



## **A G E N D A**

**REGULAR MEETING OF THE  
HIGHLAND VILLAGE CITY COUNCIL  
HIGHLAND VILLAGE MUNICIPAL COMPLEX  
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS  
TUESDAY, MAY 11 2021, at 6:00 P.M.**

### **EARLY WORK SESSION**

**City Council Chambers – 6:00 P.M.**

#### **Convene Meeting in Open Session**

- 1. Receive an Update from Denton Central Appraisal District (DCAD)**
- 2. Discuss Selection of Mayor Pro Tem and Deputy Mayor Pro Tem**
- 3. Continue Discussion of Placement of Cameras at Park Facilities**
- 4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for May 11, 2021**

**(Items discussed during Early Work Session may be continued or moved to Open Session and/or Late Work Session if time does not permit holding or completing discussion of the item during Early Work Session.)**

### **CLOSED SESSION**

**City Council Chambers**

- 5. Hold a Closed Meeting in accordance with the following Sections of the Texas Government Code:  
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)  
(b) Section 551.089 – Deliberation regarding Security Devices or Security Audits**

### **OPEN SESSION**

**City Council Chambers – 7:30 P.M.**

- 6. Call Meeting to Order**
- 7. Prayer led by Mayor Charlotte J. Wilcox**

8. **Pledge of Allegiance to the U.S. and Texas flags led by Mayor Charlotte J. Wilcox:**  
*“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*
9. **Consider Approval of Resolution 2021-2937 canvassing the Results of the May 1, 2021 General Election**
10. **Administration of Ceremonial Oaths of Office**
11. **Selection of a Mayor Pro Tem and Deputy Mayor Pro Tem**
12. **Visitor Comments** *(Anyone wishing to address the City Council must complete a Speakers’ Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)*
13. **City Manager/Staff Reports**
  - **COVID-19 Update**
14. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
  - **Presentation from Children’s Advocacy Center**
  - **Presentation of Proclamation designating Emergency Medical Services Week**
  - **Presentation of Proclamation designating Mental Health Month and Children’s Mental Health Awareness Day**

*Anyone wishing to address the City Council on any item posted on the City Council agenda for possible action, including matters placed on the Consent Agenda or posted as a Public Hearing, must complete a Speakers’ Request Form available at the entrance to the City Council Chambers and present it to the City Secretary prior to the Open Session being called to order. Speakers may be limited to three (3) minutes and given only one opportunity to speak on an item. Other procedures regarding speaking on matters posted for action on the City Council agenda are set forth on the Speakers’ Request Form. Subject to applicable law, the City Council reserves the right to modify or waive at any time the procedures relating to members of the public speaking on matters placed the Council’s agenda.*

### **CONSENT AGENDA**

**All of the items on the Consent Agenda are considered for approval by a single motion and vote without discussion. Each Councilmember has the option of removing an item from this agenda so that it may be considered separately and/or adding any item from the Action Agenda to be considered as part of the Consent Agenda items.**

15. **Consider approval of Minutes of the Regular City Council Meeting held on April 27, 2021**
16. **Receive Investment Report for Quarter Ending March 31, 2021**
17. **Receive Budget Reports for Period Ending on March 31, 2021**

**ACTION AGENDA**

18. Take action, if any, on Matters discussed in Closed Session in accordance with the following Sections of the Texas Government Code:  
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)  
(b) Section 551.089 – Deliberation regarding Security Devices or Security Audits
19. Consider Resolution 2021-2938 nominating One Candidate to a Slate of Nominees for the Board of Managers of the Denco Area 911 District

**LATE WORK SESSION**

(Items may be discussed during Early Work Session, time permitting)

20. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)
21. Adjournment

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 7<sup>TH</sup> DAY OF MAY 2021 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 899-5132 or Fax (972) 317-0237 for additional information.

Removed from posting on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_\_

am / pm by \_\_\_\_\_.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 1**

**MEETING DATE: 05/11/2021**

**SUBJECT: Receive an Update from Denton Central Appraisal District  
(DCAD)**

**PREPARED BY: Ken Heerman, Assistant City Manager**

**COMMENTS**

A representative from the Denton Central Appraisal District (DCAD) will be present to provide an update to City Council.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 2**

**MEETING DATE: 05/11/2021**

**SUBJECT: Discussion Selection of Mayor Pro Tem and Deputy Mayor Pro Tem**

**PREPARED BY: Angela Miller, City Secretary**

**COMMENTS:**

In accordance with Chapter 3.12 and Chapter 3.12.1 of the City Charter, the Council shall select one of its members to serve as Mayor Pro Tem and one of its members to serve as Deputy Mayor Pro Tem.

Currently, Councilmember Mike Lombardo serves as Mayor Pro Tem and Councilmember Barbara Fleming serves as Deputy Mayor Pro Tem. This item is on the agenda for Council to discuss selection of a Mayor Pro Tem and Deputy Mayor Pro Tem.

An item has been included on the action agenda for tonight's regular meeting to formally select a Mayor Pro Tem and Deputy Mayor Pro Tem.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 3**

**MEETING DATE: 05/11/2021**

**SUBJECT: Continue Discussion of Placement of Cameras at Park Facilities**

**PREPARED BY: Sunny Lindsey, Information Services Director**

**COMMENTS**

During the April 13, 2021 and April 27, 2021 meetings, City Council discussed placement of cameras at park facilities. In reviewing additional options, Council directed City staff to provide information on a combination of cameras and license plate readers at City parks. Staff will provide an update to Council regarding cameras, license plate readers, and associated costs.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 9**

**MEETING DATE: 05/11/2021**

**SUBJECT: Consider Resolution 2021-2937 Canvassing the Returns and Declaring the Results of the General Election held on May 1, 2021 for the Purpose of Electing Council Members to Places 3, 5, and 7**

**PREPARED BY: Angela Miller, City Secretary**

**BACKGROUND:**

On January 26, 2021, the City Council passed and approved Resolution 2021-2927 calling a general election to be held on May 1, 2021 for the purpose of electing Council members to Places 3, 5 and 7. The City Secretary's Office is responsible for conducting municipal elections as prescribed by the Texas Election Code. In accordance with the City Charter and Texas Election Code, notice of the election was posted and published and the election was legally held in accordance with the laws of the Texas Election Code.

The results of the election, including the early voting results, have been certified and returned. Pursuant to state law and in order to be declared elected, a candidate must receive the majority of the number of votes cast for the office for which a person is a candidate.

**IDENTIFIED NEED/S:**

Per the Texas Election Code, the City Council is required to canvass the election results not earlier than 8 days or later than 11 days after Election Day.

**PROGRESS TO DATE: (if appropriate)**

The General Election was conducted on May 1, 2021 and the results of the election, as canvassed and tabulated in Resolution 2021-2937, reflect the expressed desires of the resident, qualified voters of the City.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

To approve Resolution No. 2021-2937 canvassing the returns and declaring the results of the May 1, 2021 General Election.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2021-2937**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE MAY 1, 2021 GENERAL ELECTION FOR THE PURPOSE OF ELECTING COUNCIL MEMBERS FOR PLACES 3, 5, AND 7; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, on January 26, 2021, the City Council of the City of Highland Village, Texas passed and approved Resolution 2021-2927, which called a general election for the purpose of electing Councilmembers to Places 3, 5, and 7 to be held on May 1, 2021; and

**WHEREAS**, the City Council has found and declared the above elections were duly called and notice duly posted and the elections were legally held in accordance with the laws of the Texas Election Code; and

**WHEREAS**, the results of the elections, including the early voting results, have been certified and returned by the proper judges and clerks thereof; and

**WHEREAS**, pursuant to state law and in order to be declared elected, a candidate must receive the majority of the number of votes of the entire City cast for the office for which such person is a candidate; and

**WHEREAS**, the returns of the elections were duly and legally made and showed that each candidate received the following votes:

<b>Council, Place 3</b>	<b>Total Number of Absentee Votes Received</b>	<b>Total Number of Early Votes Received</b>	<b>Total Number of Election Day Votes Received</b>	<b>Total Number of Votes Received</b>	<b>Percentage of Votes Received</b>
Andrew Crawford				227	17.72%
Mike Lombardo				1,054	82.28
<b>Council, Place 5</b>	<b>Total Number of Absentee Votes Received</b>	<b>Total Number of Early Votes Received</b>	<b>Total Number of Election Day Votes Received</b>	<b>Total Number of Votes Received</b>	<b>Percentage of Votes Received</b>
Jason Bates				298	23.54
Tom Heslep				968	74.46



<b>Council, Place 7</b>	<b>Total Number of Absentee Votes Received</b>	<b>Total Number of Early Votes Received</b>	<b>Total Number of Election Day Votes Received</b>	<b>Total Number of Votes Received</b>	<b>Percentage of Votes Received</b>
Dan Jaworski				1,073	100%

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:**

**SECTION 1.** The results of the election, as canvassed and tabulated in the preamble of this resolution, reflect the expressed desires of the resident, qualified electors of the City.

**SECTION 2.** The duly elected members of the City Council of the City, elected May 1, 2021, for Places 3, 5, and 7 and the corresponding terms of office, are as follows:

<u><b>Name</b></u>	<u><b>Council - Place</b></u>	<u><b>Term</b></u>
Mike Lombardo	Place 3	Two (2) Years
Tom Heslep	Place 5	Two (2) Years
Dan Jaworski	Place 7	Two (2) Years

**SECTION 3.** This Resolution shall take effect immediately upon passage.

**PASSED AND APPROVED** this the 11<sup>th</sup> day of May, 2021.

**APPROVED:**

\_\_\_\_\_  
**Charlotte J. Wilcox, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**

(kbl:4/26/21:122116)

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

<b>AGENDA#</b> 11	<b>MEETING DATE:</b> 05/11/2021
<b>SUBJECT:</b>	<b>Selection of Mayor Pro Tem and Deputy Mayor Pro Tem</b>
<b>PREPARED BY:</b>	<b>Angela Miller, City Secretary</b>

**BACKGROUND:**

In accordance with Chapter 3.12 and Chapter 3.12.1 of the City Charter, the Council shall select one of its members to serve as Mayor Pro Tem and one of its members to serve as Deputy Mayor Pro Tem.

**IDENTIFIED NEED/S:**

To discuss and select Council members to serve as Mayor Pro Tem and Deputy Mayor Pro Tem. Currently, Councilmember Mike Lombardo is serving as Mayor Pro Tem, with Councilmember Barbara Fleming is serving as Deputy Mayor Pro Tem.

**OPTIONS & RESULTS:**

N/A

**PROGRESS TO DATE: (if appropriate)**

This item has been placed on the agenda for Council to select a Mayor Pro Tem and Deputy Mayor Pro Tem.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

To select a Mayor Pro Tem and a Deputy Mayor Pro Tem.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 14**

**MEETING DATE: 05/11/2021**

**SUBJECT: Mayor and Council Reports on Items of Community Interest**

**PREPARED BY: Karen McCoy, Executive Assistant**

**COMMENTS**

Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

- Presentation from Children's Advocacy Center
- Presentation of Proclamation designating Emergency Medical Services Week
- Presentation of Proclamation designating Mental Health Month and Children's Mental Health Awareness Day

# Proclamation

## The City of Highland Village

**Whereas**, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

**Whereas**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**Whereas**, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

**Whereas**, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

**Whereas**, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills.

**NOW THEREFORE**, I, Charlotte Wilcox, Mayor of the City of Highland Village, do hereby proclaim May 16-22, 2021 as:

### **“EMERGENCY MEDICAL SERVICES WEEK”**

in Highland Village.

With the EMS Strong theme, THIS IS EMS: Caring for Our Communities, I encourage the community to observe this week with appropriate programs, ceremonies, and activities

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 11<sup>th</sup> day of May 2021.

---

Charlotte J. Wilcox, Mayor

# Proclamation

## The City of Highland Village

**Whereas**, the citizens of Denton county value their overall health and that of their families and fellow citizens and are proud to support observances such as Mental Health Month and Children's Mental Health Awareness Day; and

**Whereas**, the need for comprehensive, coordinated mental health services for men, women, and children places upon our community a critical responsibility; and

**Whereas**, through their unique partnership and prevention-based approaches to serving children and adolescents, the Behavioral Health Leadership Team, MHMR Center, United Way and Wellness Alliance for Total Children's Health led by Cook Children's are effectively addressing the mental health needs of children, youth, and families in our community; and

**Whereas**, each citizen, local business, school, government agency, healthcare provider, and faith-based organization shares the burden of mental health concerns and has a responsibility to promote mental wellness, recovery, and support prevention efforts; and

**Whereas**, it is appropriate to take time out to direct our thoughts toward mental health education, and also of our children's mental health and well-being, in support of treatment and recovery.

**NOW THEREFORE**, I, Charlotte J. Wilcox, Mayor of the City of Highland Village, do hereby proclaim:

May 2021 as *Mental Health Month* and May 7, 2021 as *Children's Mental Health Awareness Day* in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 11<sup>th</sup> day of May 2021.

---

Charlotte J. Wilcox, Mayor

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 15**

**MEETING DATE: 05/11/2021**

**SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on April 27, 2021**

**PREPARED BY: Angela Miller, City Secretary**

**BACKGROUND:**

Minutes are approved by a majority vote of Council at the Council meetings and listed on the Consent Agenda.

**IDENTIFIED NEED/S:**

Council is encouraged to call the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff will make suggested changes and the minutes may be left on the Consent Agenda in order to contribute to a time efficient meeting. If the change is substantial in nature, a copy of the suggested change will be provided to Council for consideration prior to the vote.

**OPTIONS & RESULTS:**

The City Council should review and consider approval of the minutes. Council's vote and approval of the minutes reflect agreement with the accuracy of the minutes.

**PROGRESS TO DATE: (if appropriate)**

The City Manager has reviewed the minutes and given approval to include the minutes in this packet.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

To approve the minutes of the Regular City Council Meeting held on April 27, 2021.



**MINUTES OF THE REGULAR MEETING OF THE  
HIGHLAND VILLAGE CITY COUNCIL  
HIGHLAND VILLAGE MUNICIPAL COMPLEX  
1000 HIGHLAND VILLAGE ROAD  
TUESDAY, APRIL 27, 2021**

**EARLY WORK SESSION**

*Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m. and announced pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the meeting is being conducted using social distancing practices. Members of the public are not allowed to attend the City Council meeting in person, but may view the City Council meeting live at no cost via [www.highlandvillage.org/HVTV](http://www.highlandvillage.org/HVTV).*

*In addition, she reported any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, April 27, 2021.*

**Roll Call**

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Ingrid Rex	Deputy City Secretary/Records Coordinator
	Doug Reim	Chief of Police
	Mark Stewart	Assistant Police Chief
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Sunny Lindsey	Information Services Director
	Laurie Mullens	Marketing & Communications Director
	Jenny McCann	Communications and Marketing Specialist

**1. Continue Discussion of Placement of Cameras at Park Facilities**

This item was discussed with Agenda Item #4(b).

Mayor Wilcox announced Council would meet in Closed Session prior to addressing items included for Early Work Session and read Agenda Item #4(b).

**CLOSED SESSION**

Council convened into Closed Session at 6:01 p.m.

**4. Hold a Closed Meeting in accordance with the following Sections of the Texas Government Code:**

- (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**
- (b) Section 551.089 – Deliberation regarding Security Devices or Security Audits**

Council reconvened into Open Session at 7:43 p.m.

Due to time constraints, Mayor Wilcox announced discussion for remaining Early Work Session Item #2 would be conducted during Late Work Session. Council took a short recess.

**2. Continue Discussion of Proposed Updates to the City’s Animal Control Ordinance**

This item was moved to Late Work Session.

**3. Clarification of Consent or Action Items listed on Today’s City Council Meeting Agenda for April 27, 2021**

No items were discussed.

**OPEN SESSION**

**5. Call Meeting to Order**

Mayor Charlotte J. Wilcox called the meeting to order at 7:51 p.m.

**Roll Call**

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney



Angela Miller	City Secretary
Ingrid Rex	Deputy City Secretary/Records Coordinator
Doug Reim	Chief of Police
Mark Stewart	Assistant Police Chief
Wes Fiddes	Animal Control Officer
Michael Thomson	Fire Chief
Scott Kriston	Public Works Director
Phil Lozano	Parks and Recreation Director
Sunny Lindsey	Information Services Director
Laurie Mullens	Marketing & Communications Director
Jenny McCann	Marketing and Communications Specialist

**6. Prayer led by Councilmember Dan Jaworski**

Councilmember Jaworski gave the invocation.

**7. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Dan Jaworski**

Councilmember Jaworski led the Pledge of Allegiance to the U.S. and Texas flags.

**8. Visitor Comments**

No visitor comments were received.

**9. City Manager/Staff Reports**

- **Update regarding City of Highland Village Application for Transportation Reinvestment Program (TRiP) Funds through the Denton County Transportation Authority (DCTA)**

City Manager Paul Stevens reported the objective of DCTA's new TRiP Funds is to provide financial assistance to their member cities for transit-supportive projects that are consistent with and beneficial to DCTA's long-range service plan goals. He stated the annual TRiP budget will be equal to 15% of DCTA's net available fund balance from the previous fiscal year and that this year's allocation for Highland Village is \$288,794.

With a balance of \$29,809 still remaining from an earlier similar program known as the Enhanced Local Assistance Program (ELAP), Mr. Stevens reported staff has requested these funds be used along with the TRiP funds for the City's project, which was discussed at DCTA's Board meeting in April and will be considered for approval of this action at their meeting in May.

He stated an application to DCTA would be submitted this week for the Highland Village Road Sidewalk Project, Phases 2 and 3, which supports DCTA's long-range service plan goals. The cost estimate for the project is \$922,000 and includes a 5-foot wide sidewalk and will fill in gaps where there is currently no sidewalk. Once completed, this will provide a continuous sidewalk along Highland Village Road from FM 407 to Interstate 35 and to the rail station. The DCTA Board will consider the project at their meeting in June.

With the Highland Village Road sidewalk project and the Victoria Park project included in the last bond election, Councilmember Jaworski asked if these funds would fill in the gaps

for funding on these projects. Mr. Stevens stated it would help and allow the use of the bond funds for other needed projects. Councilmember Fiester asked if the five-foot sidewalk would satisfy DCTA's service plan goal since the goal references bicycle connectivity, or would it need to be widened. Mr. Stevens stated there was no specification and that another area city is applying to use their funds for a sidewalk.

10. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**

Deputy Mayor Pro Tem Fleming encouraged everyone to attend the Art Festival being held on Saturday, May 1 at The Shops at Highland Village. She also commended her granddaughter for maintaining a 4.0 grade point average and making the President's List. Mayor Pro Tem Lombardo reminded residents that Saturday, May 1 is also Election Day, with voting conducted from 7:00 a.m. until 7:00 p.m.

#### CONSENT AGENDA

11. **Consider approval of Minutes of the Regular City Council Meeting held on April 13, 2021**

*Motion by Deputy Mayor Pro Tem Fleming, seconded by Mayor Pro Tem Lombardo, to approve Consent Agenda Item #11. Motion carried 7-0.*

#### ACTION AGENDA

12. **Take action, if any, on Matters discussed in Closed Session in accordance with the following Sections of the Texas Government Code:**
  - (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**
  - (b) **Section 551.089 – Deliberation regarding Security Devices or Security Audits**

No action was taken.

#### LATE WORK SESSION

13. **Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)**

City Secretary Angela Miller reported the term of one of the two Denco Area 911 District (Denco) Board of Managers will expire on September 30, 2021. Denco is accepting candidate nominations from their participating municipalities, which will be included in a

slate of nominees to be considered at a later date. Council directed staff to include an item on their next meeting agenda to nominate a candidate.

Councilmember Jaworski asked the term of the solid waste collection contract and when CWD would provide another annual report. Public Works Director Scott Kristen reported the contract is based on our fiscal year and we are about to enter year three (3) of a five (5) year contract.

Mayor Wilcox reported discussion of Early Work Session Item #2 had been moved to Late Work Session and would now be addressed.

## **2. Continue Discussion of Proposed Updates to the City's Animal Control Ordinance**

Police Chief Doug Reim reported Council had discussed proposed updates to the animal control ordinance at their meeting held on April 27 and this was an opportunity for further discussion. He added that the City's Animal Control Officer (ACO) Wes Fiddes was included in the review process and is also in attendance to answer questions, if needed. Ms. Emily Bowen from the City Prosecutor's Office provided clarification and information from state law and other area cities regarding bee, bat and mole regulations

Mayor Pro Tem Lombardo clarified the question presented at the previous Council meeting related to whether bat houses would be allowed on residential property, similar to a martin birdhouse. Councilmember Jaworski also asked if there was any breed(s) of bats common to the area that are protected and therefore would require special conditions. Ms. Bowen reported there were no protected breed(s) common to this area; however, she voiced caution in allowing bat houses as bats are included as a dangerous wild animal per the proposed update.

Ms. Bowen reported the current ordinance does not mention moles, rodents or vermin. She reviewed regulations from other area cities. She referenced an ordinance from another city that does not prohibit the use of live traps and rodent traps on one's own property to control rodents and recommended this be included in the update.

Chief Reim suggested Council review Ms. Bowen's presentation and send any questions or suggestions to the City Secretary. If no further questions or changes are suggested, Chief Reim reported City staff would work with the Ms. Bowen to prepare an updated draft for review prior to having the City Attorney prepare an ordinance for Council consideration at a future meeting. Councilmember Fiester asked how many repeat offenders ACO Fiddes has seen; Mr. Fiddes reported very few. Councilmember Kixmiller asked ACO Fiddes what offense/issue he sees most often and how the proposed ordinance would affect his job. Mr. Fiddes reported loose animals, barking animals, conflicts between neighbors, wildlife, and feral cats are most common. He added the proposed ordinance will make his job easier and provides clarification on issues, without being overly burdensome to our residents.

## **14. Adjournment**

Mayor Wilcox adjourned the meeting at 8:20 p.m.

---

Charlotte J. Wilcox, Mayor

**ATTEST:**

---

Angela Miller, City Secretary

DRAFT

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 16**

**MEETING DATE: 05/11/2021**

**SUBJECT: Investment Report for Quarter Ending March 31, 2021**

**PREPARED BY: Heather Miller, Assistant Finance Director**

**BACKGROUND:**

The Public Funds Investment Act, Chapter 2256.023 of the Government Code requires the investment officer of each local government to submit its governing body a quarterly report of investment transactions. The City staff has compiled the following information for your review and to comply with this reporting requirement.

**IDENTIFIED NEED/S:**

N/A

**OPTIONS & RESULTS:**

The detailed transactions for December 31, 2020 through March 31, 2021 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures April 1, 2021)
- TexSTAR (Texas Short Term Asset Reserve Program, a public funds investment pool, custodial, and depository services are provided by JP Morgan Chase Bank and subsidiary J.P. Morgan Investor Services Co. that matures April 1, 2021)
- Independent DDA (Demand Deposit Account that matures April 1, 2021 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Independent NOW (Negotiable Order of Withdraw that matures April 1, 2021 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Wells Fargo DDA (Demand Deposit Account that matures April 1, 2021 collateralized by pledged securities held in custody by the Bank of New York Mellon)
- Southside MMA (Money Market Account that matures April 1, 2021, collateralized by pledged securities held in custody by the Federal Home Loan Bank)

- InterBank MMA (Money Market Account that matures April 1, 2021, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures April 1, 2021, fully insured by the Federal Deposit Insurance Corporation)
- Origin Bank CD (Certificates of Deposit that matures July 7, 2021 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Origin Bank CD (Certificates of Deposit that matures February 4, 2022 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis State Bank CD (Certificates of Deposit that matures January 29, 2021 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis State Bank CD (Certificates of Deposit that matures January 29, 2021 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

This information reports that the beginning market value for all cash and investments was \$22,887,921 and the ending market value on March 31, 2021 was \$21,402,717. The average yield for the quarter ending March 31, 2021 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (0.16%) is greater than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at December 31, 2020 was \$19,038,933 and the ending balance at March 31, 2021 was \$16,402,717 or 77% of the City's total portfolio. The weighted average maturity of the City's portfolio at March 31, 2021 is 34 days.

The average total portfolio yield for the quarter ending March 31, 2021 was 0.17%.

The book value and market value for the City's total portfolio for the beginning and end of the reporting period is as follows:

	<u>Book Value</u>	<u>Market Value</u>
December 31, 2020	\$22,887,921	\$22,887,921
March 31, 2021	\$21,402,717	\$21,402,717

I hereby certify that the attached report is in compliance with the Public Funds Investment Act and that all investments held and transactions made during the reporting period were duly authorized and properly recorded and valued.



Heather Miller  
Investment Officer



Ken Heerman  
Assistant City Manager



Jeff Sun  
Staff Accountant

<sup>1</sup>Note:

Par is the stated legal dollar value or principal value at maturity.

Book value is what we paid for the instrument adjusted by any accretion or amortization costs.

Market value is what we could reasonably sell the instrument for in the current market.

## **RECOMMENDATION:**

Council to receive the Investment Reports for the period ending March 31, 2021.



## QUARTERLY INVESTMENT REPORT

**For the Quarter Ended**

**March 31, 2021**

**Prepared by**

**Valley View Consulting, L.L.C.**

The investment portfolio of the City of Highland Village is in compliance with the Public Funds Investment Act and the City of Highland Village Investment Policy and Strategies.

---

Ken Heerman, Assistant City Manager

---

Heather Miller, Assistant Finance Director

---

Jeff Sun, Staff Accountant

**Disclaimer:** These reports were compiled using information provided by the City of Highland Village. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.



## Summary

### Quarter End Results by Investment Category:

Asset Type	December 31, 2020			March 31, 2021		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	0.14%	\$ 19,038,933	\$ 19,038,933	0.16%	\$ 16,402,717	\$ 16,402,717
Securities/CDs	1.72%	3,848,989	3,848,989	0.20%	5,000,000	5,000,000
<b>Totals</b>	<b>0.75%</b>	<b>\$ 22,887,921</b>	<b>\$ 22,887,921</b>	<b>0.17%</b>	<b>\$ 21,402,717</b>	<b>\$ 21,402,717</b>

#### Current Quarter Average Yield (1)

Total Portfolio	0.17%
Rolling Three Month Treasury	0.06%
Rolling Six Month Treasury	0.09%
TexPool	0.02%

#### Fiscal Year-to-Date Average Yield (2)

Total Portfolio	0.30%
Rolling Three Month Treasury	0.08%
Rolling Six Month Treasury	0.10%
TexPool	0.05%

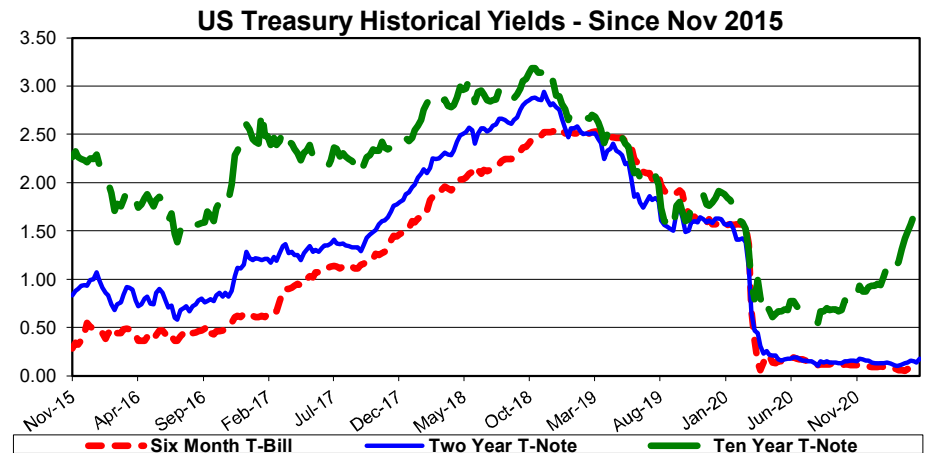
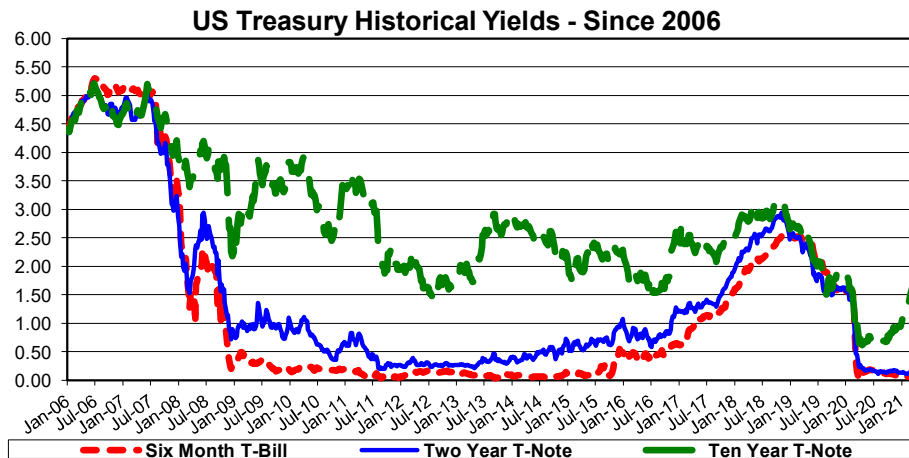
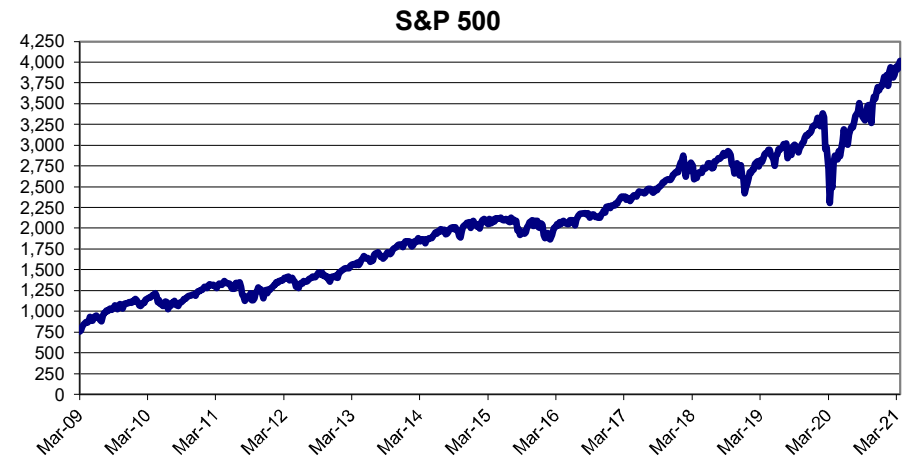
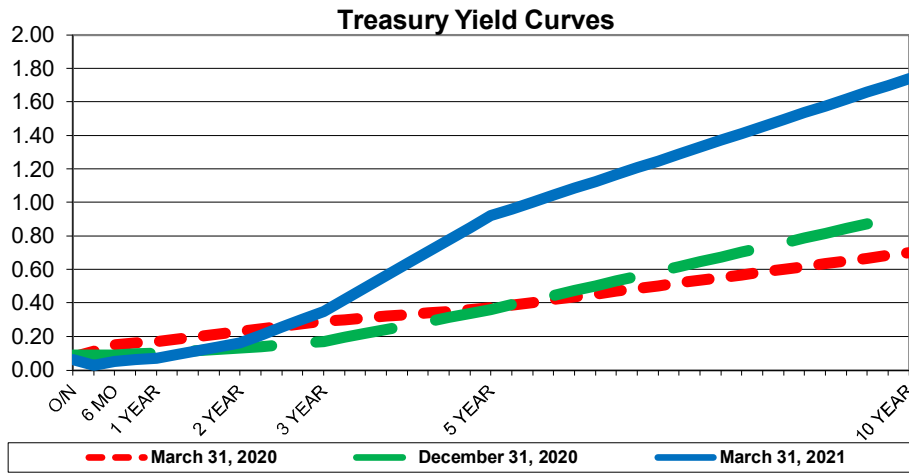
#### Interest Earnings (Approximate)

Quarterly Interest	\$ 22,456
Fiscal Year-to-Date Interest	\$ 50,123

(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading <0.10%), and projected that reduced rates could remain into 2023 or longer. Fourth Quarter GDP finalized at +4.3%. March Non Farm Payroll added 916k and Unemployment declined to 6.0%. Crude oil traded above \$60 per barrel. The Stock Markets reached new highs. Housing, Industrial Production, Durable Goods, Consumer Spending, and other indicators showed solid gains. An additional \$1.9 trillion stimulus package passed Congress and was signed by the President. The Yield Curve continued steepening on longer maturities.



## Investment Holdings

March 31, 2021

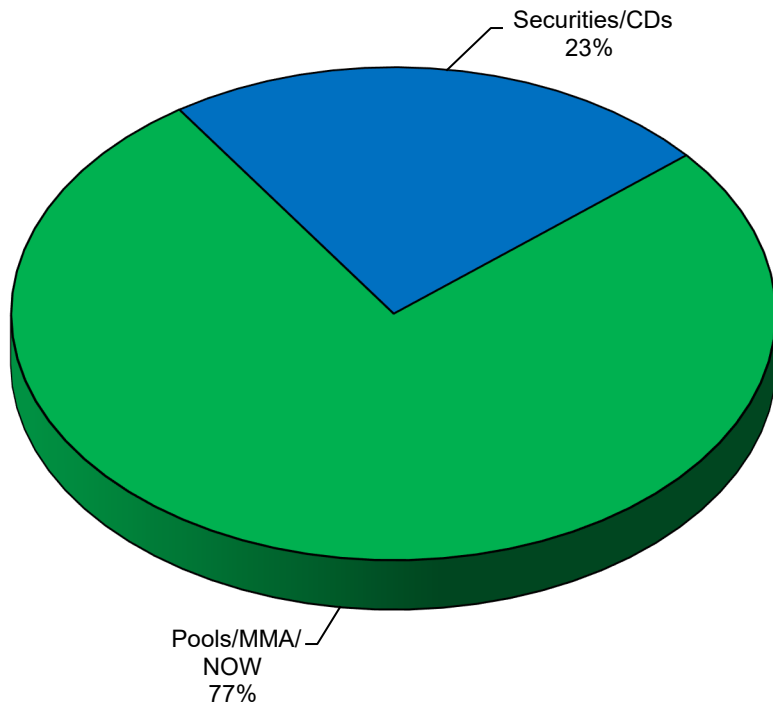
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Independent DDA		0.35%	04/01/21	03/31/21	\$ 32,670	\$ 32,670	1.00	\$ 32,670	1	0.35%
Independent NOW		0.40%	04/01/21	03/31/21	6,680	6,680	1.00	6,680	1	0.40%
Wells Fargo DDA (3)		0.51%	04/01/21	03/31/21	589,309	589,309	1.00	589,309	1	0.51%
Southside MMA		0.12%	04/01/21	03/31/21	5,484,932	5,484,932	1.00	5,484,932	1	0.12%
InterBank MMA		0.35%	04/01/21	03/31/21	211,971	211,971	1.00	211,971	1	0.35%
InterBank ICS		0.35%	04/01/21	03/31/21	4,083,754	4,083,754	1.00	4,083,754	1	0.35%
TexPool	AAAm	0.02%	04/01/21	03/31/21	2,702,663	2,702,663	1.00	2,702,663	1	0.02%
TexSTAR	AAAm	0.02%	04/01/21	03/31/21	3,290,738	3,290,738	1.00	3,290,738	1	0.02%
Origin Bank CD		0.20%	07/07/21	01/07/21	4,000,000	4,000,000	100.00	4,000,000	98	0.20%
Origin Bank CD		0.21%	02/04/22	02/04/21	1,000,000	1,000,000	100.00	1,000,000	310	0.21%
					<b>\$ 21,402,717</b>	<b>\$ 21,402,717</b>		<b>\$ 21,402,717</b>	<b>34</b>	<b>0.17%</b>
									(1)	(2)

(1) **Weighted average life** - For purposes of calculating weighted average life, pool and bank account investments are assumed to have a one day maturity.

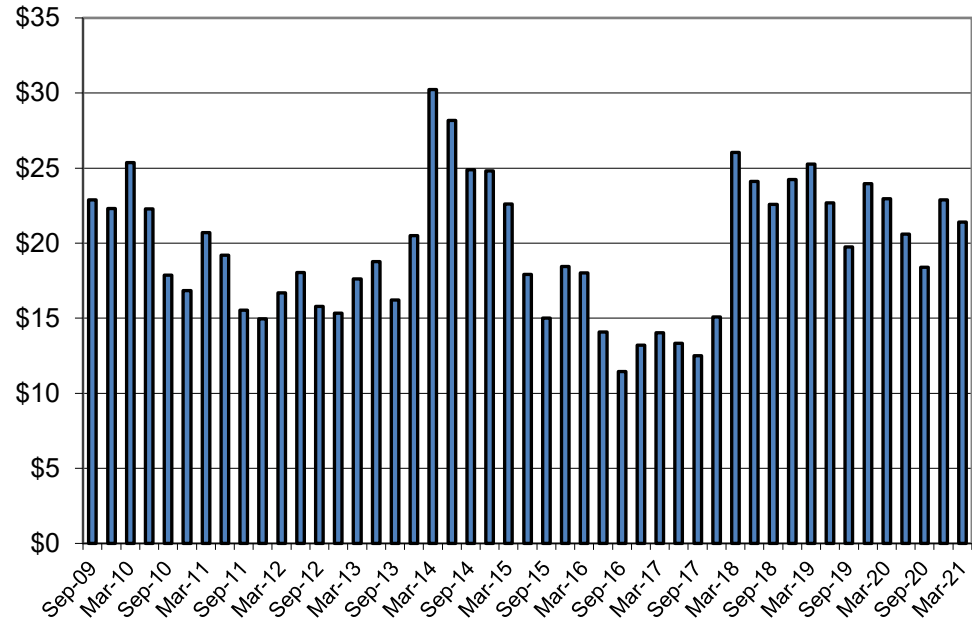
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

(3) **Wells Fargo Earnings Credit Rate** - 0.50% floor. Effective ECR reported.

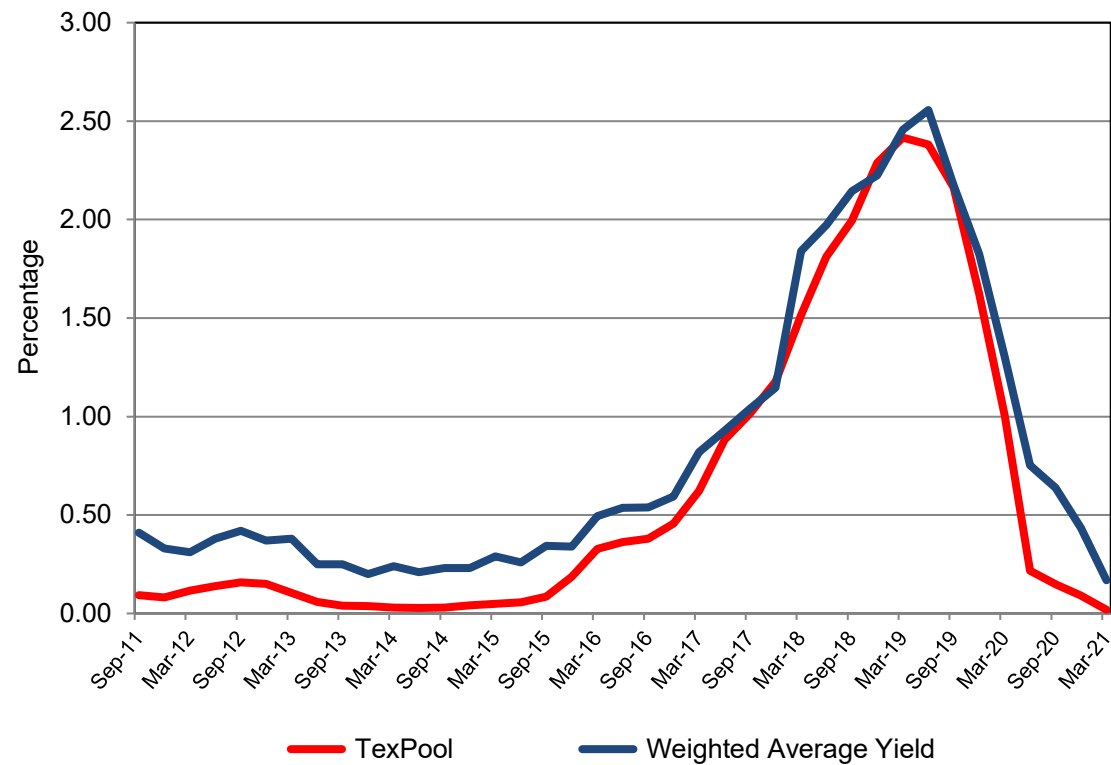
**Portfolio Composition**



**Total Portfolio (Millions)**



**Total Portfolio Performance**



## Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 12/31/20	Increases	Decreases	Book Value 03/31/21	Market Value 12/31/20	Change in Market Value	Market Value 03/31/21
Independent DDA	0.35%	04/01/21	\$ 32,642	\$ 28	\$ -	\$ 32,670	\$ 32,642	\$ 28	\$ 32,670
Independent NOW	0.40%	04/01/21	6,673	7	-	6,680	6,673	7	6,680
Wells Fargo DDA (3)	0.51%	04/01/21	1,185,338	-	(596,028)	589,309	1,185,338	(596,028)	589,309
Southside MMA	0.12%	04/01/21	1,483,605	4,001,327	-	5,484,932	1,483,605	4,001,327	5,484,932
InterBank MMA	0.35%	04/01/21	211,960	11	-	211,971	211,960	11	211,971
InterBank ICS	0.35%	04/01/21	4,080,060	3,694	-	4,083,754	4,080,060	3,694	4,083,754
TexPool	0.02%	04/01/21	3,825,030	-	(1,122,367)	2,702,663	3,825,030	(1,122,367)	2,702,663
TexSTAR	0.02%	04/01/21	8,213,626	-	(4,922,888)	3,290,738	8,213,626	(4,922,888)	3,290,738
WallisBank CD	1.72%	01/29/21	3,848,989	-	(3,848,989)	-	3,848,989	(3,848,989)	-
Origin Bank CD	0.20%	07/07/21	-	4,000,000	-	4,000,000	-	4,000,000	4,000,000
Origin Bank CD	0.21%	02/04/22	-	1,000,000	-	1,000,000	-	1,000,000	1,000,000
<b>TOTAL/AVERAGE</b>	<b>0.17%</b>		<b>\$ 22,887,921</b>	<b>\$ 9,005,067</b>	<b>\$(10,490,272)</b>	<b>\$ 21,402,717</b>	<b>\$ 22,887,921</b>	<b>\$ (1,485,204)</b>	<b>\$ 21,402,717</b>

**Allocation by Fund  
March 31, 2021  
Book and Market Value**

<b>Utility Funds</b>	<b>TexPool</b>	<b>TexSTAR</b>	<b>Independent DDA</b>	<b>Independent NOW</b>	<b>Wells Fargo DDA</b>	<b>Southside MMA</b>	<b>InterBank MMA</b>	<b>InterBank ICS</b>
Interest & Sinking	\$ 206,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	473,822	-	-	-	-	-	-	-
Operations	359,867	-	-	-	-	280,173	-	-
Impact Fees	107,291	-	-	-	-	894,832	-	-
2018 CO Utility Capital Projects	-	508,174	-	-	-	-	100,030	2,260,227
<b>Sub Total</b>	<b>\$ 1,147,311</b>	<b>\$ 508,174</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,175,005</b>	<b>\$ 100,030</b>	<b>\$ 2,260,227</b>
<b>General Funds</b>								
Operations	\$ 993,760	\$ 865,278	\$ -	\$ 321	\$ -	\$ 4,309,927	\$ 12,912	\$ -
Pooled Cash	-	-	32,670	-	589,309	-	-	-
Interest & Sinking	236,502	65,929	-	-	-	-	-	-
CARES Act	-	909,988	-	-	-	-	-	-
Drainage Utility	244,951	-	-	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 1,475,213</b>	<b>\$ 1,841,195</b>	<b>\$ 32,670</b>	<b>\$ 321</b>	<b>\$ 589,309</b>	<b>\$ 4,309,927</b>	<b>\$ 12,912</b>	<b>\$ -</b>
<b>General Capital Project Funds</b>								
Park Development	\$ 80,115	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	935,292	-	-	-	-	99,029	1,823,527
<b>Sub Total</b>	<b>\$ 80,115</b>	<b>\$ 935,292</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,029</b>	<b>\$ 1,823,527</b>
<b>Corp Leased Park Funds</b>								
Corp LeasedTXDot Mitigation	\$ -	\$ 3	\$ -	\$ 6,359	\$ -	\$ -	\$ -	\$ -
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ 6,359</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>HV Community Development Funds</b>								
Operations	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVDCD TXDot Mitigation	-	6,073	-	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 24</b>	<b>\$ 6,073</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 2,702,663</b>	<b>\$ 3,290,738</b>	<b>\$ 32,670</b>	<b>\$ 6,680</b>	<b>\$ 589,309</b>	<b>\$ 5,484,932</b>	<b>\$ 211,971</b>	<b>\$ 4,083,754</b>

**Allocation by Fund**  
**March 31, 2021**  
**Book and Market Value**

(Continued)

<b>Utility Funds</b>	<b>Certificate of Deposit</b>			<b>Interest</b>
	<b>07/07/2021</b>	<b>02/04/2022</b>	<b>Total</b>	<b>This Quarter</b>
Interest & Sinking	\$ -	\$ -	\$ 206,332	\$ 78
Replacement Reserve	-	-	473,822	55
Operations	-	-	640,040	217
Impact Fees	-	-	1,002,122	3,623
2018 CO Utility Capital Projects	-	-	2,868,431	2,085
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,190,747</b>	<b>\$ 6,057</b>
<b>General Funds</b>				
Operations	\$ 4,000,000	\$ 1,000,000	\$ 11,182,198	\$ 14,352
Pooled Cash	-	-	621,980	28
Interest & Sinking	-	-	302,431	134
CARES Act	-	-	909,988	85
Drainage Utility	-	-	244,951	26
<b>Sub Total</b>	<b>\$ 4,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 13,261,547</b>	<b>\$ 14,626</b>
<b>General Capital Project Funds</b>				
Park Development	\$ -	\$ -	\$ 80,115	\$ 9
2018 GO Capital Projects	-	-	2,857,848	1,739
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,937,963</b>	<b>\$ 1,748</b>
<b>Corp Leased Park Funds</b>				
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ 6,363	\$ 6
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,363</b>	<b>\$ 6</b>
<b>HV Community Development Funds</b>				
Operations	\$ -	\$ -	\$ 24	\$ 17
HVDCD TXDot Mitigation	-	-	6,073	1
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,097</b>	<b>\$ 18</b>
<b>Totals</b>	<b>\$ 4,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 21,402,717</b>	<b>\$ 22,456</b>

**Allocation by Fund  
December 31, 2020  
Book and Market Value**

<b>Utility Funds</b>	<b>TexPool</b>	<b>TexSTAR</b>	<b>Independent DDA</b>	<b>Independent NOW</b>	<b>Wells Fargo DDA</b>	<b>Southside MMA</b>	<b>InterBank MMA</b>	<b>InterBank ICS</b>
Interest & Sinking	\$ 860,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	473,767	-	-	-	-	-	-	-
Operations	359,825	-	-	-	-	279,998	-	-
Impact Fees	223,510	-	-	-	-	94,692	-	-
2018 CO Utility Capital Projects	-	535,947	-	-	-	-	100,030	2,258,191
<b>Sub Total</b>	<b>\$ 1,917,865</b>	<b>\$ 535,947</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 374,691</b>	<b>\$ 100,030</b>	<b>\$ 2,258,191</b>
<b>General Funds</b>								
Operations	\$ 186,599	\$ 5,845,134	\$ -	\$ 320	\$ -	\$ 1,108,914	\$ 12,901	\$ -
Pooled Cash	-	-	32,642	-	1,185,338	-	-	-
Interest & Sinking	1,140,900	65,923	-	-	-	-	-	-
CARES Act	-	909,903	-	-	-	-	-	-
Drainage Utility	221,013	-	-	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 1,548,512</b>	<b>\$ 6,820,960</b>	<b>\$ 32,642</b>	<b>\$ 320</b>	<b>\$ 1,185,338</b>	<b>\$ 1,108,914</b>	<b>\$ 12,901</b>	<b>\$ -</b>
<b>General Capital Project Funds</b>								
Park Development	\$ 80,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	850,643	-	-	-	-	99,029	1,821,869
<b>Sub Total</b>	<b>\$ 80,106</b>	<b>\$ 850,643</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,029</b>	<b>\$ 1,821,869</b>
<b>Corp Leased Park Funds</b>								
Corp LeasedTXDot Mitigation	\$ -	\$ 3	\$ -	\$ 6,353	\$ -	\$ -	\$ -	\$ -
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ 6,353</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>HV Community Development Funds</b>								
Operations	\$ 278,546	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVDCD TXDot Mitigation	-	6,073	-	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 278,546</b>	<b>\$ 6,073</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 3,825,030</b>	<b>\$ 8,213,626</b>	<b>\$ 32,642</b>	<b>\$ 6,673</b>	<b>\$ 1,185,338</b>	<b>\$ 1,483,605</b>	<b>\$ 211,960</b>	<b>\$ 4,080,060</b>



**Allocation by Fund  
December 31, 2020  
Book and Market Value**

(Continued)

<b>Utility Funds</b>	<b>Certificate of Deposit</b>		<b>Interest</b>
	<b>01/29/2021</b>	<b>Total</b>	<b>This Quarter</b>
Interest & Sinking	\$ —	\$ 860,763	\$ 208
Replacement Reserve	—	473,767	138
Operations	—	639,824	260
Impact Fees	810,313	1,128,516	3,583
2018 CO Utility Capital Projects	—	2,894,168	2,210
<b>Sub Total</b>	<b>\$ 810,313</b>	<b>\$ 5,997,037</b>	<b>\$ 6,399</b>
<b>General Funds</b>			
Operations	\$ 3,038,675	\$ 10,192,543	\$ 18,413
Pooled Cash	—	1,217,980	22
Interest & Sinking	—	1,206,823	46
CARES Act	—	909,903	212
Drainage Utility	—	221,013	70
<b>Sub Total</b>	<b>\$ 3,038,675</b>	<b>\$ 13,748,262</b>	<b>\$ 18,763</b>
<b>General Capital Project Funds</b>			
Park Development	\$ —	\$ 80,106	\$ 30
2018 GO Capital Projects	—	2,771,541	2,433
<b>Sub Total</b>	<b>\$ —</b>	<b>\$ 2,851,648</b>	<b>\$ 2,464</b>
<b>Corp Leased Park Funds</b>			
Corp LeasedTXDot Mitigation	\$ —	\$ 6,356	\$ 6
<b>Sub Total</b>	<b>\$ —</b>	<b>\$ 6,356</b>	<b>\$ 6</b>
<b>HV Community Development Funds</b>			
Operations	\$ —	\$ 278,546	\$ 33
HV CDC TXDot Mitigation	—	6,073	1
<b>Sub Total</b>	<b>\$ —</b>	<b>\$ 284,619</b>	<b>\$ 35</b>
<b>Totals</b>	<b>\$ 3,848,989</b>	<b>\$ 22,887,921</b>	<b>\$ 27,667</b>

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 17**

**MEETING DATE: 05/11/2021**

**SUBJECT: Receive Budget Reports for Period Ending March 31, 2021**

**PREPARED BY: Ken Heerman, Assistant City Manager**

**BACKGROUND:**

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review. The budget report submitted for March represents the mid-year report in the fiscal year. Our financial policies call for a narrative to be submitted with the 2<sup>nd</sup> quarter report to address significant variances between actual expenditures and associated appropriations. Detailed revenues and expenditures extracted for discussion are selected based on the variance associated with the relative elapsed percentage of the budget year – notwithstanding many revenues/expenditures being seasonal by nature.

**IDENTIFIED NEED/S:**

N/A

**OPTIONS & RESULTS:**

**General Fund** – In total, both revenues and expenditures are at expected levels at the midpoint of the fiscal year. Revenues are at 75% of budget, primarily due to most of the property taxes being collected (being due by the end of January). Expenditures are at 49% of budget with 51% of the year expired.

<b>Revenues</b>	<b>Budget</b>	<b>Actual</b>	<b>%</b>	<b>Explanation</b>
Property Tax	\$11,527,507	\$11,144,945	97	Taxes are due January 31 <sup>st</sup>
Sales Tax	2,828,047	1,059,215	37	There is a two-month delay in receiving sales tax receipts from the State. Five months of actual sales tax collected are at 109% of the seasonally adjusted budget.
Franchise Fees	1,581,265	337,343	21	Through March, we have only received one quarter of Gas franchise payment totaling \$51,721 and the first quarter of the electric franchise payment of \$179,849. Cable franchise first qtr payments totaled \$52,193.
Licensing/Permits	336,833	136,643	41	Permits received are generally in line with that anticipated.
Charges for Services (EMS, Police Service)	557,555	280,802	50	Annual fire service and ambulance fees received from Denton County were \$19,675. EMS fees and Police Service fees are on track.

Park/Recreation	227,745	53,559	24	Tennis program revenues (comprising \$83,000 of the budgeted amount) are at 30%, due to cancelled recreation programs from COVID-19. And none was collected in revenues for the Father / Daughter dance and Kids Kamp.
Public Safety Fees	34,100	13,685	40	The primary component of this category is alarm permits – on track with \$11,332 collected of the budgeted \$25,000.
Rents	142,450	68,439	48	Tower rental fees – on target.
Municipal Court	111,180	33,086	30	Court fees collected were lower during COVID-19.
Interest Income	150,000	21,276	14	Interest income were lower due to decrease in interest rates from Federal Reserve during COVID-19.
Miscellaneous	140,550	42,689	30	Citibank Rebate 9,442
<b>Total</b>	<b>\$17,637,232</b>	<b>\$13,191,683</b>	<b>75</b>	

## Expenditures

Reported on a category / sub-category level

GF Expenditures	Budget	Actual	%	Explanation
	<b>\$18,747,868</b>	<b>\$9,191,017</b>	<b>49</b>	
<b>Personnel</b>	<b>13,487,531</b>	<b>6,252,452</b>	<b>46</b>	
Salaries / Wages	9,627,087	4,453,062	46	
Employee Benefits	3,860,445	1,799,290	47	
<b>Services / Supplies</b>	<b>4,843,337</b>	<b>2,553,375</b>	<b>53</b>	
Professional Services	1,736,379	817,816	47	
Employee Develop	358,750	92,686	26	Training to be conducted in second half of year.
Supplies / Equip	1,255,449	1,006,135	80	Actual expenditures reflected \$376,031 related to final pmt for roof replacement (carried over from FY 20) as well as \$101,671 for A/C replacement at Municipal Complex
Utilities	311,408	128,873	41	City electric, gas, and water usage has majority of expenditures in 2 <sup>nd</sup> half of year.
Other	1,181,351	507,865	43	Streets maintenance budgeted \$490,550. Of this amount, \$271,108 were spent year to date with majority activity to be anticipated in summer.
<b>Capital</b>	<b>417,000</b>	<b>385,189</b>	<b>92</b>	

**Utility Fund** – Utility Revenues (primarily water / sewer sales – excluding impact fees) are at 38% of budget. These are seasonal in nature, with the highest volume occurring in the summer. To date, water sales are at 33% of the annual budget, while sewer sales are at 44%.

When compared to a 6 month seasonally adjusted budget, both water and sewer sales are running at about the same as the expected volumes.

	Seasonally adjusted – 6 mo. Budget	Actual - 6 mo.	Percent of adjusted budget
Water	\$2,025,951	\$1,895,965	94%
Sewer	\$1,990,564	\$1,938,546	97%

Overall, utility expenses are at 50% as these are seasonal as well. Additionally, only five months of invoices have been received related to wholesale water / wastewater.

**Capital Projects Fund** – This fund primarily accounts for bond issuances. In 2018, bonds were issued for Parks and Street projects totaling \$6.9M. In addition to \$2,375,452 expenditures in FY 2020 (Parks \$1,181,830. Streets \$1,193,622), \$626,892 has been expended this year to date. The largest portion is for Parks projects – \$553,944 to date, with \$320,697 of this amount related to the Kids Kastle Community Building Playground.

**Corps Leased Parks Fund** – This fund accounts for Copperas and Pilot Knoll Parks, with the intent that these are self-supporting parks. Both revenues and expenditures are seasonal in nature – expenditures are at 34% of budget to date, while revenues are at 50%.

**Public Safety Special Revenue Fund** – This fund accounts for grants to the City associated with both Police and Fire operations. Revenues received through March are \$22,375, mostly from Denton County Child Safety fees (\$20,155).

**Municipal Court Technology Fee Fund** – This fund accounts for a fee charged with court fines to fund technology related expenditures. There has been \$7,723 (62%) in expenditures so far this year of the \$12,525 that was budgeted. Revenues are at 31% of budgeted amounts.

**Municipal Court Building Security Fund** – This fund accounts for a fee charged with court fines related to security issues. The City has primarily used this for expenditures related to bailiff charges. Fine revenues thus far are at 47% of budget.

**Debt Service Fund** – This fund is utilized to account for the debt obligations of the City. The majority of the revenues (associated with property tax) have been collected. Debt payments are semi-annual – in February and August. The first round of debt payments has been made this year as scheduled.

**HV Community Development Fund** – This fund was established to account for the revenues and expenditures associated with collection of the 4B Sales Tax and related expenditures for construction / maintenance of Inland Trail and Soccer Field projects. Sales tax collections reflect a two-month delay related to the actual allocation from the State, thus only reflecting 38% collection to date. However, for the months actually collected, receipts are at 109% of the budgeted amount. Services / supplies expenditures are at 37%.

**PEG Fee Fund** - This fund was established to account for a PEG Fee – the fee charged to cable providers and used to fund broadcasting equipment and supplies for public, educational, and governmental access channels. Received revenues to date total \$10,445 (24% - representing one quarter), and YTD expenditures are \$18,803 (66%), related to upgrades of production / automation equipment in Council Chambers.

**Drainage Utility Fund** – This fund was established to account for a collected drainage fee – the fee used to provide for an on-going drainage program. Revenues are at 47%, while Expenditures reflect a 41% level.

**PROGRESS TO DATE: (if appropriate)**

N/A

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

Council to receive the budget reports for the period ending March 31, 2021.

# General Fund Summary

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

Percent of Budget Year Transpired

**50.0%**

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 11,144,945	\$ (382,562)	97%
Sales Tax	2,828,047	2,828,047	1,059,215	(1,768,832)	37%
Franchise Fees	1,581,265	1,581,265	337,343	(1,243,922)	21%
Licensing & Permits	336,833	336,833	136,643	(200,190)	41%
Park/Recreation Fees	227,745	227,745	53,559	(174,186)	24%
Public Safety Fees	34,100	34,100	13,685	(20,415)	40%
Rents	142,450	142,450	68,439	(74,011)	48%
Municipal Court	111,180	111,180	33,086	(78,094)	30%
Public Safety Charges for Svc	557,555	557,555	280,802	(276,753)	50%
Interest Income	150,000	150,000	21,276	(128,724)	14%
Miscellaneous	140,550	140,550	42,689	(97,861)	30%
<b>Total Revenues</b>	<b>\$ 17,637,232</b>	<b>\$ 17,637,232</b>	<b>\$ 13,191,683</b>	<b>\$ (4,445,549)</b>	<b>75%</b>

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
<b>Total Available Resources</b>	<b>\$ 18,171,232</b>	<b>\$ 18,171,232</b>	<b>\$ 13,191,683</b>	<b>\$ (4,979,549)</b>	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 603,533	\$ 603,533	\$ 255,181	\$ 348,352	42%
Finance (includes Mun. Court)	1,345,313	1,345,313	759,442	585,871	56%
Human Resources	565,742	565,742	198,024	367,718	35%
City Secretary Office	398,216	398,216	121,902	276,315	31%
Information Services	1,084,104	1,084,104	552,942	531,162	51%
Marketing and Communications	403,772	403,772	175,304	228,468	43%
Police	5,329,007	5,329,007	2,414,838	2,914,169	45%
Fire	3,126,013	3,126,013	1,467,117	1,658,896	47%
Community Services	422,845	422,845	231,620	191,225	55%
Streets/Drainage	1,651,199	1,651,199	899,071	752,127	54%
Maintenance	1,087,030	1,087,030	916,236	170,794	84%
Parks	2,166,750	2,166,750	1,048,786	1,117,964	48%
Recreation	564,343	564,343	150,553	413,790	27%
<b>Total Expenditures</b>	<b>\$ 18,747,868</b>	<b>\$ 18,747,868</b>	<b>\$ 9,191,017</b>	<b>\$ 9,556,851</b>	<b>49%</b>

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 417,000	\$ 417,000	\$ 385,189	\$ 31,811	92%

Other Uses					
Transfers Out	\$ 36,000	\$ 36,000	\$ -	36,000	0%
<b>Total Expenditures</b>	<b>\$ 18,783,868</b>	<b>\$ 18,783,868</b>	<b>\$ 9,191,017</b>	<b>\$ 9,592,851</b>	

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	5,844,759	7,952,600	7,952,600
<i>+ Net Increase (Decrease)</i>	(612,636)	(612,636)	4,000,666
<b>Ending Fund Balance</b>	<b>\$ 5,232,123</b>	<b>\$ 7,339,964</b>	<b>\$ 11,953,266</b>

Audited FY20

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
<i>Reserve Fund Balance (15% of Total Expenditures)</i>	\$ 2,812,180	\$ 2,812,180	\$ 1,378,653
<i>Restricted</i>	11,500	11,500	11,500
<i>Unassigned</i>	2,408,443	4,516,284	10,563,113
<b>Total Fund Balance</b>	<b>\$ 5,232,123</b>	<b>\$ 7,339,964</b>	<b>\$ 11,953,266</b>

# General Fund Expenditure Summary

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

Percent of Budget Year Transpired

50.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 13,487,531	\$ 13,487,531	\$ 6,252,452	\$ 7,235,079	46%
Services / Supplies	4,843,337	4,843,337	2,553,375	2,289,961	53%
Capital	417,000	417,000	385,189	31,811	92%
	\$ 18,747,868	\$ 18,747,868	\$ 9,191,017	\$ 9,556,851	49%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 9,627,087	\$ 9,627,087	\$ 4,453,062	\$ 5,174,024	46%
<i>Employee Benefits</i>	3,860,445	3,860,445	1,799,390	2,061,055	47%
<i>Total Personnel</i>	\$ 13,487,531	\$ 13,487,531	\$ 6,252,452	\$ 7,235,079	46%

<b>Services / Supplies</b>					
<i>Professional Services</i>	\$ 1,736,379	\$ 1,736,379	\$ 817,816	\$ 918,562	47%
<i>Employee Development</i>	358,750	358,750	92,686	266,064	26%
<i>Office Supplies / Equipment</i>	1,255,449	1,255,449	1,006,135	249,314	80%
<i>Utilities</i>	311,408	311,408	128,873	182,535	41%
<i>Other</i>	1,181,351	1,181,351	507,865	673,486	43%
<i>Total Services / Supplies</i>	\$ 4,843,337	\$ 4,843,337	\$ 2,553,375	\$ 2,289,961	53%

<b>Capital</b>					
<i>Equipment / Vehicles</i>	\$ 417,000	\$ 417,000	\$ 385,189	\$ 31,811	92%
<i>Total Capital</i>	\$ 417,000	\$ 417,000	\$ 385,189	\$ 31,811	92%

<b>Total General Fund Expenditure Summary</b>	\$ 18,747,868	\$ 18,747,868	\$ 9,191,017	\$ 9,556,851	49%
---	---------------	---------------	--------------	--------------	-----

# General Fund Revenue

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

*Percent of Budget Year Transpired*

**50.0%**

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 11,144,945	\$ (382,562)	97%
Sales Tax	2,828,047	2,828,047	1,059,215	(1,768,832)	37%
Franchise Fees	1,581,265	1,581,265	337,343	(1,243,922)	21%
Licensing & Permits	336,833	336,833	136,643	(200,190)	41%
Park/Recreation Fees	227,745	227,745	53,559	(174,186)	24%
Public Safety Fees	34,100	34,100	13,685	(20,415)	40%
Rents	142,450	142,450	68,439	(74,011)	48%
Municipal Court	111,180	111,180	33,086	(78,094)	30%
Public Safety Charges for Svc	557,555	557,555	280,802	(276,753)	50%
Interest Income	150,000	150,000	21,276	(128,724)	14%
Miscellaneous	140,550	140,550	42,689	(97,861)	30%
<b>Total Revenues</b>	<b>\$ 17,637,232</b>	<b>\$ 17,637,232</b>	<b>\$ 13,191,683</b>	<b>\$ (4,445,549)</b>	<b>75%</b>



# City Manager Office FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 386,792	\$ 386,792	\$ 174,766	\$ 212,027	45%
Services / Supplies	216,741	216,741	80,415	136,326	37%
Capital	-	-	-	-	0%
	\$ 603,533	\$ 603,533	\$ 255,181	\$ 348,352	42%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 306,308	\$ 306,308	\$ 143,320	\$ 162,988	47%
<i>Employee Benefits</i>	80,484	80,484	31,446	49,039	39%
<b>Total Personnel</b>	\$ 386,792	\$ 386,792	\$ 174,766	\$ 212,027	45%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 140,260	\$ 140,260	\$ 31,451	\$ 108,809	22%
<i>Employee Development</i>	16,140	16,140	4,232	11,908	26%
<i>Supplies / Equipment</i>	10,053	10,053	538	9,515	5%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	50,288	50,288	44,194	6,094	88%
<b>Total Services / Supplies</b>	\$ 216,741	\$ 216,741	\$ 80,415	\$ 136,326	37%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%

<b>Total City Manager</b>	\$ 603,533	\$ 603,533	\$ 255,181	\$ 348,352	42%
---------------------------	------------	------------	------------	------------	-----

# Finance Department FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 873,264	\$ 873,264	\$ 405,001	\$ 468,263	46%
Services / Supplies	472,050	472,050	354,441	117,608	75%
Capital	-	-	-	-	0%
	\$ 1,345,313	\$ 1,345,313	\$ 759,442	\$ 585,871	56%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 628,280	\$ 628,280	\$ 292,564	\$ 335,717	47%
<i>Employee Benefits</i>	244,983	244,983	112,437	132,546	46%
<b>Total Personnel</b>	\$ 873,264	\$ 873,264	\$ 405,001	\$ 468,263	46%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$168,832 / DCAD - \$85,400)</i>	\$ 447,610	\$ 447,610	\$ 343,337	\$ 104,273	77%
<i>Employee Development</i>	13,371	13,371	8,130	5,241	61%
<i>Supplies / Equipment</i>	8,069	8,069	2,975	5,094	37%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Data Processing \$3,000]</i>	3,000	3,000	-	3,000	0%
<b>Total Services / Supplies</b>	\$ 472,050	\$ 472,050	\$ 354,441	\$ 117,608	75%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Finance Department</b>	\$ 1,345,313	\$ 1,345,313	\$ 759,442	\$ 585,871	56%

# Human Resources FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 446,765	\$ 446,765	\$ 170,138	\$ 276,627	38%
Services / Supplies	118,977	118,977	27,886	91,091	23%
Capital	-	-	-	-	0%
	\$ 565,742	\$ 565,742	\$ 198,024	\$ 367,718	35%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 324,861	\$ 324,861	\$ 116,748	\$ 208,113	36%
<i>Employee Benefits</i>	121,904	121,904	53,389	68,514	44%
<b>Total Personnel</b>	\$ 446,765	\$ 446,765	\$ 170,138	\$ 276,627	38%

Services / Supplies					
<i>Professional Services</i>	\$ 47,670	\$ 47,670	\$ 15,275	\$ 32,395	32%
<i>Employee Development</i>	64,257	64,257	11,980	52,277	19%
<i>Supplies / Equipment</i>	975	975	384	591	39%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,075	6,075	247	5,828	4%
<b>Total Services / Supplies</b>	\$ 118,977	\$ 118,977	\$ 27,886	\$ 91,091	23%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%

<b>Total Human Resources</b>	\$ 565,742	\$ 565,742	\$ 198,024	\$ 367,718	35%
------------------------------	------------	------------	------------	------------	-----

# City Secretary Office FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 229,499	\$ 229,499	\$ 70,117	\$ 159,382	31%
Services / Supplies	168,717	168,717	51,784	116,933	31%
Capital	-	-	-	-	-
	\$ 398,216	\$ 398,216	\$ 121,902	\$ 276,315	31%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 163,794	\$ 163,794	\$ 57,531	\$ 106,263	35%
<i>Employee Benefits</i>	65,705	65,705	12,586	53,119	19%
<b>Total Personnel</b>	\$ 229,499	\$ 229,499	\$ 70,117	\$ 159,382	31%

<b>Services / Supplies</b>					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 51,300	\$ 51,300	\$ 2,432	\$ 48,868	5%
<i>Employee Development</i> <i>(City Council related \$38,392)</i>	54,217	54,217	16,187	38,030	30%
<i>Supplies / Equipment</i>	17,100	17,100	5,565	11,535	33%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	46,100	46,100	27,600	18,500	60%
<b>Total Services / Supplies</b>	\$ 168,717	\$ 168,717	\$ 51,784	\$ 116,933	31%

<b>Capital</b>					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%

<b>Total City Secretary Office</b>	\$ 398,216	\$ 398,216	\$ 121,902	\$ 276,315	31%
------------------------------------	------------	------------	------------	------------	-----

# Information Services FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 712,321	\$ 712,321	\$ 350,528	\$ 361,793	49%
Services / Supplies	371,783	371,783	125,034	246,749	34%
Capital	-	-	77,380	(77,380)	0%
	\$ 1,084,104	\$ 1,084,104	\$ 552,942	\$ 531,162	51%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<b>Salaries / Wages</b>	\$ 543,765	\$ 543,765	\$ 257,731	\$ 286,034	47%
<b>Employee Benefits</b>	168,556	168,556	92,797	75,760	55%
<b>Total Personnel</b>	\$ 712,321	\$ 712,321	\$ 350,528	\$ 361,793	49%

Services / Supplies					
<b>Professional Services</b> <i>(Maintenance Contracts \$167,110)</i>	\$ 208,610	\$ 208,610	\$ 79,961	\$ 128,649	38%
<b>Employee Development</b>	31,705	31,705	1,202	30,503	4%
<b>Supplies / Equipment</b>	4,160	4,160	2,496	1,664	60%
<b>Utilities</b>	20,308	20,308	4,934	15,375	24%
<b>Other (Data Processing)</b>	107,000	107,000	36,441	70,559	34%
<b>Total Services / Supplies</b>	\$ 371,783	\$ 371,783	\$ 125,034	\$ 246,749	34%

Capital					
<b>Equipment / Vehicles - Network Storage Device</b> <i>(Added via Budget Amendment)</i>	-	-	77,380	(77,380)	0%
<b>Total Capital</b>	\$ -	\$ -	\$ 77,380	\$ (77,380)	0%

<b>Total City Secretary Office</b>	\$ 1,084,104	\$ 1,084,104	\$ 552,942	\$ 531,162	51%
------------------------------------	--------------	--------------	------------	------------	-----

# Marketing and Communications FY 2020/2021 Budget

**YEAR TO DATE MARCH**

Percent of Budget Year Transpired

50.0%

## - - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 289,268	\$ 289,268	\$ 127,865	\$ 161,404	44%
Services / Supplies	114,504	114,504	47,439	67,065	41%
Capital	-	-	-	-	0%
	\$ 403,772	\$ 403,772	\$ 175,304	\$ 228,468	43%

## - - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 217,333	\$ 217,333	\$ 98,666	\$ 118,666	45%
<i>Employee Benefits</i>	71,935	71,935	29,198	42,737	41%
<b>Total Personnel</b>	\$ 289,268	\$ 289,268	\$ 127,865	\$ 161,404	44%
<b>Services / Supplies</b>					
<i>Professional Services</i>	\$ 84,924	\$ 84,924	\$ 40,742	\$ 44,182	48%
<i>Employee Development</i>	7,680	7,680	908	6,772	12%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	21,900	21,900	5,789	16,111	26%
<b>Total Services / Supplies</b>	\$ 114,504	\$ 114,504	\$ 47,439	\$ 67,065	41%
<b>Capital</b>					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%
<b>Total City Secretary Office</b>	\$ 403,772	\$ 403,772	\$ 175,304	\$ 228,468	43%

# Police Department FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,775,377	\$ 4,775,377	\$ 2,181,450	\$ 2,593,926	46%
Services / Supplies	398,630	398,630	225,477	173,153	57%
Capital	<u>155,000</u>	<u>155,000</u>	<u>7,911</u>	<u>147,089</u>	<u>5%</u>
	<b>\$ 5,329,007</b>	<b>\$ 5,329,007</b>	<b>\$ 2,414,838</b>	<b>\$ 2,914,169</b>	<b>45%</b>

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 3,494,485	\$ 3,494,485	\$ 1,597,801	\$ 1,896,684	46%
<i>Employee Benefits</i>	<u>1,280,892</u>	<u>1,280,892</u>	<u>583,649</u>	<u>697,243</u>	46%
<b>Total Personnel</b>	<b>\$ 4,775,377</b>	<b>\$ 4,775,377</b>	<b>\$ 2,181,450</b>	<b>\$ 2,593,926</b>	<b>46%</b>

Services / Supplies					
<i>Professional Services</i>	\$ 143,787	\$ 143,787	\$ 120,842	\$ 22,945	84%
<i>Employee Development</i>	45,339	45,339	10,502	34,837	23%
<i>Supplies / Equipment</i>	141,216	141,216	67,954	73,262	48%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>68,288</u>	<u>68,288</u>	<u>26,179</u>	<u>\$ 42,109</u>	<u>38%</u>
<b>Total Services / Supplies</b>	<b>\$ 398,630</b>	<b>\$ 398,630</b>	<b>\$ 225,477</b>	<b>\$ 173,153</b>	<b>57%</b>

Capital					
<i>Equipment / Vehicles</i>	155,000	155,000	7,911	147,089	5%
<b>Total Capital</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>	<b>\$ 7,911</b>	<b>\$ 147,089</b>	<b>5%</b>

<b>Total Police Department</b>	<b>\$ 5,329,007</b>	<b>\$ 5,329,007</b>	<b>\$ 2,414,838</b>	<b>\$ 2,914,169</b>	<b>45%</b>
--------------------------------	---------------------	---------------------	---------------------	---------------------	------------

# Fire Department FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,689,052	\$ 2,689,052	\$ 1,294,872	\$ 1,394,180	48%
Services / Supplies	419,961	419,961	172,245	247,716	41%
Capital	<u>17,000</u>	<u>17,000</u>	-	<u>17,000</u>	<u>0%</u>
	\$ 3,126,013	\$ 3,126,013	\$ 1,467,117	\$ 1,658,896	47%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 1,855,182	\$ 1,855,182	\$ 885,399	\$ 969,783	48%
<i>Employee Benefits</i>	<u>833,870</u>	<u>833,870</u>	<u>409,473</u>	424,397	49%
<i>Total Personnel</i>	\$ 2,689,052	\$ 2,689,052	\$ 1,294,872	\$ 1,394,180	48%

Services / Supplies					
<i>Professional Services</i>	\$ 122,170	\$ 122,170	\$ 42,425	\$ 79,745	35%
<i>Employee Development</i> <i>(Training - \$52,950)</i>	68,317	68,317	27,931	40,386	41%
<i>Supplies / Equipment</i>	188,624	188,624	77,840	110,784	41%
<i>Utilities</i>	1,800	1,800	835	965	46%
<i>Other</i> <i>(Safety Programs)</i>	<u>39,050</u>	<u>39,050</u>	<u>23,214</u>	<u>15,836</u>	<u>59%</u>
<i>Total Services / Supplies</i>	\$ 419,961	\$ 419,961	\$ 172,245	\$ 247,716	41%

Capital					
<i>Equipment / Vehicles</i>	17,000	17,000	-	17,000	0%
<i>Total Capital</i>	\$ 17,000	\$ 17,000	\$ -	\$ 17,000	0%

<i>Total Fire Department</i>	\$ 3,126,013	\$ 3,126,013	\$ 1,467,117	\$ 1,658,896	47%
------------------------------	--------------	--------------	--------------	--------------	-----



# Community Services FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,977	\$ 401,977	\$ 226,492	\$ 175,484	56%
Services / Supplies	20,868	20,868	5,128	15,740	25%
Capital	-	-	-	-	0%
	\$ 422,845	\$ 422,845	\$ 231,620	\$ 191,225	55%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 277,555	\$ 277,555	\$ 156,713	\$ 120,842	56%
<i>Employee Benefits</i>	124,422	124,422	69,779	54,643	56%
<i>Total Personnel</i>	\$ 401,977	\$ 401,977	\$ 226,492	\$ 175,484	56%

Services / Supplies					
<i>Professional Services</i>	\$ 7,200	\$ 7,200	\$ 826	6,374	11%
<i>Employee Development</i>	6,230	6,230	1,582	4,648	25%
<i>Supplies / Equipment</i>	6,618	6,618	2,720	3,898	41%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
<i>Total Services / Supplies</i>	\$ 20,868	\$ 20,868	\$ 5,128	\$ 15,740	25%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%

<i>Total Building Operations</i>	\$ 422,845	\$ 422,845	\$ 231,620	\$ 191,225	55%
----------------------------------	------------	------------	------------	------------	-----

# Streets Division FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 802,489	\$ <b>802,489</b>	\$ <b>354,539</b>	\$ 447,949	44%
Services / Supplies	708,710	<b>708,710</b>	<b>331,698</b>	377,012	47%
Capital	<u>140,000</u>	<u><b>140,000</b></u>	<u><b>212,834</b></u>	<u>(72,834)</u>	<u>152%</u>
	<b>\$ 1,651,199</b>	<b>\$ 1,651,199</b>	<b>\$ 899,071</b>	\$ 752,127	54%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 548,690	\$ <b>548,690</b>	\$ <b>247,375</b>	\$ 301,315	45%
<i>Employee Benefits</i>	<u>253,799</u>	<u><b>253,799</b></u>	<u><b>107,164</b></u>	<u>146,635</u>	<u>42%</u>
<b>Total Personnel</b>	<b>\$ 802,489</b>	<b>\$ 802,489</b>	<b>\$ 354,539</b>	\$ 447,949	44%

Services / Supplies					
<i>Professional Services</i>	\$ 74,466	\$ <b>74,466</b>	\$ <b>11,760</b>	\$ 62,706	16%
<i>Employee Development</i>	10,719	<b>10,719</b>	<b>1,631</b>	9,088	15%
<i>Supplies / Equipment</i>	46,975	<b>46,975</b>	<b>6,385</b>	40,590	14%
<i>Utilities (Streetlights)</i>	86,000	<b>86,000</b>	<b>40,815</b>	45,185	47%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u><b>490,550</b></u>	<u><b>271,108</b></u>	<u>219,442</u>	<u>55%</u>
<b>Total Services / Supplies</b>	<b>\$ 708,710</b>	<b>\$ 708,710</b>	<b>\$ 331,698</b>	\$ 377,012	47%

Capital					
<i>Equipment / Vehicles</i>	140,000	<b>140,000</b>	<b>212,834</b>	(72,834)	<u>152%</u>
<b>Total Capital</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 212,834</b>	\$ (72,834)	152%

<b>Total Streets</b>	<b>\$ 1,651,199</b>	<b>\$ 1,651,199</b>	<b>\$ 899,071</b>	\$ 752,127	54%
----------------------	---------------------	---------------------	-------------------	------------	-----

# Maintenance Division FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 365,535	\$ 365,535	\$ 181,724	\$ 183,811	50%
Services / Supplies	721,495	721,495	734,512	(13,017)	102%
Capital	-	-	-	-	0%
	\$ 1,087,030	\$ 1,087,030	\$ 916,236	\$ 170,794	84%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 256,876	\$ 256,876	\$ 128,226	\$ 128,650	50%
<i>Employee Benefits</i>	108,659	108,659	53,498	55,161	49%
<b>Total Personnel</b>	\$ 365,535	\$ 365,535	\$ 181,724	\$ 183,811	50%

<b>Services / Supplies</b>					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 69,148	\$ 69,148	\$ 24,090	\$ 45,058	35%
<i>Employee Development</i>	4,480	4,480	879	3,601	20%
<i>Supplies / Equipment</i> <i>(Fuel - \$162,732, Parts / Repairs - \$91,610, Building - \$244,100)</i>	577,867	577,867	679,326	(101,459)	118%
<i>Utilities</i>	70,000	70,000	30,217	39,783	43%
<i>Other</i>	-	-	-	-	0%
<b>Total Services / Supplies</b>	\$ 721,495	\$ 721,495	\$ 734,512	\$ (13,017)	102%

<b>Capital</b>					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%

<b>Total Maintenance</b>	\$ 1,087,030	\$ 1,087,030	\$ 916,236	\$ 170,794	84%
--------------------------	--------------	--------------	------------	------------	-----

# Parks Division FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,309,354	<b>\$ 1,309,354</b>	<b>\$ 636,765</b>	\$ 672,589	49%
Services / Supplies	752,396	<b>752,396</b>	<b>324,956</b>	427,440	43%
Capital	<u>105,000</u>	<b><u>105,000</u></b>	<b><u>87,065</u></b>	<u>17,935</u>	<u>83%</u>
	<b>\$ 2,166,750</b>	<b>\$ 2,166,750</b>	<b>\$ 1,048,786</b>	<b>\$ 1,117,964</b>	<b>48%</b>

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 839,782	<b>\$ 839,782</b>	<b>\$ 408,273</b>	\$ 431,509	49%
<i>Employee Benefits</i>	<u>469,572</u>	<b><u>469,572</u></b>	<b><u>228,491</u></b>	<u>241,080</u>	<u>49%</u>
<b>Total Personnel</b>	<b>\$ 1,309,354</b>	<b>\$ 1,309,354</b>	<b>\$ 636,765</b>	<b>\$ 672,589</b>	<b>49%</b>

Services / Supplies					
<i>Professional Services</i>	\$ 339,234	<b>\$ 339,234</b>	<b>\$ 104,674</b>	\$ 234,560	31%
<i>Employee Development</i>	25,770	<b>25,770</b>	<b>4,994</b>	20,776	19%
<i>Supplies / Equipment</i>	253,142	<b>253,142</b>	<b>159,952</b>	93,190	63%
<i>Utilities</i>	133,300	<b>133,300</b>	<b>52,072</b>	81,228	39%
<i>Other</i>	<u>950</u>	<b><u>950</u></b>	<b><u>3,263</u></b>	<u>(2,313)</u>	<u>344%</u>
<b>Total Services / Supplies</b>	<b>\$ 752,396</b>	<b>\$ 752,396</b>	<b>\$ 324,956</b>	<b>\$ 427,440</b>	<b>43%</b>

Capital					
<i>Equipment / Vehicles</i>	105,000	<b>105,000</b>	<b>87,065</b>	17,935	83%
<b>Total Capital</b>	<b>105,000</b>	<b>105,000</b>	<b>87,065</b>	<b>17,935</b>	<b>83%</b>

<b>Total Parks</b>	<b>\$ 2,166,750</b>	<b>\$ 2,166,750</b>	<b>\$ 1,048,786</b>	<b>\$ 1,117,964</b>	<b>48%</b>
--------------------	---------------------	---------------------	---------------------	---------------------	------------

# Recreation Division FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 205,838	\$ 205,838	\$ 78,195	\$ 127,643	38%
Services / Supplies	358,505	358,505	72,358	286,147	20%
Capital	-	-	-	-	0%
	\$ 564,343	\$ 564,343	\$ 150,553	\$ 413,790	27%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 170,176	\$ 170,176	\$ 62,714	\$ 107,462	37%
<i>Employee Benefits</i>	35,662	35,662	15,481	20,181	43%
<b>Total Personnel</b>	\$ 205,838	\$ 205,838	\$ 78,195	\$ 127,643	38%

Services / Supplies					
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,525	10,525	2,528	7,997	24%
<i>Supplies / Equipment</i>	650	650	-	650	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs )</i>	347,330	347,330	69,830	277,500	20%
<b>Total Services / Supplies</b>	\$ 358,505	\$ 358,505	\$ 72,358	\$ 286,147	20%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -	0%

<b>Total Recreation</b>	\$ 564,343	\$ 564,343	\$ 150,553	\$ 413,790	27%
-------------------------	------------	------------	------------	------------	-----

# Equipment Replacement / Capital Schedule

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	77,380	(77,380)	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	155,000	155,000	7,911	147,089	5%
Fire Dept Capital Outlay	17,000	17,000	-	17,000	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	140,000	140,000	212,834	(72,834)	152%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	105,000	105,000	87,065	17,935	83%
City Recreation Capital Outlay	-	-	-	-	0%
<b>Total Expenditures</b>	\$ 417,000	\$ 417,000	\$ 385,189	\$ 31,811	92%

# Utility Fund Revenues

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (82,758)	\$ (99,243)	45%
<i>Charges / Penalties</i>	102,000	102,000	28,900	73,100	28%
<b>Total Fees</b>	<b>\$ (80,000)</b>	<b>\$ (80,000)</b>	<b>\$ (53,858)</b>	<b>\$ (26,142)</b>	<b>67%</b>

### Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Licenses &amp; Permits</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

### Charges for Services

<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 1,899,315	\$ 3,796,848	33%
<i>Sewer Sales</i>	4,402,397	4,402,397	1,945,338	2,457,059	44%
<i>Inspection Fees</i>	4,100	4,100	1,430	2,670	35%
<b>Total Charges for Service</b>	<b>\$ 10,102,660</b>	<b>\$ 10,102,660</b>	<b>\$ 3,846,082</b>	<b>\$ 6,256,578</b>	<b>38%</b>

### Interest

<i>Interest (Operations)</i>	\$ 30,000	\$ 30,000	\$ 5,780	\$ 24,220	19%
<i>Interest (Capital Projects)</i>	20,000	20,000	4,295	15,705	21%
<b>Total Interest</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 10,075</b>	<b>\$ 39,925</b>	<b>20%</b>

### Impact Fees

<i>Impact Fees</i>	\$ 184,852	\$ 184,852	\$ 69,594	\$ 115,258	38%
<b>Total Impact Fees</b>	<b>\$ 184,852</b>	<b>\$ 184,852</b>	<b>\$ 69,594</b>	<b>\$ 115,258</b>	<b>38%</b>

### Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 819	\$ 4,181	16%
<b>Total Miscellaneous Income</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 819</b>	<b>\$ 4,181</b>	<b>16%</b>

<b>Total Utility Fund Revenues</b>	<b>\$ 10,262,512</b>	<b>\$ 10,262,512</b>	<b>\$ 3,872,712</b>	<b>\$ 6,389,800</b>	<b>38%</b>
------------------------------------	----------------------	----------------------	---------------------	---------------------	------------

# Utility Division FY 2020/2021 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	50.0%
-----------------------------------	-------

--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,793,029	\$ 1,793,029	\$ 819,005	\$ 974,024	46%
Services / Supplies	6,383,149	6,383,149	3,254,173	3,128,976	51%
Capital	225,000	225,000	119,148	105,852	53%
<b>Total Utility Division</b>	<b>\$ 8,401,178</b>	<b>\$ 8,401,178</b>	<b>\$ 4,192,326</b>	<b>\$ 4,208,852</b>	<b>50%</b>

--- Detail - Operations ---					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<b>Salaries / Wages</b>	\$ 1,203,096	\$ 1,203,096	\$ 544,050	\$ 659,046	45%
<b>Employee Benefits</b>	589,933	589,933	274,956	314,978	47%
<b>Total Personnel</b>	<b>\$ 1,793,029</b>	<b>\$ 1,793,029</b>	<b>\$ 819,005</b>	<b>\$ 974,024</b>	<b>46%</b>

Services / Supplies					
<b>Professional Services</b>	\$ 429,323	\$ 429,323	\$ 71,091	\$ 358,232	17%
<b>Employee Development</b>	63,428	63,428	21,557	41,871	34%
<b>Supplies / Equipment</b>	84,362	84,362	29,152	55,210	35%
<b>Utilities</b>	375,136	375,136	156,525	218,611	42%
<b>Other (Well Lot Maintenance)</b>	953,085	953,085	858,227	94,858	90%
<b>Sub-Total - Operations Services / Supplies</b>	<b>\$ 1,905,334</b>	<b>\$ 1,905,334</b>	<b>\$ 1,136,551</b>	<b>\$ 768,782</b>	<b>60%</b>

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<b>UTRWD - Administration Fees</b>	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
<b>UTRWD - Water Volume Cost</b>	903,036	903,036	382,606	520,430	42%
<b>UTRWD - Water Demand Charges</b>	1,365,450	1,365,450	682,725	682,725	50%
<b>UTRWD - Sewer Effluent Volume Rate</b>	619,814	619,814	255,548	364,266	41%
<b>UTRWD - Capital Charge Joint Facilities</b>	1,350,870	1,350,870	675,435	675,435	50%
<b>UTRWD - HV Sewer Line to UTRWD</b>	233,540	233,540	116,204	117,336	50%
<b>UTRWD - Wtr Transmission - Opus Develop</b>	-	-	-	-	0%
<b>Sub-Total - Wholesale Water / Wastewater</b>	<b>\$ 4,477,815</b>	<b>\$ 4,477,815</b>	<b>\$ 2,117,621</b>	<b>\$ 2,360,194</b>	<b>47%</b>

<b>Total Services / Supplies</b>	\$ 6,383,149	\$ 6,383,149	\$ 3,254,173	\$ 3,128,976	51%
----------------------------------	--------------	--------------	--------------	--------------	-----

Capital					
<b>Equipment / Vehicles</b>	225,000	225,000	119,148	105,852	53%
<b>Total Capital</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	<b>\$ 119,148</b>	<b>\$ 105,852</b>	<b>53%</b>

<b>Total Utility Division - Operations</b>	\$ 8,401,178	\$ 8,401,178	\$ 4,192,326	\$ 4,208,852	50%
--	--------------	--------------	--------------	--------------	-----



# Utility Fund Working Capital FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 1,899,315	\$ 3,796,848	33%
<i>Sewer Sales</i>	4,402,397	4,402,397	1,945,338	2,457,059	44%
<i>Other Fees / Charges</i>	111,100	111,100	31,148	79,952	28%
<i>Electronic Payment Credit</i>	(182,000)	(182,000)	(82,758)	(99,243)	45%
<i>Interest</i>	30,000	30,000	5,780	24,220	19%
<b>Total Revenues</b>	<b>\$ 10,057,660</b>	<b>\$ 10,057,660</b>	<b>\$ 3,798,823</b>	<b>\$ 6,258,837</b>	<b>38%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$417,071	\$417,071	\$ 185,101	\$ 231,970	44%
<i>Operations</i>	3,281,292	3,281,292	1,770,455	1,510,837	54%
<i>UTRWD</i>	4,477,815	4,477,815	2,117,621	2,360,194	47%
<i>Debt Service</i>	1,228,139	1,228,139	1,078,969	149,170	88%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	225,000	225,000	119,148	105,852	53%
<b>Total Expenditures</b>	<b>\$ 9,629,317</b>	<b>\$ 9,629,317</b>	<b>\$ 5,271,295</b>	<b>\$ 4,358,022</b>	<b>55%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000		\$ 150,000	0%
<i>Operating Transfers Out / Utility Capital Projects</i>	-	-	-	-	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)		(470,000)	0%
<b>Total Other Sources (Uses)</b>	<b>\$ (320,000)</b>	<b>\$ (320,000)</b>	<b>\$ -</b>	<b>\$ (320,000)</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	108,343	108,343	(1,472,472)
<b>Beginning Working Capital</b>			
<i>Operations</i>	2,063,070	2,063,070	2,063,070
<i>Available Impact Fees</i>	1,046,951	1,046,951	1,046,951
<b>Total Available Working Capital</b>	<b>\$ 3,110,021</b>	<b>\$ 3,110,021</b>	<b>\$ 3,110,021</b>
<b>Ending Working Capital</b>			
<i>Operations</i>	2,171,413	2,171,413	590,598
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,081,803	1,081,803	1,116,545
<b>Total Available Working Capital</b>	<b>\$ 3,253,216</b>	<b>\$ 3,253,216</b>	<b>\$ 1,707,143</b>

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,046,951	1,046,951	1,046,951
<i>+ Collections</i>	184,852	184,852	69,594
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	-
<i>Ending Balance</i>	1,081,803	1,081,803	1,116,545

\*The working Capital Analysis is prepared to provide a picture of the "cash position" of this enterprise fund. Income restricted for specific use and non-operating expenses are excluded. Impact fees are excluded from revenues, however included for working capital balances - as they are available to address contingency expenditures.

# Corps Leased Parks Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 538,550	\$ 538,550	\$ 274,262	\$ 264,288	51%
<i>Annual Park Passes</i>	48,000	48,000	18,640	29,360	39%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	200	200	13	187	6%
<b>Total Revenues</b>	<b>\$ 586,750</b>	<b>\$ 586,750</b>	<b>\$ 292,914</b>	<b>\$ 293,836</b>	<b>50%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 182,245	\$ 182,245	\$ 80,543	\$ 101,702	44%
<i>Services / Supplies</i>	207,218	207,218	53,390	153,828	26%
<i>Capital</i>	-	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ 389,463</b>	<b>\$ 389,463</b>	<b>\$ 133,933</b>	<b>\$ 255,530</b>	<b>34%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In / General Fund</i>	-	-	-	-	0%
<b>Total Other Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 400,022	\$ 406,008	\$ 406,008
<i>+ Net Increase (Decrease)</i>	197,287	197,287	158,982
<b>Ending Fund Balance</b>	<b>\$ 597,309</b>	<b>\$ 603,295</b>	<b>\$ 564,990</b>

Audited FY20

# Debt Service Fund

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,046,737	\$ 2,046,737	\$ 1,979,200	\$ 67,537	97%
<i>Interest Income</i>	5,000	5,000	180	4,820	4%
<b>Total Revenues</b>	<b>\$ 2,051,737</b>	<b>\$ 2,051,737</b>	<b>\$ 1,979,381</b>	<b>\$ 72,356</b>	<b>96%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000	\$ -	100%
<i>Interest Payments</i>	590,220	590,220	309,131	281,089	52%
<i>Paying Agent Fees</i>	3,000	3,000	1,381	1,619	46%
<b>Total Expenditures</b>	<b>\$ 2,843,220</b>	<b>\$ 2,843,220</b>	<b>\$ 2,560,512</b>	<b>\$ 282,708</b>	<b>90%</b>

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	804,482	804,482	758,219	\$ 46,263	94%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
<b>Total Financing Sources</b>	<b>\$ 804,482</b>	<b>\$ 804,482</b>	<b>\$ 758,219</b>	<b>\$ 46,263</b>	<b>94%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 123,770	\$ 126,236	\$ 126,236
<i>+ Net Increase (Decrease)</i>	12,999	12,999	177,087
<b>Ending Fund Balance</b>	<b>\$ 136,769</b>	<b>\$ 139,235</b>	<b>\$ 303,323</b>

Audited FY20

# Capital Projects Fund

## FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	80,000	80,000	64,995	15,005	81%
Interest Income	15,000	15,000	4,173	10,827	28%
<b>Total Revenues</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>	<b>\$ 69,168</b>	<b>\$ 25,832</b>	<b>100%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>2018 GO Bond</b> (Parks/Streets/Drainage)	2,771,154	2,771,154	626,892	2,144,262	23%
2018 Bond Issue (Streets)	978,854	978,854	72,948	905,906	7%
2018 Bond Issue (Parks)	1,792,300	1,792,300	553,944	1,238,356	31%
<b>Total Expenditures</b>	<b>\$ 2,771,154</b>	<b>\$ 2,771,154</b>	<b>\$ 626,892</b>	<b>\$ 2,144,262</b>	<b>23%</b>

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds	\$ -	\$ -	\$ -	\$ -	0%
Bond Discount / Premium	-	-	-	-	0%
Debt Issuance	-	-	-	-	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
<b>Total Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 2,777,849	\$ 3,222,762	\$ 3,222,762
<i>+Net Increase (Decrease)</i>	(2,676,154)	(2,676,154)	(557,725)
<b>Ending Fund Balance</b>	<b>\$ 101,695</b>	<b>\$ 546,608</b>	<b>\$ 2,665,037</b>

Audited FY20

# Drainage Utilities FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 6,444	\$ (6,444)	0%
<i>Drainage Fee Receipts</i>	505,000	505,000	230,829	274,171	46%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	96	3,904	2%
<b>Total Revenues</b>	<b>\$ 509,000</b>	<b>\$ 509,000</b>	<b>\$ 237,369</b>	<b>\$ 271,631</b>	<b>47%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 377,298	\$ 377,298	\$ 155,192	\$ 222,106	41%
<i>Services / Supplies</i>	138,385	138,385	54,511	83,874	39%
<i>Capital</i>	30,000	30,000	16,049	13,951	53%
<b>Total Expenditures</b>	<b>\$ 545,683</b>	<b>\$ 545,683</b>	<b>\$ 225,752</b>	<b>\$ 319,931</b>	<b>41%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 36,000	\$ 36,000	\$ -	\$ 66	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
<b>Total Other Sources (Uses)</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ (15,934)</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 295,384	\$ 333,898	\$ 333,898
<i>+ Net Increase (Decrease)</i>	(16,683)	(16,683)	11,617
<b>Ending Fund Balance</b>	<b>\$ 278,701</b>	<b>\$ 317,215</b>	<b>\$ 345,515</b>

Audited FY20

# Park Development Fee Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ -	\$ -	\$ 30	\$ (30)	0%
<i>Community Park Fees</i>	-	-	-	-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30</b>	<b>\$ (30)</b>	<b>0%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Unity Park</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Capital Outlay (Unity Park)</i>	-	-	-	-	0%
<i>Capital Outlay (Village Park)</i>	-	-	-	-	0%
<i>Capital Outlay - (St James development, Area I)</i>	-	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out (Funding for projects at Unity Park with FY2012 bond)</i>	-	-	-	-	0%
<b>Total Other Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 80,081	\$ 80,076	\$ 80,076
<i>+ Net Increase (Decrease)</i>	-	-	30
<b>Ending Fund Balance</b>	<b>\$ 80,081</b>	<b>\$ 80,076</b>	<b>\$ 80,106</b>

Audited FY20

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ -	-
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	80,081	80,106
<i>Neighborhood Park Fees (Area IV)</i>	-	-
<b>Total</b>	<b>\$ 80,081</b>	<b>\$ 80,106</b>

# Public Safety Special Revenue Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 26,070	\$ 26,070	\$ 22,375	\$ 3,695	86%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	3,600	3,600	3,817	(217)	106%
<i>Capital</i>	-	-	-	-	0%
<b>Total Expenditures</b>	\$ 3,600	\$ 3,600	\$ 3,817	\$ (217)	106%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	(20,000)	(20,000)	-	(20,000)	0%
<b>Total Other Sources (Uses)</b>	\$ (20,000)	\$ (20,000)	\$ -	\$ (20,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 26,499	\$ 28,406	\$ 28,406
<i>+ Net Increase (Decrease)</i>	2,470	2,470	18,557
<b>Ending Fund Balance</b>	\$ 28,969	\$ 30,876	\$ 46,963

Audited FY20

# Municipal Court Technology Fee Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 1,080	2,420	31%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 12,525	\$ 12,525	\$ 7,723	\$ 4,802	62%
<b>Total Expenditures</b>	<b>\$ 12,525</b>	<b>\$ 12,525</b>	<b>\$ 7,723</b>	<b>\$ 4,802</b>	<b>62%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	-	-	-	-	0%
<b>Total Other Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 21,911	\$ 21,998	\$ 21,998
+ Net Increase (Decrease)	(9,025)	(9,025)	(6,642)
Ending Fund Balance	\$ 12,886	\$ 12,973	\$ 15,356

Audited FY20



# Municipal Court Building Security Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<b>Percent of Budget Year Transpired</b>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,750	\$ 2,750	\$ 1,298	\$ 1,452	47%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel (Bailiff)	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	-	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 38,223	\$ 38,197	\$ 38,197
+ Net Increase (Decrease)	2,750	2,750	1,298
Ending Fund Balance	\$ 40,973	\$ 40,947	\$ 39,495

Audited FY20

Highland Village Community Development Corporation  
Working Capital Analysis (FY 2021)

	<i>Actual 2018-2019</i>	<i>Actual 2019-2020</i>	<i>Budget 2020-2021</i>	<i>YTD 2020-2021</i>
<b>Beginning Fund Balance</b>	\$ 30,523	\$ 98,102	\$ 70,647	\$ 117,323
<b>Revenues</b>				
4B Sales Tax	1,384,756	1,381,630	1,348,631	506,465
Park Fees (Rental)	54,651	41,854	44,000	7,530
Linear Park Fees	-	-	-	-
Miscellaneous Income	-	-	-	-
Interest Income	734	633	800	53
<b>Total</b>	<b>\$ 1,440,141</b>	<b>\$ 1,424,117</b>	<b>\$ 1,393,431</b>	<b>\$ 514,047</b>
<b>Expenditures</b>				
Personnel	311,612	324,743	370,603	161,130
Services / Supplies	182,692	213,475	208,614	50,277
Reimburse GF (Support Functions)	-	28,000	28,000	
Reimburse GF (Debt Service)	834,827	808,286	804,482	758,219
<b>Total Non-Capital Expenditures</b>	<b>\$ 1,329,131</b>	<b>\$ 1,374,504</b>	<b>\$ 1,411,699</b>	<b>\$ 969,626</b>
<b>Capital</b>				
Engineering	-	-	-	-
Projects Funded Directly	-	30,392	-	-
Transfer to 4B Capital Projects	\$ -	\$ 30,392	\$ -	\$ -
Equipment	43,431	-	-	-
<b>Net Increase / (Decrease)</b>	<b>67,579</b>	<b>19,221</b>	<b>(18,268)</b>	<b>(455,578)</b>
<b>Working Capital Balance</b>	<b>\$ 98,102</b>	<b>\$ 117,323</b>	<b>\$ 52,379</b>	<b>\$ (338,255)</b>

# PEG Fee Fund FY 2020/2021 Budget

**YEAR TO DATE MARCH**

<i>Percent of Budget Year Transpired</i>	<b>50.0%</b>
--	--------------

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 42,772	\$ 42,772	\$ 10,445	\$ 32,327	24%
<b>Total Revenues</b>	<b>\$ 42,772</b>	<b>\$ 42,772</b>	<b>\$ 10,445</b>	<b>\$ 32,327</b>	<b>24%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,600	7,600	530	7,070	7%
<i>Capital</i>	21,000	21,000	18,273	2,727	0%
<b>Total Expenditures</b>	<b>\$ 28,600</b>	<b>\$ 28,600</b>	<b>\$ 18,803</b>	<b>\$ 9,797</b>	<b>66%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	-	-	-	-	0%
<b>Total Other Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 122,098	\$ 118,660	\$ 118,660
<i>+Net Increase (Decrease)</i>	14,172	14,172	(8,358)
<b>Ending Fund Balance</b>	<b>\$ 136,270</b>	<b>\$ 132,832</b>	<b>\$ 110,302</b>

Audited FY20

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 19**

**MEETING DATE: 05/11/2021**

**SUBJECT: Consider Resolution 2021-2938 Nominating One Candidate to a Slate of Nominees for the Board of Managers of the Denco Area 9-1-1 District**

**PREPARED BY: Angela Miller, City Secretary**

**BACKGROUND:**

Chapter 772 of the Health and Safety Code provides for the Denco Area 9-1-1 District (the District) Board of Managers to have two members appointed jointly by all the participating municipalities located in whole or partly within the District. Every year on September 30<sup>th</sup>, the term of one of the two members appointed by the participating municipalities expires. Prior to that date, the District will accept nominations for candidates to represent the municipalities.

The term for the current representative, Ms. Sue Tejml, will expire on September 30, 2021. Members are eligible for consecutive terms and Ms. Tejml has expressed her desire to serve another term.

**IDENTIFIED NEED/S:**

In order to coordinate the appointment among the 32 participating municipalities, the District requests the following action by the governing bodies of each city/town:

If the City wishes to nominate a candidate to represent the municipalities on the District Board of Managers, they must send a letter of nomination, by way of Council action, and resume of the candidate to the District. For a nomination to be considered, written notification of Council action must reach the District by 5:00 p.m. on May 31, 2021. No nominations will be considered after that time.

Once nominations are received, Denco staff will send the slate of nominees to each city/town for consideration, which will take place later this summer.

**OPTIONS & RESULTS:**

Council may nominate a candidate to represent the municipalities on the District Board of Managers.

**PROGRESS TO DATE: (if appropriate)**

Staff received correspondence from the District Executive Director Gregory Ballentine advising the District will receive nominations until 5:00 p.m. on May 31, 2021.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

To approve Resolution 2021-2938 nominating one candidate to the slate of nominees for the Board of Managers of the Denco Area 9-1-1 District.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2021-2938**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS NOMINATING ONE CANDIDATE TO A SLATE OF NOMINEES FOR THE BOARD OF MANAGERS OF THE DENCO AREA 9-1-1 DISTRICT**

**WHEREAS**, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of the Denco Area 9-1-1 District (“the District”) shall be appointed jointly by all cities and towns lying wholly or partly within the District; and

**WHEREAS**, having determined that \_\_\_\_\_ will represent the interest of cities well on the District’s board, the City Council finds it to be in the public interest to nominate \_\_\_\_\_ for appointment to a term beginning October 1, 2021.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:**

**SECTION 1.** The City of Highland Village hereby nominates \_\_\_\_\_ as a candidate for appointment to the Board of Managers for the Denco Area 9-1-1 District for a term beginning October 1, 2021.

**SECTION 2.** This Resolution shall take effect immediately upon approval and passage.

**PASSED AND APPROVED THIS THE 11<sup>TH</sup> DAY OF MAY, 2021.**

**APPROVED:**

\_\_\_\_\_  
**Charlotte J. Wilcox, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 20**

**MEETING DATE: 05/11/2021**

**SUBJECT: Status Reports on Current Projects and Discussion on Future  
Agenda Items**

**PREPARED BY: Karen McCoy, Executive Assistant**

**COMMENTS**

This item is on the agenda to allow a Councilmember to inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.



## UPCOMING MEETINGS

<b>May 11, 2021</b>	<b>Regular City Council Meeting - 7:30 pm</b>
May 17, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
May 18, 2021	Planning & Zoning Commission Meeting – 7:00 pm
<b>May 25, 2021</b>	<b>Regular City Council Meeting - 7:00 pm</b>
<b>May 31, 2021</b>	<b>City Offices Closed for the Memorial Day Holiday</b>
June 3, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
<b>June 8, 2021</b>	<b>Regular City Council Meeting - 7:00 pm</b>
June 15, 2021	Planning & Zoning Commission Meeting – 7:00 pm
June 21, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
<b>June 22, 2021</b>	<b>Regular City Council Meeting - 7:00 pm</b>
July 1, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
<b>July 5, 2021</b>	<b>City Offices Closed for the Independence Day Holiday</b>
<b>July 13, 2021</b>	<b>Regular City Council Meeting - 7:00 pm</b>
July 19, 2021	Planning & Zoning Commission Meeting – 7:00 pm
July 20, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
<b>July 27, 2021</b>	<b>Regular City Council Meeting - 7:00 pm</b>

Note – The Zoning Board of Adjustment, Parks & Recreation Advisory Board, and the Planning & Zoning Commission meetings are held monthly, IF NEEDED. Please visit [www.highlandvillage.org](http://www.highlandvillage.org) or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen McCoy, Executive Assistant – City of Highland Village