



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 2/26/2026

File ID: TMP-6561

Department: Landscape Management

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into a Cooperative Service Agreement between City of Huntsville and United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS).

Resolution No.

Finance Information:

Account Number: N/A

City Cost Amount: NTE \$15,000

Total Cost: NTE \$15,000

Special Circumstances:

Grant Funded: N/A

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 District 2 District 3 District 4 District 5

Additional Comments: N/A

RESOLUTION NO. 26-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama that the Mayor be and he is hereby authorized to enter into an agreement by and between the City of Huntsville and the United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS), on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as “Cooperative Service Agreement between City of Huntsville and United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS),” consisting of two (2) pages, and the date of February 26, 2026, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the office of the City Clerk of the City of Huntsville, Alabama.

ADOPTED this the 26th day of February, 2026.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 26th day of February, 2026.

Mayor of the City of
Huntsville, Alabama

COOPERATIVE SERVICE AGREEMENT
between
CITY OF HUNTSVILLE (COOPERATOR)
and
UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)
WILDLIFE SERVICES (WS)

ARTICLE 1 – PURPOSE

The purpose of this Cooperative Service Agreement is to alleviate beaver damage as a result of problems associated with their activities to roadways and drainage facilities as well as to control the local predator population as needed.

ARTICLE 2 – AUTHORITY

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353, to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3 - MUTUAL RESPONSIBILITIES

The cooperating parties mutually understand and agree to/that:

1. APHIS-WS shall perform services set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this agreement, to amend, modify, add or delete services from the Work Plan.
2. The Cooperator certifies that APHIS-WS has advised the Cooperator there may be private sector service providers available to provide wildlife damage management (WDM) services that the Cooperator is seeking from APHIS-WS.
3. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use on this project. All other equipment purchased for the program is and will remain the property of APHIS-WS.

4. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

ARTICLE 4 - COOPERATOR RESPONSIBILITIES

Cooperator agrees:

1. To designate the following as the authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement;

Cooperator Name, Address, Phone Number, Email

Mr. Brian Walker
City of Huntsville
308 Fountain Circle
Huntsville, AL 35801
(256) 427-5159
Brian.walker@huntsvilleal.gov

2. To authorize APHIS-WS to conduct direct control activities as defined in the Work Plan. APHIS-WS will be considered an invitee on the lands controlled by the Cooperator. Cooperator will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
3. To reimburse APHIS-WS for costs, not to exceed the annually approved amount specified in the Financial Plan. If costs are projected to exceed the amount reflected in the Financial Plan, the agreement with amended Work Plan and Financial Plan shall be formally revised and signed by both parties before services resulting in additional costs are performed. The Cooperator agrees to pay all costs of services submitted via an invoice from APHIS-WS within 30 days of the date of the submitted invoice(s). Late payments are subject to interest, penalties, and administrative charges and costs as set forth under the Debt Collection Improvement Act of 1996.
4. To provide a Tax Identification Number or Social Security Number in compliance with the Debt Collection Improvement Act of 1996.
5. As a condition of this agreement, the Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
6. To notify APHIS-WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
7. The Cooperator acknowledges that APHIS-WS shall be responsible for administration of APHIS-WS activities and supervision of APHIS-WS personnel.

ARTICLE 5 – APHIS-WS RESPONSIBILITIES

APHIS-WS Agrees:

1. To designate the following as the APHIS-WS authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement.

USDA APHIS Wildlife Services
Leif Stephens
6155 Heath Rd.
Auburn, AL 36830
Leif.r.stephens@usda.gov
(334) 844-8029

2. To conduct activities at sites designated by Cooperator as described in the Work and Financial Plans. APHIS-WS will provide qualified personnel and other resources necessary to implement the approved WDM activities delineated in the Work Plan and Financial Plan of this agreement.
3. That the performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
4. To invoice Cooperator quarterly for actual costs incurred by APHIS-WS during the performance of services agreed upon and specified in the Work Plan. Authorized auditing representatives of the Cooperator shall be accorded reasonable opportunity to inspect the accounts and records of APHIS-WS pertaining to such claims for reimbursement to the extent permitted by Federal law and regulations.

ARTICLE 6 – CONTINGENCY STATEMENT

This agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS-WS upon failure of Congress to so appropriate. This agreement may also be reduced or terminated if Congress only provides APHIS-WS funds for a finite period under a Continuing Resolution.

ARTICLE 7 – NON-EXCLUSIVE SERVICE CLAUSE

Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

ARTICLE 8 – CONGRESSIONAL RESTRICTIONS

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise therefrom.

ARTICLE 9 – LAWS AND REGULATIONS

This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies.

ARTICLE 10 – LIABILITY

APHIS-WS assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

ARTICLE 11 – NON-DISCRIMINATION CLAUSE

The United States Department of Agriculture prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. Not all prohibited bases apply to all programs.

ARTICLE 12 - DURATION, REVISIONS, EXTENSIONS, AND TERMINATIONS

This agreement shall become effective on March 1, 2026 and shall continue through February 28, 2027, not to exceed five years. This Cooperative Service Agreement may be amended by mutual agreement of the parties in writing. The Cooperator must submit a written request to extend the end date at least 10 days prior to expiration of the agreement. Also, this agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 30 days prior to effecting such action. Further, in the event the Cooperator does not provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a Taxpayer Identification Number for individuals or businesses conducting business with the agency.

Cooperator's Tax ID No.: 63-60011296
APHIS-WS's Tax ID: 41-0696271

Cooperator:

Tommy Battle, Mayor
City of Huntsville
308 Fountain Circle
Huntsville, AL 35801

Date

**UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES**

LEIF STEPHENS

Digitally signed by LEIF STEPHENS
Date: 2026.02.05 11:03:11 -06'00'

Leif Stephens, State Director
USDA, APHIS, WS
6155 Heath Rd.
Auburn, AL 36830

Date

Keith Wehner, Eastern Regional Director
USDA APHIS WS
920 Main Campus Drive, Suite 200
Raleigh, NC 27606

Date

[Optional] Prepared by (APHIS-WS employee):

WORK PLAN

In accordance with the Cooperative Service Agreement between the City of Huntsville and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of this agreement.

Program Objective

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or "Integrated Pest Management") in which a series of methods may be used or recommended to reduce wildlife damage. These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

Plan of Action

Wildlife Services will conduct wildlife damage control activities upon identification of beaver/predator impacted areas of the City.

Control activities will consist of first conducting site evaluations to formulate appropriate control strategies. An integrated approach will be utilized to reduce beaver damage to affected facilities. Techniques will consist of installation of beaver resistant drainage structures, dam removal (both manually and with the use of explosives), and beaver population reduction using traditional methods (i.e. traps, snares, and night-shooting where authorized).

Since some of the control activities will require work on private property adjacent to city properties, the City personnel will assist with obtaining landowner permission prior to initiating control efforts.

WS will provide a biologist/technician, as needed, to work on the project. WS will supervise and monitor the work and prepare periodic activity reports for the City of Huntsville. Coordination meetings will be conducted with local and state office personnel and City of Huntsville personnel as needed to ensure an effective program.

Effective Dates

The agreement shall become effective on March 1, 2026, and shall expire on February 28, 2027.

FINANCIAL PLAN

| Cost Element | | Full Cost |
|--|--------|-------------|
| Personnel Compensation | | \$10,971.29 |
| Travel | | |
| Vehicles | | \$589.85 |
| Other Services | | |
| Supplies and Materials | | |
| Equipment | | \$235.95 |
| Subtotal (Direct Charges) | | \$11,797.09 |
| | | |
| Pooled Job Costs | 11.00% | \$1,297.68 |
| Indirect Costs | 16.15% | \$1,905.23 |
| Aviation Flat Rate Collection | | |
| | | |
| Agreement Total | | \$15,000.00 |
| The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: \$15,000.00 | | |

Cooperator Name, Address, Phone Number, Email

Mr. Brian Walker
 City of Huntsville
 308 Fountain Circle
 Huntsville, AL 35801
 (256) 427-5159
Brian.walker@huntsvilleal.gov

APHIS-WS State Office Name, Address, Phone Number, Email

Leah Wetch
 Budget Analyst
 USDA APHIS WS
 6155 Heath Rd.
 Auburn, AL 36830
 (701) 355-3302
Leah.m.wetch@usda.gov