kake City School District    | Selawik, City of             |
| Barrow, City of                          | Kenai Peninsula Borough      | Seldovia, City of            |
| Bethel, City of                          | Kenai, City of               | Seward, City of              |
| Brevig Mission, City of                  | Ketchikan Gateway Borough    | Sitka, City and Borough      |
| Bristol Bay Borough                      | King Cove, City of           | Soldotna, City of            |
| Chevak, City of                          | Kodiak Island Borough        | St. Paul, City of            |
| Chuathbaluk, City of                     | Kodiak, City of              | Tenakee Springs, City of     |
| Cold Bay, City of                        | Kotzebue, City of            | Toksook Bay                  |
| Cordova, City of                         | Koyuk, City of               | Unalakleet, City of          |
| Craig City School District               | Manakotak, City of           | Unalaska, City of            |
| Delta Junction, City of                  | Marshall, City of            | Upper Kalskag, City of       |
| Denali Borough                           | Matanuska-Susitna Borough    | Valdez, City of              |
| Denali Borough School District           | McGrath, City of             | Wasilla, City of             |
| Dillingham, City of                      | Mekoryuk, City of            | Whale Pass, City of          |
| Eagle, City of                           | Mekoryuk, Village of         | Whittier, City of            |
| EEK, City of                             | New Stuyahok, City of        | Wrangell School District     |
| Egegik, City of                          | Nome, City of                | Wrangell, City and Borough   |
| Elim, City of                            | North Pole, City of          | Yakutat, City and Borough    |

# AMLIP: a Board of Peers

## Angie Flick – President

Finance Director

City & Borough of Juneau

Phone: 907.586.5215 ext. 4048

[angie.flick@juneau.org](mailto:angie.flick@juneau.org)

AML Board Appt. Term expires: 12/28

## Cheyenne Heindel

Finance Director

Matanuska-Susitna Borough

Phone: 907.861.8568

[cheyenne.heindel@matsugov.us](mailto:cheyenne.heindel@matsugov.us)

AMLIP Elected. Term expires: 12/27

## Philip Hulett

Galena City School District

907.308.8242

[phil.hulett@galenanet.com](mailto:phil.hulett@galenanet.com)

AML Board Appt. Term expires: 12/28

## Kris Erchinger

Finance Director

City of Whittier

Phone: 907.472.2327

[kerchinger@whittieralaska.gov](mailto:kerchinger@whittieralaska.gov)

AML Board Appt. Term expires: 12/26

## Jody Tow – Vice President

Finance Director

Petersburg Borough

Phone: 907.772.5401

[jtow@petersburgak.gov](mailto:jtow@petersburgak.gov)

AMLIP Elected. Term expires: 12/27

## Sheryl Glasen – Treasurer

Finance Director

City of Cordova

Phone: 907.424.6200

[sglasen@cityofcordova.net](mailto:sglasen@cityofcordova.net)

AML Board Appt. Term expires: 12/28

## Brennan Hickok

Deputy Director for Operations

APRA

Phone: 907.258.2625

[bhickok@alaskarisk.org](mailto:bhickok@alaskarisk.org)

AMLIP Elected. Term expires: 12/26

## Nils Andreassen

Executive Director

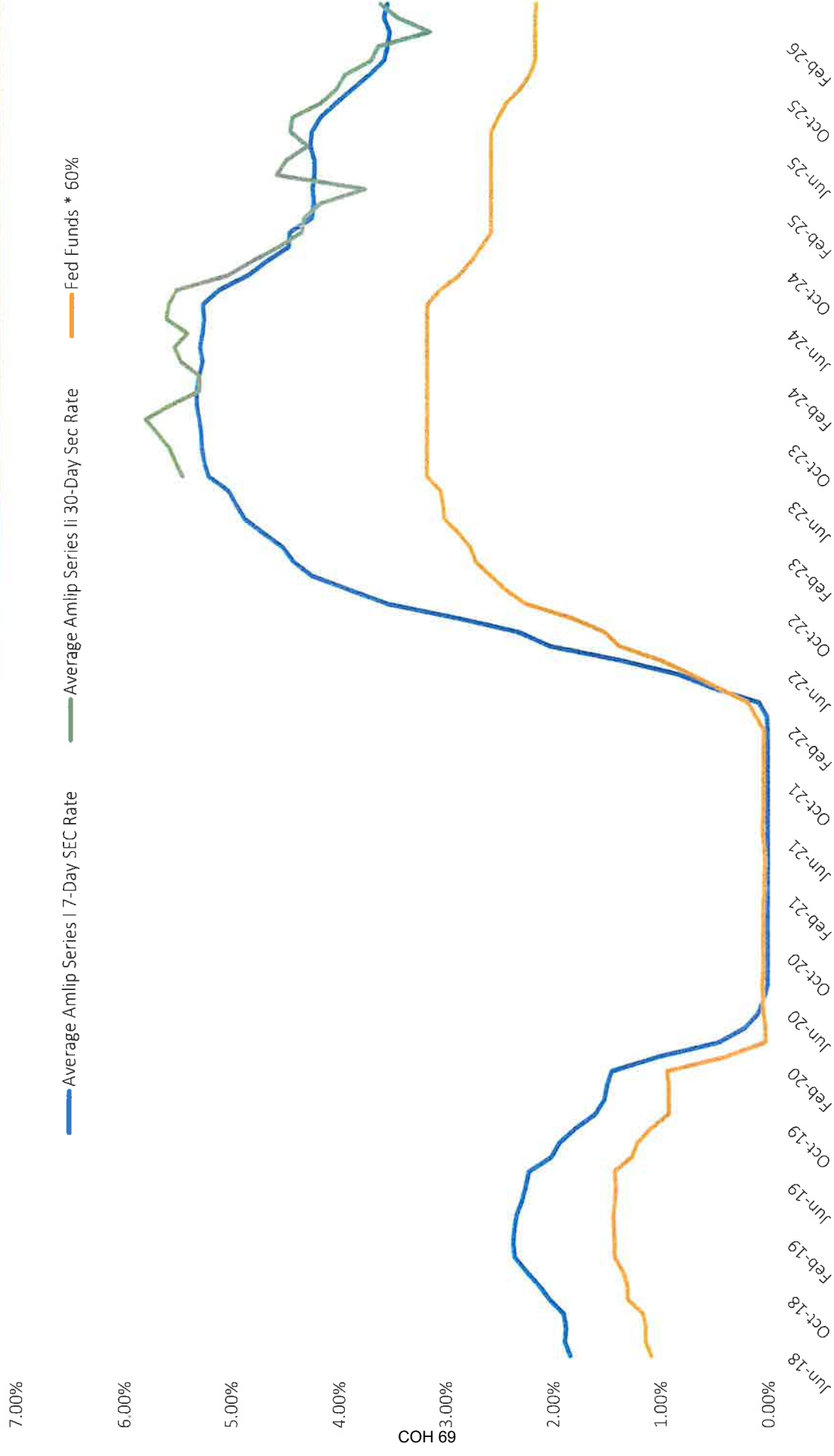
Alaska Municipal League

Phone: 907.586.1325

[nils@akml.org](mailto:nils@akml.org)



# Comparison Yields



Data as of 5/31/2026

Source: KeyBank N.A., Bloomberg



ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

About AMLIP

AMLIP Board

Investments & Reports

Members

FAQs

Contact Us

Safeguarding public investments for over 30 years

Investing in **Your Community**

A Secure, Short-term Investment Vehicle for Alaska Public Entities

|                   |                         |                            |
|-------------------|-------------------------|----------------------------|
| reserve accounts  | tax deposits            | competitive rate of return |
| building projects | operating costs         | reporting - audits         |
| bond proceeds     | presentation of capital | trails                     |



SCAN ME

Use the website, [AMLIP.org](http://AMLIP.org) as a resource for guidance.



**HOUSTON, ALASKA  
ORDINANCE 26-16**

**AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE CHAPTER 2.40, DISASTER EMERGENCY PLANNING, BY ADDING SECTION 2.40.130, CONTINUITY OF GOVERNMENT PLAN, FOR THE PURPOSE OF AUTHORIZING, ADOPTING, MAINTAINING, AND IMPLEMENTING A CONTINUITY OF GOVERNMENT PLAN.**

**BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**WHEREAS**, Houston Municipal Code (HMC) 2.04.010 establishes that a function of the City Council is to exercise policy-making powers of the City and to provide for the performance of all duties and obligations imposed upon the City by law; and

**WHEREAS**, it is in the interest of public safety, public welfare, and stewardship of the people's treasury and trust that a plan be available to re-establish the orderly governance of the City of Houston in extraordinary circumstances; and

**WHEREAS**, this ordinance will establish a Continuity of Government ("COG") Plan for the City of Houston; and,

**WHEREAS**, adopting clear code authority for a Continuity of Government Plan will strengthen lawful succession, public meetings, emergency authority, records protection, public communication, and continuity of elected and appointed City leadership during emergencies and disruptions; and,

**WHEREAS**, ~~Strikethrough and italics~~ indicates existing language to be deleted, and **bold and underline** indicates existing language to be deleted.

**NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**SECTION 1: CLASSIFICATION:** This ordinance is of a permanent nature and shall become part of the Houston Municipal code.

**SECTION 2: SEVERABILITY:** If any provisions of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to another person or circumstances shall not be affected.

**SECTION 3: PURPOSE:** The purpose of this ordinance is to create express municipal code authority for the City of Houston to adopt, maintain, activate, and periodically update a Continuity of Government Plan.

1  
2 **SECTION 4: AMENDMENT OF HOUSTON MUNICIPAL CODE:** Houston Municipal Code Chapter  
3 2.40, Disaster Emergency Planning, is hereby amended by adding a new Section 2.40.130 to read  
4 as follows:  
5

6 **HMC 2.40.130 Continuity of Government Plan.**  
7

8 **A. Plan established.** The City shall maintain a Continuity of Government Plan (COG Plan)  
9 to provide procedures for the continuation of lawful City governance, public meetings,  
10 emergency authority, official records, public communication, leadership succession,  
11 and essential government decision-making during emergencies, disasters, disruptions,  
12 or other conditions affecting normal City operations.  
13

14 **B. Purpose and scope.** The COG Plan shall support the continuation of City Council  
15 authority, the office of Mayor and Acting Mayor, the City Clerk, Treasurer, Public Safety,  
16 Public Works, and other City officials and departments. The COG Plan shall supplement,  
17 and shall not replace, the City Emergency Operations Plan, Continuity of Operations  
18 Plan, Local Hazard Mitigation Plan, Community Wildfire Protection Plan, or other  
19 adopted emergency plans.  
20

21 **C. Required plan elements.** The COG Plan may include, but is not limited to, procedures  
22 for orders of succession, delegations of authority, emergency Council meetings, public  
23 notice, teleconference participation, alternate seat of government, vital records  
24 protection, official communications, intergovernmental coordination, activation,  
25 reconstitution, plan maintenance, training, and restricted or confidential appendices to  
26 the extent allowed by law.  
27

28 **D. Authority and limitations.** The COG Plan shall be implemented consistent with  
29 Houston Municipal Code and state law. The COG Plan shall not independently expand  
30 the emergency powers of the Mayor, Acting Mayor, City Council, Emergency  
31 Coordinator, department heads, or any City official. In the event of conflict, the Houston  
32 Municipal Code and state law shall control. Activation of the COG Plan does not by itself  
33 constitute a declaration of local disaster emergency under HMC 2.40.030 or AS  
34 26.23.140.  
35

36 **E. Activation.** The COG Plan may be activated by the Mayor, Acting Mayor, or  
37 unanimous consent of other City Council members when emergency conditions, loss of  
38 facilities, loss of communications, leadership unavailability, cyber incident, disaster, or  
39 other disruption affects the City's ability to conduct normal lawful government  
40 operations. The Emergency Coordinator may recommend activation and may  
41 coordinate operational implementation when directed by the Mayor, Acting Mayor, or  
42 City Council.  
43

44 **F. Succession and delegations.** The COG Plan shall recognize the Deputy Mayor as  
45 second in line to the Mayor and as Acting Mayor in the absence of the Mayor as  
46 provided in HMC 2.04.100(A). The City Council may, by resolution, establish additional

continuity succession procedures, designations, and delegations of authority for emergency conditions, provided such procedures remain consistent with state law and the Houston Municipal Code.

G. Maintenance and revision. The Mayor or Mayor's designee, acting through the Houston Office of Emergency Management, shall maintain the COG Plan in coordination with the City Clerk, Treasurer, Department of Public Safety, Department of Public Works, and other City officials. The plan shall be reviewed at least annually, after each regular municipal election cycle, after any activation, and after any material change in City leadership, facilities, emergency authority, or applicable law.

H. Council approval and administrative updates. The initial COG Plan and any future major revision affecting legal authority, succession, delegations of authority, adopted alternate seat of government, or City Council procedures shall be approved by resolution of the City Council. Administrative updates, including names, phone numbers, contact lists, formatting, position titles, checklists, or references, may be made by the Mayor or Mayor's designee in coordination with the City Clerk, provided such updates do not change policy, legal authority, or adopted procedures.

I. Records and restricted appendices. The City Clerk shall maintain the official adopted copy of the COG Plan. Contact rosters, security-sensitive information, cyber incident procedures, or other restricted appendices may be maintained separately from the public copy to the extent allowed by law, provided that the public copy identifies the existence and general purpose of any restricted appendix.

J. Training and exercises. City officials and department heads assigned responsibilities under the COG Plan should receive periodic orientation or training. The City may test the COG Plan through tabletop exercises, public meeting continuity drills, emergency contact tests, vital records retrieval checks, or other practical methods.

**SECTION 5: EFFECTIVE DATE:** This ordinance shall take effect upon adoption by the Houston City Council.

**PASSED AND APPROVED AND ADOPTED** by a duly constituted quorum of the Houston City Council on \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

{Seal}

\_\_\_\_\_  
Tani Schoneman, City Clerk



**CITY OF HOUSTON  
INFORMATIONAL MEMORANDUM NO. 26-05**

Title: Continuity of Government

Date: June 26, 2026

Originator: Christian M. Hartley, Public Safety Director

Reviewed by Mayor:

Attachment(s): Ordinance 26-16; City of Houston Continuity of Government Plan

---

**Summary Statement:** The Department of Public Safety is requesting Council create code authority for the City of Houston Continuity of Government Plan and to accept the plan as the City's official continuity framework. The plan addresses continuity of lawful leadership, City Council authority, emergency meetings, public notice, alternate seat of government, vital records, public communication, intergovernmental coordination, and return to normal government operations during emergencies or disruptions.

**Action Taken:** The Department of Public Safety recommends that the Houston City Council introduce and adopt Ordinance No. 26-16 adding HMC 2.40.130, Continuity of Government Plan.

**Direction to Staff:** Upon Council approval, staff will maintain the official adopted plan with the City Clerk, prepare and maintain restricted contact appendices as allowed by law, conduct annual review after the municipal election cycle, and coordinate periodic orientation or tabletop review with the Mayor, Council, City Clerk, Treasurer, Public Safety, Public Works, and other assigned officials.

# City of Houston, Alaska

## Continuity of Government Plan

### *Draft Template*

Prepared for review by the Mayor, Houston City Council, City Clerk, City Attorney, Public Works, and Department of Public Safety

Version: Draft 1.0 | Date: [Insert Date]

| Document Control Item    | Entry                                                                                                                 |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Prepared by              | Christian M. Hartley, Public Safety Director                                                                          |
| Coordinating departments | Mayor / City Council / City Clerk / Treasurer / Public Works / Public Safety                                          |
| Adoption method          | Council resolution or other method recommended by the City Attorney                                                   |
| Review cycle             | Annually, after any activation, after regular election organization, and after major changes to City code or staffing |
| Legal review status      | Draft template only - City Attorney and City Clerk review recommended before adoption                                 |

*This document is intended as an emergency governance framework. It does not replace the Emergency Operations Plan, Continuity of Operations Plan, Local Hazard Mitigation Plan, Community Wildfire Protection Plan, or department operating procedures.*

## Table of Contents

|                                                                         |    |
|-------------------------------------------------------------------------|----|
| 1. Approval and Adoption .....                                          | 4  |
| 2. Purpose .....                                                        | 4  |
| 3. Scope .....                                                          | 5  |
| 4. Legal Authorities and Plan Relationship .....                        | 5  |
| 5. Planning Assumptions .....                                           | 6  |
| 6. Activation .....                                                     | 6  |
| 6.1 Activation Authority .....                                          | 6  |
| 6.2 Activation Triggers .....                                           | 6  |
| 6.3 Duration .....                                                      | 6  |
| 7. Continuity of Leadership .....                                       | 7  |
| 7.1 Mayor .....                                                         | 7  |
| 7.2 Deputy Mayor .....                                                  | 7  |
| 7.3 Acting Mayor Succession .....                                       | 7  |
| 7.4 Vacancy in Mayor or Deputy Mayor .....                              | 7  |
| 8. Continuity of the City Council .....                                 | 7  |
| 8.1 Role of the Council .....                                           | 7  |
| 8.2 Quorum and Voting .....                                             | 8  |
| 8.3 Regular, Special, and Emergency Meetings .....                      | 8  |
| 9. Public Meetings, Notice, Teleconference, and Executive Session ..... | 8  |
| 9.1 Continuity Meeting Procedure .....                                  | 8  |
| 10. Alternate Seat of Government .....                                  | 8  |
| 11. Local Disaster Emergency Declaration and Emergency Powers .....     | 9  |
| 11.1 Declaration of Local Disaster Emergency .....                      | 9  |
| 11.2 Filing and Public Notice .....                                     | 9  |
| 11.3 Emergency Powers .....                                             | 9  |
| 12. Emergency Coordinator and Office of Emergency Management .....      | 9  |
| 13. Delegations of Authority .....                                      | 10 |
| 14. Essential Government Functions .....                                | 10 |
| 15. Vital Records and City Records .....                                | 11 |
| 15.1 Records Protection Actions .....                                   | 11 |
| 16. Continuity Communications and Public Information .....              | 11 |
| 16.1 Official Communication Channels .....                              | 12 |
| 17. Intergovernmental Coordination .....                                | 12 |
| 18. Emergency Finance, Procurement, and Cost Documentation .....        | 12 |

|                                                                 |    |
|-----------------------------------------------------------------|----|
| 19. Reconstitution and Return to Normal Government .....        | 13 |
| 20. Training, Testing, Review, and Maintenance.....             | 13 |
| Appendix A: Emergency Council Meeting Checklist.....            | 14 |
| Before the meeting .....                                        | 14 |
| During the meeting .....                                        | 14 |
| After the meeting .....                                         | 14 |
| Appendix B: Vital Records and Continuity Packet Checklist ..... | 15 |
| Appendix C: Source Directory and Citation Key .....             | 16 |

## 1. Approval and Adoption

**Authority / Citation:** HMC 2.04.010, 2.04.090, 2.04.100, 2.40.100; AS 29.20.220-.250; FEMA Guide to Continuity of Government for SLTT Governments.

This Continuity of Government Plan is adopted by the Houston City Council to ensure that the City of Houston can continue lawful governance, leadership, public meetings, emergency declarations, records protection, public communication, and essential decision-making during emergencies or disruptions.

The City Council exercises the legislative and policy-making powers of the City and only the City Council may enact ordinances and resolutions. The Mayor serves as Chief Administrator of the City and the Deputy Mayor is second in line to the Mayor under Houston Municipal Code.

| Approval Role           | Name / Signature     | Date |
|-------------------------|----------------------|------|
| Mayor                   | Carter Cole          |      |
| Deputy Mayor            | Jeff Brasel          |      |
| City Clerk              | Tani Schoneman       |      |
| Public Safety Director  | Christian Hartley    |      |
| Public Works Director   |                      |      |
| City Attorney review    | Joe Levesque         |      |
| Adopted by City Council | Resolution No. _____ |      |

## 2. Purpose

**Authority / Citation:** HMC 2.04.010, 2.04.090, 2.40.030, 2.40.050, 2.40.100; AS 26.23.060, AS 26.23.140; FEMA Continuity Guidance Circular.

The purpose of this plan is to establish procedures for the continuation of City government during an emergency, disaster, disruption, or other condition that affects the ability of the City to conduct normal government operations.

This plan is intended to ensure:

- Continuity of lawful leadership and decision-making.
- Continuity of City Council authority, public meetings, and official actions.
- Continuity of emergency declarations and emergency authority.
- Continuity of public records, vital documents, and official notices.
- Continuity of public information and coordination with partner agencies.
- Continuity of coordination among the Mayor, City Council, City Clerk, Treasurer, Public Safety, Public Works, and other officials.

### 3. Scope

**Authority / Citation:** *HMC 2.04.010, 2.04.030, 2.04.090, 2.14.050, 2.14.090, 2.26.030, 2.36.025, 2.40.010, 2.40.100; AS 26.23.060.*

This plan applies to the Mayor, Deputy Mayor, City Council, City Clerk, Deputy City Clerk, Treasurer, Public Safety Director, Public Works Director, department heads, appointed officials, and any employee or official assigned responsibilities under this plan.

This plan may be used during incidents including, but not limited to:

- Wildfire
- Flooding
- Earthquake
- Severe weather
- Extended power outage
- Loss of City Hall
- Loss of communications
- Cyber incident affecting City systems
- Public health emergency
- Mass evacuation or sheltering event
- Death, incapacity, absence, or unavailability of key City officials
- Any event affecting the City's ability to lawfully meet, act, communicate, or preserve records

Houston Municipal Code defines disaster broadly to include natural and nonmilitary manmade causes including fire, flood, earthquake, weather condition, epidemic, equipment failure, shortage of essential supplies, hazardous substance release, and similar conditions requiring prompt action.

### 4. Legal Authorities and Plan Relationship

**Authority / Citation:** *HMC Chapters 2.04, 2.14, 2.26, 2.36, 2.40, and 2.50; AS 26.23.060, AS 26.23.140; AS 29.20.160, .220-.280, .380, .390; AS 44.62.310-.312; AS 40.25.110-.220.*

This plan is based on the following authorities and references:

- Alaska Statutes Title 29, Municipal Government.
- Alaska Disaster Act, including AS 26.23.060 and AS 26.23.140.
- Alaska Open Meetings Act, AS 44.62.310 through AS 44.62.312.
- Alaska Public Records Act, AS 40.25.110 through AS 40.25.220, as applicable.
- Houston Municipal Code Chapter 2.04, City Council.
- Houston Municipal Code Chapter 2.14, City Clerk and Treasurer.
- Houston Municipal Code Chapter 2.26, Public Works Department.
- Houston Municipal Code Chapter 2.36, Department of Public Safety.
- Houston Municipal Code Chapter 2.40, Disaster Emergency Planning.
- Houston Municipal Code Chapter 2.50, City Records.
- FEMA continuity planning guidance and continuity of government guidance for state, local, tribal, and territorial governments.

This plan provides the continuity-of-government framework for legal authority and governance. Operational response details belong in the Emergency Operations Plan and supporting annexes. Essential-function continuity details belong in the Continuity of Operations Plan. Mitigation project identification belongs in the Local Hazard Mitigation Plan and the Community Wildfire Protection Plan, as applicable.

## 5. Planning Assumptions

**Authority / Citation:** *HMC 2.04.180, 2.04.190, 2.04.195, 2.04.220, 2.40.010, 2.40.030, 2.40.060, 2.50.020, 2.50.090; AS 29.20.160; AS 44.62.310-.312; FEMA continuity guidance.*

This plan is based on the following assumptions:

- An emergency may occur with little or no warning.
- City Hall may become unavailable, inaccessible, unsafe, without power, or without communications.
- The Mayor, Deputy Mayor, Councilmembers, Clerk, Treasurer, department heads, or other key personnel may be absent, unreachable, evacuated, ill, injured, or otherwise unable to perform their duties.
- A quorum of the City Council may need to meet at an alternate location or through teleconference consistent with law and local code.
- Public trust depends on lawful action, clear public notice, accurate records, and consistent public messaging.
- Emergency actions taken under Chapter 2.40 should be documented and brought to the Council for ratification or modification as soon as conditions permit.
- The City may need to coordinate closely with the Matanuska-Susitna Borough, Alaska Division of Homeland Security and Emergency Management, MatCom, state agencies, utilities, nonprofit partners, and neighboring jurisdictions.

## 6. Activation

**Authority / Citation:** *HMC 2.04.090, 2.04.100, 2.40.020, 2.40.030, 2.40.050, 2.40.100; AS 26.23.140; FEMA continuity guidance.*

### 6.1 Activation Authority

This plan may be activated by the Mayor, the Acting Mayor, the City Council by motion or resolution, or the Emergency Coordinator for operational coordination when directed by the Mayor or Acting Mayor. Activation of this plan does not automatically constitute a local disaster emergency declaration.

### 6.2 Activation Triggers

- City Hall is unavailable or unsafe.
- Normal meeting, notice, records, or public communication processes are disrupted.
- The Mayor or Deputy Mayor is unavailable or unable to act.
- The City must operate under reduced staffing for more than [24/48/72] hours.
- A cyber incident disrupts systems used for meetings, records, finance, or public communication.
- A disaster emergency is declared, or conditions indicate that a declaration may be needed.
- Any emergency affects the City's ability to conduct lawful business.

### 6.3 Duration

This plan remains active until the Mayor, Acting Mayor, or City Council determines that normal government operations can resume, or until the City Council otherwise modifies or terminates continuity operations.

## 7. Continuity of Leadership

**Authority / Citation:** HMC 2.04.035, 2.04.090, 2.04.100; AS 29.20.220-.280; FEMA continuity guidance on orders of succession and delegations of authority.

### 7.1 Mayor

The Mayor serves as Chief Administrator of the City and exercises the duties provided by Houston Municipal Code and Alaska law. In a declared disaster emergency, the Mayor may exercise emergency powers authorized by HMC Chapter 2.40.

### 7.2 Deputy Mayor

The Deputy Mayor is second in line to the Mayor. In the absence of the Mayor, the Deputy Mayor serves as Acting Mayor with the same powers and responsibilities as the Mayor under Houston Municipal Code.

### 7.3 Acting Mayor Succession

The following succession sequence should be completed annually after election of the Mayor and Deputy Mayor. The order shall be organized by the Mayor, subject to approval and adoption by Council resolution after selection of Mayor. This section will be updated annually by the results of that resolution, and the plan updated with the established succession list.

| Order | Position      | Name          | Notes                                                                                                    |
|-------|---------------|---------------|----------------------------------------------------------------------------------------------------------|
| 1     | Deputy Mayor  | Jeff Brasel   | Serves as Acting Mayor when Mayor is absent.                                                             |
| 2     | Councilmember | [Insert Name] | Serves as Acting Mayor in vacancy of Mayor and Deputy Mayor until filled.                                |
| 3     | Councilmember | [Insert Name] | Serves as Acting Mayor in vacancy of Mayor, Deputy Mayor, and previously sequenced person, until filled. |
| 4     | Councilmember | [Insert Name] | Serves as Acting Mayor in vacancy of Mayor, Deputy Mayor, and previously sequenced person, until filled. |
| 5     | Councilmember | [Insert Name] | Serves as Acting Mayor in vacancy of Mayor, Deputy Mayor, and previously sequenced person, until filled. |
| 6     | Councilmember | [Insert Name] | Serves as Acting Mayor in vacancy of Mayor, Deputy Mayor, and previously sequenced person, until filled. |

### 7.4 Vacancy in Mayor or Deputy Mayor

If the office of Mayor or Deputy Mayor becomes vacant, Houston Municipal Code provides that the Council shall elect one of the remaining members to fill the vacancy until the next regular election. If the vacancy also includes the elected Council seat, the Council should first fill the vacated Council position before electing the Mayor or Deputy Mayor.

## 8. Continuity of the City Council

**Authority / Citation:** HMC 2.04.010, 2.04.030, 2.04.035, 2.04.180, 2.04.190, 2.04.220, 2.04.250; AS 29.20.130, AS 29.20.160; AS 44.62.310-.312.

### 8.1 Role of the Council

The City Council remains the legislative and policy-making body of the City during emergencies. The Council retains authority to enact ordinances and resolutions, approve emergency appropriations, ratify or modify emergency actions when required, extend or terminate disaster emergency declarations when required, and provide public accountability.

## 8.2 Quorum and Voting

Houston Municipal Code provides that four Councilmembers constitute a quorum and four affirmative votes are required for passage of an ordinance, resolution, or motion.

| Requirement                  | Houston Requirement                                                                                  |
|------------------------------|------------------------------------------------------------------------------------------------------|
| Council size                 | Seven members                                                                                        |
| Quorum                       | Four Councilmembers                                                                                  |
| Required affirmative votes   | Four affirmative votes for ordinances, resolutions, or motions                                       |
| Teleconference voting        | Roll-call vote                                                                                       |
| Council vacancy below quorum | Remaining members appoint enough qualified persons within seven calendar days to constitute a quorum |

## 8.3 Regular, Special, and Emergency Meetings

Regular Council meetings are held on the second Thursday of each month at 6:00 p.m. in Council chambers unless otherwise designated by Council. A special meeting may be held at the call of the Mayor or at least three Councilmembers. No business may be transacted at a special meeting except the business specifically stated in the notice.

A special meeting may be conducted with less than 24 hours notice if all Councilmembers are present or if absent Councilmembers have waived the required notice in writing. The waiver must be made part of the minutes.

## 9. Public Meetings, Notice, Teleconference, and Executive Session

**Authority / Citation:** HMC 2.04.180, 2.04.190, 2.04.195, 2.04.200, 2.04.220, 2.04.230, 2.04.250; AS 29.20.160; AS 44.62.310-.312.

All Council meetings, except lawful executive sessions, shall remain open to the public. The City shall provide reasonable public notice stating the date, time, place, and agenda for all Council meetings using a combination of print and electronic media and posting at City Hall when accessible. Notice should be provided consistently.

Teleconferencing may be used in accordance with Alaska law and Houston Municipal Code if all Councilmembers have an opportunity to evaluate testimony and evidence and vote on actions. Votes at teleconference meetings shall be by roll call. A Councilmember may not participate in executive session by telephone or other electronic means under HMC 2.04.195(D).

### 9.1 Continuity Meeting Procedure

1. Mayor, Acting Mayor, or at least three Councilmembers request a special or emergency meeting.
2. City Clerk or alternate Clerk prepares notice with date, time, place, agenda, and teleconference access if applicable.
3. Notice is posted at City Hall if accessible and through available electronic channels.
4. Meeting is convened publicly at the stated location or teleconference method.
5. Roll call is taken and quorum is confirmed.
6. Emergency action is stated clearly on the record.
7. Votes are taken by roll call if teleconference is used.
8. Clerk or alternate Clerk preserves minutes, recordings, waivers, proclamations, resolutions, and supporting documents.

## 10. Alternate Seat of Government

**Authority / Citation:** HMC 2.04.180, 2.04.190, 2.04.195; AS 29.20.160; AS 44.62.310; FEMA continuity guidance on continuity facilities.

If City Hall is unavailable, unsafe, inaccessible, or unsuitable for public meetings or essential government functions, the City may relocate official functions to an alternate seat of government. The Mayor, Acting Mayor, or City Council may designate an alternate meeting location when City Hall is unavailable or when conditions make use of City Hall impractical.

| Priority | Location                      | Address                             | Primary Use                             | Notes                                               |
|----------|-------------------------------|-------------------------------------|-----------------------------------------|-----------------------------------------------------|
| 1        | Houston City Hall             | 13878 W. Armstrong Rd<br>Houston AK | Primary seat of government              | Use unless unavailable.                             |
| 2        | Houston Fire Station 9-1      | 13965 W. Armstrong Rd<br>Houston AK | EOC support, public safety coordination | Training room holds total 20 people. Bays over 100. |
| 3        | Houston Fire Station 9-2      | 990 S. Kenlar Rd<br>Houston AK      | EOC support, public safety coordination | Training room holds total 30 people. Bays over 100. |
| 4        | Homesteaders Community Center | 11760 W. Hawk Ln<br>Houston AK      | Community Center                        | Small area, would seat about 30 people. MOU needed. |
| 5        | Virtual / Teleconference      | Virtual or telephonic meeting       | Public meeting continuity               | Must comply with notice and access requirements.    |

## 11. Local Disaster Emergency Declaration and Emergency Powers

**Authority / Citation:** HMC 2.40.010, 2.40.030, 2.40.050, 2.40.060, 2.40.080, 2.40.090; AS 26.23.140.

### 11.1 Declaration of Local Disaster Emergency

A local disaster emergency may only be declared by the Mayor. A disaster emergency proclamation may not continue or be renewed for more than seven days except by or with the consent of the City Council. The Council shall ratify or modify actions of the Mayor at a special or regular meeting as soon as conditions permit.

| Step | Action                                                                                | Responsible Party                  |
|------|---------------------------------------------------------------------------------------|------------------------------------|
| 1    | Incident threatens life, property, public health, infrastructure, or City operations. | Mayor / Emergency Coordinator      |
| 2    | Mayor determines whether a local disaster emergency exists.                           | Mayor                              |
| 3    | Proclamation prepared.                                                                | Mayor / City Clerk / Public Safety |
| 4    | Proclamation signed.                                                                  | Mayor                              |
| 5    | Public notice issued.                                                                 | Mayor / Clerk / PIO designee       |
| 6    | Filed with City Clerk and State.                                                      | Clerk / designee                   |
| 7    | Council meeting scheduled as soon as conditions permit.                               | Mayor / Clerk                      |
| 8    | Council ratifies, modifies, extends, or terminates as needed.                         | City Council                       |

### 11.2 Filing and Public Notice

Any order or proclamation declaring, continuing, or terminating a local disaster emergency shall receive prompt and general publicity and shall be filed with the City Clerk and the appropriate State of Alaska emergency management agency. Houston Municipal Code references the Alaska Division of Emergency Services; the current agency is the Alaska Division of Homeland Security and Emergency Management.

### 11.3 Emergency Powers

Upon proclamation of a disaster emergency, the Mayor may exercise emergency powers provided in HMC 2.40.060, including use of City resources, relocation, control of access to disaster areas, temporary housing provisions, allocation of necessary supplies, and obtaining vital supplies or equipment needed to protect health, life, and property.

## 12. Emergency Coordinator and Office of Emergency Management

**Authority / Citation:** HMC 2.40.020, 2.40.070, 2.40.100; AS 26.23.060; AS 26.23.140; AS 29.20.220-.250.

The Mayor or Mayor's designee is designated as the City Emergency Coordinator. The Emergency Coordinator has authority to coordinate and cooperate with the Matanuska-Susitna Borough emergency services coordinator and the State of Alaska for response and relief of unforeseen emergencies and disasters.

The Mayor or Mayor's designee also serves as the Houston Office of Emergency Management, functioning as the City disaster agency. The Office of Emergency Management is responsible for maintaining liaison with state and other political subdivision authorities and preparing and maintaining City emergency plans.

| Role                         | Primary                | Alternate 1                  | Alternate 2                  |
|------------------------------|------------------------|------------------------------|------------------------------|
| Emergency Coordinator        | Mayor                  | Public Safety Director       | Any Houston FD Chief Officer |
| Emergency Management Liaison | Public Safety Director | Any Houston FD Chief Officer | Public Works Director        |
| Public Works Liaison         | Public Works Director  | Public Works Clerk           | Mayor's designee             |
| Records / Documentation Lead | City Clerk             | Deputy City Clerk            | Designated records officer   |
| Finance / Cost Tracking Lead | Treasurer              | Finance Clerk                | Clerk's Office Designee      |
| Public Information Lead      | Mayor                  | City Clerk                   | Public Safety Director       |

### 13. Delegations of Authority

**Authority / Citation:** HMC 2.04.090, 2.04.100, 2.14.050, 2.14.070, 2.14.090, 2.40.020, 2.40.030, 2.40.060, 2.40.090; AS 29.20.220-.250, AS 29.20.380-.390; FEMA continuity guidance on delegations of authority.

Delegations of authority identify who may act when the primary official is unavailable. Delegations should be written, reviewed annually, kept by the City Clerk, and aligned with City code, state law, adopted policy, and City Attorney guidance.

| Authority                                   | Primary                       | Alternate 1                      | Alternate 2                | Limits / Notes                                                                  |
|---------------------------------------------|-------------------------------|----------------------------------|----------------------------|---------------------------------------------------------------------------------|
| Declare local disaster emergency            | Mayor                         | Acting Mayor                     | No other alternate.        | HMC says local disaster emergency may only be declared by Mayor.                |
| Request Borough / State assistance          | Mayor / Emergency Coordinator | Public Safety Director           | Public Works Director      | Coordinate through Mat-Su Borough and State as appropriate.                     |
| Issue official emergency public information | Mayor                         | City Clerk                       | Public Safety Director     | Use approved messaging and preserve official notices.                           |
| Relocate City meeting location              | Mayor / Council               | Acting Mayor                     | City Clerk                 | Must preserve public access and notice.                                         |
| Call special Council meeting                | Mayor or 3 Councilmembers     | Acting Mayor or 3 Councilmembers | No other alternates.       | HMC special meeting rules apply.                                                |
| Execute emergency contracts                 | Mayor                         | Acting Mayor                     | Relevant purchasing agent  | Subject to HMC procurement and finance limits.                                  |
| Emergency spending / fund transfer          | Mayor                         | Acting Mayor                     | No other alternate.        | HMC allows transfer/spending up to \$20,000 during declared disaster emergency. |
| Preserve official records                   | City Clerk                    | Deputy City Clerk                | Designated records officer | Follow HMC Chapter 2.50.                                                        |
| Maintain emergency cost documentation       | Treasurer                     | Deputy Treasurer / designee      | Mayor designee             | Needed for reimbursement and audit trail.                                       |
| Coordinate public works emergency actions   | Public Works Director         | Public Works Clerk               | Mayor designee             | Roads, facilities, drainage, debris, City property.                             |
| Coordinate public safety emergency actions  | Public Safety Director        | Any Houston FD chief officer     | Any Houston FD officer     | Responder coordination. Use mutual aid agreements as needed.                    |

### 14. Essential Government Functions

**Authority / Citation:** HMC 2.04.010, 2.04.090, 2.14.050, 2.14.090, 2.26.030, 2.36.025, 2.40.100, 2.50.090; AS 26.23.060; FEMA continuity guidance on essential functions.

During a continuity event, the City shall prioritize the following essential government functions. Department-level details should be maintained in the Continuity of Operations Plan.

| Priority | Essential Function                                         | Lead                          | Support                       |
|----------|------------------------------------------------------------|-------------------------------|-------------------------------|
| 1        | Lawful continuity of Mayor / Council authority             | Mayor / Acting Mayor          | City Council, Clerk           |
| 2        | Emergency declarations and official actions                | Mayor                         | Clerk, Public Safety          |
| 3        | Public meetings and public notice                          | City Clerk                    | Mayor, Council                |
| 4        | Public safety coordination                                 | Public Safety Director        | MatCom, Borough               |
| 5        | Public works and infrastructure coordination               | Public Works Director         | Public Works staff            |
| 6        | Emergency finance, payroll, procurement, and cost tracking | Treasurer                     | Clerk, Mayor                  |
| 7        | Records protection and continuity                          | City Clerk                    | Department heads              |
| 8        | Public information                                         | Mayor / PIO designee          | Clerk, Public Safety          |
| 9        | Mutual aid and intergovernmental coordination              | Mayor / Emergency Coordinator | Public Safety, Public Works   |
| 10       | Recovery transition and documentation                      | Mayor / Council               | Clerk, Treasurer, departments |

## 15. Vital Records and City Records

**Authority / Citation:** HMC 2.14.050, 2.14.070, 2.50.010-.090; AS 29.20.380; AS 40.25.110-.220; FEMA continuity guidance on vital records.

Houston Municipal Code defines vital records as records necessary to assure continuance of essential governmental operations and protect the legal and financial operation of the City in the event of disaster or catastrophic loss of City records.

The City Clerk is responsible for the City's Records and Information Management program, including policies, retention schedule review, records management training, litigation holds, disaster planning for records, and permanent preservation of historical and vital records.

| Record / System                 | Custodian                     | Format          | Backup Location               | Needed Within |
|---------------------------------|-------------------------------|-----------------|-------------------------------|---------------|
| City Code                       | City Clerk                    | Digital / paper | Fire Station 9-1 Records Room | Immediate     |
| Emergency declarations          | City Clerk                    | Digital / paper | Fire Station 9-1 Records Room | Immediate     |
| Personnel emergency contacts    | City Clerk / Department heads | Confidential    | Houston City Hall             | Immediate     |
| Emergency contact rosters       | Public Safety / City Clerk    | Confidential    | Houston City Hall             | Immediate     |
| Council minutes and resolutions | City Clerk                    | Digital / paper | Fire Station 9-1 Records Room | 24 hours      |
| Ordinances                      | City Clerk                    | Digital / paper | Fire Station 9-1 Records Room | 24 hours      |
| Maps / infrastructure lists     | Public Works / Public Safety  | Digital / paper | Houston City Hall             | 24-72 hours   |
| Contracts and MOUs              | City Clerk / Mayor            | Digital / paper | Fire Station 9-1 Records Room | 72 hours      |
| Payroll records                 | Treasurer                     | Digital         | Fire Station 9-1 Records Room | 72 hours      |
| Purchasing records              | Treasurer                     | Digital / paper | Fire Station 9-1 Records Room | 72 hours      |
| Insurance policies              | City Clerk / Treasurer        | Digital / paper | Fire Station 9-1 Records Room | 72 hours      |
| Facility records                | Public Works                  | Digital / paper | Houston City Hall             | 72 hours      |

### 15.1 Records Protection Actions

1. Review the vital records inventory at least annually.
2. Confirm backup locations and access permissions.
3. Confirm access credentials for key systems.
4. Store emergency paper copies of key authorities and contacts.
5. Confirm who can access records if the Clerk is unavailable.
6. Test retrieval of electronic records.
7. Maintain a confidential continuity packet for leadership.

## 16. Continuity Communications and Public Information

**Authority / Citation:** HMC 2.04.190, 2.04.195, 2.40.030, 2.40.060, 2.40.100; AS 26.23.140; AS 44.62.310; FEMA continuity guidance on communications.

The City shall maintain redundant communication methods for elected officials, department heads, employees, partner agencies, and the public. Official emergency communications should be accurate, timely, plain-language, consistent with official City actions, and coordinated between the Mayor, Public Safety, Public Works, and City Clerk.

| Audience                      | Primary Method                      | Backup Method                                                | Redundant Method |
|-------------------------------|-------------------------------------|--------------------------------------------------------------|------------------|
| Mayor and Council             | Phone / text                        | Email                                                        | In-person runner |
| Department heads              | Phone / text                        | Email                                                        | In-person runner |
| City employees                | Direct communication                | Phone / text tree (review resource list)                     | GoGov App Group  |
| Public                        | Website / Facebook / posted notices | Local media / partner reposts / physical notices / GoGov App | Radio            |
| Mat-Su Borough                | Phone / email                       | EOC contact                                                  | In-person runner |
| State DHS&EM                  | Phone / email                       | Borough relay through EOC                                    | ALMR radio       |
| Dispatch / MatCom             | Normal dispatch channels            | Radio / phone                                                | In-person runner |
| Utilities / critical partners | Phone / email                       | Alternate contact list                                       | In-person runner |

## 16.1 Official Communication Channels

- City website: [www.houstonak.us](http://www.houstonak.us)
- Official City Facebook page: [www.facebook.com/houstonak](https://www.facebook.com/houstonak)
- Posted notices at City Hall or alternate location
- GoGov app: downloadable for free from all Android and Apple app stores
- Local media contacts
- Mat-Su Borough or State alert systems, when coordinated

## 17. Intergovernmental Coordination

**Authority / Citation:** HMC 2.36.025, 2.40.020, 2.40.040, 2.40.070, 2.40.100; AS 26.23.060; AS 26.23.140.

During a continuity event, the City may coordinate with the Matanuska-Susitna Borough, Alaska Division of Homeland Security and Emergency Management, Alaska State Troopers, MatCom, Alaska Division of Forestry and Fire Protection, utilities, neighboring jurisdictions, school district facilities, volunteer organizations, and nonprofit partners.

Houston Municipal Code authorizes the Mayor to enter into interjurisdictional arrangements with other political subdivisions and the state for mutual aid in response to and recovery from disaster emergencies. The Public Safety Director is also charged with coordinating mutual aid agreements with partner agencies and ensuring interoperability of public safety divisions.

| Partner / Agency                         | Primary Coordination Need                                       | City Lead                             | Contact Method |
|------------------------------------------|-----------------------------------------------------------------|---------------------------------------|----------------|
| Matanuska-Susitna Borough                | EOC coordination, resource requests, public information support | Emergency Coordinator / Public Safety | Email, Phone   |
| Alaska DHS&EM                            | State disaster coordination, declarations, resource requests    | Emergency Coordinator                 | Email, Phone   |
| MatCom / Dispatch                        | Responder communication and incident notifications              | Public Safety                         | Email, Phone   |
| Alaska State Troopers                    | Law enforcement coordination                                    | Public Safety                         | Email, Phone   |
| Division of Forestry and Fire Protection | Wildfire response and prevention coordination                   | Public Safety                         | Email, Phone   |
| Utilities                                | Power, fuel, communications, service restoration                | Public Works                          | Email, Phone   |
| Nonprofit / volunteer partners           | Sheltering, donations, volunteers, welfare support              | Mayor / Public Safety                 | Email, Phone   |

## 18. Emergency Finance, Procurement, and Cost Documentation

**Authority / Citation:** HMC 2.14.090, 2.40.060, 2.40.080, 2.40.090; HMC Title 4 Revenue and Finance; AS 26.23.140; FEMA Public Assistance documentation practices.

The Treasurer is responsible for City funds, accounts, payroll administration, purchasing and accounts payable processing, financial records, and financial reporting. During a declared disaster emergency, HMC 2.40.090 states that the first recourse for disaster emergency funds shall be the regularly appropriated funds of the various City departments. If appropriate departmental budgets have insufficient funds, the Mayor may transfer and spend funds appropriated for other purposes, not to exceed \$20,000, subject to later Council ratification as practicable.

The City should preserve documentation for emergency purchases, personnel time, equipment use, donated resources, mutual aid, contracts, damages, photographs, and work performed. This section should be cross-referenced with the Debris Management Plan, EOP Finance/Admin procedures, and FEMA Public Assistance documentation requirements as applicable.

| Documentation Item  | Responsible Party           | Minimum Action                                                           |
|---------------------|-----------------------------|--------------------------------------------------------------------------|
| Emergency purchases | Treasurer / department lead | Retain purchase order, invoice, receipt, approval, and incident purpose. |

| Documentation Item | Responsible Party                         | Minimum Action                                                                           |
|--------------------|-------------------------------------------|------------------------------------------------------------------------------------------|
| Personnel time     | Department head / Treasurer               | Track regular time, overtime, task, location, and incident assignment.                   |
| Equipment use      | Public Works / Public Safety              | Track equipment type, operator, hours, fuel, location, and work performed.               |
| Contracts          | Mayor / Clerk / Treasurer                 | Retain solicitation, contract, scope, rates, invoices, and approvals.                    |
| Mutual aid         | Emergency Coordinator / Public Safety     | Retain request, authorization, resources provided, and reimbursement terms.              |
| Damages            | Public Works / Public Safety / City Clerk | Photograph damage, record location, date, description, and immediate protective actions. |

## 19. Reconstitution and Return to Normal Government

**Authority / Citation:** HMC 2.04.010, 2.04.180, 2.04.190, 2.40.030, 2.40.050, 2.50.090; AS 26.23.140; FEMA continuity guidance on reconstitution.

Reconstitution is the process of returning from continuity operations to normal government operations. The Mayor, Acting Mayor, or City Council may begin reconstitution when City Hall or an alternate official location is available, leadership is available, meeting and records systems are stable, emergency delegations are no longer needed, and emergency actions have been documented.

| Task                                                      | Responsible Party            | Complete                 |
|-----------------------------------------------------------|------------------------------|--------------------------|
| Confirm safe use of City Hall or permanent alternate site | Mayor / Public Works         | <input type="checkbox"/> |
| Confirm leadership availability                           | Mayor / Clerk                | <input type="checkbox"/> |
| Confirm Council meeting schedule                          | Clerk                        | <input type="checkbox"/> |
| Gather emergency declarations, orders, and actions        | Clerk                        | <input type="checkbox"/> |
| Gather cost records and emergency purchases               | Treasurer                    | <input type="checkbox"/> |
| Review emergency contracts and obligations                | Mayor / Treasurer / Attorney | <input type="checkbox"/> |
| Ratify or modify Mayor's emergency actions if required    | City Council                 | <input type="checkbox"/> |
| Issue public notice of return to normal operations        | Mayor / Clerk                | <input type="checkbox"/> |
| Conduct after-action review                               | Public Safety / Mayor        | <input type="checkbox"/> |
| Update this plan based on lessons learned                 | Public Safety / Clerk        | <input type="checkbox"/> |

## 20. Training, Testing, Review, and Maintenance

**Authority / Citation:** HMC 2.04.035, 2.04.090, 2.04.100, 2.40.100, 2.50.090; AS 26.23.060; FEMA continuity guidance on testing, training, exercises, and plan maintenance.

This plan shall be reviewed annually and after any activation. At minimum, the City should conduct the following maintenance activities:

| Activity                            | Frequency                             | Lead                          |
|-------------------------------------|---------------------------------------|-------------------------------|
| Leadership succession review        | Annually after election certification | Clerk / Mayor                 |
| Emergency contact roster update     | Quarterly                             | Clerk / Public Safety         |
| Alternate meeting site check        | Annually                              | Public Works / Clerk          |
| Vital records access test           | Annually                              | Clerk / Treasurer             |
| Council emergency meeting tabletop  | Annually                              | Public Safety / Clerk         |
| Public information drill            | Annually                              | Mayor / Public Safety         |
| Full plan review                    | Annually                              | Public Safety Director        |
| Post-activation after-action review | After each activation                 | Public Safety / Mayor / Clerk |

## Appendix A: Emergency Council Meeting Checklist

**Authority / Citation:** HMC 2.04.180, 2.04.190, 2.04.195, 2.04.200, 2.04.220, 2.04.230, 2.04.250; AS 29.20.160; AS 44.62.310-.312.

### Before the meeting

- ☐ Determine need for special or emergency meeting.
- ☐ Confirm who called the meeting: Mayor or at least three Councilmembers.
- ☐ Prepare agenda limited to emergency business.
- ☐ Prepare notice with date, time, place, teleconference access, and agenda.
- ☐ Post notice at City Hall if accessible.
- ☐ Post notice electronically if systems are available.
- ☐ Notify Councilmembers.
- ☐ Prepare waiver forms if less than 24 hours notice is used.
- ☐ Prepare roll-call voting sheet.
- ☐ Prepare draft resolution, proclamation, or motion.

### During the meeting

- ☐ Call to order.
- ☐ Roll call.
- ☐ Confirm quorum.
- ☐ State emergency purpose.
- ☐ Confirm public access.
- ☐ Take public comment if required or practicable.
- ☐ Consider emergency action.
- ☐ Take roll-call vote if teleconference is used.
- ☐ Announce result clearly.

### After the meeting

- ☐ Preserve minutes.
- ☐ Preserve recording, if required.
- ☐ File adopted documents.
- ☐ Publish or post official action.
- ☐ Send required filings to state or borough partners.
- ☐ Add documents to emergency record file.

## Appendix B: Vital Records and Continuity Packet Checklist

**Authority / Citation:** *HMC 2.14.050, 2.14.070, 2.50.020, 2.50.090; AS 29.20.380; FEMA continuity guidance on vital records.*

- ☐ Current City Code or emergency-access version of relevant code sections.
- ☐ Current Mayor, Deputy Mayor, and Council roster.
- ☐ Annual order of succession list.
- ☐ Current department head roster.
- ☐ Emergency declaration template.
- ☐ Council ratification / extension resolution template.
- ☐ Alternate meeting site list and access information.
- ☐ Teleconference access instructions.
- ☐ Public notice procedures and login/access information.
- ☐ Emergency partner contact list.
- ☐ Insurance, finance, payroll, and purchasing emergency contacts.
- ☐ Records backup location and access instructions.
- ☐ Current adopted emergency plans and annexes.

## Appendix C: Source Directory and Citation Key

**Authority / Citation:** *Provided to support the section-by-section citations used throughout this template.*

Citation key used in this document: HMC = Houston Municipal Code; AS = Alaska Statutes.

| Citation / Source                                                                           | Use in Plan                                                                                                                               | Source Location                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City of Houston Municipal Code                                                              | General code source                                                                                                                       | <a href="https://ecode360.com/H04484">https://ecode360.com/H04484</a>                                                                                                                                                                                   |
| HMC Chapter 2.04, City Council                                                              | Council authority, Mayor, Deputy Mayor, meetings, public notice, teleconference, quorum, voting                                           | <a href="https://ecode360.com/49187716">https://ecode360.com/49187716</a>                                                                                                                                                                               |
| HMC Chapter 2.14, City Clerk and Treasurer                                                  | Clerk, Deputy Clerk, Treasurer, minutes, records, finance duties                                                                          | <a href="https://ecode360.com/49187874">https://ecode360.com/49187874</a>                                                                                                                                                                               |
| HMC Chapter 2.26, Public Works Department                                                   | Public Works responsibilities and infrastructure continuity                                                                               | <a href="https://ecode360.com/49187952">https://ecode360.com/49187952</a>                                                                                                                                                                               |
| HMC Chapter 2.36, Department of Public Safety                                               | Public Safety Director, Fire Chief, emergency management division, mutual aid                                                             | <a href="https://ecode360.com/49187964">https://ecode360.com/49187964</a>                                                                                                                                                                               |
| HMC Chapter 2.40, Disaster Emergency Planning                                               | Disaster definitions, Emergency Coordinator, emergency declaration, emergency powers, financing, OEM                                      | <a href="https://ecode360.com/49188001">https://ecode360.com/49188001</a>                                                                                                                                                                               |
| HMC Chapter 2.50, City Records                                                              | Public records, vital records, RIM program, records disaster planning                                                                     | <a href="https://ecode360.com/49188054">https://ecode360.com/49188054</a>                                                                                                                                                                               |
| AS Title 29, Municipal Government                                                           | Second class city mayor, governing body procedures, clerk, treasurer, municipal departments                                               | <a href="https://www.akleg.gov/statutesPDF/Title-29.pdf">https://www.akleg.gov/statutesPDF/Title-29.pdf</a>                                                                                                                                             |
| AS 26.23.060, Local and interjurisdictional disaster services                               | Local disaster services, local disaster emergency planning responsibilities                                                               | <a href="https://law.justia.com/codes/alaska/title-26/chapter-23/article-1/section-26-23-060/">https://law.justia.com/codes/alaska/title-26/chapter-23/article-1/section-26-23-060/</a>                                                                 |
| AS 26.23.140, Local disaster emergencies                                                    | Local disaster declaration authority, seven-day limit, publicity and filing, activation of response and recovery plans                    | <a href="https://law.justia.com/codes/alaska/title-26/chapter-23/article-1/section-26-23-140/">https://law.justia.com/codes/alaska/title-26/chapter-23/article-1/section-26-23-140/</a>                                                                 |
| AS 44.62.310-.312, Open Meetings Act                                                        | Public meetings, reasonable public notice, teleconference, public access                                                                  | <a href="https://www.commerce.alaska.gov/web/dcra/LocalGovernmentResourceDesk/LocalGovernmentElectedOfficials/OpenMeetingsAct">https://www.commerce.alaska.gov/web/dcra/LocalGovernmentResourceDesk/LocalGovernmentElectedOfficials/OpenMeetingsAct</a> |
| AS 40.25.110-220, Alaska Public Records Act                                                 | Public records availability and exemptions where applicable                                                                               | <a href="https://www.akleg.gov/statutesPDF/Title-40.pdf">https://www.akleg.gov/statutesPDF/Title-40.pdf</a>                                                                                                                                             |
| FEMA Guide to Continuity of Government for State, Local, Tribal and Territorial Governments | Best-practice reference for continuity of government elements                                                                             | <a href="https://www.fema.gov/sites/default/files/documents/fema_sltt-cog-guidance_070921.pdf">https://www.fema.gov/sites/default/files/documents/fema_sltt-cog-guidance_070921.pdf</a>                                                                 |
| FEMA Continuity Guidance Circular, 2024 Update                                              | Best-practice reference for continuity planning elements                                                                                  | <a href="https://www.fema.gov/sites/default/files/documents/fema_continuity-guidance-circular_082024.pdf">https://www.fema.gov/sites/default/files/documents/fema_continuity-guidance-circular_082024.pdf</a>                                           |
| FEMA Continuity Plan Template and Instructions for Non-Federal Entities                     | Best-practice reference for template structure, essential functions, succession, delegations, records, communications, and reconstitution | <a href="https://www.fema.gov/sites/default/files/2020-10/non-federal-continuity-plan-template_083118.pdf">https://www.fema.gov/sites/default/files/2020-10/non-federal-continuity-plan-template_083118.pdf</a>                                         |
| Alaska DHS&EM Local Government Disaster Declaration Template                                | Sample declaration structure and state filing expectations                                                                                | <a href="https://ready.alaska.gov/Documents/Operations/Local%20Government%20Disaster%20Declaration%20V.2.pdf">https://ready.alaska.gov/Documents/Operations/Local%20Government%20Disaster%20Declaration%20V.2.pdf</a>                                   |

**HOUSTON, ALASKA  
ORDINANCE 26-17**

**AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE (HMC) SECTIONS 4.01.060 3&4 INVESTMENT POLICIES, 4.05.030 APPROPRIATIONS, 4.05.050 APPROVAL OF USE OF CITY FUNDS, 4.05.060 RESERVE FUND C ADD (D&E), 4.10.080(A) EXECUTION OF CONTRACTS, 4.10.010 DEFINITIONS, 10.030 PURCHASING (A) ADD (B), 4.10.130(A) LIMITED COMPETITION PROCUREMENT AND, 4.10.190 LOCAL VENDOR PREFERENCE. TO PROVIDE CLARIFICATION AND A STREAMLINED PROCESS FOR PURCHASES UNDER \$2,500.00 AND ALLOW FOR CORRECTION TO CURRENT LAWS.**

**BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**WHEREAS**, in HMC 4.01.010 Financial policies. The financial policies of the City establish the framework for overall fiscal planning and management and set forth guidelines for both current activities and long-range planning. These policies are reviewed annually to assure the highest standards of fiscal management. The Mayor and the department heads have the primary role of reviewing financial actions and providing guidance on financial issues to the Council. ; and,

**WHEREAS**, for this administration to fulfill this obligation since March 12, 2026, many items delayed us from being able to complete this until now; and,

**WHEREAS**, the finance department has been busy learning the software accounting system and updating financial activities for the city since items were not reconciled in late 2025.; and,

**WHEREAS**, the review was completed by the Directors and Mayor after the budget was completed and the closing out of the 2026 fiscal year.

**SECTION 1: CLASSIFICATION:** This ordinance is of a permanent nature and shall become part of Houston Municipal code.

**SECTION 2: SEVERABILITY:** If the provisions of this ordinance, or any application thereof to person or circumstances is held invalid, the remainder of this ordinance and the application to another person or circumstances shall not be affected hereby.

**SECTION 3: PURPOSE:** The purpose of this ordinance is to update Houston Municipal Code (HMC) Sections 4.01.060 3&4 Investment Policies, 4.05.030 Appropriations, 4.05.050 Approval of use of City Funds, 4.05.060 Reserve Fund C Add (D&E), 4.10.080(A) Execution of Contracts, 4.10.010

Definitions, 10.030 Purchasing(A) Add (B), 4.10.130(A) Limited Competition Procurement and, 4.10.190 Local Vendor Preference.

**SECTION 4: AMENDMENT: 4.01.060 3 & 4 Investment policies.**

A. The Mayor, with the assistance of the City Treasurer, shall be responsible for funds management.

B. The Mayor shall invest money only in the following types of investments:

1. Bonds, notes or other obligations of the United States;

2. Bonds or other evidence of indebtedness of the state;

3. Savings accounts or certificates of deposits of banks authorized to do business in Alaska to the extent that the account is insured **except for up to 75% of the Reserve Fund with approval of the Council can be invested at a higher yield of interest;**

4. Federally insured savings and loan associations to the extent that the investment is insured **except for up to 75% of the Reserve Fund with approval of the Council can be invested at a higher yield of interest.**

5. **The Alaska Municipal League Investment Pool, Inc., made in accordance with the terms of that pool's Common Investment Agreement;**

C. No investment shall be made for a term beyond the time when the City expects to need the funds.

D. The cost for accounting procedures, including the audits, shall be budgeted in the general appropriations.

**SECTION 4: AMENDMENT: 4.05.030 Appropriations.**

The Council must make all appropriations by noncoded ordinance. Within a departmental budget, the Mayor may transfer part or all of any appropriation among line items, as necessary up to ~~10~~ 25 percent of the departmental budget.

**SECTION 4: AMENDMENT: 4.05.050 Approval of use of City funds.**

Except for petty cash and approved appropriations, no City funds may be disbursed.

**SECTION 4: AMENDMENT: 4.05.060 Reserve Funds. C Add (D &E)**

**C. Transfer of funds can be accomplished by approval of the City Council if the Reserve Fund Goal is met for that fiscal year. The goal is calculated by taking 25% of Fund 01 budget multiplied by 15% and 25% of the fiscal year budget is the Reserve Goal for the fiscal year. If the balance of the reserve is more than the goal, the funds can be transferred. ~~funds that are above the Reserve Fund goal by 15 percent for that current fiscal year expenditures are to be transferred to a nonrecurring revenues fund.~~**

**D. Up to 75% of the reserve fund may be invested in a non-FDIC insured investment account if approved by the City Council.**

**E. Replenishment. Any authorization to use Reserve Funds shall be accompanied by a Council-approved replenishment plan restoring the Reserve Fund to its balance goal within three fiscal years of the drawdown. The replenishment plan shall identify the funding sources and the annual amounts to be restored and shall be incorporated into each annual budget adopted during**

the replenishment period. The Treasurer shall report progress toward replenishment in the monthly financial report required by HMC § 4.05.090 until the balance goal is restored.

**SECTION 4: AMENDMENT: 4.10.010 Definitions.**

"Contract" For purchases over \$2,500.01 includes all types of agreements, regardless of what they may be called, for the procurement of supplies, services or construction.

**SECTION 4: AMENDMENT: 10.030 Purchasing(A) Add (B).**

**A. All purchases for Fund 01 Operation and Maintenance from petty cash and less than \$2,500.00 by credit card and approved by a Director or Mayor, can be done without a purchase order or contract with a receipt presented to the Treasurer/Finance Director within 24 of the purchase. ~~over \$100.00 except those made from petty cash shall be authorized by a purchase order or contract.~~**

**B. All purchases above \$2,500.00 shall be authorized by a purchase order or contracts approved by a Director or Mayor. All purchase orders or contracts above \$5,000.00 and less than \$20,000.00 shall be authorized by the Mayor.**

**SECTION 4: AMENDMENT: 4.10.190 Local vendor preference (D).**

**D. The preference authorized by this section shall not be applied to procurements funded in whole or in part by a federal award.**

**SECTION 5: EFFECTIVE DATE:** This ordinance shall take effect upon adoption by the Houston City Council.

**APPROVED AND ADOPTED** by a duly constituted quorum of the Houston City Council of the City of Houston, Alaska on this \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

{Seal}

\_\_\_\_\_  
Tani Schoneman, City Clerk

**HOUSTON, ALASKA  
ORDINANCE 26-18**

**AN ORDINANCE OF THE HOUSTON CITY COUNCIL AMENDING HOUSTON MUNICIPAL CODE BY ENACTING CHAPTER 8.11 HMC "BURIAL AND LAND DISPOSAL OF WASTE" TO PROHIBIT THE BURIAL, BACKFILLING, OR OTHER LAND DISPOSAL OF TRASH, JUNK, AND CONSTRUCTION AND DEMOLITION DEBRIS; DECLARING BURIED WASTED A CONTINUING PUBLIC NUISANCE SUBJECT TO ABATEMENT; AND PROVIDING FOR PENALTIES.**

**BE IT ORDAINED AND ENACTED BY THE CITY OF HOUSTON, ALASKA:**

**WHEREAS**, during construction projects within the City, including road construction, site development, and demolition of existing structures, excavations made to extract gravel or other material are sometimes backfilled with metal scrap, demolition debris, burn residue, and other solid waste, which is then compacted and concealed beneath the surface; and

**WHEREAS**, buried solid waste threatens groundwater on which City residents' wells depend, causes ground subsidence and instability, depresses the value and usability of the affected and neighboring properties, and imposes cleanup costs on future owners and the public; and

**WHEREAS**, state law, AS 46.03.100, generally requires authorization from the Alaska Department of Environmental Conservation to dispose of solid waste onto land; however, 18 AAC 60.200(a)(1) exempts a single-family or duplex residence or a farm where solid waste is generated and disposed of on the premises, and 18 AAC 60.990 classifies scrap metal and construction and demolition waste as "inert waste," with the result that the State does not prohibit most on-site burial of demotion debris defers to more stringent local ordinances; and

**WHEREAS**, Chapter 8.06 HMC addresses accumulations of junk and trash in plain view but does not squarely address waste that has been buried and concealed, so that a person who buries waste is presently harder to reach under City code than a person who leaves it visible; and

**WHEREAS**, AS 29.35.050 authorizes the City by ordinance to regulate the disposal of garbage and solid waste and to provide penalties for violations, and AS 29.25.070 authorizes penalties up to \$1,000 per violation, with each day of a continuing violation constituting a separate violation.

**WHEREAS**, ~~Strikethrough and italics~~ indicates existing language to be deleted, and **bold and underline** indicates existing language to be deleted.

**SECTION 1: CLASSIFICATION:** This ordinance is of a permanent nature and shall become part of Houston Municipal code.

**SECTION 2: SEVERABILITY:** If the provisions of this ordinance, or any application thereof to person or circumstances is held invalid, the remainder of this ordinance and the application to another person or circumstances shall not be affected hereby.

**SECTION 3: ENACTMENT:** A new Chapter 8.11 is added to the Houston Municipal Code to read as follows:

## **Chapter 8.11 BURIAL AND LAND DISPOSAL OF WASTE**

### **8.11.010 Definitions.**

As used in this chapter:

“Bury” means to place waste into an excavation, hole, pit, trench, depression, or fill area and to cover it, in whole or in part, with soil, gravel, or other material, or otherwise to conceal waste beneath the surface of the ground, including by backfilling, grading, or compaction.

“Construction and demolition debris” means waste material resulting from the construction, renovation, repair, demolition, or removal of any structure, road, utility, or other improvement, including but not limited to dimensional lumber and other wood waste, metal scrap, roofing, siding, insulation, drywall, flooring, pipe, wire, fixtures, packaging, and the ash or residue of any such material that has been burned.

“Clean fill” means earth materials, including soil, rock, sand, and gravel; land clearing waste consisting of excavated dirt, rock, soil, butt ends, stumps, and similar material; and bricks, mortar, and Portland cement type concrete, including reinforcing steel that cannot easily be removed, that are not mixed with any waste and that do not present a public health, safety, or welfare threat or environmental problem.

“Waste” means trash, junk, junk vehicles, junk vehicle parts, garbage, and litter as defined in HMC 8.06.005, and construction and demolition debris. Waste does not include clean fill.

### **8.11.020 Burial and land disposal of waste prohibited.**

A. No person shall bury waste, or cause, permit, suffer, or allow waste to be buried, on any land within the City.

B. No person shall dispose of waste on or into land within the City except at a facility authorized to receive that waste by the Alaska Department of Environmental Conservation under AS 46.03.100 and 18 AAC 60.

C. No person shall use waste as fill or backfill material in any excavation, gravel pit, road bed, building pad, or other construction, whether the construction is new construction or work on an existing improvement.

D. No person shall burn waste and bury or conceal the residue of the burning.

E. This section applies to every owner, lessee, occupant, contractor, subcontractor, and equipment operator participating in, directing, or knowingly benefiting from the prohibited conduct.

#### **8.11.030 Exceptions.**

This chapter does not prohibit:

A. Placement of clean fill;

B. Disposal at a facility holding a current authorization from the Alaska Department of Environmental Conservation for the type of waste disposed, in compliance with that authorization; or

C. Any disposal or use of material expressly exempted by 18 AAC 60.005(c), as amended, performed within the terms of the exemption.

An exemption from state permitting under 18 AAC 60.200(a), including the exemption for on-premises disposal at a single-family or duplex residence or farm, is not an exception to this chapter.

#### **8.11.040 Buried waste a continuing public nuisance.**

A. Waste buried on land within the City in violation of this chapter is hereby declared a continuing public nuisance.

B. Waste buried on land within the City before the effective date of the ordinance codified in this chapter, whether or not the burial was lawful when it occurred, constitutes a continuing public nuisance if the City determines, supported by written findings, that the buried waste causes or threatens contamination of groundwater or drinking water wells, ground subsidence or instability, or another significant threat to public health, safety, or welfare.

C. Maintaining, or failing to abate after written notice, a continuing public nuisance described in this section is a violation of this chapter by the owner of the land and by any person who caused or contributed to the burial.

D. A nuisance under this section may be abated in accordance with HMC 8.06.025 and Chapter 1.16 HMC. An enforcement order may require excavation and removal of the buried waste, proof of lawful disposal at an authorized facility, site restoration, and testing or remediation (or both) of soil or groundwater where contamination is reasonably suspected.

E. This section states a remedial abatement requirement. Monetary penalties under HMC 8.11.060 for waste buried before the effective date of the ordinance codified in this chapter may

be imposed only for conduct occurring after the effective date, including failure to comply with an enforcement order issued under this section.

#### **8.11.050 Enforcement.**

A. The Mayor or designee may investigate suspected violations of this chapter, issue stop-work directives to halt ongoing burial or backfilling with waste, and issue enforcement orders in accordance with Chapter 1.16 HMC and HMC 8.06.025.

B. The City shall report suspected violations of AS 46.03.100 or 18 AAC 60 to the Alaska Department of Environmental Conservation.

C. The remedies in this chapter are cumulative of all other remedies available at law or in equity, including remedies under Chapter 8.06 HMC.

#### **8.11.060 Penalties.**

A. Notwithstanding HMC 1.16.010(A), a person who violates any provision of this chapter shall upon conviction be punished by a fine of \$1,000 for each violation, the maximum permitted by AS 29.25.070(a).

B. Each discrete act of burial, each load or deposit of waste buried, and each day that buried waste remains unabated after the compliance deadline in an enforcement order constitutes a separate violation.

C. Pursuant to AS 29.25.070(b), the City may institute a civil action against any person who violates a provision of this chapter. In addition to injunctive and compensatory relief, a civil penalty not to exceed \$1,000 may be imposed for each violation. Each day a violation continues constitutes a separate violation.

D. The City shall recover all costs of enforcement and abatement, including excavation, removal, transport, lawful disposal, soil and groundwater testing, remediation, site restoration, attorney fees, and court costs.

E. A permit, approval, or authorization issued by the City to a person found in violation of this chapter, for the project on which the violation occurred, may be suspended until the violation is abated.

**SECTION 3: APPLICATION TO EXISTING BURIED WASTE:** The prohibitions of HMC 8.11.020 apply to conduct occurring on or after the effective date of this ordinance. Waste buried before the effective date is subject to abatement and cost recovery only as provided in HMC 8.11.040(B), upon written findings of an existing or threatened harm to public health, safety, or welfare. The penalty provisions of HMC 8.11.060 apply only to conduct occurring on or after the effective date, including the post-effective-date failure to comply with an enforcement order. Nothing in this ordinance shall be construed to impose a criminal or civil penalty for conduct completed before its effective date.

**SECTION 4: SEVERABILITY:** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons or circumstances are not affected.

**SECTION 5: EFFECTIVE DATE:** This ordinance shall take effect upon adoption by the Houston City Council.

**SECTION 6: INSTRUCTIONS TO CODIFIER:** The Code Reviser is instructed to codify Section 2 of this ordinance as Chapter 8.11 of the Houston Municipal Code

**APPROVED AND ADOPTED** by a duly constituted quorum of the Houston City Council on \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

{Seal}

\_\_\_\_\_  
Tani Schoneman, City Clerk

**CITY OF HOUSTON, ALASKA  
RESOLUTION NO. 26-15**

**A RESOLUTION OF THE HOUSTON CITY COUNCIL APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302 AND THE CITY OF HOUSTON, ALASKA FOR A ONE-YEAR TERM WITH OPTIONS FOR TWO CONSECUTIVE ONE-YEAR EXTENSIONS, INCLUDING OPTIONAL TRAINING AND RETIREMENT PROVISIONS.**

**WHEREAS**, the City of Houston recognizes the International Union of Operating Engineers (IUOE) Local 302 as the certified bargaining representative for certain City employees; and

**WHEREAS**, representatives of the City of Houston and IUOE Local 302 have engaged in good faith negotiations for a successor Collective Bargaining Agreement (CBA); and

**WHEREAS**, both parties have reached a tentative agreement establishing wages, hours, and working conditions for the covered employees for a one (1) year term beginning on \_\_\_\_\_, 2026, and ending on \_\_\_\_\_, 2027; and

**WHEREAS**, public notice of the Conditional Use Permit was provided in accordance with the City of Houston Municipal Code, and a duly noticed public hearing was held on May 28, 2026 during the Planning & Zoning meeting and will be presented to the City Council on July 9, 2026; and

**WHEREAS**, after reviewing staff reports public comments, all relevant materials, and approval from the Planning & Zoning Commission, the City of Houston City Council sitting as the City Zoning Board find that the proposed Conditional Use Permit 26-03 for Mustard Seed Development for natural resource extraction meets the criteria for approval, and is compatible with surrounding land uses, and will not be detrimental to public health, safety, or welfare.

**WHEREAS**, the negotiated CBA provides the City the option to extend the agreement for two (2) additional consecutive one-year terms, contingent upon mutual written agreement of the parties prior to each extension period; and

**WHEREAS**, the CBA includes optional provisions enabling the parties to implement structured training and professional development programs, including but not limited to job-specific skills training, safety certification programs, and apprenticeship pathways, subject to annual budget approval; and

**WHEREAS**, the CBA contains optional retirement benefit provisions intended to support long-term workforce stability, including the potential establishment or enhancement of

retirement savings plans, employer contribution terms, or related benefits, subject to mutual agreement and funding availability; and

**WHEREAS**, the City Council finds it in the best interest of the City of Houston to approve the negotiated Collective Bargaining Agreement and authorize its execution.

**WHEREAS**, ~~Strikethrough and italics~~ indicate existing language to be deleted, and **bold and underline** indicates existing language to be deleted.

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Houston, Alaska:

The Collective Bargaining Agreement between the City of Houston and the International Union of Operating Engineers Local 302 for a one-year term, with an option for two consecutive one-year extensions, is hereby approved.

The optional training, health insurance and retirement clauses, as negotiated and documented in the agreement, can be approved for implementation, subject to available funding in the next fiscal year budgets at the discretion of the City and mutual agreement with IUOE Local 302.

The Mayor is hereby authorized and directed to sign the Collective Bargaining Agreement and any related documents necessary to implement the terms of the agreement.

**PASSED AND APPROVED** by a duly constituted quorum of the Houston City Council of the City of Houston, Alaska on this \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

\_\_\_\_\_  
{SEAL}

\_\_\_\_\_  
Tani Schoneman CMC, City Clerk

*Amended*

# COLLECTIVE BARGAINING AGREEMENT

Between

**City of Houston**



And

**International Union of Operating Engineers  
Local 302**



Effective 9/01/2026 Through 8/31/2027

|                                                                  |                                                                             |           |
|------------------------------------------------------------------|-----------------------------------------------------------------------------|-----------|
| 13.5                                                             | TERMINATION OF SENIORITY .....                                              | 10        |
| 13.6                                                             | SENIORITY LISTS .....                                                       | 10        |
| <b>ARTICLE 14 TIME OFF .....</b>                                 |                                                                             | <b>11</b> |
| 14.1                                                             | PAID TIME OFF ("PTO") .....                                                 | 11        |
| 14.2                                                             | LEAVE ACCRUAL WHILE EMPLOYEE IS ON PAID LEAVE OR LEAVE<br>WITHOUT PAY ..... | 11        |
| 14.3                                                             | USE OF PTO LEAVE .....                                                      | 12        |
| 14.4                                                             | DONATING PTO LEAVE .....                                                    | 12        |
| 14.5                                                             | MANDATORY USE OF PTO EVERY FISCAL YEAR (JULY 1-JUNE 30) .....               | 12        |
| 14.6                                                             | PTO LEAVE CASH OUT .....                                                    | 12        |
| 14.7                                                             | PTO ROLL-OVER .....                                                         | 13        |
| 14.8                                                             | PTO LEAVE PAYMENT UPON SEPARATION .....                                     | 13        |
| 14.9                                                             | LEAVE WITHOUT PAY .....                                                     | 13        |
| 14.10                                                            | UNAUTHORIZED LEAVE .....                                                    | 14        |
| 14.11                                                            | MILITARY LEAVE .....                                                        | 14        |
| 14.12                                                            | WORKERS' COMPENSATION LEAVE .....                                           | 14        |
| 14.13                                                            | FAMILY AND MEDICAL LEAVE .....                                              | 14        |
| 14.14                                                            | DEATH IN IMMEDIATE FAMILY .....                                             | 14        |
| 14.15                                                            | TIME OFF FOR JURY DUTY AND COURT WITNESS AND VOTING .....                   | 14        |
| 14.16                                                            | UNION LEAVE BANK .....                                                      | 15        |
| <b>ARTICLE 15 HOLIDAYS .....</b>                                 |                                                                             | <b>15</b> |
| 15.1                                                             | RECOGNIZED CITY HOLIDAYS .....                                              | 15        |
| 15.2                                                             | HOLIDAY FALLING ON A REGULARLY SCHEDULED DAY OFF .....                      | 16        |
| 15.3                                                             | HOLIDAY DURING PTO LEAVE .....                                              | 16        |
| 15.4                                                             | HOLIDAYS WORKED .....                                                       | 16        |
| 15.5                                                             | FLOATING HOLIDAY PROVISION .....                                            | 16        |
| <b>ARTICLE 16 PAY, JOB CLASSIFICATIONS, AND WAGE RATES .....</b> |                                                                             | <b>16</b> |
| 16.1                                                             | REGULAR PAYDAY .....                                                        | 16        |
| 16.2                                                             | JOB CLASSIFICATIONS AND WAGE RATES .....                                    | 17        |
| 16.3                                                             | STEP MOVEMENTS .....                                                        | 17        |
| 16.4                                                             | NEW JOB CLASSIFICATIONS AND WAGE RATES .....                                | 18        |
| 16.5                                                             | STEP PLACEMENTS FOR NEW HIRES, PROMOTIONS OR TRANSFERS .....                | 18        |
| 16.6                                                             | PERFORMANCE EVALUATION CRITERIA AND STANDARDS .....                         | 18        |
| 16.7                                                             | COST-OF-LIVING ADJUSTMENT .....                                             | 19        |
| 16.8                                                             | TEMPORARY OR PERMANENT INCREASE IN PAY .....                                | 19        |
| <b>ARTICLE 17 SAFETY .....</b>                                   |                                                                             | <b>19</b> |
| 17.1                                                             | EMPLOYEES' RESPONSIBILITIES .....                                           | 19        |
| 17.2                                                             | EMPLOYEES PROTECTION .....                                                  | 19        |
| 17.3                                                             | UNION'S RESPONSIBILITIES .....                                              | 20        |
| 17.4                                                             | CITY'S RESPONSIBILITIES .....                                               | 20        |
| 17.5                                                             | SAFETY COMMITTEE .....                                                      | 20        |
| 17.6                                                             | CAMERAS IN EQUIPMENT OR VEHICLE TELEMATIC SYSTEMS (VTS) ...                 | 20        |
| 17.7                                                             | EMERGENCY PAY INCENTIVE .....                                               | 21        |

THIS AGREEMENT made by and between the City of Houston, hereinafter referred to as the City, and the International Union of Operating Engineers, Local 302, hereinafter referred to as the Union (collectively referred to as "the Parties").

**ARTICLE 1  
PURPOSE OF THIS AGREEMENT**

The purpose of this Agreement is to promote the settlement of labor disagreement(s) by conference, to prevent strikes and lockouts, to stabilize conditions of work in the area affected by this Agreement, to prevent avoidable delays and expense, and generally to encourage a spirit of helpful cooperation between the City and employee groups represented by the Union to their mutual advantage.

**ARTICLE 2  
RECOGNITION**

The City hereby recognizes, during the term of this Agreement, the Union as the sole and exclusive bargaining representative for the employees performing work covered by the classifications set forth in this Agreement, as described in the Schedule A.

**ARTICLE 3  
UNION ACTIVITIES**

**3.1 NON-INTERFERENCE**

The City agrees applicable to State and Federal laws that it will not attempt to interfere between any of its employees and the Union and that it will not restrain any employee from belonging to the Union or from taking an active part in Union affairs and it will not discriminate against any employee because of their Union membership or lawful Union activity.

**3.2 SHOP STEWARD**

The Union may appoint Shop Stewards who shall be employees subject to this Agreement. A Shop Steward may spend a reasonable amount of time during working hours without loss of pay attending to Union business within the department upon the prior approval of the immediate supervisor so long as such time is not detrimental to department operations. The duties and activities of the Shop Stewards shall include handling of complaints, grievances, and administration of the Agreement for the employees listed in Schedule A.

**3.3 ACCESS TO CITY WORK LOCATIONS**

The Union shall have as its representative a business agent who shall be authorized to speak for the Union in all matters covered by this Agreement and shall be permitted to visit any work location at any time provided that such visits do not interfere with the performance of work. The Union agrees to give prior notice in writing if possible to the City Clerk before arrival.

### 6.3 ACCESS TO NEW MEMBERS

The City agrees to provide the Union with the names, job classifications, and phone numbers of all hired or re-hired employees within five (5) calendar days of the employee start date. The Union will be allowed to meet with all such employees up to sixty (60) minutes during regular work hours within thirty (30) calendar days of hire or rehire. Such meetings will be on paid time and will not require the use of leave. In cases when there are multiple employees hired or rehired in the same pay period, the Union will make every effort to meet with the employees as a group and not individually for a maximum of sixty (60) minutes.

### 6.4 INDEMNIFICATION

The Union agrees to hold harmless, indemnify, and defend the City from any liability that may arise from any and all acts of the City, to comply with the provisions of this Article. The City will promptly notify the Union in writing of any claim, demand, suit, or other form of liability asserted against it relating to its implementation of this Article.

### 6.5 WORKING DUES, ASSESSMENTS, AND/OR FEE DEDUCTIONS

The City agrees to deduct from each employee's gross wages, those Union related working dues, assessments, and/or fees (collectively referred to as "Working Dues") in accordance with the terms of the written authorization from the employee. Said amount will be deducted once each pay period for the wages of each employee for which the Employer has received a written authorization. All monies collected for Working Dues by the Employer shall be paid to the agent for Local 302, namely: Operating Engineers, Welfare & Pension Administration Service, Inc., P.O. Box 34205, Seattle, Wash. 98124-1205. The Working Dues which are deducted shall be paid monthly by the 15th of the month following the month in which they were deducted and shall include a complete list of employees upon whose behalf deductions were made and the amount deducted from each employee.

### 6.6 MONTHLY DUES, ASSESSMENTS, AND/OR FEE DEDUCTION

The Union will notify each employee of their obligations to maintain Union membership

### 6.7 NOTIFICATION OF OUTSIDE PARTIES SEEKING INFORMATION

The City agrees that it will notify the Union within fifteen (15) calendar days if it receives a request for information (except those required by local, state, or federal government or grant purposes) or public records request from a third-party or entity soliciting names, addresses, personal information, or membership status of Bargaining Unit members. The City agrees to provide the Union a copy of such written request. The City agrees not to challenge the Union's standing to assert privacy and/or other objections on unit members' behalf for such third-party requests for information or records.

days to refer qualified applicants before the City advertises the vacancy to the public. The City shall not be required to hire any referral from the Union Hiring Hall. If after thirty (30) calendar days the position has not been filled, the City shall notify the Union Hiring Hall of the situation and may request further applicants.

- D. The City shall have five (5) working days to notify the Union Hiring Hall when a qualified applicant has been selected. The City shall include the selected employee's name, classification, start date, and contact information in the notice.

### 7.3 PROBATIONARY PERIODS

- B. All new-hire regular employees shall serve ninety (90) days of continual employment probationary period. The initial probationary period may be extended by mutual agreement between the Mayor and the Union.
- C. Any regular employee that promotes, transfers, or demotes to a different job classification shall not be required to serve another probationary period.

## **ARTICLE 8 NO STRIKE - NO LOCKOUT**

This Agreement is a guarantee by both Parties that there shall be neither strikes nor lockouts during the life of the Agreement.

## **ARTICLE 9 NON-DISCRIMINATION**

It is hereby agreed that there shall be no discrimination by the City against any employee because of race, color, religion, sex, age, national origin, political affiliation, marital status, veteran status, ancestry, disability or any other status protected by Federal, State or local laws. It is hereby agreed that there shall be no discrimination by the Union against any Bargaining Unit member because of race, color, religion, sex, age, national origin, marital status, veteran status, ancestry, disability or any other Federal, State or local protected status. The term "he" used in this Contract shall also mean "she" and singular usage shall also mean the plural of these terms.

## **ARTICLE 10 DISCIPLINE - DISCHARGE**

### 10.1 DISCIPLINE FOR JUST CAUSE

The City retains the right to discipline and / or discharge an employee for just cause. Just cause shall include, but not limited to, offenses such as being under the influence on the jobsite, theft, discrimination, fighting, verbal or physical assault, or harassment of any kind, insubordination, gross disobedience, gross negligence, violating City safety standards, absence of an employee for three (3) consecutive working days without approval, and habitual absenteeism or tardiness.

reprimand document. Offenses relating to sexual harassment or workplace violence may be referred to in any future discipline for any similar offense.

- C. An employee may request that a suspension be removed from their personnel file after twenty-four (24) months upon written request to the Department Director or designee. The Department Director or designee may remove the disciplinary action at their discretion. If denied, the employee may appeal the decision to the Mayor, whose decision shall be final.

## **ARTICLE 11 GRIEVANCE-ARBITRATION**

### **11.1 GRIEVANCE - DEFINED**

A grievance is defined as any disagreement between the City and the Union on the interpretation or application of this Agreement.

### **11.2 GRIEVANCE PROCEDURE**

- A. When a dispute arises, which may become a basis for a grievance, the employee, the Union and the City will make every effort possible to informally resolve the dispute before instituting a formal complaint.
- B. In the event the dispute cannot be resolved informally, the grievance shall be reduced to writing by the Union within fourteen (14) calendar days of the time the employee or the Union knew or should have known of the alleged violation and the following procedure will be used. The grievance must be submitted in writing and signed by the Union Representative or his designee.

**STEP ONE.** The written grievance shall be submitted to the Department Director or designee who shall have fourteen (14) calendar days from receipt of the written grievance to respond in writing to the Union.

**STEP TWO.** In the event the grievance is not resolved at STEP ONE, the Union shall have fourteen (14) calendar days to submit the grievance to the Mayor, or designee, who shall respond to the grievance in writing within fourteen (14) calendar days from the receipt of the written grievance. However, upon written request, the Union may meet to discuss the grievance with the Mayor, or designee. Such a meeting is in the sole discretion of the Mayor and would be held before the Mayor or designee responds in writing.

**STEP THREE.** In the event that the grievance is not resolved in STEP TWO, the Union shall within fourteen (14) calendar days to file a written request for arbitration to the Mayor, or designee.

- B. The right to determine the materials and equipment to be used in the performance of work; implement or alter operational methods and procedures; determine staffing levels and requirements; determine the kind, type, and location of facilities; extend, limit, or curtail the whole or any part of the operation;
- C. The right to hire and utilize third party vendors and supervisors for the performance of maintenance work when the City does not have the employees, equipment or tools necessary to perform the work;
- D. The right to select, hire, classify, assign, promote, transfer, discipline, demote, or discharge employees for just cause; lay off and recall employees;
- E. The right to regulate all activity conducted upon City premises and on City time; and
- F. Promulgate and enforce rules, regulations and personnel policies and procedures;

Provided that such rights, which are vested solely and exclusively in the City, do not violate any specific provisions of this Agreement.

### **ARTICLE 13 SENIORITY**

#### **13.1 SENIORITY**

- A. Job Classification Seniority means the length of unbroken service in the employee's current job classification within the Department of Public Works. Job Classifications are set forth in Schedule A.
- B. Department Seniority means the length of unbroken service in the Department of Public Works.

#### **13.2 LAYOFFS AND RECALL**

- A. Layoffs decisions shall be made first by job classification seniority and second by work performance.
- B. An employee shall be given a two-week written notice prior to layoff. If, for any reason this is not possible, two weeks' severance pay shall be given to the employee in lieu of notice.
- C. An employee on laid off status shall be eligible for recall for future openings in the job classification from which the employee was laid off. Employees are responsible to provide to the City, while on layoff, their current local address and telephone number for recall purposes. If a former employee fails to respond to notice of recall opportunity within seventy-two (72) hours or declines the recall, all rights to recall may be relinquished.

**ARTICLE 14**  
**TIME OFF**

**14.1 PAID TIME OFF ("PTO")**

Employees shall accrue PTO leave per each pay period. Employees may use PTO leave once it accrues. Probationary employees will accrue PTO during their Probationary term however, they cannot use PTO leave until after satisfactory completion of such term unless authorized otherwise by the Mayor or designee. PTO leave accrues at the following rates:

| <b>No. of Years of Employment</b> | <b>Full-Time Employees</b>                        | <b>Part-Time Employees</b>                        |
|-----------------------------------|---------------------------------------------------|---------------------------------------------------|
| <b>Initial Year of Service</b>    | 3.08 hours per pay period<br>(80 hours per year)  | 1.54 hours per pay period<br>(40 hours per year)  |
| <b>2-5 Years of Service</b>       | 4.62 hours per pay period<br>(120 hours per year) | 2.31 hours per pay period<br>(60 hours per year)  |
| <b>5-15 Years of Service</b>      | 6.16 hours per pay period<br>(160 hours per year) | 3.08 hours per pay period<br>(80 hours per year)  |
| <b>15+ Years of Service</b>       | 7.70 hours per pay period<br>(200 hours per year) | 3.85 hours per pay period<br>(100 hours per year) |

- In addition to the above PTO accruals ten (10) annual sick days will be granted to every employee regardless of status, and can be used by the employee in the event of illness. Sick leave will only be used while the employee is sick and is not transferable year to year. On January 1, of each year 10 days will be granted as sick leave. On December 31 of the same year, any unused sick leave will be forfeited. If three sick days or more are used consecutively, a doctor's notification may be required and will be provided to the personnel manager or Mayor.

**14.2 LEAVE ACCRUAL WHILE AN EMPLOYEE IS ON PAID LEAVE OR LEAVE WITHOUT PAY**

Leave continues to accrue during the period of time an employee is on paid leave, except as outlined in Article 14.9, Leave Without Pay.

eighty (80) hours of leave in his/her account at all times. All requests must be received by the Mayor and will be approved so long as the Mayor finds that doing so will be in the best interest of the City. All requests must be in writing, dated and signed by the employee on the designated form. Any other leave accrual types are not available for cash-outs. All PTO cash-outs are subject to applicable payroll taxation and contribution laws. The City will pay valid cash-out requests within fourteen (14) days of the received date. Only "emergency" cash-out requests (as determined by the Mayor) may be paid in a shorter time period.

#### 14.7 PTO ROLL-OVER

The salary rate used in computing the cash payment to be made shall be that rate which is being received by the employee on the date the application for cash payment is approved by the Mayor or Mayor's designee.

Employees are permitted to carry over PTO hours from year to year until a maximum of sixty (60) hours of PTO has accrued. Any accrued PTO in excess of the sixty (60) hour maximum shall be paid out at one hundred percent (100%), at the employee's current rate of pay at the end of each fiscal year.

#### 14.8 PTO LEAVE PAYMENT UPON SEPARATION

Upon separation, provided the Employee has successfully completed their probationary period, accrued PTO leave shall be paid in a lump sum to all employees with, or at the same time as, their final paycheck. The hourly rate to be used in computing the cash payment shall be the rate paid to the employee on the date that the separation notice is given to the employee or the effective date of the resignation notice. This payment of PTO leave shall be subject to all taxation and contributions required of all payroll compensation.

#### 14.9 LEAVE WITHOUT PAY

Leave Without Pay may be granted to an employee upon approval of the Mayor or Mayor's designee. Each request for Leave Without Pay shall be considered in light of the circumstances involved and the needs of the Department. Leave Without Pay shall not be requested nor granted until such time as all accrued PTO leave has been exhausted, except when an employee is absent and drawing workers' compensation pay. In accordance with 14.9 (A), benefits do not accrue while on Leave Without Pay, except insurance, which will continue through the first month of Leave Without Pay beyond the end of the calendar month in which Leave Without Pay status began.

- A. PTO shall not accrue while in Leave Without Pay Status. PTO shall accrue during any pay period in which an employee is absent with written authorization.

- C. Employees are expected to vote outside working hours to the extent their work schedules permit. Employees who are scheduled to work during substantially all polling hours will be granted up to two (2) hours of paid leave to vote. Employees shall notify their Department Director when using this provision.

#### 14.16 UNION LEAVE

The City agrees to keep whole any City employee that sits on the negotiating team or other official Union business. Time off on Union leave shall be scheduled with the Department Director's approval which will not be unreasonably withheld. All time spent on Union Leave shall be recorded on the employee's timecard.

### **ARTICLE 15 HOLIDAYS**

#### 15.1 RECOGNIZED CITY HOLIDAYS

The following holidays authorized and approved by the City Council shall be recognized as holidays with pay for all employees covered by this Agreement who are in pay status the day before and the day following such days. Paid time off for Recognized or Observed Holidays will not be counted as hours worked for the overtime purposes. Regular full-time employees shall be given the day off and eight (8) or ten (10) hours of straight time pay depending on their schedule of work. All regular part-time and Temporary / Seasonal employees shall be given the day off and straight time pay for all hours they would have been scheduled to work that day:

- New Year's Day- January 1
- Martin Luther King Jr. Day – Third Monday in January
- President's Day - Third Monday in February
- Seward's Day - Last Monday in March
- Memorial Day - Last Monday in May
- Independence Day - July 4
- Founders Day – Third Saturday in August
- Labor Day - First Monday in September
- Veteran's Day - November 11
- Thanksgiving Day and the following Friday
- Christmas Day - December 25
- One(1) Floating Holiday (as approved by Department Director or their designee)

If a Recognized Holiday falls on a Saturday, it will be observed on the preceding Friday ("Observed Holiday"). If a Recognized Holiday falls on a Sunday, it will be observed the following Monday ("Observed Holiday").

- C. Copies of the employee's timecards shall be made available by the employer for inspection by the employee or, if authorized by a Union Representative, and e-mailed to the Union Hall upon forty-eight (48) hours' notice by the Union.
- D. For the purposes of pay, a payroll week is further defined as beginning at 12:00am on Sunday and ending at 11:59pm on the following Saturday. This payroll week is established for the purpose of uniformity and defining the pay period.
- E. When an employee is laid off, voluntarily terminates, or is discharged, the employee's wages and accrued unused PTO shall be paid in accordance with State law.
- F. The City shall itemize deductions on pay checks so employees can determine the purpose for which amounts have been withheld and shall indicate the basic rate of pay per hour and the number of straight time hours, overtime hours, PTO hours, holiday hours, dues deductions, incentive pay rate and hours, and PTO accrued hours.

## 16.2 JOB CLASSIFICATIONS AND WAGE RATES

Upon the implementation of this Agreement, the Job Classifications and wage rates from the prior fiscal year will remain in effect until June 30, 2027 when individual wage rates will be adjusted to the closest step in the new wage scale, and the fiscal 2028 COLA adjustment will be added thereto as reflected in Schedule A. The COLA adjustment occurs on July 1 and every year thereafter, as in accordance with Article 16.7.

**SEE ATTACHMENT: Schedule A**

## 16.3 STEP MOVEMENTS

Step movements are to reward employees for satisfactory and above satisfactory work performance as evaluated through the annual performance evaluation process. The granting of a Step movement will be based on the scores received on their annual performance evaluations as follows:

- A. Employees shall be eligible to move up a Step every fiscal year thereafter so long as the employee receives at a minimum an overall rating of "Good" or better on their annual performance evaluation.
  - 1. All employees covered by this Agreement shall receive an annual performance evaluation within the month of April.
  - 2. Department Director or designee shall prepare performance evaluations, which shall be discussed privately with the employee to whom it pertains. The employee shall be permitted an opportunity to submit comments regarding the content of performance evaluation reports, which shall be attached to the report, and be placed with it in the employee's personnel file.

notified of a deficiency they can assume that their Department Director has determined their work is satisfactory and shall be eligible for the Step increase.

- A. A score of less than “Good” in any category needs an explanation and how to correct their performance for that particular category.

#### 16.7 COST-OF-LIVING ADJUSTMENT

Effective July 1 of each year during the term of this agreement, the City agrees to increase the wage rates in an amount equal to (rounded to the second decimal) an average of the total percentage increase in the Alaska CPI-U for the last three (3) years (January through December) as is regularly published by the U.S. Bureau of Labor Statistics. In the second and third years of this Agreement (fiscal year 2028 and 2029), the cost-of-living adjustment will be subject to a floor of no less than two percent (2%) and a cap on no more than three and a half percent (3.5%) and the changes will be reflected each fiscal year in Schedule A.

#### 16.8 TEMPORARY OR PERMANENT INCREASES IN PAY

Employees may be eligible for a temporary or permanent increases in pay in accordance with Schedule A if they are requested to perform duties assigned to a position with a higher rate of pay. Such increases shall be paid for each hour worked performing the requested duties. Once the employee has completed performing such additional duties, the employee’s pay shall revert back to their former rate of pay. If the employee does not receive the increase in pay in the next pay period, the employee shall be paid an extra two (2) hours of regular pay for every scheduled workday until the increase is received.

### **ARTICLE 17 SAFETY**

#### 17.1 EMPLOYEES' RESPONSIBILITIES

All employees shall be responsible for carrying out safety regulations, rules, and practices. Each employee is required to act with due care and regard for the employee's own safety and others. Applicable Federal and State occupational safety laws and regulations shall serve as standards with which all employees and the City shall comply. Employees shall not expose or subject themselves or others to unsafe working conditions. Failure to comply with this Article may result in disciplinary action set forth in Article 10.

#### 17.2 EMPLOYEES PROTECTION

- A. No employee shall be subjected to any requirement to perform unsafe work or be directed to do so by any other employee of the City. The City agrees to protect from retaliation, in any form, any employee who comes forward with information about having been directed to perform illegal or unsafe work. It shall not be grounds for discipline if an employee refuses to work under conditions posing an immediate danger of death or serious bodily injury.

- C. There shall be no live monitoring of vehicle camera video.
- D. VTS data is generally intended to be used to assist the City in coaching employees to operate company vehicles in a safe and legal manner. However, where circumstances warrant, employees may be subject to discipline based on VTS data. Employee discipline may only result from a “triggering event.” A triggering event is defined as any unsafe act or act in violation of traffic laws or safety rules/regulations.
- E. In the event that a triggering event results that the City pursues discipline against an employee, both the employee and the Union will be notified and will be provided access to camera video data as soon as practicable. If the City fails to provide access to the video camera data, then such video camera data shall not be used as evidence in any disciplinary action or during the parties’ dispute resolution procedures.
- F. The City gives full assurance to the extent possible that any third-party facilitator utilized for VTS support will keep all employee personal confidential information private unless disclosure is required in a court proceeding.
- G. The City agrees to promptly respond to requests for video camera data in circumstances where discipline may be administered and shall timely communicate with Local 302 as issues arise.
- H. Any disputes that cannot be resolved through channel of communication shall be resolved pursuant to the dispute resolution procedures as set forth in Articles 10 and 11.

#### 17.7 EMERGENCY PAY INCENTIVE

In the event the Mayor declares an emergency any employee working in Job Classifications listed in Schedule A that are called in shall receive pay at their current overtime rate for the duration of the task.

### **ARTICLE 18 HOURS OF WORK, OVERTIME, AND PREMIUM PAYS**

#### 18.1 WORK WEEK

The workweek consists of seven (7) consecutive twenty-four (24) hour periods. The standard workweek commences at 12:00 am Sunday and ends at 11:59 pm on the following Saturday. Unless otherwise provided, the City retains the right to establish the hours of work and assign employees to schedules.

- A. Full-time working hours shall consist of forty (40) hours per week subject to Article 18.5 and either:
  - a. Four (4) consecutive day workweek, ten (10) consecutive hours a day, with three (3) consecutive days off, or
  - b. Five (5) consecutive day workweek, eight (8) consecutive hours a day, with two (2) consecutive days off.
  - c. A work day commences at 12:00 am and ends at 11:59 pm the same day.

#### 18.6 DIVISION LEAD / TEMPORARY ASSIGNMENT

The Department Director can appoint a Department Lead to help administer the work force within that Department. While an employee is appointed as a Department Lead whether on a permanent, or temporary basis they shall be paid as reflected in the Schedule A for every hour worked as a Division Lead.

#### 18.7 PUBLIC WORKS FLEET MAINTENANCE

- A. Mechanics shall furnish their own tools except for specialty tools such as, but not limited to; diagnostic equipment, air, electric, or battery tools, socket drives  $\frac{3}{4}$  and above, hydraulic jacks, grease/lube guns, wrenches over  $1\frac{1}{4}$ , or vehicle specific tools.
- B. The Employer agrees to provide an adequate, safe storage place for the storage of employee's tools which may be necessary in the performance of his/her work. The Employer agrees that while such tools are in the Employer's custody, and providing that the employee has stored the tools as directed by the Employer, the Employer will carry insurance or assume liability, therefore, to cover the full, replacement value of such tools which may be lost because of fire, flood, or theft.
- C. The employer shall provide transportation for tools to perform their work assignments if needed.
- D. July 1 through June 30 each year, Mechanics will be issued a tool reimbursement of up to seven hundred dollars (\$700) upon presentation of receipt and approval by the Department Director .
- E. Tools broken or damaged in the course of employment, not covered by manufacturer's warranty, will be replaced, repaired, or reimbursed by the employer.

### **ARTICLE 19 HOUSTON PERSONNEL POLICIES AND PROCEDURES**

19.1 Where a specific provision of the City's Personnel Policies and Procedures addresses or conflicts with a specific provision contained in a section of this Agreement, the provisions of this Agreement shall prevail.

19.2 Where the Agreement is silent on the issue, but the City's Personnel Policies and Procedures address the issue, the City's Personnel Policies and Procedures apply.

19.3 If the City recommends additions, deletions, or modifications to the City's Personnel Policies and Procedures, the Union will be provided a copy of the proposed changes before submission to the Council. Upon request, the City and the Union will meet to negotiate the proposed changes if such changes impact any article of this agreement, and/or wages, hours, or terms and conditions of the employment as outlined in Article 21.3.

## **ARTICLE 21 GENERAL PROVISIONS**

### **21.1 SEPARABILITY AND SAVING CLAUSE**

Should it be decided by a court of competent jurisdiction or by mutual agreement of the parties that any article or section in this Agreement is rendered invalid by any existing or subsequently enacted statute, ordinance or regulation, the invalidation of such Article or section will not affect the remaining provisions of this Agreement, which will remain in full force and effect. Once either party notifies the other party in writing that an article or section is invalid, the parties agree to meet and negotiate a resolution to the invalid article or section within thirty (30) calendar days; provided, however that the parties may mutually agree in writing to extend the time for such negotiations.

### **21.2 ENTIRE AGREEMENT**

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties are set forth in this Agreement. The parties further understand that they have agreed to meet and confer about any subjects relating to this Agreement and other matters of mutual concern during the term of this agreement when requested. However, nothing in this Section obligates a party to reach agreement or to change this Agreement with respect to any subject or matter specifically referred to or covered by this Agreement. This Agreement replaces and supersedes all prior oral and written understandings, agreements and policies otherwise referred to or covered by this Agreement and concludes all collective bargaining for the duration of the Agreement. Nothing in the Section relieves either party of their legal obligation to bargain in good faith with respect to mandatory subjects of bargaining.

### **21.3 MEET AND CONFER MEETINGS**

- A. The Parties agree that they will meet and confer in good faith at reasonable times and places concerning this Agreement and its interpretation or any other matter of mutual concern to the Union and the City.
- B. The party requesting a meeting must do so in writing specifying the particular issue(s) to be addressed during the meeting. The meeting shall be scheduled within thirty (30) calendar days after receipt of the request, unless agreed to otherwise in writing.
- C. No more than two (2) representatives from the Union and no more than two (2) management representatives from the City shall participate in the meetings under this Article unless agreed to otherwise in writing.
- D. There shall be no obligation on the part of any party to reopen, modify, amend or otherwise alter the terminology or interpretation of the Agreement, or to make any other agreement as a result of any such meetings, nor shall the requirement for such

**ARTICLE 22**  
**TERM OF AGREEMENT**

- A. The term of this Agreement shall be from 9/01/2026 to 8/31/2027, and thereafter from year to year, provided, however that either party may give the other party written notice of its desire to effect changes to the Agreement.
- B. Such written notice shall specify the particular Articles in which changes are desired and shall be served upon the other party not more than one hundred and fifty (150) days and not less than sixty (60) days prior to the end of the initial period of the agreement or any annual extension thereof. The parties agree to meet to schedule negotiations within thirty (30) days after receipt of such notice.
- C. Nothing herein will preclude the termination, modifications, or amendment of this Agreement at any time by written mutual consent of the parties.

This Agreement shall become effective on the date of signing unless otherwise specified in the Agreement or in writing by the parties.

This Agreement is entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF HOUSTON

INTERNATIONAL UNION OF  
OPERATING ENGINEERS, LOCAL 302

\_\_\_\_\_  
For the City

\_\_\_\_\_  
For the Union

**CITY OF HOUSTON, ALASKA  
RESOLUTION NO. 26-15**

**A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302 AND THE CITY OF HOUSTON, ALASKA FOR A ONE-YEAR TERM WITH OPTIONS FOR TWO CONSECUTIVE ONE-YEAR EXTENSIONS, INCLUDING OPTIONAL TRAINING AND RETIREMENT PROVISIONS.**

**WHEREAS**, the City of Houston recognizes the International Union of Operating Engineers (IUOE) Local 302 as the certified bargaining representative for certain City employees; and

**WHEREAS**, representatives of the City of Houston and IUOE Local 302 have engaged in good faith negotiations for a successor Collective Bargaining Agreement (CBA); and

**WHEREAS**, both parties have reached a tentative agreement establishing wages, hours, and working conditions for the covered employees for a one (1) year term beginning on \_\_\_\_\_, 2026 and ending on \_\_\_\_\_, 2027; and

**WHEREAS**, public notice of the Conditional Use Permit was provided in accordance with the City of Houston Municipal Code, and a duly noticed public hearing was held on May 28, 2026 during the Planning & Zoning meeting and will be presented to the City Council on July 9, 2026; and

**WHEREAS**, after reviewing staff reports public comments, all relevant materials, and approval from the Planning & Zoning Commission, the City of Houston City Council sitting as the City Zoning Board find that the proposed Conditional Use Permit 26-03 for Mustard Seed Development for natural resource extraction meets the criteria for approval, and is compatible with surrounding land uses, and will not be detrimental to public health, safety, or welfare.

**WHEREAS**, the negotiated CBA provides the City the option to extend the agreement for two (2) additional consecutive one-year terms, contingent upon mutual written agreement of the parties prior to each extension period; and

**WHEREAS**, the CBA includes optional provisions enabling the parties to implement structured training and professional development programs, including but not limited to job-specific skills training, safety certification programs, and apprenticeship pathways, subject to annual budget approval; and

**WHEREAS**, the CBA contains optional retirement benefit provisions intended to support long-term workforce stability, including the potential establishment or enhancement of retirement savings plans, employer contribution terms, or related benefits, subject to mutual agreement and funding availability; and

**WHEREAS**, the City Council finds it in the best interest of the City of Houston to approve the negotiated Collective Bargaining Agreement and authorize its execution.

**WHEREAS**, ~~Strikethrough and italics~~ indicate existing language to be deleted, and **bold and underline** indicates existing language to be deleted.

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Houston, Alaska:

The Collective Bargaining Agreement between the City of Houston and the International Union of Operating Engineers Local 302 for a one-year term, with options for two consecutive one-year extensions, is hereby approved.

The optional training and retirement clauses, as negotiated and documented in the agreement, are approved for implementation at the discretion of the City and subject to available funding and mutual agreement with IUOE Local 302.

The Mayor is hereby authorized and directed to sign the Collective Bargaining Agreement and any related documents necessary to implement the terms of the agreement.

**PASSED AND APPROVED** by a duly constituted quorum of the Houston City Council of the City of Houston, Alaska on this \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

\_\_\_\_\_  
{SEAL}

\_\_\_\_\_  
Tani Schoneman CMC, City Clerk



|                   |        |
|-------------------|--------|
| Approved          | Denied |
| Public Hearing    |        |
| Date Action Taken |        |
| Attest:           |        |

**CITY OF HOUSTON  
ACTION MEMORANDUM NO. 26-08**

**AUTHORIZING THE MAYOR TO SIGN THE COLLECTIVE BARGAINING AGREEMENT WITH  
INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302.**

Originator: Mayor Cole  
Date: July 30, 2026

Agenda of: August 13, 2026

| Route to: | Department Head   | Signature | Date |
|-----------|-------------------|-----------|------|
|           | City Clerk        |           |      |
|           | Public Safety     |           |      |
|           | Public Works      |           |      |
|           | Treasurer/Finance |           |      |

Reviewed by Mayor: \_\_\_\_\_

**Attachment(s):** [ANY ORDINANCES, RESOLUTIONS, FACT SHEETS, OR OTHER BACKING]

**Fiscal Impact:** yes ☒ or no ☐

**Funds are budgeted** yes ☒ or no ☐

**Account name/number-** 01-105-500, AND 101-105-5005

---

**Summary statement:**

In accordance with Section HMC 4.10.070 Approval of contracts – Reports to Council., this Action Memorandum authorizes the Mayor to execute the attached Collective Bargaining Agreement with the International Union of Operating Engineers Local 302.

**Administration recommendation:** Approve AM 26-08



|                   |        |
|-------------------|--------|
| Approved          | Denied |
| Public Hearing    |        |
| Date Action Taken |        |
| Attest:           |        |

**CITY OF HOUSTON  
ACTION MEMORANDUM NO. 26-08**

**AUTHORIZING THE MAYOR TO SIGN THE COLLECTIVE BARGAINING AGREEMENT WITH  
INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 302.**

Originator: Mayor Cole

Agenda of: August 13, 2026

Date: July 30, 2026

| Route to: | Department Head   | Signature                | Date            |
|-----------|-------------------|--------------------------|-----------------|
|           | City Clerk        |                          |                 |
|           | Public Safety     |                          |                 |
| X         | Public Works      | <i>Conte Walsh</i>       | <i>8/7/2026</i> |
| X         | Treasurer/Finance | <i>Cynthia G. Vicker</i> | <i>8/7/2026</i> |

Reviewed by Mayor: *Conte Walsh*

**Attachment(s):** [ANY ORDINANCES, RESOLUTIONS, FACT SHEETS, OR OTHER BACKING]

**Fiscal Impact:** yes ☒ or no ☐

**Funds are budgeted** yes ☒ or no ☐

**Account name/number-** 01-105-500, AND 101-105-5005

---

**Summary statement:**

In accordance with Section HMC 4.10.070 Approval of contracts – Reports to Council., this Action Memorandum authorizes the Mayor to execute the attached Collective Bargaining Agreement with the International Union of Operating Engineers Local 302.

**Administration recommendation:** Approve AM 26-08

**CITY OF HOUSTON, ALASKA  
RESOLUTION NO. 26-16**

**A RESOLUTION OF THE HOUSTON CITY COUNCIL, OPPOSING THE PROCESS BY WHICH THE ALASKA DEPARTMENT OF NATURAL RESOURCES ISSUED THE PRELIMINARY DECISION FOR ADL 234762 REGARDING THE PROPOSED NONCOMPETITIVE LAND CONVEYANCE TO THE ALASKA INDUSTRIAL DEVELOPMENT AND EXPORT AUTHORITY WITHOUT ADEQUATE CONSIDERATION OF OR MEANINGFUL CONSULTATION WITH THE CITY OF HOUSTON AND THE MATANUSKA-SUSITNA BOROUGH.**

**WHEREAS**, the City of Houston is an incorporated second-class city and a political subdivision of the State of Alaska; and

**WHEREAS**, the Matanuska-Susitna Borough is an organized borough and a political subdivision of the State of Alaska; and

**WHEREAS**, the Alaska Department of Natural Resources (DNR), Division of Mining, Land and Water, issued a Preliminary Decision dated July 10, 2026, under ADL 234762 proposing a noncompetitive public and charitable use conveyance pursuant to AS 38.05.810(a) of approximately 19,950 acres of State-owned land located approximately two miles north of the City of Houston within the Matanuska-Susitna Borough to the Alaska Industrial Development and Export Authority (AIDEA) at no cost; and

**WHEREAS**, the proposed conveyance would support AIDEA's envisioned multi-use industrial and energy development district that may include data centers, manufacturing facilities, an intermodal logistics hub, energy and utility infrastructure, gravel extraction, rail-related development, and workforce housing; and

**WHEREAS**, the land in question lies in immediate proximity to the municipal boundaries and developed areas of the City of Houston and within the jurisdiction of the Matanuska-Susitna Borough, such that any large-scale industrial or energy development will have direct and substantial effects on the citizens of Houston, local roads and transportation corridors, emergency services, public safety resources, water resources, recreation access, and other municipal services; and

**WHEREAS**, the City of Houston anticipates that development of this magnitude will impose significant additional annual infrastructural costs on the City, including but not limited to road maintenance and upgrades, increased demand on police, fire, and emergency medical services, potential impacts to local water supplies and wastewater capacity, and related administrative and planning burdens, while the land, if conveyed to AIDEA (a public corporation of the State), may generate little or no property-tax revenue to offset those costs; and

**WHEREAS**, elected and appointed officials of the City of Houston, including the Mayor, and of the Matanuska-Susitna Borough have publicly stated that they received no prior notice or meaningful consultation regarding the proposed transfer or the Preliminary Decision before the public notice was issued; and

**WHEREAS**, as incorporated subdivisions of the State of Alaska charged with protecting the health, safety, and welfare of their residents and managing local infrastructure and fiscal impacts, the City of Houston and the Matanuska-Susitna Borough are entitled to early, substantive, and meaningful engagement in decisions of this scale that directly affect their citizens and budgets; and

**WHEREAS**, the process leading to the Preliminary Decision for ADL 234762 failed to provide such consideration or consultation, thereby undermining principles of cooperative intergovernmental relations and local self-governance;

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Houston, Alaska, as follows:**

**Section 1.** The City Council of the City of Houston strongly opposes the process by which the Alaska Department of Natural Resources prepared and issued the Preliminary Decision for ADL 234762 and advanced the proposed noncompetitive land conveyance to AIDEA without adequate prior consideration of, or meaningful consultation with, the City of Houston and the Matanuska-Susitna Borough.

**Section 2.** The City Council asserts that any proposed transfer or large-scale development of State land immediately adjacent to or affecting the City of Houston must include early and substantive engagement with the City and the Matanuska-Susitna Borough so that local infrastructure impacts, fiscal consequences, public-safety needs, and the interests of Houston residents can be fully evaluated and addressed before a Final Decision is issued.

**Section 3.** The City Council urges the Department of Natural Resources to slow further action on the Final Decision for ADL 234762 until meaningful consultation with the City of Houston and the Matanuska-Susitna Borough has occurred and local concerns regarding infrastructural costs and community impacts have been thoroughly considered and documented.

**Section 4.** The City Clerk is directed to transmit certified copies of this Resolution to the Commissioner of the Department of Natural Resources, the Director of the Division of Mining, Land and Water, the Executive Director of the Alaska Industrial Development and Export Authority, the Matanuska-Susitna Borough Assembly and Manager, the Governor of the State of Alaska, and the members of the Alaska State Legislature representing the Matanuska-Susitna region.

**Section 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by the City Council of the City of Houston, Alaska, this \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

{SEAL}

\_\_\_\_\_  
Tani Schoneman, City Clerk

**CITY OF HOUSTON, ALASKA  
RESOLUTION NO. 26-17**

**A RESOLUTION OF THE HOUSTON CITY COUNCIL OPPOSING THE PROCESS BY WHICH THE  
ALASKA DEPARTMENT OF NATURAL RESOURCES ISSUED THE PRELIMINARY DECISION FOR  
ADL 234811 REGARDING THE PROPOSED NONCOMPETITIVE LAND CONVEYANCE TO THE  
ALASKA HOUSING FINANCE CORPORATION WITHOUT ADEQUATE CONSIDERATION OF OR  
MEANINGFUL CONSULTATION WITH THE CITY OF HOUSTON**

**WHEREAS**, the City of Houston is an incorporated municipal subdivision of the State of Alaska, charged with protecting the health, safety, and welfare of its residents and managing local infrastructure and fiscal responsibilities; and

**WHEREAS**, the Alaska Department of Natural Resources (DNR), Division of Mining, Land and Water, issued a Preliminary Decision dated July 28, 2026, under ADL 234811 proposing a noncompetitive public and charitable use conveyance pursuant to AS 38.05.810 of approximately 42.64 acres of State-owned land located approximately 1.5 miles southeast of the City of Houston (Tracts A, B, D, and Lot 14, Block 9, Cheri Lake Alaska Subdivision, Plat No. 63-29, Palmer Recording District) to the Alaska Housing Finance Corporation (AHFC); and

**WHEREAS**, the proposed conveyance is intended to support AHFC's acquisition and development of land for the construction, rehabilitation, financing, management, maintenance, sale, or rental of dwelling units for persons of lower and moderate income; and

**WHEREAS**, the subject land lies in immediate proximity to the City of Houston such that any residential development of this scale will have direct and substantial effects on the citizens of Houston, including increased demand on local roads, emergency services, public safety resources, water and wastewater systems, schools, and other municipal services; and

**WHEREAS**, the City of Houston anticipates that development of this magnitude will impose significant additional annual infrastructural and operational costs on the City, while the land, if conveyed to AHFC (a public corporation of the State), may generate limited or no property-tax revenue to offset those costs; and

**WHEREAS**, as an incorporated subdivision of the State of Alaska whose residents and infrastructure will be directly affected, the City of Houston is entitled to early, substantive, and meaningful engagement in decisions of this nature before a Preliminary Decision is issued; and

**WHEREAS**, the process leading to the Preliminary Decision for ADL 234811 did not provide adequate consideration of or meaningful prior consultation with the City of Houston regarding local impacts, infrastructural costs, or community interests;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Houston, Alaska, as follows:

**Section 1.** The City Council of the City of Houston strongly opposes the process by which the Alaska Department of Natural Resources prepared and issued the Preliminary Decision for ADL 234811 and advanced the proposed noncompetitive land conveyance to the Alaska Housing Finance Corporation without adequate prior consideration of, or meaningful consultation with, the City of Houston.

**Section 2.** The City Council asserts that any proposed transfer or development of State land in or immediately affecting the Houston area must include early and substantive engagement with the City so that local infrastructure impacts, fiscal consequences, public-safety needs, and the interests of Houston residents can be fully evaluated and addressed before a Preliminary Decision is issued.

**Section 3.** The City Council urges the Department of Natural Resources to withdraw or suspend further action on the Preliminary Decision for ADL 234811 until meaningful consultation with the City of Houston has occurred and local concerns regarding infrastructural costs and community impacts have been thoroughly considered and documented.

**Section 4.** The City Clerk is directed to transmit certified copies of this Resolution to the Commissioner of the Department of Natural Resources, the Director of the Division of Mining, Land and Water, the Executive Director / CEO of the Alaska Housing Finance Corporation, the Matanuska-Susitna Borough Assembly and Manager, the Governor of the State of Alaska, and the members of the Alaska State Legislature representing the Matanuska-Susitna region.

**Section 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by the City Council of the City of Houston, Alaska, this \_\_\_\_ day of \_\_\_\_\_, 2026.

**THE CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

\_\_\_\_\_  
{SEAL}

\_\_\_\_\_  
Tani Schoneman CMC, City Clerk

**CITY OF HOUSTON, ALASKA  
RESOLUTION NO. 26-18**

**A RESOLUTION OF THE HOUSTON CITY COUNCIL CONFIRMING THE APPOINTMENT OF KEVIN ALLEN ADAMS TO THE PLANNING AND ZONING COMMISSION.**

**WHEREAS**, Chapter 7.06 of the Houston Municipal Code establishes a City Planning and Zoning Commission consisting of five members who shall be nominated by the Mayor and confirmed by the City Council; and

**WHEREAS**, all members of the Planning and Zoning Commission must be residents of the City of Houston; and

**WHEREAS**, the term of each Commission member shall be three years, beginning on January 1<sup>st</sup> and ending on December 31<sup>st</sup>, unless a different term is established by ordinance; and

**WHEREAS**, a vacancy exists on the Planning and Zoning Commission; and

**WHEREAS**, the Mayor has nominated Kevin Allen Adams, a resident of the City of Houston, Alaska, to serve as a member of the Planning and Zoning Commission; and

**WHEREAS**, the City Council finds that Kevin Allen Adams is qualified to serve on the Planning and Zoning Commission and that his appointment is in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Houston, Alaska, as follows:

**Section 1.** The appointment of Kevin Allen Adams to the City of Houston Planning and Zoning Commission is hereby confirmed.

**Section 2.** Kevin Allen Adams shall serve a term of three (3) years, commencing on August 13, 2026 and ending on December 31, 2028, or until a successor is duly appointed and confirmed, subject to the provisions of Houston Municipal Code Chapter 7.06.

**Section 3.** This Resolution shall take effect immediately upon its adoption by the Houston City Council.

**PASSED AND ADOPTED** by the City Council of the City of Houston, Alaska, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

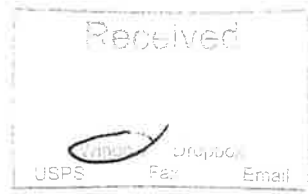
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56

**CITY OF HOUSTON, ALASKA**

\_\_\_\_\_  
Carter Cole, Mayor

**ATTEST:**

\_\_\_\_\_  
Tani Schoneman, City Clerk



# Application for Appointment

Board/Commission/Committee Application

Office of the City Clerk

City of Houston Boards, Commissions and Committees are governed by Houston Municipal Code Title 7, unless otherwise provided for by a Resolution for a Special Purpose. Unless, otherwise noted this application is subject to public disclosure.

Return completed applications to the Clerk's Office, 13878 W Armstrong Road, Houston, Alaska. For more information, visit or call (907) 892-6869

## Name of Board/Committee/Commission Applying For:

- ☒ Planning and Zoning Commission (City Residents Only).  
☐ Parks and Recreation Advisory Commission (Majority of Members Shall be Residents).  
☐ Special Purpose Committee (Residency May be Required, Refer to Resolution).  
Name of Special Purpose Committee Applying for: \_\_\_\_\_

## Applicant Information

My full legal name is, Kevin Allen Adams

My current residence address is: \_\_\_\_\_  
Street Number/Name (Apt. No. etc.) Houston, AK 99694  
City, State, Zip

My mailing address is the same as my residence address, or it is: \_\_\_\_\_  
Mailing Address, City, State, Zip Houston, AK 99694

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Confidential Identifier: To assist in verifying your residency requirement through voter registration records, please provide one of the Following \* (Identifier is confidential and exempt from public disclosure).

Date of Birth: 06/19/67 Voter Number: \_\_\_\_\_ Last 4 of SSN: \_\_\_\_\_

## Questions

1. Are you a City of Houston resident? YES ☒ NO ☐
2. Does your schedule permit you to regularly attend required meetings? YES ☒ NO ☐
3. Have you ever served on a Board/Committee/Commission? If so, explain:

No

4. Please provide a brief statement describing your interest, and any relevant experience.

I recently attended a city Council meeting and found my work experience beneficial to the city. I am a 35 year IT professional and have extensive working knowledge of the operations of computer datacenters. I have worked and still do work on both military and civilian systems in datacenters all over the world and I hope that my knowledge would help in the zoning process for the future of the city of Houston.

**Applicant Certification**

I do hereby swear (affirm) that: I the undersigned, that the information in this application, is true and complete I further swear (affirm) that;

1. If required, I am a resident of the City; and
2. I am applying for an appointed position to be confirmed by the Houston City Council; and
3. I understand that this application is subject to public disclosure; my qualifications may be discussed at a public meeting, my application will be included in the public meeting packet, and my name and contact information may be published online and in a newspaper or other media outlet; and
4. I understand that this appointment requires regular attendance at meetings; and
5. I have read HMC Title 7 Boards and Commissions and if applicable the Resolution approving a Special Purpose Committee; and
6. I understand that if I have any direct or indirect financial interest, or conflict of interest. I agree to disclose such and understand that my tenure requires such compliance

X

Applicant's Signature

Date:

29 July 2020

**For Office Use Only:**

Date Application Received:

Residency Confirmed:

Resolution Confirming Appointment:

Date Resolution Approved:

Date Applicant Notified of Appointment:

NOTES:

31 July 2020

✓