



**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, NOVEMBER 8, 2022 at 6:00 P.M.**

**EARLY WORK SESSION**  
**City Council Chambers – 6:00 P.M.**

**Convene Meeting in Open Session**

1. Discuss awarding of Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023
2. Discuss amending the City's Fee Schedule relating to Emergency Medical Services Fees
3. Discuss the Use of Golf Carts, Neighborhood Electric Vehicles (NEV), Slow-Moving Vehicles (SMV), and Speed Limits in Highland Village
4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for November 8, 2022

(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 Manager's Conference Room**

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)

**OPEN SESSION**  
**City Council Chambers – 7:30 P.M.**

6. Call Meeting to Order
7. Prayer led by Councilmember Robert Fiester

8. **Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Robert Fiester:** *“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*
9. **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 of a Proclamation celebrating Art Month in Highland Village**
10. **City Manager/Staff Reports**
  - **The Village Report**
11. **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.)*

*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.**

12. **Consider approval of Minutes of the Regular City Council Meeting held on October 25, 2022**
13. **Consider Resolution 2022-3032 canceling the November 22, 2022 and December 27, 2022 City Council Meetings**
14. **Consider Resolution 2022-3033 authorizing a Task Order with Schaumburg & Polk, Inc. to provide Professional Engineering Services for the Storm Water System Plan Update Project**
15. **Receive Investment Report for Quarter ending September 30, 2022**

**ACTION AGENDA**

16. 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)
17. Consider Resolution 2022-3037 approving a Detailed Site Plan for Development of a 1.82+/- Acre Tract out of the Fred Hyatt Survey, Abstract No. 559, presently Zoned Planned Development – Commercial (PD-C), commonly known as 113 Barnett Boulevard
18. Consider Resolution 2022-3034 amending the City’s Master Fee Schedule by amending and adding Certain Parks and Recreation Facility Fees pursuant to Code of Ordinances Section 14.04
19. Consider Resolution 2022-3035 amending the City’s Master Fee Schedule to include Emergency Medical Services Fees pursuant to Code of Ordinances Section 10.02.004
20. Consider Resolution 2022-3036 awarding Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023

**LATE WORK SESSION**

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

21. 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.)
22. 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 4<sup>TH</sup> DAY OF NOVEMBER 2022 NOT LATER THAN 5:00 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 \_\_\_\_\_, 2022 at \_\_\_\_\_  
am / pm by \_\_\_\_\_.

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

<b>AGENDA#</b>	<b>1</b>	<b>MEETING DATE:</b>	<b>11/08/2022</b>
<b>SUBJECT:</b>	<b>Discuss awarding of Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023</b>		
<b>PREPARED BY:</b>	<b>Angela Miller, City Secretary</b>		

**COMMENTS**

Per Resolution 2018-2729, community organizations desiring funding from the City must submit request applications to the City. Once all applications are received, they are reviewed and provided to City Council for consideration.

Requests must meet the following criteria:

- Services to be provided by an organized civic, cultural, educational, or service group that is a nonprofit organization with membership open to all citizens of Highland Village
- Services must be of economic benefit to the community or contribute to the quality of life in Highland Village by serving a municipal public purpose
- Services must be provided to the residents of Highland Village on an equal basis
- The organization must enter into a written contract with the City of Highland Village for the provision of services

Examples of municipal public purpose include, but are not limited to:

- Preservation, promotion or development of historically sensitive areas of the city
- Promotion of the performing arts
- Activities promoting and improving the health, safety and welfare of the youth, adults or senior citizens residing in the city
- Educational programs promoting student and citizen participation in the electoral process and local government
- Crime awareness and prevention

Nineteen (19) nonprofit organizations submitted funding request applications this year. Council received presentations from the nonprofit organizations at their regular meeting held on October 25, 2022. Below is a listing of the nonprofit organizations, including the amount of funding requested:

<b>Nonprofit Organization</b>	<b>Funding Request</b>
<b>Family Service Organizations</b>	
Christian Community Action (CCA)	\$2,500
Denton County Friends of the Family	\$5,000
Denton County MHMR Center	\$5,000
Salvation Army – Lewisville	\$4,000
SPAN, Inc./Meals on Wheels of Denton County	\$3,144
Special Abilities of North Texas	\$7,000
Winning The Fight (WTF)	\$2,500
CASA of Denton County	\$3,000
Communities in Schools of North Texas	\$3,500
Journey to Dream	\$5,500
PediPlace	\$5,000
Lewisville ISD Education Foundation (LEF)	\$10,000
Love Thy Neighbor	\$1,000
Chisholm Trail Retired Senior Volunteer Program (RSVP)	\$2,500
Highland Village Lions Foundation	\$3,000
Friends of the Flower Mound Public Library	\$1,500
Lewisville Lake Symphony Association	\$4,000
Studio B Performing Arts	\$5,000
MLK of North Texas	\$1,000
<b>TOTAL</b>	<b>\$74,144</b>

In addition to the funding that is awarded annually to nonprofit organizations, the City purchases tables and individual tickets to special events that are held during the year by nonprofit, and community civic organizations, as well as local Chamber events. In order to provide a better understanding of the monetary support provided local organizations by the City and City Council, a listing of these purchases for the previous three (3) fiscal years is shown on the following page.

City Council may consider written requests for financial assistance and determine allocation amounts, if any, for the community nonprofit organizations. Council has historically allocated 0.25% of the City’s Maintenance & Operations budget (excluding capital project or purchasing funds) for nonprofit organizations. There is \$52,500 included in the Fiscal Year 2022-2023 budget for funding community services and activities provided by nonprofit organizations.

This item provides for Council discussion to identify nonprofit organizations that will receive funding as allocated in the Fiscal Year 2022-2023 budget. City staff has included an item on tonight’s agenda if Council wishes to take formal action.

<b>ADDITIONAL SPONSORSHIPS / PURCHASES</b>			
<b>EVENT</b>	<b>FY 2019 - 2020</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>
FM Chamber - Fiesta	1 Table - \$1,500	1 Table - \$1,500	1 Table \$2,000
FM Chamber – Awards Banquet	2 Tickets - \$100	3 Tickets - \$180	1 Table \$600
Lewisville Chamber – Awards Banquet	1 Table - \$800	1 Table - \$800	1 Table \$1,000
State of the Cities Luncheon	Event Cancelled	1 Table - \$300	1 Table \$500
Unity Luncheon	1 Table - \$350	1 Table - \$450	1 Table \$500
Mayor’s Prayer Breakfast	Event Cancelled	Event Cancelled	1 Table \$250
Children’s Advocacy Center of Denton County	\$4,000 Funds included in PD Annual FY Budget	\$4,000 Funds included in PD Annual FY Budget	\$12,325 Funds paid & included in FY Budget
Children’s Advocacy Center of Denton County – Annual Gala	Event Cancelled	Event Cancelled	1 Table \$2,500
Ally’s Wish – Gala	Event Cancelled	1 Table - \$1,250	1 Table \$1,500
Special Olympics Steak & Stetsons	1 Table - \$1,200 (Event postponed until 2021)	1 Table - \$0 (Table purchased previous year)	1 Table \$1,200
Special Abilities of North Texas – Denim & Diamonds Gala	Event Cancelled	Event Postponed until Spring 2022	None
Lewisville Education Foundation (LEF) – Evening for Education	Event Cancelled	1 Table/4 Tickets \$500	1 Table/4 Tickets \$500
<b>TOTAL</b>	<b>\$7,950</b>	<b>\$ 8,980</b>	<b>\$22,875</b>

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

**AGENDA# 2**

**MEETING DATE: 11/08/2022**

**SUBJECT: Discuss amending the City's Fee Schedule relating to  
Emergency Medical Services Fees**

**PREPARED BY: Ken Heerman, Assistant City Manager  
Jason Collier, Fire Chief**

**COMMENTS**

City staff will provide information regarding proposed changes to Emergency Medical Service fees.

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

**AGENDA# 3**

**MEETING DATE: 11/08/2022**

**SUBJECT: Discuss the Use of Golf Carts, Neighborhood Electric Vehicles (NEV), Slow-Moving Vehicles (SMV), and Speed Limits in Highland Village**

**PREPARED BY: Doug Reim, Chief of Police  
Scott Kriston, Public Works Director**

**COMMENTS**

This is a follow up discussion from the August 23, 2022 City Council meeting. City staff will provide information regarding golf carts, neighborhood electric vehicles, and slow-moving vehicles operating on public streets, as well as information regarding speed limits in the city.



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

**AGENDA# 9**

**MEETING DATE: 11/08/2022**

**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 of Proclamation designating November as Art Month in Highland Village

# Proclamation

## The City of Highland Village

**Whereas**, the City of Highland Village, located in Denton County, is a community of many artistic and creative people; and

**Whereas**, the arts enhance our quality of life and are vital to the cultural enrichment of the lives of our citizens; and

**Whereas**, professional artists inspire our citizens with works of art that reflect a wide range of talent; and

**Whereas**, to promote awareness of the art and artists in Highland Village and the surrounding communities, the Cross Timbers Artists' Guild was established; and

**Whereas**, the Cross Timbers Artists' Guild will hold their Annual Studio Tour on November 11-13, 2022, and invite our community to meet and visit with local artists in their working environment to view their creative, award winning work in a variety of media.

**NOW THEREFORE**, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby proclaim:

**“November as Art Month  
in Highland Village”**

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 8<sup>th</sup> day of November 2022.

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Daniel Jaworski, Mayor

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

**AGENDA# 12**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on October 25, 2022**

**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 October 25, 2022.



**MEETING MINUTES OF THE REGULAR MEETING  
HIGHLAND VILLAGE CITY COUNCIL  
HIGHLAND VILLAGE MUNICIPAL COMPLEX  
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS  
TUESDAY, OCTOBER 25, 2022**

**EARLY WORK SESSION**

Mayor Daniel Jaworski called the meeting to order at 6:02 p.m.

**Roll Call**

Present:	Daniel Jaworski	Mayor
	Michael Lombardo	Mayor Pro Tem
	Jon Kixmiller	Deputy Mayor Pro Tem
	Shawn Nelson	Councilmember
	Tom Heslep	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Karen McCoy	Executive Assistant
	Scott Kriston	Public Works Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

**1. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for October 25, 2022**

Relating to Agenda Item #10, Councilmember Fiorenza asked for clarification regarding the Visitor Comment section in the October 11, 2022 meeting minutes, specifically the reference to people that signed in opposition but did not wish to speak, with no further details. City Secretary Angela Miller reported there were some Speaker Request Forms submitted that indicated the signer was in opposition, but no agenda item number or subject matter was provided to specify what they were opposing.

Relating to Agenda Item #15, Mayor Pro Tem Lombardo asked how was it possible for buildings to be constructed that encroach on the City's public easements. Public Works Director Scott Kriston provided possible scenarios and reported staff has verified there is no effect on the existing buried public infrastructure located within the portions of the easements to be abandoned.

**2. Receive Presentations from Nonprofit Organizations requesting Funding for Providing Services, Programs and/or Benefits Serving a Public Purpose to City Residents**

The City received nineteen (19) funding request applications this year from nonprofit organizations. A representative from each of the following organizations provided a brief presentation to Council highlighting the services they provide to Highland Village residents:

- CASA of Denton County
- Lewisville Lake Symphony Association
- Winning the Fight (WTF)
- Studio B Performing Arts
- Christian Community Action (CCA)
- Special Abilities of North Texas
- Chisholm Train Retired Senior Volunteer Program (RSVP)
- SPAN, Inc./Meals on Wheels of Denton County
- Communities in Schools of North Texas
- The Salvation Army – Lewisville
- Denton County Friends of the Family
- PediPlace
- Denton County MHMR Center
- Lewisville ISD Education Foundation (LEF)
- Journey to Dream
- Friends of the Flower Mound Public Library
- Highland Village Lions Foundation
- MLK of North Texas
- Love Thy Neighbor/Love They Baby

City Council will consider funding allocations at their November 8, 2022 meeting.

**CLOSED SESSION**

**3. 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)**

Council did not meet in Closed Session.

With no further business, Mayor Jaworski adjourned the meeting at 7:25 p.m.

**OPEN SESSION**

**4. Call Meeting to Order**

Mayor Daniel Jaworski called the meeting to order at 7:31 p.m.

## Roll Call

Present: Daniel Jaworski Mayor  
Michael Lombardo Mayor Pro Tem  
Jon Kixmiller Deputy Mayor Pro Tem  
Shawn Nelson Councilmember  
Tom Heslep Councilmember  
Robert Fiester Councilmember  
Brian A. Fiorenza Councilmember

Staff Members: Paul Stevens City Manager  
Ken Heerman Assistant City Manager  
Kevin Laughlin City Attorney  
Angela Miller City Secretary  
Doug Reim Chief of Police  
Mark Stewart Assistant Police Chief  
David Harney Corporal/School Resource Officer  
Jason Collier Fire Chief  
Scott Kriston Public Works Director  
Laurie Mullens Marketing & Communications Director  
Andrew Boyd Media Specialist

### 5. Prayer led by Councilmember Tom Heslep

Councilmember Heslep gave the invocation.

### 6. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Tom Heslep

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

### 7. 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 Kixmiller reported Chief Collier was recognized during the Lewisville Area Chamber of Commerce luncheon as its "*First Responder of the Month*" for October.

Mayor Jaworski provided the following update and congratulated each Briarhill team on their recent win:

- 8<sup>th</sup> Grade Football won the District Title for Division 1
- 7<sup>th</sup> Grade Volleyball team finished 3<sup>rd</sup> in the District

He also reported HVABSA Girls Softball won the Denton County Interlock Tournament in the 10U and 12U divisions this past weekend. He also wished his daughter Emily a happy birthday.

Mayor Jaworski sent condolences to the Hacker family for their loss.

- **Receive an Update from the City's Regional Transportation Council Representative**

Lewisville Mayor Pro Tem Brandon Jones serves on the Regional Transportation Council (RTC) and he provided an overview on the functions and activities of the RTC.

- **Check Presentation to Texas Police Chiefs Association (TPCA) for Proceeds from the Highland Village TXFallenPD Tribute Event**

Chief Reim presented a donation check in the amount of \$85,910.77 to TPCA President Barbara Childress. The donation is a culmination of the 2022 TXFallenPD Tribute Event that was held on October 15. A short video recap was presented highlighting the recent event.

- **Presentation of a Proclamation designating October 24-28, 2022 as Red Ribbon Week in Highland Village**

Mayor Jaworski presented a proclamation to Corporal/School Resource Officer David Harney.

#### **8. City Manager/Staff Reports**

City Manager Paul Stevens invited residents to sponsor a veteran at the upcoming Salute Our Veterans luncheon and encouraged veterans to attend the event.

#### **9. Visitor Comments**

No one wished to speak.

### **CONSENT AGENDA**

Councilmember Fiorenza had questions regarding the following agenda items:

Agenda Item #11, with such a large span in costs for the bids received, he asked what we are giving up by awarding the bid to the lowest bidder. He voiced concern about the overall quality of the product we are receiving in terms of longevity. Public Works Director Scott reported Reynolds Asphalt & Company has their own asphalt plant whereas most of the other companies do not, which could escalate the bids of the other companies. Mr. Kriston added that work will still have to be done per specifications and pass inspection(s).

Agenda Item #12, Councilmember Fiorenza asked how often City staff researches project costs to determine what is a fair and reasonable cost. Mr. Kriston reported the City contracts with SPI to perform engineering services for the City, with a set pricing schedule. Councilmember Fiorenza asked for clarification on the Highland Village Road Reconstruction project, which is to include the widening, addition of a sidewalk and some drainage improvements along the roadway. Mr. Kriston reported it includes widening each side of Highland Village Road from the Brazos Boulevard/Highland Shores Boulevard intersection to the KCS Railroad crossing, new drainage improvements and sidewalk connectivity along the east side of the road. Councilmember Fiorenza asked if there had been any consideration of including bicycle lanes. Mr. Kriston reported it was not as the speed limit on Highland Village Road is 35 mph and there is a trail that run adjacent to the sidewalk.

10. Consider approval of Minutes of the Regular City Council Meetings held on September 27, 2022 and October 11, 2022
11. Consider Resolution 2022-3025 awarding and authorizing a Contract with Reynolds Asphalt and Construction for the 2022 Asphalt Overlay Project
12. Consider Resolution 2022-3026 authorizing a Task Order with Schaumburg & Polk, Inc. (SPI) to provide Professional Engineering and Surveying Services for the Highland Village Road Reconstruction Project
13. Consider Resolution 2022-3027 authorizing a Professional Services Agreement with RPS Infrastructure, Inc. for Design, Bidding and Construction Services for the Dredging of Quail Cove and Walmart Detention/Retention Facilities Project
14. Consider Resolution 2022-3028 authorizing an Agreement with SAZ Infrastructure for Concrete Pavement Repairs through the City's Cooperative Purchasing Agreement with the City of Lewisville
15. Consider Resolution 2022-3029 authorizing a Partial Release and Quitclaim of Water Line, Drainage, and Sanitary Sewer Easements affecting Lot 1R, Block B and Lot 3R, Block K, in The District of Highland Village

*Motion by Councilmember Fiorenza, seconded by Councilmember Fiester, to approve Consent Agenda Items #10 through #15. Motion carried 7-0.*

#### **ACTION AGENDA**

16. 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)

No action was taken on this item.

17. Consider Resolution 2022-3030 ratifying the Emergency Declaration by the City Manager authorizing Work to be Performed by Four Star Excavating Company and Sunbelt Rentals, Inc. relating to the Repair of Sanitary Sewer Infrastructure

#### **APPROVED (7 – 0)**

Due to a contractor error, Mr. Kriston reported a sanitary sewer main had been compromised when the contractor was drilling retaining wall piers. Per City Charter and upon staff recommendation, the City Manager declared that an emergency existed. Pursuant to Texas Local Government Code Section 252, staff is allowed to procure necessary labor and materials, thereby foregoing the bidding requirements in certain emergency situations. He added that repairs were required in order to restore flow in the sewer collections system and to remain compliant with Texas Commission on Environmental Quality (TCEQ) regulations. Mr. Kriston further stated since the damage was caused by contractor error, the City will file an insurance claim against the permit holder.



***Motion by Councilmember Fiorenza, seconded by Councilmember Heslep, to approve Resolution 2022-3030 ratifying the Emergency Declaration by the City Manager authorizing work to be performed by Four Star Excavating Company and Sunbelt Rentals, Inc. relating to the repair of sanitary sewer infrastructure. Motion carried 7 – 0.***

- 18. Consider Resolution 2022-3031 supporting Denton County's Transportation Road Improvement Program – 2022 (TRIP-22)  
APPROVED (7 – 0)**

City Manager Paul Stevens reported there is a bond proposition on the ballot for a Denton Countywide bond package in the amount of \$570,798,000, adding that, for most projects, the County will provide 50% of the construction costs with cities paying the other half. Highland Village has two projects included in the bond proposal for the reconstruction of Highland Village Road from Brazos to the KCS Railroad at \$1.8 million and Highland Shores Boulevard from Briarhill to Twin Coves at \$4.6 million. He added that Denton County has asked all cities in the County to pass a resolution in support of this bond election.

***Motion by Deputy Mayor Pro Tem Kixmiller, seconded by Mayor Pro Tem Lombardo, to approve Resolution 2022-3031 supporting Denton County's Transportation Road Improvement Program – 2022 (TRIP-22). Motion carried 7 – 0.***

Mayor Jaworski reported he attended a recent luncheon where Denton County Judge Eads reviewed the bond program and assured that passage of the bond program would not raise taxes. Mayor Jaworski stated literature had been circulated recently asserting that was not true and that it would raise taxes. He provided the following information: Denton County has effectively managed its road bond debt to maintain its AAA bond rating. It is one of only 7 counties out of 254 in Texas to attain this rate. Denton County's tax rate has dropped from \$0.28.49/\$100 valuation in 2012 to \$0.21.75/\$100 in 2022. The proposition, if approved, will give the county the authority to issue up to \$650 million in road bonds. However, the court has flexibility to time the issuances to ensure no impact on the tax rate. This has been the policy in issuing debt for the 2008 road bond program. At this point in time, it is the intent of the County to manage the issuance of this bond program in the same manner that will not raise taxes. If approved by voters, Proposition A will fund more than 119 projects in more than 32 municipalities and unincorporated areas.

#### **LATE WORK SESSION**

- 19. 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.)**

Councilmember Fiester asked the status of the Comprehensive Plan Update. Mr. Stevens reported staff has had several meetings with the City's consultants since the last City Council meeting. Based on comments received, McAdams has revised some of the opportunity areas and submitted a draft to City staff for review. Once the staff review is complete, the update will be provided to Council for its review. An open house will be held on November 15 from 4:00 until 8:00 pm for people to see the opportunity areas and the changes that have been made. Approval would be at a future City Council meeting.

Mr. Stevens also reported the HVBA's Annual Salute Our Veterans luncheon will be held on November 10. They are seeking sponsors for the event. He also encouraged local veterans to attend.

**20. Adjournment**

Mayor Jaworski adjourned the meeting at 8:32 p.m.

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Daniel Jaworski, Mayor

**ATTEST:**

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Angela Miller, City Secretary

DRAFT

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

**AGENDA# 13**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider Resolution 2022-3032 canceling the November 22, 2022 and December 27, 2022 City Council Meetings**

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

**BACKGROUND:**

Section 3.13 of City of Highland Village City Charter states that the City Council shall have as many regular meetings as it shall deem necessary, provided it shall have at least one meeting each month to be held within the City limits. If (i) the business of the City is such that the number of items requiring City Council discussion and/or approval are too few to justify the staff time and costs related to preparing for a city council meeting, and (ii) matters pending which do require council approval can be delayed to a later meeting, then cancelation of a council meeting is from time to time proposed.

**IDENTIFIED NEED/S:**

Staff has reviewed the remainder of the year and proposes the Regular City Council meetings scheduled for Tuesday, November 22, 2022 and Tuesday, December 27, 2022 be cancelled to allow members of Council and staff to spend time with their families during the holiday season.

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

N/A

**RECOMMENDATION:**

To approve Resolution 2022-3032 cancelling the November 22, 2022 and December 27, 2022 City Council meetings.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3032**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS CANCELING THE NOVEMBER 22, 2022, AND DECEMBER 27, 2022, CITY COUNCIL MEETINGS, AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, Section 3.13 of the City Charter of the City of Highland Village provides that the City Council shall have as many regular meetings as it shall deem necessary, provided it shall have at least one meeting each month to be held within the City limits; and

**WHEREAS**, the City Council customarily holds its regular meetings on the second and fourth Tuesdays of each month; and

**WHEREAS**, the City Council finds that cancelling the regular meetings scheduled for November 22, 2022, and December 27, 2022, will not adversely affect the operations of the City and will preserve City financial and human resources usually spent in preparation for such meetings.

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

**SECTION 1.** The regular City Council meetings scheduled November 22, 2022 and December 27, 2022, are hereby canceled.

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

**PASSED AND APPROVED** this the 8<sup>th</sup> day of November 2022.

**APPROVED:**

\_\_\_\_\_  
**Daniel Jaworski, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:11/2/2022:132166)

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

**AGENDA# 14**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider Resolution 2022-3033 authorizing a Task Order with Schaumburg and Polk, Inc. (SPI) for Professional Engineering Services for Preparation of a Storm Water System Plan Update**

**PREPARED BY: Scott Kriston, Director of Public Works**

**BACKGROUND:**

Approximately ten years ago, an evaluation of the storm water system in the City was performed. The purpose of that initial evaluation was to identify and map the City's then existing storm water facilities and prepare construction cost estimates for specific storm water facilities that had been identified as needed drainage CIP projects. Performing a Storm Water System Plan Update at this time will build on that initial evaluation by updating the maps to include storm water facilities that have been added to the City's storm water system during the last ten-year period and by updating the drainage CIP projects to include additional projects that need to be constructed to protect the City's existing infrastructure. In addition, mapping will be performed to show the City's existing water and wastewater and drainage facilities subject to potential adverse impacts from creek erosion, drainage basins, subbasins, and creeks will be mapped, existing drainage easements will be identified and mapped, areas where creek erosion has been identified will be mapped, drainage projects to protect the City's existing infrastructure from creek erosion will be identified, and construction cost estimates will be prepared for these drainage projects.

**IDENTIFIED NEED/S:**

A Storm Water System Plan Update needs to be conducted for the City's storm water system in order to update the maps associated with the storm water system, identify drainage improvements that are needed to protect existing City infrastructure, and prepare cost estimates for making such improvements.

**OPTIONS & RESULTS:**

This proposed Storm Water System Plan Update will help to ensure that the City's storm water system and drainage facilities will continue to serve the City's needs and protect the City's existing infrastructure.

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

A Task Order has been received from Schaumburg and Polk, Inc. (SPI) for the provision of professional engineering services required for this project.

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

The cost for these professional engineering services is identified in the 2023 drainage fund budget.

**RECOMMENDATION:**

To approve Resolution 2022-3033 authorizing a Task Oder with Schaumburg & Polk, Inc. (SPI) to provide professional engineering services for the Storm Water System Plan Update Project.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3033**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING A TASK ORDER WITH SCHAUMBURG & POLK, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE STORM WATER SYSTEM PLAN UPDATE PROJECT, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, City Administration has recommended that the City's storm water system plan and map be updated to incorporate facilities constructed since the preparation of the City's current plan and identify projects needed to improve the system and areas of creeks and other water ways that require improvement in order to protect other City infrastructure; and

**WHEREAS**, City administration has negotiated with the City's engineer of record, Schaumburg & Polk, Inc. (SPI), a Task Order to provide professional services in relation to preparation of a Storm Water System Plan Update Project for a fee not to exceed \$97,000.00 and recommends execution of the task order be approved for these professional services; and

**WHEREAS**, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to accept the recommendation of the City administration and approve the above described contract agreement.

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

**SECTION 1.** The City Manager is hereby authorized to execute a Task Order with Schaumburg & Polk, Inc. (SPI) to provide professional engineering services for the Storm Water System Plan Update Project for a fee not to exceed \$97,000.00.

**SECTION 2.** This Resolution shall become effective immediately upon passage.

**PASSED AND APPROVED THIS 8TH DAY OF NOVEMBER, 2022.**

**APPROVED:**

\_\_\_\_\_  
**Daniel Jaworski, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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**Kevin B. Laughlin, City Attorney**

(kbl:11/2/2022:132183)



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

**AGENDA# 15**

**MEETING DATE: 11/08/2022**

**SUBJECT: Investment Report for Quarter Ending September 30, 2022**

**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 June 30, 2022 through September 30, 2022 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures October 1, 2022)
- 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 October 1, 2022)
- Independent DDA (Demand Deposit Account that matures October 1, 2022 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Independent NOW (Negotiable Order of Withdraw that matures October 1, 2022 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Wells Fargo DDA (Demand Deposit Account that matures October 1, 2022 collateralized by pledged securities held in custody by the Bank of New York Mellon)
- Southside MMA (Money Market Account that matures October 1, 2022, collateralized by pledged securities held in custody by the Federal Home Loan Bank)

- InterBank MMA (Money Market Account that matures October 1, 2022, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures October 1, 2022, fully insured by the Federal Deposit Insurance Corporation)
- East West Bank CD (Certificates of Deposit that matures August 2, 2022 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificates of Deposit that matures August 8, 2022 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificates of Deposit that matures February 2, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures February 8, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures June 16, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures July 20, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures August 2, 2023 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 \$37,308,205 and the ending market value on September 30, 2022 was \$35,985,446. The average yield for the quarter ending September 30, 2022 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (2.35%) is less than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at June 30, 2022 was \$19,766,607 and the ending balance on September 30, 2022 was \$16,371,861 or 45% of the City's total portfolio. The weighted average maturity of the City's portfolio on September 30, 2022 is 111 days.

The average total portfolio yield for the quarter ending September 30, 2022 was 2.06%.

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>
September 30, 2022	\$35,985,446	\$35,985,446
June 30, 2022	\$37,308,205	\$37,308,205

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

<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 September 30, 2022.



## **QUARTERLY INVESTMENT REPORT**

**For the Quarter Ended**

**September 30, 2022**

**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.

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Ken Heerman, Assistant City Manager

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Heather Miller, Assistant Finance Director

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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.

## Annual Comparison of Portfolio Performance

### FYE Results by Investment Category:

Asset Type	September 30, 2021			September 30, 2022		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	0.17%	\$ 14,482,657	\$ 14,482,657	2.35%	\$ 16,371,861	\$ 16,371,861
Securities/CDs	0.04%	5,005,010	5,005,010	1.87%	19,613,585	19,613,585
<b>Totals</b>		<b>\$ 19,487,667</b>	<b>\$ 19,487,667</b>		<b>\$ 35,985,446</b>	<b>\$ 35,985,446</b>

Fourth Quarter-End Yield                      **0.17%**    **2.09%**

### Average Quarter-End Yields (1):

	2021 Fiscal Year	2022 Fiscal Year
Highland Village	0.24%	0.88%
Rolling Three Month Treasury	0.06%	1.06%
Rolling Six Month Treasury	0.08%	1.01%
TexPool	0.04%	0.90%
<b>Fiscal YTD Interest Earnings</b>	<b>\$ 66,080 (Approximate)</b>	<b>\$ 249,250 (Approximate)</b>

(1) Average Quarterly Yield calculated using quarter-end report average yield and adjusted book value.

## Summary

### Quarter End Results by Investment Category:

Asset Type	June 30, 2022			September 30, 2022		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	1.02%	\$ 19,766,607	\$ 19,766,607	2.35%	\$ 16,371,861	\$ 16,371,861
Securities/CDs	0.90%	17,541,598	17,541,598	1.81%	19,613,585	19,613,585
<b>Totals</b>	<b>0.96%</b>	<b>\$ 37,308,205</b>	<b>\$ 37,308,205</b>	<b>2.06%</b>	<b>\$ 35,985,446</b>	<b>\$ 35,985,446</b>

#### Current Quarter Average Yield (1)

Total Portfolio	2.06%
Rolling Three Month Treasury	2.76%
Rolling Six Month Treasury	2.46%
TexPool	2.41%

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

Total Portfolio	0.87%
Rolling Three Month Treasury	1.06%
Rolling Six Month Treasury	1.01%
TexPool	0.90%

#### Interest Earnings (Approximate)

Quarterly Interest	\$150,100
Fiscal Year-to-Date Interest	\$249,250

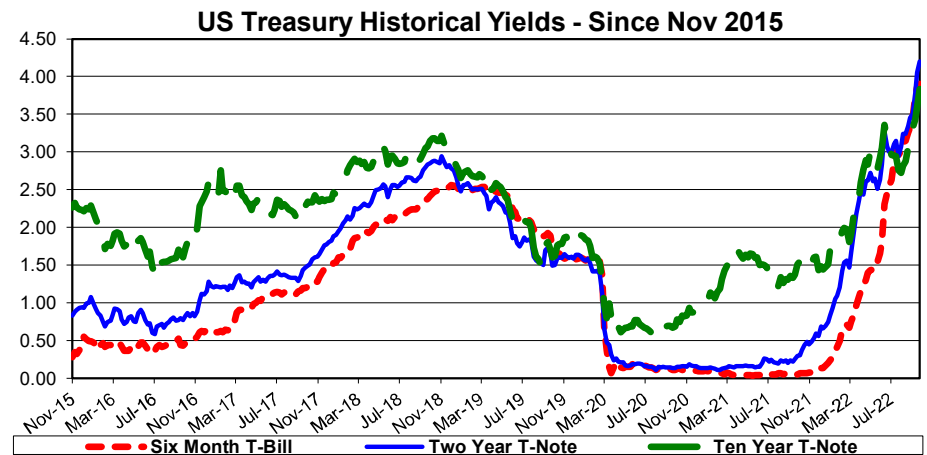
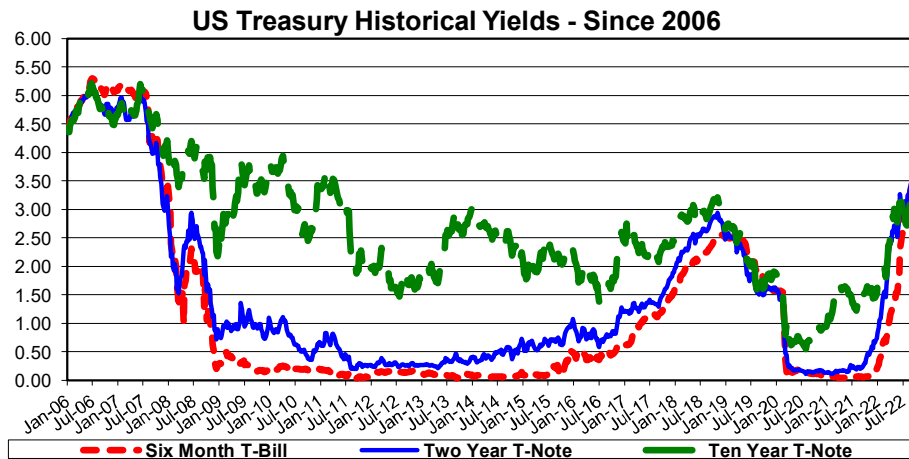
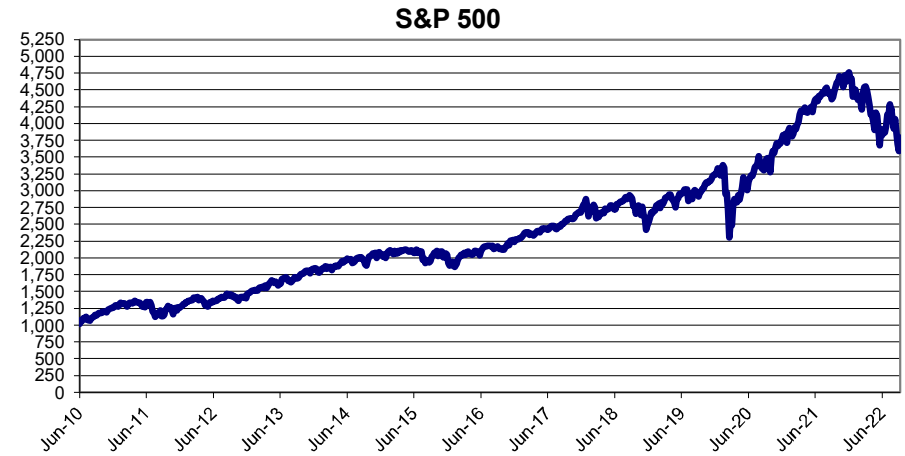
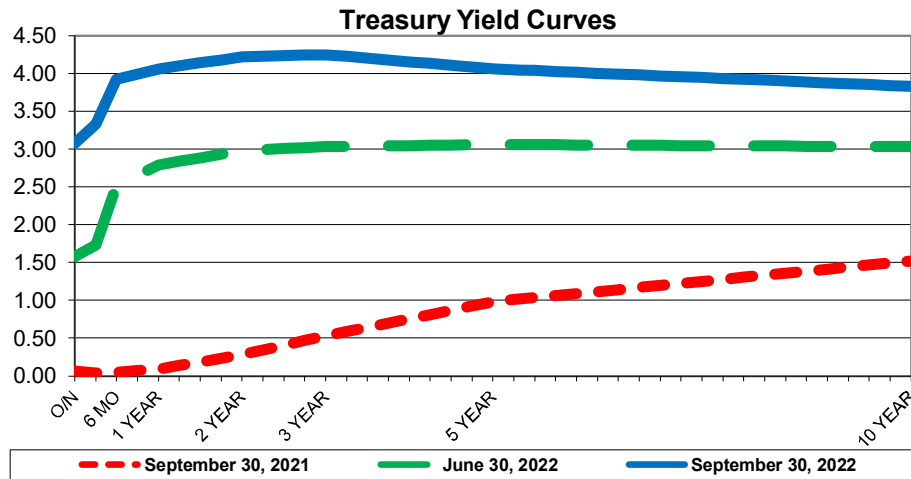
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(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.

## Economic Overview

9/30/2022

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.75% to 3.00% - 3.25% September 21st (Effective Fed Funds are trading +/-3.10%). The FOMC continued actively reducing their balance sheet. An additional 0.50% - 0.75% increase is currently anticipated November 2nd. Second Quarter GDP was confirmed at -0.6%. Domestic and international economies are slowing. September Non-Farm Payroll added 263k new jobs with a Three Month Average of 372k. Crude oil fell below \$80 per barrel, but OPEC+ announced a target production reduction of 2 million barrels/day. The Stock Markets continued bouncing down and are +/-20% below the 2021 peak. The negatively sloped yield curve (6 months to 10 years, with peak yield at 3 years) may indicate lower future interest rates. Inflation remained well over the FOMC 2% target (Core PCE +/-4.9% and CPI exceeding 8%).



**Investment Holdings**  
**September 30, 2022**

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Wells Fargo DDA (3)		1.15%	10/01/22	09/30/22	986,739	986,739	1.00	986,739	1	1.15%
Southside MMA		2.49%	10/01/22	09/30/22	3,010,961	3,010,961	1.00	3,010,961	1	2.49%
InterBank MMA		2.76%	10/01/22	09/30/22	212,515	212,515	1.00	212,515	1	2.76%
InterBank IntraFi MMA		3.25%	10/01/22	09/30/22	1,116,024	1,116,024	1.00	1,116,024	1	3.25%
TexPool	AAAm	2.41%	10/01/22	09/30/22	3,010,736	3,010,736	1.00	3,010,736	1	2.41%
TexSTAR	AAAm	2.29%	10/01/22	09/30/22	8,034,887	8,034,887	1.00	8,034,887	1	2.29%
East West Bank CD		0.67%	02/02/23	02/02/22	7,031,035	7,031,035	100.00	7,031,035	125	0.67%
East West Bank CD		0.80%	02/08/23	02/08/22	3,518,074	3,518,074	100.00	3,518,074	131	0.80%
East West Bank CD		2.99%	06/16/23	06/16/22	2,017,607	2,017,607	100.00	2,017,607	259	3.01%
East West Bank CD		3.15%	07/20/23	07/20/22	3,522,119	3,522,119	100.00	3,522,119	293	3.15%
East West Bank CD		3.05%	08/02/23	08/02/22	3,524,750	3,524,750	100.00	3,524,750	306	3.05%
					<b>\$ 35,985,446</b>	<b>\$ 35,985,446</b>		<b>\$ 35,985,446</b>	<b>111</b>	<b>2.06%</b>
									(1)	(2)

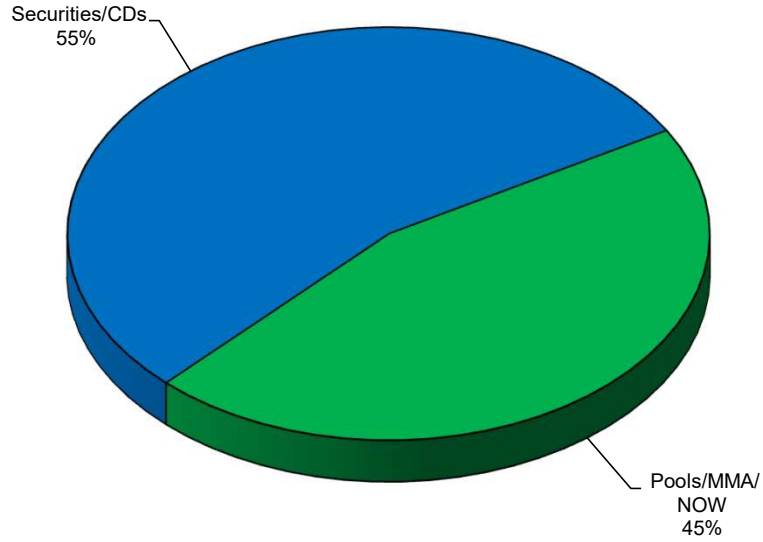
(1) **Weighted average life** - For purposes of calculating weighted average life, pool and bank account investments are assumed to have a one day maturity.

(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.

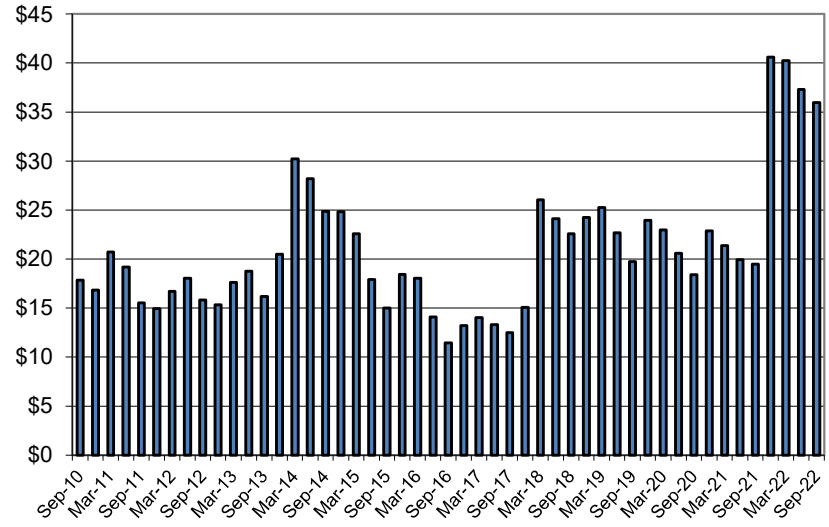
(3) **Wells Fargo Earnings Credit Rate** - 0.50% floor. Effective ECR reported.



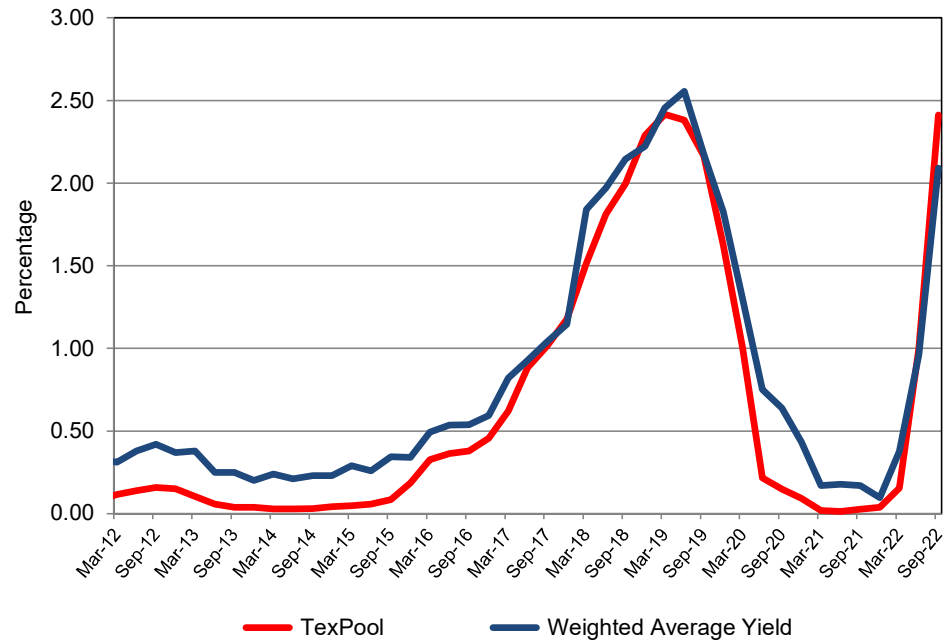
**Portfolio Composition**



**Total Portfolio (Millions)**



**Total Portfolio Performance**



## Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 06/30/22	Increases	Decreases	Book Value 09/30/22	Market Value 06/30/22	Change in Market Value	Market Value 09/30/22
Independent DDA	0.01%	10/01/22	\$ 9,042	\$ -	\$ (9,042)	\$ -	\$ 9,042	\$ (9,042)	\$ -
Independent NOW	0.20%	10/01/22	6,694	-	(6,694)	-	6,694	(6,694)	-
Wells Fargo DDA	1.15%	10/01/22	728,746	257,993	-	986,739	728,746	257,993	986,739
Southside MMA	2.49%	10/01/22	2,995,370	15,591	-	3,010,961	2,995,370	15,591	3,010,961
InterBank MMA	2.76%	10/01/22	212,231	283	-	212,515	212,231	283	212,515
InterBank IntraFi MMA	3.25%	10/01/22	2,105,577	-	(989,554)	1,116,024	2,105,577	(989,554)	1,116,024
TexPool	2.41%	10/01/22	3,460,356	-	(449,619)	3,010,736	3,460,356	(449,619)	3,010,736
TexSTAR	2.29%	10/01/22	10,248,591	-	(2,213,704)	8,034,887	10,248,591	(2,213,704)	8,034,887
East West Bank CD	0.41%	08/02/22	3,505,863	-	(3,505,863)	-	3,505,863	(3,505,863)	-
East West Bank CD	0.53%	08/08/22	1,503,118	-	(1,503,118)	-	1,503,118	(1,503,118)	-
East West Bank CD	0.67%	02/02/23	7,019,172	11,864	-	7,031,035	7,019,172	11,864	7,031,035
East West Bank CD	0.80%	02/08/23	3,510,987	7,087	-	3,518,074	3,510,987	7,087	3,518,074
East West Bank CD	3.01%	06/16/23	2,002,459	15,148	-	2,017,607	2,002,459	15,148	2,017,607
East West Bank CD	3.15%	07/20/23	-	3,522,119	-	3,522,119	-	3,522,119	3,522,119
East West Bank CD	3.05%	08/02/23	-	3,524,750	-	3,524,750	-	3,524,750	3,524,750
<b>TOTAL/AVERAGE</b>	<b>2.06%</b>		<b>\$ 37,308,205</b>	<b>\$ 7,354,835</b>	<b>\$ (8,677,594)</b>	<b>\$ 35,985,446</b>	<b>\$ 37,308,205</b>	<b>\$ (1,322,759)</b>	<b>\$ 35,985,446</b>

**Allocation by Fund  
September 30, 2022  
Book and Market Value**

<b>Utility Funds</b>	<b>TexPool</b>	<b>TexSTAR</b>	<b>Wells Fargo DDA</b>	<b>Southside MMA</b>	<b>InterBank MMA</b>	<b>InterBank IntraFi MMA</b>
Interest & Sinking	\$ 719,747	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	477,198	-	-	-	-	-
Operations	447,448	-	-	282,503	-	-
Impact Fees	389,951	-	-	902,274	-	-
2018 CO Utility Capital Projects	-	157,532	-	-	100,224	778,950
American Rescue Plan Act	-	3,390,409	-	-	-	-
<b>Sub Total</b>	<b>\$ 2,034,344</b>	<b>\$ 3,547,941</b>	<b>\$ -</b>	<b>\$ 1,184,777</b>	<b>\$ 100,224</b>	<b>\$ 778,950</b>
<b>General Funds</b>						
Operations	\$ 89,243	\$ 2,956,814	\$ -	\$ 1,826,184	\$ 13,069	\$ -
Pooled Cash	-	-	472,709	-	-	-
Pooled Cash Credit Card Clearing	-	-	514,030	-	-	-
Interest & Sinking	26,678	66,362	-	-	-	-
Drainage Utility	234,413	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 350,334</b>	<b>\$ 3,023,176</b>	<b>\$ 986,739</b>	<b>\$ 1,826,184</b>	<b>\$ 13,069</b>	<b>\$ -</b>
<b>General Capital Project Funds</b>						
Park Development	\$ 82,400	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	172,291	-	-	99,222	337,074
2021 CO Capital Projects	-	1,278,973	-	-	-	-
<b>Sub Total</b>	<b>\$ 82,400</b>	<b>\$ 1,451,264</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,222</b>	<b>\$ 337,074</b>
<b>Corp Leased Park Funds</b>						
Corp LeasedTXDot Mitigation	\$ -	\$ 6,393	\$ -	\$ -	\$ -	\$ -
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ 6,393</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>HV Community Development Funds</b>						
Operations	\$ 543,659	\$ -	\$ -	\$ -	\$ -	\$ -
HVDCD TXDot Mitigation	-	6,113	-	-	-	-
<b>Sub Total</b>	<b>\$ 543,659</b>	<b>\$ 6,113</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 3,010,736</b>	<b>\$ 8,034,887</b>	<b>\$ 986,739</b>	<b>\$ 3,010,961</b>	<b>\$ 212,515</b>	<b>\$ 1,116,024</b>

**Allocation by Fund  
September 30, 2022  
Book and Market Value**

(Continued)

<b>Utility Funds</b>	<b>Certificate of Deposit</b>					<b>Total</b>	<b>Interest</b>
	<b>02/02/2023</b>	<b>02/08/2023</b>	<b>06/16/2023</b>	<b>07/20/2023</b>	<b>08/02/2023</b>		<b>This Quarter</b>
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719,747	\$ 2,995
Replacement Reserve	-	-	-	-	-	477,198	2,431
Operations	-	-	-	-	-	729,951	4,705
Impact Fees	-	-	-	-	-	1,292,225	6,643
2018 CO Utility Capital Projects	-	-	-	-	-	1,036,705	8,015
American Rescue Plan Act	-	-	-	-	-	3,390,409	6,841
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,646,236</b>	<b>\$ 31,630</b>
<b>General Funds</b>							
Operations	\$ -	\$ 3,518,074	\$ 1,008,803	\$ 1,006,320	\$ -	\$ 10,418,507	\$ 46,216
Pooled Cash	-	-	-	-	-	472,709	-
Pooled Cash Credit Card Clearing	-	-	-	-	-	514,030	-
Interest & Sinking	-	-	-	-	-	93,039	1,372
Drainage Utility	-	-	-	-	-	234,413	1,256
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ 3,518,074</b>	<b>\$ 1,008,803</b>	<b>\$ 1,006,320</b>	<b>\$ -</b>	<b>\$ 11,732,698</b>	<b>\$ 48,844</b>
<b>General Capital Project Funds</b>							
Park Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,400	\$ 420
2018 GO Capital Projects	-	-	-	-	-	608,587	5,293
2021 CO Capital Projects	7,031,035	-	1,008,803	2,515,799	3,524,750	15,359,361	61,817
<b>Sub Total</b>	<b>\$ 7,031,035</b>	<b>\$ -</b>	<b>\$ 1,008,803</b>	<b>\$ 2,515,799</b>	<b>\$ 3,524,750</b>	<b>\$ 16,050,348</b>	<b>\$ 67,531</b>
<b>Corp Leased Park Funds</b>							
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,393	\$ 16
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,393</b>	<b>\$ 16</b>
<b>HV Community Development Funds</b>							
Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 543,659	\$ 2,051
HVDCD TXDot Mitigation	-	-	-	-	-	6,113	29
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 549,772</b>	<b>\$ 2,079</b>
<b>Totals</b>	<b>\$ 7,031,035</b>	<b>\$ 3,518,074</b>	<b>\$ 2,017,607</b>	<b>\$ 3,522,119</b>	<b>\$ 3,524,750</b>	<b>\$ 35,985,446</b>	<b>\$ 150,100</b>

**Allocation by Fund  
June 30, 2022  
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>
Interest & Sinking	\$ 551,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	474,767	-	-	-	-	-	-
Operations	758,339	-	-	-	-	281,041	-
Impact Fees	382,984	-	-	-	-	897,602	-
2018 CO Utility Capital Projects	-	510,727	-	-	-	-	100,120
American Rescue Plan Act	-	1,310,358	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 2,167,238</b>	<b>\$ 1,821,086</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,178,643</b>	<b>\$ 100,120</b>
<b>General Funds</b>							
Operations	\$ 88,138	\$ 4,358,303	\$ -	\$ 321	\$ -	\$ 1,816,727	\$ 12,992
Pooled Cash	-	-	9,042	-	726,693	-	-
Pooled Cash Credit Card Clearing	-	-	-	-	2,053	-	-
Interest & Sinking	485,567	66,049	-	-	-	-	-
Drainage Utility	255,228	-	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 828,933</b>	<b>\$ 4,424,352</b>	<b>\$ 9,042</b>	<b>\$ 321</b>	<b>\$ 728,746</b>	<b>\$ 1,816,727</b>	<b>\$ 12,992</b>
<b>General Capital Project Funds</b>							
Park Development	\$ 81,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	225,787	-	-	-	-	99,119
2021 CO Capital Projects	-	3,771,280	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 81,980</b>	<b>\$ 3,997,067</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,119</b>
<b>Corp Leased Park Funds</b>							
Corp LeasedTXDot Mitigation	\$ -	\$ 3	\$ -	\$ 6,373	\$ -	\$ -	\$ -
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ 6,373</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>HV Community Development Funds</b>							
Operations	\$ 382,205	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVDCD TXDot Mitigation	-	6,084	-	-	-	-	-
<b>Sub Total</b>	<b>\$ 382,205</b>	<b>\$ 6,084</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Totals</b>	<b>\$ 3,460,356</b>	<b>\$ 10,248,591</b>	<b>\$ 9,042</b>	<b>\$ 6,694</b>	<b>\$ 728,746</b>	<b>\$ 2,995,370</b>	<b>\$ 212,231</b>

**Allocation by Fund**  
**June 30, 2022**  
**Book and Market Value**

(Continued)

Utility Funds	InterBank IntraFi MMA	Certificate of Deposit					Total	Interest This Quarter
		08/02/2022	08/08/2022	02/02/2023	02/08/2023	06/16/2023		
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 551,147	\$ 619
Replacement Reserve	-	-	-	-	-	-	474,767	760
Operations	-	-	-	-	-	-	1,039,380	1,522
Impact Fees	-	-	-	-	-	-	1,280,586	2,063
2018 CO Utility Capital Projects	1,272,454	-	-	-	-	-	1,883,301	4,693
American Rescue Plan Act	-	-	-	-	-	-	1,310,358	2,303
<b>Sub Total</b>	<b>\$ 1,272,454</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,539,540</b>	<b>\$ 11,960</b>
<b>General Funds</b>								
Operations	\$ -	\$ -	\$ 1,503,118	\$ -	\$ 3,510,987	\$ 1,001,229	\$ 12,291,815	\$ 25,855
Pooled Cash	-	-	-	-	-	-	735,735	-
Pooled Cash Credit Card Clearing	-	-	-	-	-	-	2,053	-
Interest & Sinking	-	-	-	-	-	-	551,616	871
Drainage Utility	-	-	-	-	-	-	255,228	414
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,503,118</b>	<b>\$ -</b>	<b>\$ 3,510,987</b>	<b>\$ 1,001,229</b>	<b>\$ 13,836,447</b>	<b>\$ 27,139</b>
<b>General Capital Project Funds</b>								
Park Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,980	\$ 131
2018 GO Capital Projects	833,124	-	-	-	-	-	1,158,030	3,740
2021 CO Capital Projects	-	3,505,863	-	7,019,172	-	1,001,229	15,297,543	23,794
<b>Sub Total</b>	<b>\$ 833,124</b>	<b>\$ 3,505,863</b>	<b>\$ -</b>	<b>\$ 7,019,172</b>	<b>\$ -</b>	<b>\$ 1,001,229</b>	<b>\$ 16,537,554</b>	<b>\$ 27,666</b>
<b>Corp Leased Park Funds</b>								
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,376	\$ 1
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,376</b>	<b>\$ 1</b>
<b>HV Community Development Funds</b>								
Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,205	\$ 411
HVDCD TXDot Mitigation	-	-	-	-	-	-	6,084	10
<b>Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 388,289</b>	<b>\$ 421</b>
<b>Totals</b>	<b>\$ 2,105,577</b>	<b>\$ 3,505,863</b>	<b>\$ 1,503,118</b>	<b>\$ 7,019,172</b>	<b>\$ 3,510,987</b>	<b>\$ 2,002,459</b>	<b>\$ 37,308,205</b>	<b>\$ 67,187</b>

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

**AGENDA# 17**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider approval of Resolution No. 2022-3037 approving a Detailed Site Plan for Development of a 1.82± Acre Tract Out of the Fred Hyatt Survey, Abst. No. 559, Presently Zoned Planned Development – Commercial (“PD-C”) and Generally Located at 113 Barnett Boulevard**

**PREPARED BY: Autumn Aman – Community Development Coordinator**

**BACKGROUND:**

An application was received for a Site Plan to construct an approximately 7,200 square foot building on a 1.82± acre tract generally located at 113 Barnett Boulevard, on the east side of the street north of the Whataburger location on FM 407. 5,760 square feet of the building will be for the office of Village Vision and the remaining 1,440 square feet will be future lease space.

The property owner, Dr. Anisha Jacob, currently operates her business in Highland Village and she would like to keep the business in Highland Village. The property is currently zoned Planned Development Commercial (PD-C). The proposed use is a permitted use within the zoning district.

Development of the property must comply with the Non-Residential Overlay Zoning District Ordinance,(the so called “Look & Feel” ordinance) and the City of Highland Village Comprehensive Zoning Ordinance (CZO).

The property owner is very passionate about the design of the building she wants to construct. To do so requires approval of exceptions by the City Council to several of design standards in the Non-Residential Overlay Zoning District Zoning Ordinance.

Provisions of the Non-Residential Overlay Zoning Ordinance applicable to this request are as follows:

Section 61 Intent/purpose

- a. The intent of this ordinance is to provide quality nonresidential development in accordance with the concepts of the comprehensive plan to develop a distinct image, in a unified design format, that identifies the City of Highland Village. In mirroring the residential quality of the city, the overlay zoning district will promote and insure the Highland Village "look and feel" from a design perspective.
- b. The purpose of the nonresidential overlay zoning district is to provide for consistent design standards that will insure quality nonresidential development throughout the

City of Highland Village. The regulations set forth herein are designed to establish a visual and commercial image of Highland Village throughout the properties zoned or used as nonresidential.

### **Section 67.a - Architectural Standards**

All structures located within the nonresidential overlay zoning district shall be constructed utilizing a unified design which is substantially consistent with or contains the design elements including roof features, elevations, window type, percentage of various materials, style, color and overall symmetry of the graphics depicted in Exhibit B [attached to Ordinance No. 02-878]. Compliance with architectural design standards shall be a condition of site plan and general development request approval.

The Non-Residential Overlay Zoning District Ordinance, Section 69.b, Non-Conforming Architectural Design. Site Plans where the primary elements of the buildings on site are not consistent with **Exhibit B**, as interpreted by the Director of Public Works or his designee, shall require approval of the City Council with a recommendation by the Planning and Zoning Commission.

In reference to exterior building materials, State law prohibits local governments from regulating the materials used for new construction, maintenance and renovations to the extent such materials are permitted within the various international building codes. Therefore, the City of Highland Village cannot regulate any exterior building material proposed for the new building.

Exceptions being requested to the Non-Residential Overlay Zoning District Ordinance are as follows:

1. **Section 68 - Signage Subsection f.** - Attached wall signs are allowed and shall not exceed one sign per tenant space per street frontage. Illumination of wall signs shall be determined by City Council with approved site plan.

Per Ordinance No. 06-1000, Amendment to the Non-Residential Overlay Ordinance- additional signage may be requested at Site Plan, however, it shall be no larger than the primary sign.

#### **Requested Exceptions:**

- To allow for the primary sign with the business name "Village Vision", to face the public access and drainage easement and not Barnett Boulevard which would be considered street frontage.
- Allow an additional logo sign to also face the public access and drainage easement and to allow it to be larger than the primary sign.
- Allow the logo sign that is proposed to face Barnett Blvd. to be larger than the primary sign, "Village Vision".
- Allow for future wall signs for the proposed lease space to face the public access and drainage easement, however, it cannot be larger than the primary sign.



2. **Section 71 (g) Berming.** Berms shall be used to screen parking and service areas. Berms shall not exceed a 3:1 slope.

**Requested Exception** – To allow for no berming. The applicant has proposed placing trees, a 5-foot wide sidewalk, and bushes to shield the parking spaces along Barnett Blvd. Berming would be difficult.

3. Does the building meet the Intent or Purpose of the Non-Residential Overlay Ordinance as stated above in Section 61.

### **IDENTIFIED NEED/S:**

N/A

### **OPTIONS & RESULTS:**

Options are to recommend approval of the site plan package as it has been submitted, to recommend approval subject to revisions, or to deny the site plan package upon a finding that it does not comply with one or more requirements of the PD zoning or City Ordinances for the property.

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

City Staff and the City's Engineer have reviewed the site plan package.

At the November 1, 2022, Planning and Zoning Commission meeting, the Commission recommended on a vote of 5 to 0 to send the Site Plan and Resolution forward to City Council with recommendation for approval subject to removal of the requested logo sign on the South elevation of the building.

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

None

### **RECOMMENDATION:**

Staff recommends the City Council consider the recommendation by the Planning and Zoning Commission prior to making a decision on the Site Plan and Resolution No. 2022-3037.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3037**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, APPROVING A DETAILED SITE PLAN FOR DEVELOPMENT OF A 1.82± ACRE TRACT OUT OF THE FRED HYATT SURVEY, ABSTRACT NO. 559, PRESENTLY ZONED AS PLANNED DEVELOPMENT – COMMERCIAL (PD-C); APPROVING SPECIAL EXCEPTIONS; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, an application has been made for approval of a detailed site plan for a 1.82± acre tract out of the Fred Hyatt Survey, Abstract No. 559, City of Highland Village, Denton County, Texas, more particularly described in Exhibit “A” attached hereto and incorporated herein by reference (“the Property”), which is presently zoned as Planned Development – Commercial (PD-C); and

**WHEREAS**, having received the recommendation of the Planning and Zoning Commission that the detailed site plan and associated drawings, including, but not limited to, landscape plan, and building elevations, should be approved as requested, the City Council of the City of Highland Village, in the exercise of the legislative discretion, has concluded that the requested detailed site plan for the Property should be approved.

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

**SECTION 1.** Subject to Section 2 of this Resolution, the Property shall be developed in accordance with the development and use regulations applicable to property as of the effective date of this resolution as well as the Detailed Site Plan, the Landscape Plan, Building Elevations, and Sign Plan attached hereto respectively as Exhibit “B,” Exhibit “C,” Exhibit “D,” and Exhibit “E” and incorporated herein by reference.

**SECTION 2.** Having found that the requested variances are necessary to assure compatibility with surrounding developed properties and determining that a literal enforcement of the regulations applicable to the Property will create an unnecessary hardship or a practical difficulty for the applicant; that the situation causing the unnecessary hardship or practical difficulty is unique to the affected property and is not self-imposed; that the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties; and that the granting of the variance will be in harmony with the spirit and purpose of the Zoning Ordinance, the Property may be developed in accordance with the following variances:

- A.** Notwithstanding Section 68(f) of the Zoning Ordinance, wall signs may be installed on the Property as follows:
  - (1) The primary wall sign for the business located in the building constructed on the Property may be located on the south façade facing the public access and drainage easement and not Barnett Boulevard;

- (2) A logo sign may be installed on the west façade of the building facing Barnett Boulevard and may larger than the primary sign, "Village Vision," provided such sign otherwise complies with the Sign Plan; and
- (3) Any wall sign installed for additional businesses located on the eastern end of the building constructed on the property may be installed on the south façade of the building, which signs shall not exceed the primary name sign located on the space occupied by the business in the south end of the building.

**B.** Notwithstanding Section 71(g) of the Zoning Ordinance, the Property may be developed without construction of a berm to screen from view parking areas adjacent to Barnett Boulevard provided the Property is developed with five foot (5.0') wide sidewalks and landscaped as shown on the Site Plan and Landscape Plan. No certificate of occupancy shall be granted for any building constructed on the Property until the installation of all required landscaping and related irrigation systems is completed.

**SECTION 2** This resolution shall become effective immediately upon its approval.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THIS 8<sup>TH</sup> DAY OF NOVEMBER 2022.**

APPROVED:

\_\_\_\_\_  
Daniel Jaworski, Mayor

ATTEST:

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

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Kevin B. Laughlin, City Attorney  
(kbl:11/2/2022:132091)

**Resolution No. 2022-3037**  
**Exhibit "A" – Description of the Property**

Being all of that certain lot, tract, or parcel of land lying and being situated in the Fred Hyatt Survey, Abstract Number 559, Denton County, Texas, and being all of that tract of land described in a deed to Gladys Louise Barnett Dixon, recorded in Document Number 2011-96965 of the Real Property Records of Denton County, Texas, and being part of Tract 2 of the Barnett Subdivision, recorded in Cabinet F, Slide 31 of the Plat Records of Denton County, Texas, and being a part of Tract 1A of said Barnett Subdivision, and being more fully described by metes and bounds as follows:

BEGINNING at a capped iron rod set stamped "KAZ" in the east line of Barnett Boulevard, being the northwest corner of said Dixon Tract, and also being the southwest corner of Lot 1R Barnett Subdivision, recorded in Cabinet X, Page 619 of the Plat Records of Denton County, Texas, from which bears South 87 Degrees 11 Minutes 39 Seconds West a distance of 52.84 feet to an "X" cut found in said Barnett Boulevard;

THENCE along the common line of this tract and said Lot 1R, North 87 Degrees 11 Minutes 39 Seconds passing a 1/2 inch iron rod found at a distance of 239.12 feet and continuing along the same course for a total distance of 412.14 feet to a 1/2 inch iron rod found, being the northeast corner of said Dixon Tract, and also being the southeast corner of Lot 2R of said Barnett Subdivision, and also being the northeast corner of said Tract 2;

THENCE along the common line of this Tract and Lot 1R, Block A of The District Of Highland Village, recorded in Document Number 2015-205 of the Plat Records of Denton County, Texas, South 00 Degrees 18 Minutes 01 Seconds East a distance of 199.57 feet to a 1/2 inch iron rod found, being the southeast corner of said Dixon Tract, and also being the northeast corner of Lot 1, Block A, of the WB Addition, recorded in Document Number 2011-147 of the Plat Records of Denton County, Texas, and also being the southeast corner of said Tract 2;

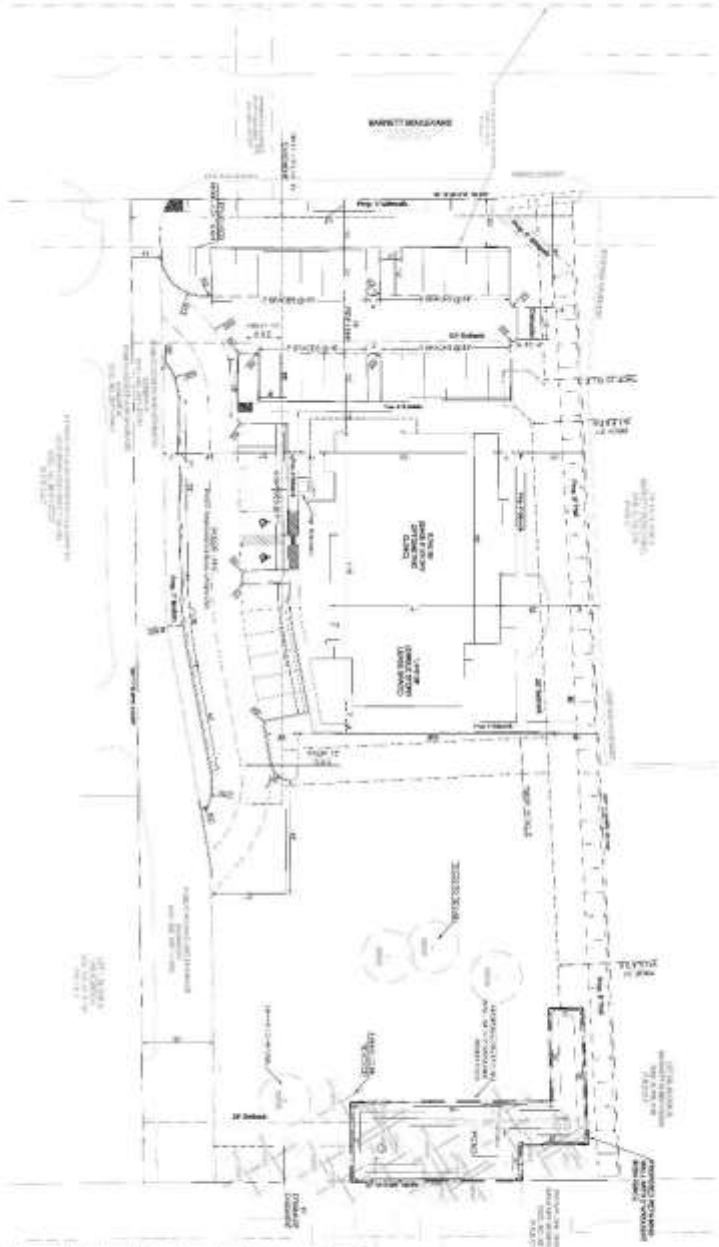
THENCE along the common line of this Tract and said Lot 1, Block A, South 89 Degrees 14 Minutes 20 Seconds West a distance of 412.03 feet to an "X" cut found in said east line of Barnett Boulevard, being the southwest corner of said Dixon Tract;

THENCE along said east line of Barnett Boulevard, North 00 Degrees 12 Minutes 56 Seconds West a distance of 184.87 feet to the POINT OF BEGINNING and containing 1.82 acres of land more or less.

# Resolution No. 2022-3037 Exhibit "B" – Detailed Site Plan

NO.	DESCRIPTION	DATE	BY
01	ISSUED FOR PERMITS	08/11/2022	CCM
02	REVISIONS		

**NOTES:**  
1. ALL DIMENSIONS ARE IN FEET AND INCHES.  
2. DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
3. SEE ALL NOTES AND SPECIFICATIONS FOR MATERIALS AND FINISHES.  
4. SEE ALL NOTES AND SPECIFICATIONS FOR CONSTRUCTION METHODS AND SEQUENCES.



NO.	DESCRIPTION	DATE	BY
01	ISSUED FOR PERMITS	08/11/2022	CCM
02	REVISIONS		

**LEGAL DESCRIPTION:**  
SECTION 10, TOWNSHIP 10N, RANGE 14E, COUNTY OF DALLAS, TEXAS  
ACROSS FROM THE SOUTHWEST CORNER OF THE INTERSECTION OF BARNETT BLVD AND W. HIGHWAY 121

NO.	DESCRIPTION	DATE	BY
01	ISSUED FOR PERMITS	08/11/2022	CCM
02	REVISIONS		

**REVISIONS:**  
1. SEE REVISIONS SHEET FOR ALL CHANGES TO THIS PLAN.

**LEGAL DESCRIPTION:**  
SECTION 10, TOWNSHIP 10N, RANGE 14E, COUNTY OF DALLAS, TEXAS  
ACROSS FROM THE SOUTHWEST CORNER OF THE INTERSECTION OF BARNETT BLVD AND W. HIGHWAY 121

**DATE:** 08/11/2022  
**BY:** CCM  
**SCALE:** AS SHOWN  
**PROJECT:** VILLAGE VISION CENTER

## DIMENSION CONTROL PLAN

**VILLAGE VISION CENTER**  
113 BARNETT BLVD,  
CITY OF HIGHLAND VILLAGE, TX



**CCM Engineering**  
2575 FM 407, Suite 209  
Highland Village, Texas 75077  
P: 972.691.8833  
F: 972.691.8928  
TSP# 19014-1603

**FOR PRELIMINARY REVIEW ONLY**  
THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.









Resolution No. 2022-3037  
Exhibit "D" – Building Elevations

02/14/22

VILLAGE VISION CENTER  
HIGHLAND VILLAGE, TX

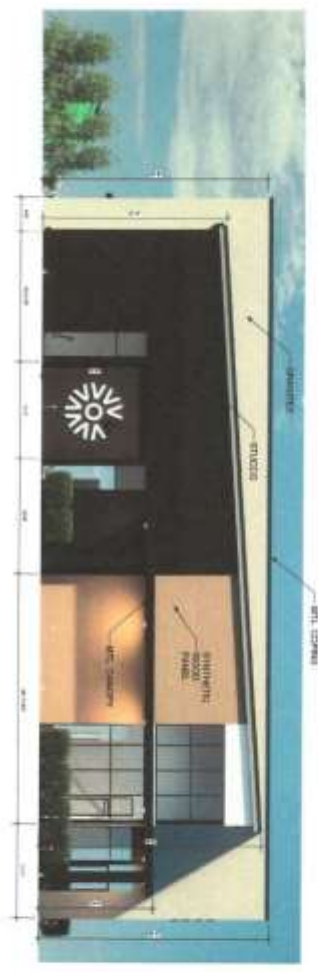
-5,760 SF BUILDING PAD AREA + 1,440 LEASE SPACE

ELEVATIONS - PAGE 4



optometricarchitects.com

ARCHITECTS



2 WEST ELEVATION



1 EAST ELEVATION

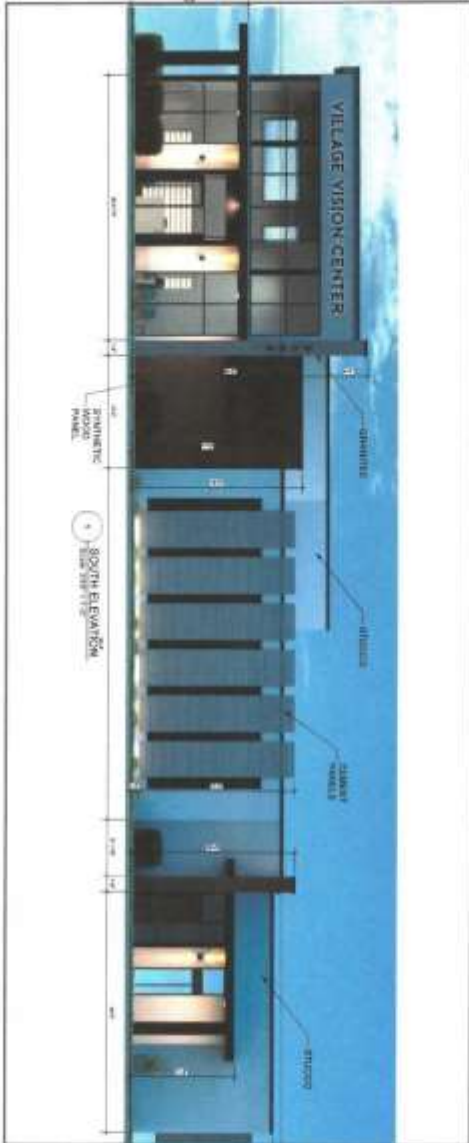
Resolution No. 2022-3037  
Exhibit "E" – Sign Plan

16"  $\downarrow$  274.4"  $\rightarrow$   
**VILLAGE VISION CENTER**

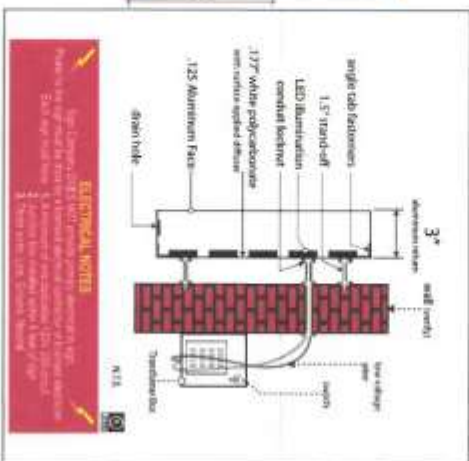
- \*Fabricate and install one set of 3" depth Internally Illuminated CHAN, LTRS.
- \* (1) Set of LED Back Lit CHAN, LTRS.
- Mounting flushed directly to the wall
- Includes install & permit.
- \*ALL WIRING AND COMPONENTS TO BE UL APPROVED.
- \*ILLUMINATION PROVIDED BY WHITE LED SYSTEM ON 60W DRIVER DC OUTPUT 2V @5A
- \*THE SIGN AS SAME AS DRAWING.

SIGNAGE TOTAL SQFT: 30.5 SQFT  
Exterior site plan 1 16" Linear Backlit  
individual channel letters

**SIGN 1**



- FACE:** Aluminum  
**VINYL:** NA  
**PAINT:** Black  
**BACKER:** White Polycarbonate  
**TRIM-CAP:** No trimcap  
**RETURNS (COIL):** 3" Black  
**LEDS:** White  
**BACKPLATE:** None



**ELECTRICAL NOTES**

- 1. All wiring shall be in accordance with the National Electrical Code (NEC).
- 2. All wiring shall be in accordance with the manufacturer's instructions.
- 3. All wiring shall be in accordance with the local authority having jurisdiction.

Wall Sign  
SOUTH ELEVATION - NOT TO SCALE

Location  
South ELEVATION - NOT TO SCALE

BACK-LIT INDIVIDUAL CHAN LTRS  
LED WHITE

	1313 W. Highway 100 Commerce, TX 75420 (409) 392-2441	Village Vision Center 1313 W. Highway 100 Commerce, TX 75420	08/29/2022	NO. 1	SWS	BR	Signage	Construct & Install Using Only UL Listed Components & No Alternative Material Code.
	All on permit required unless otherwise approved. All drawings to be property of SIGNI, U. and a revision of sign is a reproduction of sign.	Village Vision Center 1313 W. Highway 100 Commerce, TX 75420	08/29/2022	NO. 1	SWS	BR	Signage	U/I LABELS REQUIRED



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

**AGENDA# 18**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider Resolution 2022-3034 amending the City's Master Fee Schedule by Amending and Adding Certain Parks and Recreation Facility Use Fees**

**PREPARED BY: Phil Lozano, Director of Parks and Recreation**

**BACKGROUND:**

The Code of Ordinances provides that fees shall be charged to the general public, individuals, and groups to the extent reasonable to recover all or a portion of direct and/or indirect costs associated with the delivery of parks and recreation programs, services or events. Fees are to be evaluated from time to time and revised to remain competitive. User fees are intended to be equitably assessed. Fees for residents shall be kept to a minimum and non-residents may be required to pay a higher fee because of their non-resident status or because they do not own property within the city against which city ad valorem taxes may be assessed. The Parks and Recreation Department shall have some flexibility in adding programs, increasing participation numbers for existing programs, and omitting programs throughout the year, pursuant to the cost recovery goal established herein.

The purpose of fees shall be:

- (1) To obtain revenue to supplement or completely replace maintenance and operational cost
- (2) To reduce the program impact on the general fund;
- (3) To enable the department to provide facilities or programs for which funds might not otherwise be available; and
- (4) To provide sufficient revenue to cover the cost and provide surplus revenue for expansion of programs and services, and amortize capital investments

Fees and charges are evaluated annually using the following process, and then charges are presented to the city council for approval:

- (1) Determine the service classification of cost recovery level
- (2) Determine the direct cost of providing the service
- (3) Compare the current market rate of fee being charged for a similar service and adjust accordingly;
- (4) Determine the non-resident cost/fee, if any, which shall be not less than 20% higher of the resident rate or fee established for a program, activity.

## IDENTIFIED NEED/S:

During this year's review of the Parks and Recreation fee schedule, staff found new fees that should be included in the fee schedule and some that need to be modified as follows:

- Changing the rate for Annual Park Passes
- Changing the hourly rental rate for Doubletree Ranch Park Barn Building Party Room 102 & Open Area Room 101.
- Changing the hourly rental rate for the Robert and Lee DuVall Center rooms 117 & 119.
- Adding Production and Filming fees for all parks used as locations for video productions.

## PROGRESS TO DATE:

Staff gathered information from our benchmark cities for annual park passes and facility rental space. Staff recommends the following fees (× is old fee; ✓ is new fee):

A. The fees relating to Annual Park Passes are amended to read as follows:

<b>Annual Park Passes for Copperas Branch Park and Pilot Knoll Park Day Use Area</b>		
<b>Day Use Per Car: \$10 to \$15</b>		
	<b>Resident</b>	<b>Non-Resident</b>
Full Year	\$ <del>35</del> <u>\$40</u>	\$ <del>60</del> <u>\$100</u>
Half Year	\$25	
Senior Full Year	\$ <del>20</del> <u>\$25</u>	
Senior Half Year	\$10 <u>\$15</u>	
Commercial Permit \$250 + Annual Pass at \$60.00 per vehicle. Commercial customers must pay daily admission fee per car.		

B. The fees relating to the rental and use of the Doubletree Ranch Barn Building Open Area Room 101 are amended to read as follows. (No recommended changes to the fees for rental of Party Room 102.)

<b>Concession/Barn Building Party Room 102 &amp; Open Area Room 101</b>			
	<b>Resident</b>	<b>Non-Resident</b>	<b>Cleaning/Damage Deposit</b>
Room 101	\$ <del>30</del> <u>\$65</u> per Hour (2-hour minimum)	\$ <del>60</del> <u>\$90</u> per Hour (2 hour minimum)	\$250
All-Day Package	\$ <del>1200</del> <u>\$1360</u> Includes Pavilion, Room 101 and 102 (Barn Building)	\$ <del>2000</del> <u>\$2495</u> Includes Pavilion, Room 101 and 102 (Barn Building)	\$500

C. The fees relating to the rental and use of the Robert and Lee DuVall Center Room 119 and Room 117 are amended to read as follows:

<b>The Robert and Lee DuVall Center</b>			
<b>ROOM</b>	<b>SIZE</b>	<b>RATE</b>	<b>DEPOSIT</b>
RM 119 Multi-Purpose	52' x 32' 1,664 sq. ft.	<del>\$50</del> <u>\$55</u> Per Hour./ 2 Hour Minimum - Resident <del>\$60</del> <u>\$75</u> Per Hour./ 2 Hour Minimum-Non Resident After Hours Staff Fee \$15 Per Hr.	\$100 - 4 hours or less  \$200 – more than 4 hours
RM 117 Activity A	25' x 24' 600 sq. ft.	<del>\$25</del> <u>\$30</u> Per Hour / 2 Hour Minimum-Resident <del>\$35</del> <u>\$60</u> Per Hour / 2 Hour Minimum-Non Resident After Hours Staff Fee \$15 per Hr.	\$50

D. Production and Filming fees are added to read as follows:

<b>Production and Filming</b>	
<b>Resident – all parks</b>	<b>Non-Resident – all parks</b>
\$200 + \$50.00 per Hour (2-hour minimum)	\$200 + \$75.00 per Hour (2-hour minimum)

At the May 16, 2022, Parks and Recreation Advisory Board meeting, City staff presented the amended fee schedule to the Board. After review and discussion, the Board approved to recommend to City Council to adopt the amended fee schedule as presented.

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

No negative budget impact.

**RECOMMENDATION:**

To approve Resolution 2022-3034 amending the City’s Master Fee Schedule by amending and adding certain parks and recreation facility fees pursuant to Code of Ordinances Section 14.04.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3034**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AMENDING THE CITY'S MASTER FEE SCHEDULE BY AMENDING AND ADDING CERTAIN PARKS AND RECREATION FEES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, pursuant to Chapter 14 of the Code of Ordinances, City Administration and the Parks and Recreation Board have reviewed the fee schedule for the use of the City's parks facilities and registration in certain programs and recommends certain fees should be changed or added; and

**WHEREAS**, having received and reviewed the proposed amendments to the Parks and Recreation fee schedule and the recommendations of City Administration and the Parks and Recreation Advisory Board, the City Council of the City of Highland Village finds it to be in the public interest to adopt the amended fee schedule.

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

**SECTION 1. The City's Master Fee Schedule is amended as follows:**

- A.** The fees for Annual Park Passes for Copperas Branch Park and Pilot Knoll Park are amended to read as follows:

<b>Annual Park Passes for Copperas Branch Park and Pilot Knoll Park Day Use Area</b>		
<b>Day Use Per Car: \$15</b>		
	<b>Resident</b>	<b>Non-Resident</b>
Full Year	\$40	\$100
Half Year	\$25	
Senior Full Year	\$25	
Senior Half Year	\$15	
Commercial Permit \$250 + Annual Pass at \$60.00 per vehicle. Commercial customers must pay daily admission fee per car.		

- B.** The fees for rental and use of the Doubletree Ranch Barn Building Open Area Room 101 and Party Room 102 are amended to read as follows:

<b>Concession/Barn Building Party Room 102 &amp; Open Area Room 101</b>			
	<b>Resident</b>	<b>Non-Resident</b>	<b>Cleaning/Damage Deposit</b>
Room 101	\$65 per hour (2-hour minimum)	\$90 per hour (2 hour minimum)	\$250
All -Day Package	\$1360 Includes Pavilion, Room 101 and 102 (Barn Building)	\$2495 Includes Pavilion, Room 101 and 102 (Barn Building)	\$500

- C. The fees for rental and use of the Robert and Lee DuVall Center Room 119 and Room 117 are amended to read as follows:

<b>The Robert and Lee DuVall Center</b>			
<b>ROOM</b>	<b>SIZE</b>	<b>RATE</b>	<b>DEPOSIT</b>
RM 119 Multi-Purpose	52' x 32' 1,664 sq. ft.	\$55 Per Hour./ 2 Hour Minimum – Resident \$75 Per Hour./ 2 Hour Minimum-Non Resident After Hours Staff Fee \$15 Per Hr.	\$100 - 4 hours or less \$200 – more than 4 hours
RM 117 Activity A	25' x 24' 600 sq. ft.	\$30 Per Hour / 2 Hour Minimum-Resident \$60 Per Hour / 2 Hour Minimum-Non Resident After Hours Staff Fee \$15 per Hr.	\$50

- D. Production and Filming fees should added as follows:

<b>Production and Filming</b>	
<b>Resident – all parks</b>	<b>Non-Resident – all parks</b>
\$200 + \$50.00 per hour (2-hour minimum)	\$200 + \$75.00 per hour (2-hour minimum)

**SECTION 2.** This Resolution shall be effective immediately upon approval; provided, however, reservations made and confirmed prior to the effective date of this Resolution shall be subject to payment of the fees in effect prior to the effective date of this Resolution.

**PASSED AND APPROVED** this the 8th day of November 2022.

**APPROVED:**

\_\_\_\_\_  
Daniel Jaworski, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:11/2/2022:132165)



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

**AGENDA# 19**

**MEETING DATE: 11/08/2022**

**SUBJECT: Consider Resolution 2022-3035 Adopting Emergency Medical Services Fees Pursuant to Code of Ordinances Section 10.02.004; and Providing an Effective Date**

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

**BACKGROUND:**

The City periodically reviews Emergency Medical Service (EMS) fees billed to patients requiring medical treatment / transport by City EMS apparatus and personnel. This is partial cost recovery, and fees generally are determined in conjunction with prevailing market rates – with Highland Village generally on the low end of the spectrum. The City outsources EMS billing to a company (Emergicon) that specializes in this type of billing. Revenues total roughly \$250,000 per year.

**IDENTIFIED NEED/S:**

The City participates with surrounding cities in mutual aid arrangements, including EMS calls. The Town of Flower Mound is the primary agency with which mutual aid services are exchanged. The current fee schedule was updated in 2018 and provided for equivalent fees for both cities. Mutual aid services provided to the other agency are billed at resident rates.

Fees are updated periodically to be in line with market rates. Fees charged do not have a direct effect on City residents since the City only bills EMS billing for City residents to the patient's insurance and/or Medicare / Medicaid, with any remaining balance written off. The City's billing provider estimates that the proposed fees could result in additional revenue of \$45,000 annually.

The proposed fees are as follows (Equivalent to Town of Flower Mound anticipated updated schedule. They are in process of updating to mirror City of Coppell fee schedule):

<b>Emergency Medical Service Fees</b>			
<b>Type of Service</b>		<b>Current Fee</b>	<b>Proposed</b>
Base Fee for treatment and transportation by emergency ambulance to a full-service hospital facility in response to a request received by the fire department for emergency medical services (charged per trip and, if more than one patient in the ambulance, per person)	Basic Life Support (BLS)	Resident: \$750 Non-Resident: \$850	Resident: \$1,400 Non-Resident: \$1,500
	Advance Life Support 1 (ALS-1)	Resident: \$850 Non-Resident: \$950	Resident: \$1,600 Non-Resident: \$1,700
	Advance Life Support 2 (ALS-2)	Resident: \$950 Non-Resident: \$1,050	Resident: \$1,750 Non-Resident: \$1,850
Mileage fee per loaded mile from location where patient is loaded on the ambulance to the location of the hospital facility where transported and unloaded from the ambulance.		\$15.00 per mile	\$24.00 per mile
Use of single use disposal items (charged per trip and, if more than one patient in the ambulance, per person)	Basic Life Support (BLS)	\$200	\$350
	Advance Life Support 1 (ALS-1)	\$400	No change
	Advance Life Support 2 (ALS-2)	\$400	No change
Single use disposable items used in conjunction with the provision and use of oxygen (charged per trip and, if more than one patient in the ambulance uses such items, per person).	All levels of service	\$150	No change

**RECOMMENDATION:**

To approve Resolution 2022-3035 amending the City's Master Fee Schedule to include Emergency Medical Services Fees pursuant to Code of Ordinances Section 10.02.004.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3035**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AMENDING THE CITY'S MASTER FEE SCHEDULE TO INCLUDE EMERGENCY MEDICAL SERVICES FEES PURSUANT TO CODE OF ORDINANCES SECTION 10.02.004; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council finds it is necessary to adjust the fees and charges to be assessed for the provision of emergency medical services to reflect the current costs for providing emergency medical services and associated supplies including, but not limited to, transportation, intravenous fluids, medications, bandages, and oxygen masks due to continuing increases in the cost of such services and items; and

**WHEREAS**, Code of Ordinances §10.02.004 provides for the adoption and amendment of emergency medical service fees by resolution of the City Council; and

**WHEREAS**, the City Council of the City of Highland Village finds it to be in the public interest to adopt the recommended fee schedule for use of emergency medical services.

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

**SECTION 1.** Pursuant to Code of Ordinances §10.02.004, the City's Master Fee Schedule is amended as set forth in Exhibit "A", attached hereto and incorporated herein by reference with respect to the charges and fees described in Exhibit "A".

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

**PASSED AND APPROVED THIS THE 8<sup>TH</sup> DAY OF NOVEMBER 2022.**

**APPROVED:**

\_\_\_\_\_  
**Daniel Jaworski, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:11/1/2022:132162)

**Resolution No. 2022-3035**  
**Exhibit “A” – Emergency Medical Service Fees Schedule**

The following fees for emergency medical services shall be assessed in a manner consistent with Section 10.02.004 of the Highland Village Code of Ordinances and as reflected below.

<b>Emergency Medical Service Fees</b>		
<b>Type of Service</b>	<b>Amount of Fee</b>	
Base Fee for treatment and transportation by emergency ambulance to a full-service hospital facility in response to a request received by the fire department for emergency medical services (charged per trip and, if more than one patient in the ambulance, per person)	Basic Life Support (BLS)	Resident: \$1,400 Non-Resident: \$1,500
	Advance Life Support 1 (ALS-1)	Resident: \$1,600 Non-Resident: \$1,700
	Advance Life Support 2 (ALS-2)	Resident: \$1,750 Non-Resident: \$1,850
Mileage fee per loaded mile from location where patient is loaded on the ambulance to the location of the hospital facility where transported and unloaded from the ambulance.	\$24.00 per mile	
Use of single use disposal items (charged per trip and, if more than one patient in the ambulance, per person)	Basic Life Support (BLS)	\$350
	Advance Life Support 1 (ALS-1)	\$400
	Advance Life Support 2 (ALS-2)	\$400
Single use disposable items used in conjunction with the provision and use of oxygen (charged per trip and, if more than one patient in the ambulance uses such items, per person).	All levels of service	\$150

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

<b>AGENDA#</b> 20	<b>MEETING DATE:</b> 11/08/2022
<b>SUBJECT:</b> Consider Resolution 2022-3036 awarding Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023	
<b>PREPARED BY:</b> Angela Miller, City Secretary	

**BACKGROUND:**

Per Resolution 2018-2729, community nonprofit organizations desiring financial assistance must submit request applications to the City. Once all funding request applications are received, they are reviewed and provided to City Council for consideration. A total of nineteen (19) requests have been submitted this year, totaling \$74,144 in funding requests.

Requests must meet the following criteria:

- Services to be provided by an organized civic, cultural, educational, or service group that is a nonprofit organization with membership open to all citizens of Highland Village
- Services must be of economic benefit to the community or contribute to the quality of life in Highland Village by serving a municipal public purpose
- Services must be provided to the residents of Highland Village on an equal basis
- The organization must enter into a written contract with the City of Highland Village for the provision of services

Examples of municipal public purpose include, but are not limited to:

- Preservation, promotion or development of historically sensitive areas of the city
- Promotion of the performing arts
- Activities promoting and improving the health, safety and welfare of the youth, adults or senior citizens residing in the city
- Educational programs promoting student and citizen participation in the electoral process and local government
- Crime awareness and prevention

**IDENTIFIED NEED/S:**

City Council to consider written requests for financial assistance and determine allocation amounts, if any, for the community nonprofit organizations.

**OPTIONS & RESULTS:**

To identify nonprofit organizations that will receive funding as allocated in the Fiscal Year 2022-2023 budget.

## PROGRESS TO DATE: (if appropriate)

Nineteen (19) nonprofit organizations have submitted funding request applications. A copy of all applications have been provided to Council and representatives from each organization provided a presentation to Council at their regular meeting held October 25, 2022. Below is a listing of those nonprofit organizations, including the amount of funds requested:

Organization	Amount Requested FY 2022-2023
Court Appointed Special Advocates (CASA) of Denton County	\$3,000
Chisholm Trail RSVP	\$2,500
Christian Community Action (CCA)	\$2,500
Communities in Schools of North Texas	\$3,500
Denton County Friends of the Family	\$5,000
Denton County MHMR Center	\$5,000
Friends of the Flower Mound Public Library	\$1,500
Highland Village Lions Foundation	\$3,000
Journey to Dream	\$5,500
Lewisville ISD Education Foundation (LEF)	\$10,000
Lewisville Lake Symphony Association	\$4,000
Love Thy Neighbor	\$1,000
MLK of North Texas	\$1,000
PediPlace	\$5,000
Salvation Army - Lewisville	\$4,000
Span, Inc/Meals on Wheels of Denton County	\$3,144
Special Abilities of North Texas	\$7,000
Studio B Performing Arts	\$5,000
Winning The Fight (WTF)	\$2,500
<b>TOTAL</b>	<b>\$74,144</b>

In addition to the funding that is awarded annually to nonprofit organizations, the City purchases tickets and tables for events hosted by nonprofit and community civic organizations, as well as local Chamber events. In order to provide a better understanding of the monetary support provided to the local organizations by the City and City Council, a listing of these purchases was presented during the Early Work Session discussion.

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

Council has historically allocated 0.25% of the City's Maintenance & Operations budget (excluding capital project or purchasing funds) to fund services provided by eligible nonprofit organizations. There is \$52,500 included in the Fiscal Year 2022-2023 budget for funding community services and activities provided by nonprofit organizations.

**RECOMMENDATION:**

To approve Resolution 2022-3036 making nonprofit funding allocations for Fiscal Year 2022-2023.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2022-3036**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AWARDED GRANT FUNDS TO NONPROFIT ORGANIZATIONS FOR FISCAL YEAR 2022-2023; AUTHORIZING CONTRACTS WITH SUCH ORGANIZATIONS; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, City Resolution 2018-2729 establishes a uniform policy to grant financial assistance to nonprofit organizations and community service providers; and

**WHEREAS**, grant funds are included in the Fiscal Year 2022-2023 Budget; and

**WHEREAS**, the Council finds it to be in the public interest to authorize the City Manager to execute agreements with nonprofit organizations who are to receive funding from the City, in accordance with Resolution 2018-2729 based on the funding allocation set forth in this Resolution.

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

**SECTION 1.** The City Manager is authorized to negotiate and sign service agreements on behalf of the City of Highland Village with the following Family Service Organizations for Fiscal Year 2022-2023 in the following designated amounts:

<u>Organization</u>	<u>Funding Amount</u>
<u>Christian Community Action (CCA)</u>	_____
<u>Denton County Friends of the Family, Inc.</u>	_____
<u>Denton County MHMR Center</u>	_____
<u>Love Thy Neighbor</u>	_____
<u>Salvation Army</u>	_____
<u>SPAN, Inc./Meals on Wheels of Denton County</u>	_____
<u>Special Abilities of North Texas</u>	_____
<u>Winning the Fight (WTF)</u>	_____

**SECTION 2.** The City Manager is authorized to negotiate and sign service agreements on behalf of the City of Highland Village with the following Children's Service Organizations for Fiscal Year 2022-2023 in the following designated amounts:

<u>Organization</u>	<u>Funding Amount</u>
<u>CASA of Denton County, Inc.</u>	_____



<u>Communities in Schools of North Texas</u>	_____
<u>Journey to Dream</u>	_____
<u>PediPlace</u>	_____
<u>Lewisville ISD Education Foundation (LEF)</u>	_____

**SECTION 3.** The City Manager is authorized to negotiate and sign service agreements on behalf of the City of Highland Village with the following Community Service Organizations for Fiscal Year 2022-2023 in the following designated amounts:

<u>Organization</u>	<u>Funding Amount</u>
<u>Chisolm Trail Retired Senior Volunteer Program (RSVP)</u>	_____
<u>Highland Village Lions Foundation</u>	_____
<u>Friends of the Flower Mound Public Library</u>	_____
<u>Lewisville Lake Symphony Association, Inc.</u>	_____
<u>Studio B Performing Arts</u>	_____
<u>MLK of North Texas</u>	_____

**SECTION 4.** This Resolution shall take effect immediately upon passage.

**PASSED AND APPROVED** this the 8<sup>th</sup> day of November 2022

**APPROVED:**

\_\_\_\_\_  
**Daniel Jaworski, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**  
(kbl:11/2/2022:132181)

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

**AGENDA# 21**

**MEETING DATE: 11/08/2022**

**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 factual 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>November 8, 2022</b>	<b>Regular City Council Meeting - 7:30 pm</b>
November 15, 2022	Planning & Zoning Commission Meeting – 7:00 pm
November 21, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
<b>November 22, 2022</b>	<b>Regular City Council Meeting - 7:00 pm</b>
<b>November 24-25, 2022</b>	<b>City Offices Closed for the Thanksgiving Holiday</b>
December 1, 2022	Zoning Board of Adjustment Meeting – 6:00 pm
<b>December 13, 2022</b>	<b>Regular City Council Meeting - 7:00 pm</b>
December 19, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
December 20, 2022	Planning & Zoning Commission Meeting – 7:00 pm
<b>December 23, 2022</b>	<b>City Offices Closed for the Christmas Holiday</b>
<b>December 26, 2022</b>	<b>City Offices Closed for the Christmas Holiday</b>
<b>December 27, 2022</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.