



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, DECEMBER 13, 2022 at 6:00 P.M.

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

Convene Meeting in Open Session

1. Receive a Presentation and Continue Discussion on Golf Carts, Neighborhood Electric Vehicles (NEV), Slow-Moving Vehicles (SMV) and Electric Bicycles and Scooters on City Streets and Trails, including Speed Limits in Highland Village
2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for December 13, 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

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)

OPEN SESSION
City Council Chambers – 7:00 P.M.

4. Call Meeting to Order
5. Prayer led by Mayor Daniel Jaworski
6. Pledge of Allegiance to the U.S. and Texas flags led by Mayor Daniel Jaworski:
"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."
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

- Swearing In Ceremony for Officers Joseph Montes and David Sheer
 - Presentation of a Proclamation of Appreciation to Mr. Glenn Bonds and Mr. Jim Verfurth
8. **City Manager/Staff Reports**
- **The Village Report**
9. **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.

10. **Consider approval of Minutes of the Regular City Council Meeting held on November 8, 2022**
11. **Consider Resolution 2022-3038 authorizing the City Manager to Enter into Interlocal Cooperation Agreements with Denton County for Ambulance and Fire Protection Services**
12. **Consider Resolution 2022-3039 authorizing Negotiation and Execution of a Contract for Construction Services with Viking Fence Company, LTD for the Doubletree Ranch Park Splash Pad Fencing and Highland Village Tennis Center Fencing Projects**
13. **Consider Resolution 2022-3041 authorizing Negotiation and Execution of a Contract for Construction Services with ForeverLawn Texas for the Doubletree Ranch Park Playground and Unity Park Softball Field Projects**
14. **Receive Budget Reports for Period ending September 30, 2022**

ACTION AGENDA

- 15. 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)
- 16. Conduct a Public Hearing and consider Ordinance 2022-1299 amending the Highland Village Comprehensive Zoning Ordinance by amending Section 39 “Definitions” relating to the Definition of “Coverage” to exclude the Surface Area of Pools (*1st of two reads*)
- 17. Consider Resolution 2022-3040 ratifying the Emergency Declaration by the City Manager authorizing Work to be Performed by White Electric relating to the Repair of the Municipal Complex Electrical System

LATE WORK SESSION

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

- 18. 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.)
- 19. 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 9TH DAY OF DECEMBER 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

AGENDA# 1

MEETING DATE: 12/13/2022

SUBJECT: Receive a Presentation and Continue Discussion on Golf Cart Usage on City Streets and Trails, including Speed Limits on City Streets

PREPARED BY:

COMMENTS

This is a follow up item for a presentation and discussion on the use of golf carts, neighborhood electric vehicles (NEVs), slow-moving vehicles (SMVs), and electronic bicycles and scooters operating on city streets and/or trails, as well as information relating to speed limits in the city.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 7

MEETING DATE: 12/13/2022

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.

- Swearing In Ceremony for Officers Joseph Montes and David Sheer
- Presentation of a Proclamation of Appreciation to Mr. Glenn Bonds and Mr. Jim Verfurth

Proclamation

The City of Highland Village

Whereas, in May 2017, Doubletree Ranch Park opened for the community and featured a covered pavilion, barn for parties and events, splash pad, soccer complex, and nature trails; and

Whereas, after five years of hosting events in the barn, it was identified as needing air conditioning and heat to better serve and provide a more enjoyable experience for patrons; and

Whereas, after attending an event in the barn, Highland Village residents Mr. Glenn Bonds and Mr. Jim Verfurth offered to donate funding, labor and equipment for installation of a Heating, Ventilation and Air Conditioning System; and

Whereas, upon the request of Mr. Glenn Bonds and Mr. Jim Verfurth, the Highland Village City Council formally named the Doubletree Ranch Park barn as the Sgt. Dennis Oliver Event Center on August 9, 2022, in remembrance of Sgt. Dennis Oliver who served for 17 years as a Highland Village Police Officer; and

Whereas, thanks to the generosity of Mr. Glenn Bonds and Mr. Jim Verfurth, the Sgt. Dennis Oliver Event Center will provide an exceptional experience for the community and visiting patrons for years to come; and

Whereas, the City of Highland Village recognizes Mr. Glenn Bonds and Mr. Jim Verfurth as valued residents and partners of the city.

NOW THEREFORE, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby proclaim this Proclamation of Appreciation is presented to Mr. Glenn Bonds and Mr. Jim Verfurth who have given their treasures and talents for this project that will provide a special place for all to enjoy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on his 13th day of December 2022.

Daniel Jaworski, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 12/13/2022

SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on November 8, 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 November 8, 2022.



**MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, NOVEMBER 8, 2022**

EARLY WORK SESSION

The meeting was called to order by Mayor Daniel Jaworski at 6:00 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Michael Lombardo	Mayor Pro Tem
	Jon Kixmiller	Deputy Mayor Pro Tem
	Shawn Nelson	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember
Absent:	Tom Heslep	Councilmember
Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Courtney Morris	City Attorney
	Angela Miller	City Secretary
	Mark Stewart	Assistant Police Chief
	Karl Schlichter	Police Commander
	Jason Collier	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

Mayor Jaworski announced Agenda Item #2 would be moved up on the agenda.

2. Discuss amending the City's Fee Schedule relating to Emergency Medical Services Fees

Assistant City Manager Ken Heerman reported the City participates with surrounding cities in mutual aid arrangements, primarily with the Town of Flower Mound. Emergency Medical Services (EMS) fees were updated in 2018 to provide for equivalent fees for both cities, but have not been updated by Highland Village since that time. Chief Collier reported a market study revealed fees charged by the City are low and not in line with market rates. The Town of Flower Mound is also in the process of updating its fee schedule.

1. Discuss awarding of Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023

City Secretary Angela Miller reported that each year nonprofit organizations desiring funding from the City submit applications to the City for consideration. The City received nineteen (19) funding request applications this year. At their October 25, 2022 meeting, Council received presentations from representatives of the nonprofit organizations. She added that Council has historically allocated a percentage of the yearly budget to provide grant funds to local nonprofit organizations that provide services to Highland Village residents.

Council members discussed funding for the nonprofit organizations and came to a consensus for allocations. Formal action by Council will be taken with Agenda Item #20.

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

City Manager Paul Stevens reported this is a follow up to previous Council discussion at their August meeting. There was much discussion regarding golf carts potentially being allowed on City trails, and the limited connection access for golf cart usage throughout the city due to the 35 mph speed limit on Highland Village Road. He stated staff is providing information for discussion and direction from Council.

Commander Karl Schlichter's presentation included:

- Highlights and regulations included in City Ordinance 2018-1243
- Definitions included in the Texas Transportation Code for a golf cart, neighborhood electric vehicle, utility type vehicle, recreational off-highway vehicle and all-terrain vehicle
- Comparison of City Ordinance 2018-1243 and state law requirements as they relate to golf carts, low speed vehicles (LSV) and NEVs
- An update on golf cart permits that have been issued, declined or revoked since 2018

Possible changes to the current City ordinance were also presented, as follows:

- Require all city golf carts/NEVs to have license plates, even if operated in a Master Planned Community, such as Highland Shores, as this would make regulations consistent city-wide
- Amend City ordinance to reflect state law definition for daytime use

Mayor Jaworski asked if electric scooters are regulated. Commander Schlichter reported they are not permitted on City trails per City ordinance. Options were discussed that would provide connectivity throughout the city for the use of golf carts, such as speed limit changes or allowing the use of golf carts on City trails. Deputy Mayor Pro Tem Kixmiller asked how many golf cart related accidents had occurred in the past four (4) years. Commander Schlichter reported there has been one (1) on Timber Crest.

Mayor Jaworski reported residents of Deputy Mayor Pro Tem Kixmiller's neighborhood, located off of Whittier, are unable to use a golf cart outside of their neighborhood unless the speed limit requirement is addressed or the restriction of golf carts on City trails is removed. Another option that was discussed was the use of Highland Shores trails, which connect to the City's trails.

City Manager Stevens reported staff has discussed allowing the use of golf carts on the Inland Trails. Parks and Recreation Director Phil Lozano reported there is a city located on the East coast that has a successful multi-use trail program that allows joggers, walkers, golf carts and cyclists. He added that the Police Department is very involved in the program, and that also having an established policy, education and signage to keep users safe also contribute to the success of their program. Councilmember Fiorenza asked if the city had to modify roadways or bike lanes to ensure safety and success of their program. Mr. Lozano reported he could research that. Public Works Director Scott Kriston reported he thinks there are established standards for multi-use trail systems. Deputy Mayor Pro Tem Kixmiller added that the use of electric scooters, electric bicycles, electric hover boards and any similarly motorized use also needs to be considered. Councilmember Fiester added the use policy should be simplified for ease of understanding and enforcement.

The following direction was provided by Council:

- Require license plates on all golf carts, even those operated within a Master Planned Community
- Reflect state law regarding time use restrictions
- Look at lowering the speed limit on Highland Village Road to 30 mph
- Look at the trail use ordinance as it relates to electric bicycles and scooters;
- Look at the trail use ordinance and the limited mobility impact for golf cart users that reside on the West side of the City

Deputy Mayor Pro Tem Kixmiller asked that City staff also research the Peachtree City, Georgia community that has a successful multi-use trail program to compare and learn what has worked for them, pros/cons, and how to apply that to what is in Highland Village without having to make major modifications.

Mr. Kriston then provided a speed limit review of different locations throughout the city. All roads included in the review have a speed limit of 30 mph, except for Highland Village Road which is 35 mph. Mayor Jaworski and Councilmember Fiorenza requested data be collected on Highland Village Road at 948 and at/near Willow Creek. Mayor Jaworski asked for data to be collected on Highland Shores Boulevard near Green Oak.

Additionally, Mr. Kriston provided cost information if Council wished to change the speed limit on all residential streets to 25 mph. Materials cost for new speed limit signs is \$98,000, with installation estimated at \$45,000. Several members of Council requested future reports include data on the outliers as they do receive concerns from residents. Commander Schlichter reported this year's number of traffic stops and calls for service are up; however, he did not have the exact numbers at the meeting. Mayor Jaworski voiced he would like to see more encounters in hot spots that could use more attention, such as Doubletree.

4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for November 8, 2022

No items were discussed.

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)**

Council did not meet in Closed Session.

With no further business, Mayor Jaworski adjourned the meeting at 7:28 p.m.

OPEN SESSION

6. **Call Meeting to Order**

Mayor Daniel Jaworski called the meeting to order at 7:35 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Michael Lombardo	Mayor Pro Tem
	Jon Kixmiller	Deputy Mayor Pro Tem
	Shawn Nelson	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember
Absent:	Tom Heslep	Councilmember
Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Courtney Morris	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

7. **Prayer led by Councilmember Robert Fiester**

Councilmember Fiester gave the invocation.

8. **Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Robert Fiester**

Pack 1163 from Heritage Elementary led the Pledge of Allegiance to the U.S. and Texas flags.

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

Mayor Jaworski announced upcoming special events and encouraged residents to attend. Mayor Jaworski wished the Marcus Marauders luck in their game against Denton Guyer on November 11.

- **Presentation of a Proclamation celebrating Art Month in Highland Village**

Mayor Jaworski presented a proclamation designating November as Art Month in Highland Village.

10. City Manager/Staff Reports

City Manager Paul Stevens reported construction of the entrance ramp from Highland Village Road to northbound IH-35E is on schedule. He also reported the Chapel Hill sidewalk improvements project will start soon, which will complete the connection of Chapel Hill Estates and Village Trail to the Castlewood/City trail.

- **The Village Report**

The report included the upcoming Our Village, Our Vision Open House come and go event scheduled for November 15 at the Municipal Complex, and an Experience Highland Village spotlight video featuring LuvLeigh Apparel. The upcoming events Our Village Glows, Wine Down with the Grinch and Christmas at the Ranch were also featured.

11. Visitor Comments

The following person spoke:
Jean Bassinger (210 Edgewood) – Mrs. Bassinger apologized for comments she made at an October 11, 2022 City Council meeting that may have been interpreted as accusations against individuals or collective Councilmen.

CONSENT AGENDA

Regarding Agenda Item #14, Mayor Jaworski asked if the project is an overall update to the Storm Water Management Plan and if this will allow the City to pursue FEMA grants. Public Works Director Scott Kriston reported this project will update the last plan and will map out Corp property, city infrastructure, easements, and creeks to include in the new revision. The plan will also be used to develop future capital improvement projects. Mr. Kriston reported staff has submitted projects seeking a FEMA Grant through Denton County.

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

Motion by Councilmember Fiorenza, seconded by Councilmember Fiester, to approve Consent Agenda Items #12 through #15. Motion carried 6-0.

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 TAKEN

No action was taken on this item.

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

APPROVED (6 – 0)

Public Works Director Scott Kriston reported an application was received for a site plan to construct an approximately 7,200 square foot building, with part of the building to be used for the office of Village Vision, and the remaining to be used for future lease space. The property is currently zoned Planned Development Commercial (PD-C) and the proposed use is permitted within the zoning district. Exceptions being requested relate to signage, berming and if the building meets the intent or purpose of the non-residential overlay ordinance. The property owner was present and provided a short presentation to Council highlighting the services that will be provided, their staff, service reviews, and site plans.

Overall, several members of Council stated they liked the design of the building and compared the look to a few others in the city. With the Planning & Zoning Commission (P&Z) recommending removal of the requested logo sign on the South elevation of the building, Councilmember Fiorenza asked their reasoning behind the removal. Mr. Kriston stated he believed P&Z was concerned there were too many signs and, with this logo sign on the South elevation of the building, they did not feel it was needed. General consensus was to allow the requested logo sign. City Attorney Courtney Morris reported the resolution included in the agenda packet did not include the P&Z recommendation, therefore the motion would be to approve as initially requested.

Motion by Deputy Mayor Pro Tem Kixmiller, seconded by Mayor Pro Tem Lombardo, to approve Resolution 2022-3037 approving a detailed site plan for development of a 1.82+/- acre tract out of the Fred Hyatt Survey, Abstract Number 559, commonly known as 113 Barnett Boulevard, as initially requested. Motion carried 6 – 0.

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

APPROVED (6 – 0)

During this year's review of the Parks and Recreation Facility Fees, Parks & Recreation Director Phil Lozano reported the following fee changes are requested:

- Changing the rate for Annual Park Passes for Copperas Branch Park and Pilot Knoll Park Day Use Area
- Changing the hourly rate for The Dennis Oliver Event Center Building Party Room 102 and Open Area Room 101 located at Doubletree Ranch Park
- Changing the hourly rental rate for the Robert and Lee DuVall Center rooms 117 and 119
- The addition of Production and Filming Fees for all parks used as locations for video productions was also presented.

Motion by Deputy Mayor Pro Tem Kixmiller, seconded by Councilmember Fiorenza, 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 Ordinance Section 14.04. Motion carried 6 – 0.

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**

APPROVED (6 – 0)

Assistant City Manager Ken Heerman reported the proposed fees are to reflect the market rates. Fees charged do not have a direct effect on City residents since the City only bills Emergency Medical Services (EMS) billing for City residents to the patient's insurance and/or Medicare/Medicaid, with any remaining balance written off.

Motion by Mayor Pro Tem Lombardo, seconded by Councilmember Fiorenza, to approve Resolution 2022-3035 amending the City's Master Fee Schedule to include Emergency Medical Services Fees pursuant to Code of Ordinance Section 10.02.004. Motion carried 6 – 0.

20. **Consider Resolution 2022-3036 awarding Grant Funds to Community Nonprofit Organizations for Fiscal Year 2022-2023**

APPROVED (6 – 0)

Mrs. Miller reported funding allocations were discussed during Early Work Session. This item allows Council to take formal action to allocate funds to community nonprofit organizations.

Motion by Councilmember Fiester, seconded by Councilmember Fiorenza, to approve Resolution 2022-3036 making the following allocations:

Family Service Organizations:

- ***Christian Community Action (CCA) - \$2,000***
- ***Denton County Friends of the Family, Inc. - \$3,500***
- ***Denton County MHMR Center - \$3,000***
- ***Love Thy Neighbor - \$1,000***
- ***Salvation Army - \$3,000***
- ***SPAN, Inc./Meals on Wheels of Denton County - \$2,500***
- ***Special Abilities of North Texas - \$4,000***
- ***Winning the Fight (WTF) - \$3,500***

Children's Service Organizations:

- **CASA of Denton County, Inc. - \$2,000**
- **Communities in Schools of North Texas - \$3,000**
- **Journey to Dream - \$4,000**
- **PediPlace - \$2,500**
- **Lewisville ISD Education Foundation (LEF) - \$6,000**

Community Service Organizations:

- **Chisholm Trail Retired Senior Volunteer Program (RSVP) - \$2,000**
- **Highland Village Lions Foundation - \$3,000**
- **Friends of the Flower Mound Public Library - \$500**
- **Lewisville Lake Symphony - \$3,000**
- **Studio B Performing Arts - \$3,000**
- **MLK of North Texas - \$1,000**

Motion carried 6-0.

LATE WORK SESSION

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.)**

No items were discussed.

22. **Adjournment**

Mayor Jaworski adjourned the meeting at 8:50 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
CITY COUNCIL BRIEFING

AGENDA # 11

MEETING DATE: 12/13/2022

SUBJECT: Consider Resolution 2022-3038 authorizing Interlocal Cooperation Agreements with Denton County for Fire Protection Services and Ambulance Services

PREPARED BY: Jason Collier, Fire Chief

BACKGROUND:

The City of Highland Village received a request from Denton County to enter into Interlocal Cooperation Agreements to provide ambulance services and fire protection services to specified unincorporated areas of Denton County for a period of October 1, 2022 through September 30, 2023.

IDENTIFIED NEED/S:

The Interlocal Cooperation Agreements between Denton County and all municipalities are essential to inter-agency emergency services throughout the County.

OPTIONS & RESULTS:

The City of Highland Village participation in the Interlocal Cooperation Agreements promotes harmony and good will between all municipalities and Denton County and provides for Emergency Operations continuity between all participating jurisdictions.

PROGRESS TO DATE: (if appropriate)

The Interlocal Cooperation Agreements are the same as previous agreements and have been reviewed by the Fire Department staff and City Attorney.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Per the Interlocal Cooperation Agreements, Denton County agrees to pay an estimated fee of \$7,980 for ambulance services. Similarly, Denton County will pay \$10,000 upon execution of the agreement for fire protection services and an additional \$650 per fire call estimating one (1) call for a total of \$650. The total estimated payment for fire protection services is to be \$10,650.

RECOMMENDATION:

To approve Resolution 2022-3038 authorizing the City Manager to Enter into Interlocal Cooperation Agreements with Denton County for Ambulance and Fire Protection Services.

THE COUNTY OF DENTON

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§
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**CITY OF HIGHLAND VILLAGE
FIRE DEPARTMENT**

STATE OF TEXAS

INTERLOCAL COOPERATION AGREEMENT
AMBULANCE SERVICE

THIS AGREEMENT, which has an effective date of October 1, 2022, is made and entered into by and between Denton County, Texas (“the **COUNTY**”), and the City of Highland Village, Texas (“the **AGENCY**”).

WHEREAS, the **COUNTY** is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County; and

WHEREAS, the **AGENCY** is a municipal corporation, duly organized and operating under the laws of the State of Texas and engaged in the provision of ambulance services and related services for the benefit of the citizens of the City of Highland Village; and

WHEREAS, the **AGENCY** is an owner and operator of certain ambulance vehicles and other equipment designed for the transportation of persons who are sick, infirmed or injured and has in its employ trained personnel whose duties are related to the treatment of said individuals and the use of such vehicles and equipment; and

WHEREAS, the **COUNTY** desires to obtain emergency ambulance and related services for the benefit of residents of the **COUNTY** living in unincorporated areas of the **COUNTY** which the **AGENCY** is capable of providing; and

WHEREAS, the provision of emergency ambulance and related services is a governmental function that serves the public health and welfare and is of mutual concern to both the **COUNTY** and the **AGENCY**; and

WHEREAS, the **COUNTY** desires to enter into an exclusive agreement with the **AGENCY** to provide efficient emergency ambulance service; and

WHEREAS, the **COUNTY** desires to expend County funds to defray the expense of establishing, operating and maintaining emergency ambulance services in the County; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to the provisions of Texas Government Code, Chapter 791 and Texas Health and Safety Code, Section 774.003, and

NOW THEREFORE, the **COUNTY** and the **AGENCY**, in consideration of the mutual promises, covenants, and Agreements stated herein, agree as follows:

I.
TERM

The term of this Agreement shall be for the period beginning of October 1, 2022, and ending on September 30, 2023.

II.
DEFINITIONS

As used herein, the words and phrases hereinafter set forth shall have the meanings as follows:

- A. "Emergency" shall mean any circumstance that calls for immediate action and in which the element of time in transporting the sick, wounded or injured for medical treatment is essential to the health or life of a person or persons. Whether an emergency, in fact, exists is solely up to the discretion of the **AGENCY**. For dispatch purposes only, "emergency" shall include, but not be limited to:
 - 1. The representation by the individual requesting ambulance service that an immediate need exists for the transportation of a person from any location within the agreed operating area of the **AGENCY** to a place where emergency medical treatment may be obtained; or
 - 2. The representation by the individual requesting ambulance service that an immediate need exists for the transportation of a person from any location within the agreed operating area of the **AGENCY** to the closest medical facility.
- B. "Rural area" means any area within the boundaries of the **COUNTY**, but outside the corporate limits of all incorporated cities, towns and villages within the **COUNTY**.
- C. "Urban area" means any area within the corporate limits of an incorporated city, town or village within the **COUNTY**.
- D. "Emergency ambulance call" means a response to a request for ambulance service by the personnel of the **AGENCY** in a situation involving an emergency, as defined above, by an ambulance vehicle. A single response to a call may involve the transportation of more than one person at a time, but shall be considered as only one call.

III. **SERVICES**

The services to be rendered under this Agreement by the **AGENCY** are the ambulance services normally rendered by the **AGENCY** to citizens of City of Highland Village in circumstances of emergency, but which services will now be extended to all citizens of the **COUNTY** residing in the unincorporated areas of the **COUNTY** within the operating territory or jurisdiction of the **AGENCY**, as agreed to by the **AGENCY** and the **COUNTY** in this Agreement and as set forth in "Exhibit A," attached hereto and incorporated herein by reference.

It is recognized that the officers and employees of the **AGENCY** have the duty and responsibility of rendering ambulance services to citizens of the **AGENCY** and the **COUNTY**. In the performance of these duties and responsibilities, it shall be within the sole responsibility and discretion of the officers and employees of the **AGENCY** to determine priorities in the dispatching and use of such equipment and personnel and the judgment of the officer or employee shall be final.

The **COUNTY** shall designate the County Judge to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Judge, or his designated substitute, shall devote sufficient time and attention to insure the performance of all duties and obligations of the **COUNTY** under this Agreement and shall provide for the immediate and direct supervision of employees, agents, contractors, sub-contractors and/or laborers of the **COUNTY** engaged in the performance of this Agreement.

IV. **PERFORMANCE OF SERVICES**

The **AGENCY** shall devote sufficient time and attention to insure the performance of all duties and obligations of the **AGENCY** under this Agreement and shall provide immediate and direct supervision of the **AGENCY's** employees, agents, contractors, sub-contractors and/or laborers engaged in the performance of this Agreement for the mutual benefit of the **AGENCY** and the **COUNTY**.

V.
COMPENSATION

COUNTY agrees to pay to the **AGENCY** an estimated fee of \$7,980.00 (amount rounded to the nearest dollar) based on a funding formula as follows:

1. A fixed sum based on a population percentage .4677 per capita; said sum computes to \$7,912.45.
2. A fixed sum of \$249.7469 per ambulance transport for an estimated maximum amount of \$0.00. Said sum is based upon 0 transports made by the **AGENCY** in fiscal year 2022.
3. A fixed sum based on .09 rural miles in the agreed operating territory; said sum computes to \$67.14.

The first and third sums are based upon population and mileage figures obtained from the North Central Texas Council of Governments. The second sum is based upon the definition of an “ambulance call” for purposes of this Agreement. Payment shall not be allowed for any instance in which a patient is not transported. Consistent with the reporting procedures described below, the **AGENCY** shall receive payment for transporting the patient regardless of the service delivery area in which the call originated.

Each emergency transport made shall be submitted on the standardized ambulance transportation reporting form approved and provided by the **COUNTY**. It shall be the responsibility of the **AGENCY** to fully complete the forms and to provide complete and accurate patient information. A list of emergency transports shall be submitted monthly by the **AGENCY**. Emergency transport forms not timely submitted shall not be considered for payment. Completed emergency transport forms may be submitted by personal delivery, U.S. Mail, facsimile or email to the office of the Denton County Fire Marshal. The date of submission shall be the date the fully documented request is received in said office.

VI.
FINANCIAL RECORDS

The **AGENCY** agrees to make its financial records available for audit and/or review by the **COUNTY**, upon request by the **COUNTY**.

VII.
RESPONSIBILITY OF THE COUNTY

The **COUNTY**, to the extent permitted by law, shall be responsible for the acts, omissions and negligence of all officers, employees and agents of the **COUNTY** who are engaged in the performance of this Agreement.

VIII.
RESPONSIBILITY OF THE AGENCY

The **AGENCY**, to the extent permitted by law, shall be responsible for the acts, omissions and negligence of all officers, employees and agents of the **AGENCY** who are engaged in the performance of this Agreement.

IX.
APPLICABLE LAW

The **COUNTY** and the **AGENCY** understand and agree that liability under this contract is governed by Texas Government Code, Chapter 791 and Texas Health and Safety Code, Section 774.003. This Agreement is made in contemplation of the applicability of these laws to the Agreement. Insofar as legally possible the **COUNTY** and the **AGENCY** agree to be bound by the above mentioned statutes as they exist as of the date of this Agreement.

X.
DEFAULT

In the event of default of any of the covenants herein contained, this Agreement may be terminated at the discretion of the non-defaulting party if such default continues for a period of ten (10) days after notice to the other party in writing of such default and the intent to terminate this Agreement due to the default. Unless the default is cured, this Agreement shall terminate.

XI.
TERMINATION

This Agreement may be terminated at any time by either the **COUNTY** or the **AGENCY** by giving sixty (60) days advance written notice to the other party. In the event of termination by either party, the **AGENCY** shall be compensated pro rata for all services performed to termination date together with reimbursable expenses then due as authorized by this Agreement. In the event of such termination, should the **AGENCY** be overcompensated on a pro rata basis for all services performed to the termination date and/or be overcompensated for reimbursable expenses, the **COUNTY** shall be reimbursed pro rata for all such overcompensation.

Acceptance of such reimbursement shall not constitute a waiver of any claim that may otherwise arise out of this Agreement.

XII.
GOVERNMENTAL IMMUNITY

The fact that the **COUNTY** and the **AGENCY** accept certain responsibilities relating to the rendering of ambulance services under this Agreement as a part of their responsibility for providing protection for the public health makes it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be, and is hereby, invoked to the extent permitted under the law. Neither the **AGENCY**, nor the **COUNTY** waive, nor shall be deemed to have hereby waived any immunity or defense that would otherwise be available to it against claims arising from the exercise of governmental powers and functions.

XIII.
ENTIRE AGREEMENT

This Agreement represents the entire Agreement between the **COUNTY** and the **AGENCY** and supersedes all prior negotiations, representations and Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

XIV.
LAW OF CONTRACT

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The venue for any dispute, or matter, arising under this Agreement shall lie in Denton County, Texas.

XV.
SEVERABILITY

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions of this Agreement shall remain valid and in full force and effect to the fullest extent possible.

XVI.
AUTHORITY

The undersigned officer or agents of the parties are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the Parties.

XVII.
SERVICE AREA

Acceptance of this Agreement constitutes approval of the service area set out in attached Exhibit "A".

EXECUTED this _____ day of _____, 20____.

COUNTY:

Denton County, Texas
1 Courthouse Drive, Suite 3100
Denton, Texas 76208

By: _____
Andy Eads
Denton County Judge

ATTEST:

By: _____
Denton County Clerk

APPROVED AS TO CONTENT:

By: _____
Denton County Fire Marshal

AGENCY:

City of Highland Village
Highland Village Fire Department
1200 Highland Village Road
Highland Village, Texas 75077

By: _____
Name Paul Stevens
Title City Manager

ATTEST:

By: _____
City Secretary

APPROVED AS TO FORM AND LEGALITY:

By: _____
City Attorney

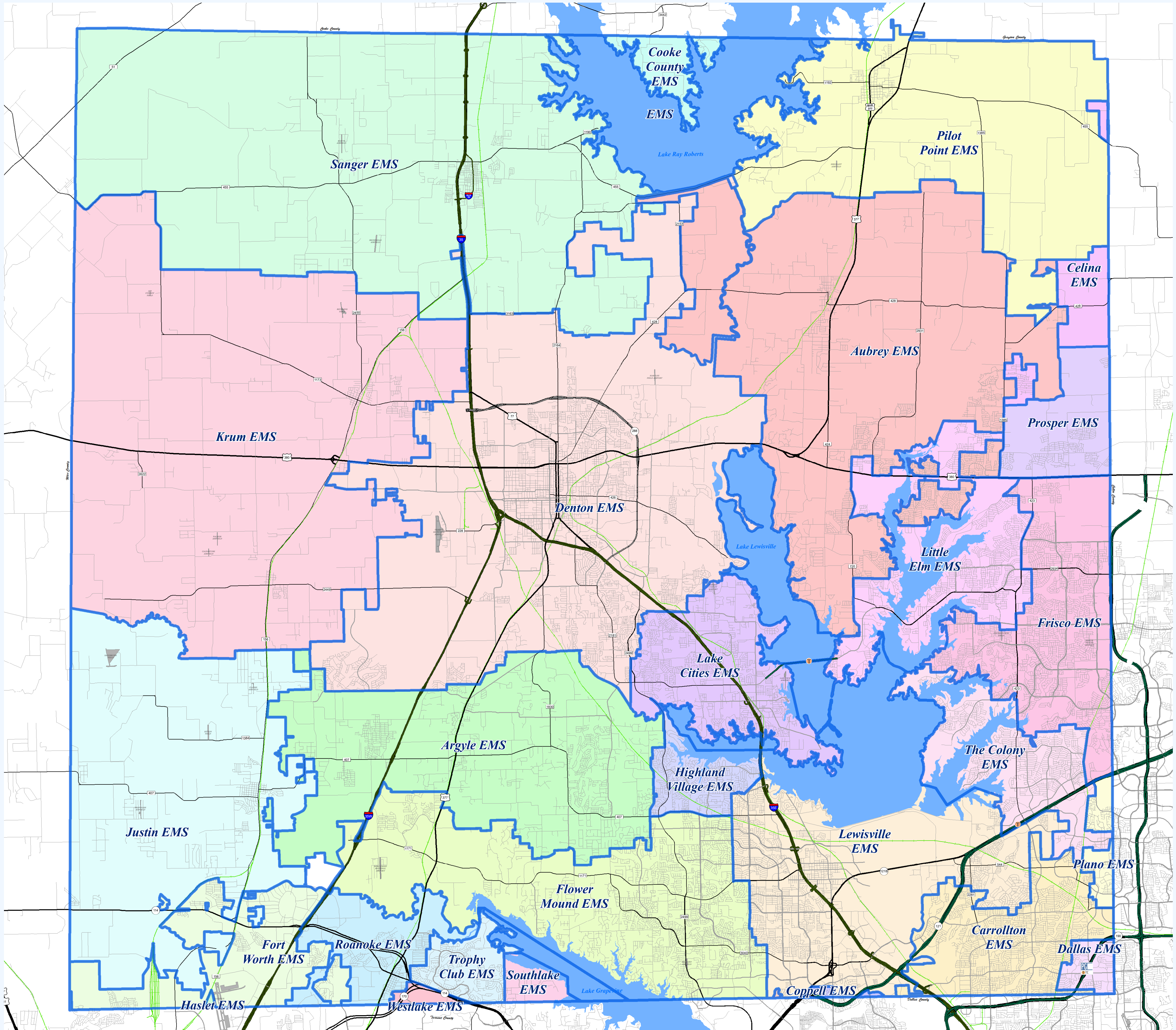
AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$_____ to accomplish and pay the obligation of Denton County under this Agreement.

Denton County Auditor

DENTON COUNTY

Exhibit A - EMS



Andy Eads - County Judge
 Ryan Williams - Commissioner Precinct 1
 Ron Marchant - Commissioner Precinct 2
 Bobbie J. Mitchell - Commissioner Precinct 3
 Dianne Edmondson - Commissioner Precinct 4

- | | | | |
|--|---------------------|--|---------------|
| | INTERSTATE | | CEMETERY |
| | U.S. HIGHWAY | | RAILROADS |
| | STATE HIGHWAY | | AIRPORTS |
| | FARM TO MARKET | | STREAMS |
| | MAJOR THOROUGHFARES | | LAKES & PONDS |
| | MINOR ROADS | | |

City Population
 Denton > 100,000
 Lewisville 40,000- 100,000
 Corinth 10,000- 39,999
 Sanger 2,000- 9,999
 Powder < 2,000

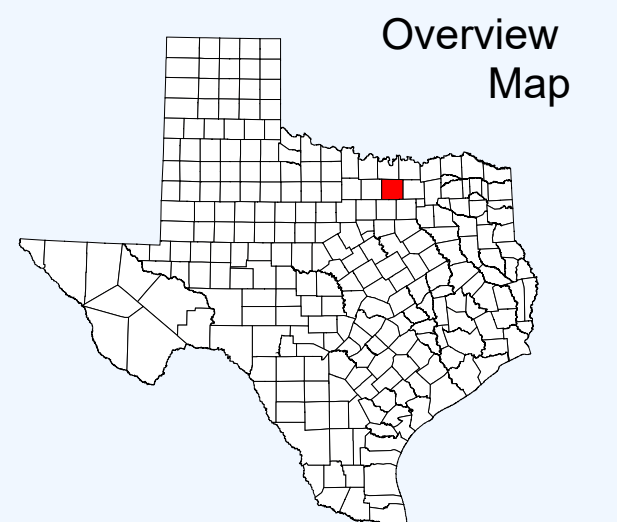
NAD 1983 StatePlane
 (Zone 5351)
 Texas North Central
 Lambert Conformal Conic

1 inch = 1.6 miles
 November 09, 2022

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.

CONTACT INFORMATION
 LANDMARK MAP: gis.dentoncounty.gov
 E-MAIL: gis@dentoncounty.gov



THE COUNTY OF DENTON

§
§
§
§

CITY OF HIGHLAND VILLAGE
FIRE DEPARTMENT

STATE OF TEXAS

INTERLOCAL COOPERATION AGREEMENT
FIRE PROTECTION SERVICES

THIS AGREEMENT, which has an effective date of October 1, 2022, is made and entered into by and between Denton County, Texas (“the **COUNTY**”), and the City of Highland Village, by and through its Fire Department (“the **AGENCY**”).

WHEREAS, the **COUNTY** is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County; and

WHEREAS, the **AGENCY** is a municipal corporation, duly organized and operating under the laws of the State of Texas and engaged in the provision of fire protection services and related services for the benefit of the citizens of the City of Highland Village; and

WHEREAS, the **AGENCY** is the owner and operator of certain fire protection vehicles and other equipment designed for the extinguishing of fire and prevention of damage to property and injury to persons from fire and has in its employ trained personnel whose duties are related to the use of such vehicles and equipment; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to provisions of the Texas Government Code, Chapter 791 and the Texas Local Government Code, Chapter 352, and

NOW, THEREFORE, the **COUNTY** and the **AGENCY**, for the mutual promises, covenants, Agreements and consideration stated herein, agree as follows:

I.
TERM

The term of this Agreement shall be for the period beginning of October 1, 2022, and ending September 30, 2023.

II.
SERVICES

The services to be rendered in accordance with this Agreement by the **AGENCY** are the fire protection services normally rendered by the **AGENCY** to citizens of the City of Highland Village in circumstances of emergency, but which services will now be extended to all citizens

of the **COUNTY** residing in the unincorporated areas of the **COUNTY** within the operating territory or jurisdiction of the **AGENCY**, as agreed to by the **AGENCY** and the **COUNTY** in this Agreement and as set forth in “Exhibit A,” attached hereto and incorporated herein by reference. These services are rendered in consideration of the basic funding and the separate per call fee set forth in this Agreement for the common good and benefit and to serve the public convenience and necessity of the citizens of the **COUNTY** who are not otherwise protected with respect to fire prevention, extinguishment, safety and rescue services. The services to be rendered are as follows:

- A. The **AGENCY** shall make available and provide emergency fire prevention, extinguishment, safety and rescue services within the agreed or specified territory or jurisdiction of the **AGENCY**.
- B. The **AGENCY** shall respond to requests for fire protection services made within the portion of the **COUNTY** designated as “*Highland Village*” as set out in Exhibit "A".
- C. The **COUNTY** agrees that, in the event a fire in the **AGENCY**'s unincorporated designated area which the **AGENCY** considers to be of an incendiary nature and upon request by the **AGENCY**, the County Fire Marshal will dispatch investigation personnel to the fire scene within a response time sufficient to legally maintain and protect all evidence of said fire and will conduct all appropriate investigation and assist in the prosecution of any case of arson. The **AGENCY** shall not be responsible for investigations of suspected incendiary fires in the unincorporated areas, but shall cooperate with the County Fire Marshal in immediately relating all pertinent information possible to the investigator(s).
- D. The **COUNTY** agrees that the County Fire Marshal may assist in the conduct of appropriate investigations of a fire which the **AGENCY** considers to be of incendiary nature in the **AGENCY**'s incorporated area upon request of the **AGENCY**.
- E. The **AGENCY** shall submit monthly statements on the Texas Fire Incident Reporting System's standardized forms to the Denton County Fire Marshal, 3900 Morse St., 2nd Floor, Denton, Texas 76208. This form will serve as the billing statement to the **COUNTY** for reimbursement of calls made in the unincorporated area. The Denton County Fire Marshal shall provide the forms upon request from the **AGENCY**.
- F. The **AGENCY**, in the performance of its duties and responsibilities under this Agreement, shall have the responsibility, within the sole discretion of the officers and employees of the **AGENCY**, except as otherwise determined by the Denton County Fire Marshal, to determine priorities in the dispatching and use of the **AGENCY**'s equipment and personnel, and the judgment of any such officer or employee as to such matters shall be the final determination.

The **COUNTY** shall designate the County Judge to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Judge, or his designated substitute, shall devote sufficient time and attention to insure the performance of all duties and obligations of the **COUNTY** under this Agreement and shall provide immediate and direct supervision of employees, agents, contractors, sub-contractors and/or laborers of the **COUNTY** engaged in the performance of this Agreement for the mutual benefit of the **COUNTY** and the **AGENCY**.

III. **PERFORMANCE OF SERVICE**

The **AGENCY** shall devote sufficient time and attention to insure the performance of all duties and obligations of the **AGENCY** under this Agreement and shall provide immediate and direct supervision of the **AGENCY's** employees, agents, contractors, sub-contractors and/or laborers engaged in the performance of this Agreement for the mutual benefit of the **AGENCY** and the **COUNTY**.

IV. **COMPENSATION**

The **COUNTY** agrees to pay to the **AGENCY** for the full performance of services as provided in this Agreement the sum of **\$10,000.00**, payable upon execution of this Agreement, and further agrees to pay the sum of **\$650.00** per fire call in the designated unincorporated areas of the **COUNTY** from October 1, 2022, to September 30, 2023. The **COUNTY** anticipates the **AGENCY** to run approximately **1** fire calls for a total funding of **\$650.00** for fire calls. The total payments by the **COUNTY** to the **AGENCY** pursuant to this Agreement are estimated to be **\$10,650.00**. The **COUNTY** will make no payment to the **AGENCY** for service provided outside the agreed service district whether by Mutual Aid Agreement or otherwise. The **AGENCY** understands and agrees that payment by the **COUNTY** to the **AGENCY** shall be made in accordance with the normal and customary processes and business procedures of the **COUNTY** and in conformance with applicable state law.

V. **FINANCIAL RECORDS**

The **AGENCY** agrees to make its financial records available for audit and/or review by the **COUNTY**, upon request by the **COUNTY**.

VI.
RESPONSIBILITY OF THE COUNTY

The **COUNTY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **COUNTY** who are engaged in the performance of this Agreement.

VII.
RESPONSIBILITY OF THE AGENCY

The **AGENCY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **AGENCY** who are engaged in the performance of this Agreement.

VIII.
APPLICABLE LAW

The **COUNTY** and the **AGENCY** understand and agree that liability under this contract is governed by the Texas Government Code, Chapter 791 and the Texas Local Government Code, Chapter 352. This Agreement is made in contemplation of the applicability of these laws to the Agreement. Insofar as legally possible the **COUNTY** and the **AGENCY** agree to be bound by the above mentioned statutes as they exist as of the date of this Agreement.

IX.
DEFAULT

In the event of default of any of the covenants herein contained, this Agreement may be terminated at the discretion of the non-defaulting party if such default continues for a period of ten (10) days after notice to the other party in writing of such default and the intent to terminate this Agreement due to the default. Unless the default is cured, this Agreement shall terminate.

X.
TERMINATION

This Agreement may be terminated any time, by either the **COUNTY** or the **AGENCY** by giving sixty (60) days advance written notice to the other party. In the event of termination by either party, the **AGENCY** shall be compensated pro rata for all services performed to the termination date together with reimbursable expenses then due as authorized by this Agreement. In the event of such termination, should the **AGENCY** be overcompensated on a pro rata basis for all services performed to the termination date and/or be overcompensated reimbursable expenses, the **COUNTY** shall be reimbursed pro rata for all such overcompensation.

Acceptance of such reimbursement shall not constitute a waiver of any claim that may otherwise arise out of this Agreement.

XI.
GOVERNMENTAL IMMUNITY

The fact that the **COUNTY** and the **AGENCY** accept certain responsibilities relating to the rendition of fire protection services under this Agreement as part of their responsibility for providing protection for the public health makes it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be, and it is hereby, invoked to the extent permitted by law. Neither the **AGENCY**, nor the **COUNTY** waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims arising from the exercise of government powers and functions.

XII.
ENTIRE AGREEMENT

This Agreement represents the entire Agreement between the **COUNTY** and the **AGENCY** and supersedes all prior negotiations representations and Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

XIII.
LAW OF CONTRACT

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The venue for any dispute, or matter, arising under this Agreement shall lie in Denton County, Texas.

XIV.
SEVERABILITY

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions shall remain valid and in full force and effect to the fullest extent possible.

XV.
AUTHORITY

The undersigned officer or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties.

XVI.
SERVICE AREA

Acceptance of this Agreement constitutes approval of the service area set out in attached Exhibit "A".

EXECUTED this _____ day of _____, 20____.

Denton County, Texas
1 Courthouse Drive, Suite 3100
Denton, Texas 76208

City of Highland Village
Highland Village Fire Department
1200 Highland Village Road
Highland Village, Texas 75077

By _____
Andy Eads
Denton County Judge

By _____
Name: Paul Stevens,
Highland Village City Manager

ATTEST:

ATTEST:

By: _____
Denton County Clerk

By: _____
Angela Miller, City Secretary

APPROVED AS TO CONTENT:

APPROVED AS TO FORM AND LEGALITY

By: _____
Denton County Fire Marshal

Kevin B. Laughlin, City Attorney

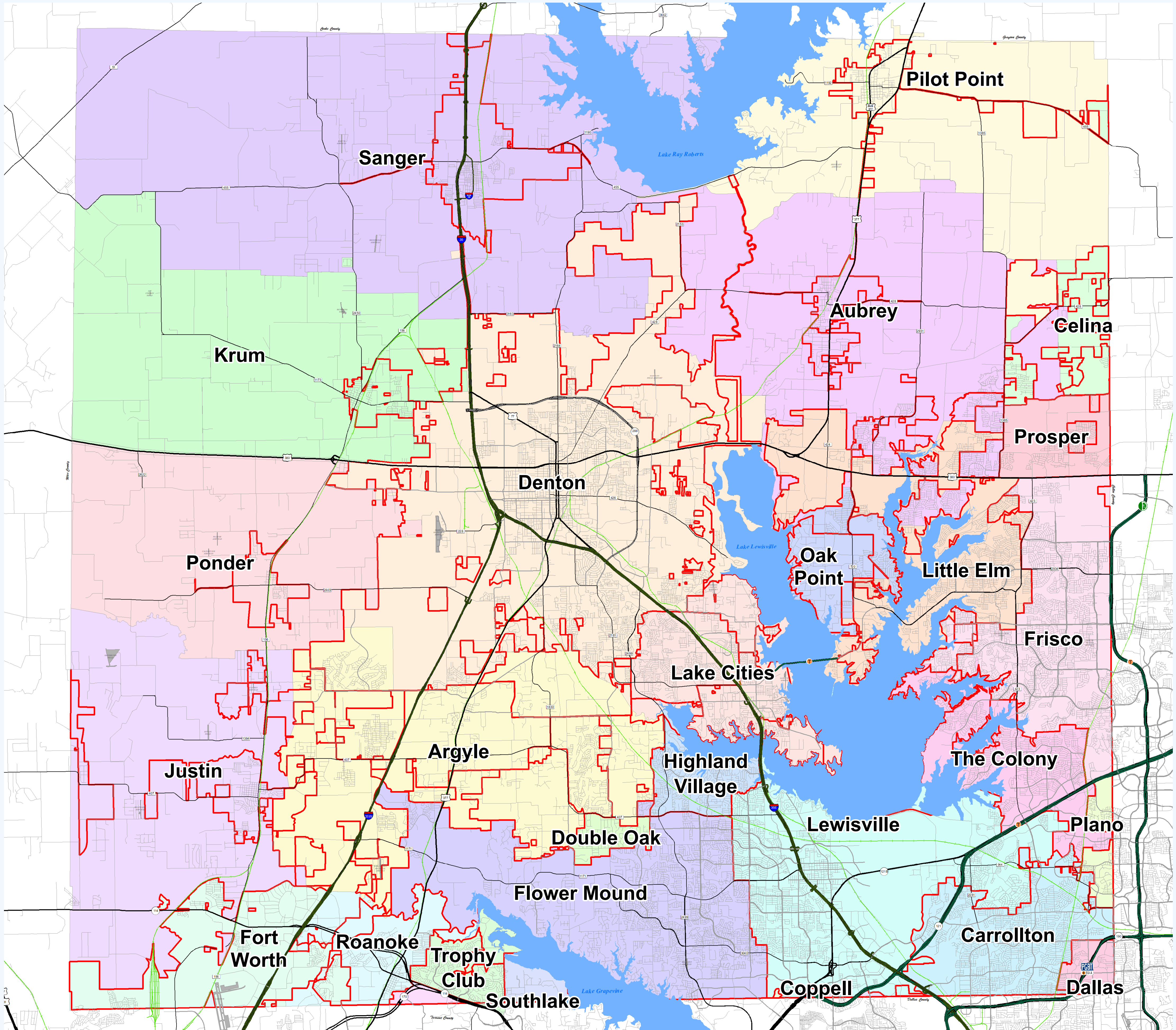
AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$_____ to accomplish and pay the obligation of Denton County under this Agreement.

Denton County Auditor

DENTON COUNTY

Exhibit A - Fire

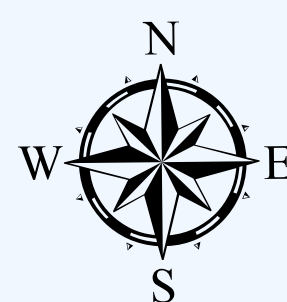


Andy Eads - County Judge
 Ryan Williams - Commissioner Precinct 1
 Ron Marchant - Commissioner Precinct 2
 Bobbie J. Mitchell - Commissioner Precinct 3
 Dianne Edmondson - Commissioner Precinct 4

- | | | | |
|--|---------------------|--|---------------|
| | INTERSTATE | | CEMETERY |
| | U.S. HIGHWAY | | RAILROADS |
| | STATE HIGHWAY | | AIRPORTS |
| | FARM TO MARKET | | STREAMS |
| | MAJOR THOROUGHFARES | | LAKES & PONDS |
| | MINOR ROADS | | |

City Population
 Denton > 100,000
 Lewisville 40,000- 100,000
 Corinth 10,000- 39,999
 Sanger 2,000- 9,999
 Ponder < 2,000

NAD 1983 StatePlane
 (Zone 5351)
 Texas North Central
 Lambert Conformal Conic



1 inch = 1.6 miles
 November 09, 2022

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.

CONTACT INFORMATION
 LANDMARK MAP: gis.dentoncounty.gov
 E-MAIL: gis@dentoncounty.gov



CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3038

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO INTERLOCAL COOPERATION AGREEMENTS WITH DENTON COUNTY FOR AMBULANCE AND FIRE PROTECTION SERVICES TO UNINCORPORATED AREAS OF DENTON COUNTY DURING FISCAL YEAR 2022-2023; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Denton County has requested the City of Highland Village enter into Interlocal Cooperation Agreements to provide Ambulance and Fire Protection Services to unincorporated areas of Denton County for the Fiscal Year 2022-2023; and

WHEREAS, the provision of such services provides a benefit to the citizens of Denton County; and

WHEREAS, the City Council of the City of Highland Village finds it in the public interest to enter into the above described 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 sign on behalf of the City into the Interlocal Cooperation Agreements with Denton County for ambulance and fire protection services for Fiscal Year 2022-2023.

SECTION 2. This resolution shall take effect immediately upon passage.

PASSED AND APPROVED this the 13th day of December, 2022.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/6/2022:132679)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 12/13/2022

SUBJECT: Consider Resolution 2022-3039 authorizing Negotiation and Execution of a Contract for Construction Services with Viking Fence Co. LTD for the Doubletree Ranch Park Splash Pad and Highland Village Tennis Center Fencing Projects

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

Doubletree Ranch Park Splash Pad

On August 13, 2022, Council approved the replacement of the splash pad surfacing at Doubletree Ranch Park for a project in the amount of \$209,153.

The new splash pad surfacing will need to be protected outside the season and operating hours from rollerbladers, skateboarders, cyclists, and motorized vehicles.

Highland Village Tennis Center

The Highland Village Tennis Center fencing is over 20 years old and is at the end of its useful life. Sections of the fence need to be replaced, and other sections need major component replacement.

IDENTIFIED NEED/S:

Doubletree Ranch Park Splash Pad

Add a fence around the Doubletree Ranch Park splash pad to protect and prolong the splash pad's life, and add a concrete pad and approach adjacent to the pump room for chemical storage.

Highland Village Tennis Center

Replace sections of existing fencing and major component replacement to match the existing height.

OPTIONS & RESULTS:

Doubletree Ranch Park Splash Pad

Staff presented fencing options to the Parks and Recreation Advisory Board and the Highland Village Community Development Corporation Board ("CDC").

Fencing Options Considered:

- WireWorks +
- WireWorks Anti Climb

- Montage Commercial
- Wood and Mesh Options

The CDC Board chose to go with the 6-foot Montage Commercial fence over the WireWorks 5-foot fence that the Parks and Recreation Advisory Board recommended.

Highland Village Tennis Center

The new fence and components will match the existing height, look, and feel.

Warranty – 1 year on both

Life Expectancy – 10+ on both

PROGRESS TO DATE:

The City hired la terra studio to design and prepare bid specifications for both fencing projects.

Staff has received an official quote for installing a new 6-foot Montage Commercial fence at the Doubletree Ranch Park splash pad and new 10-foot sections of fence and major component replacement at the Highland Village Tennis Center. City administration has determined in accordance with state law that the construction services comply with City specifications and may be acquired from Viking Fence through the City's cooperative purchasing agreement with The Local Government Purchasing Cooperative ("BUYBOARD").

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Doubletree Ranch Park Splash Pad Fencing

\$220,000 was approved in this year's budget. The project's total cost is \$110,568.80.

Highland Village Tennis Center

\$80,000 was earmarked from the 2018 Bond Proceeds. The Highland Village Tennis Center project's total cost is \$73,682.35.

RECOMMENDATION:

To approve Resolution 2022-3039 authorizing negotiation and execution of a contract for construction services with Viking Fence Company, Ltd. for the Doubletree Ranch Park Splash Pad Fencing and the Highland Village Tennis Center Fencing Projects.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3039

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING NEGOTIATION AND EXECUTION OF A CONTRACT FOR CONSTRUCTION SERVICES WITH VIKING FENCE CO. LTD. FOR THE DOUBLETREE RANCH PARK SPLASH PAD FENCING AND THE HIGHLAND VILLAGE TENNIS CENTER FENCING PROJECTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration has determined (i) the installation of a fence around the splash pad surfacing at Doubletree Ranch Park to inhibit access from rollerbladers, skateboarders, cyclists, and motorized vehicles will help prolong the life of such surface and (ii) sections of the Highland Village Tennis Center fencing and major components need to be replaced (collectively, the "Project"); and

WHEREAS, City administration (i) has determined the construction services necessary to perform the Project and that comply with City specifications may be acquired from Viking Fencing Co. LTD through the City's cooperative purchasing agreement with The Local Government Purchasing Cooperative ("BUYBOARD") in the amount of \$184,251.10 and (ii) recommends negotiation and execution of an agreement with Viking Fencing Co. LTD for the Project; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to authorize the above-described construction agreement in accordance with said recommendation.

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

SECTION 1. The City Manager is hereby authorized to negotiate and execute an agreement for construction services with Viking Fence Co. LTD. for the Project in the amount of \$ 184,251.10, and subject to applicable state laws, city policies, and, in the event of an increase in the contract amount, the availability of funds for such purpose, to negotiate and sign such change order(s) to said contract as the City Manager determines to be in the best interest of the City.

SECTION 2. This Resolution shall be effective immediately upon approval.

PASSED AND APPROVED THIS THE 13TH DAY OF DECEMBER 2022.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/6/2022:132657)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 12/13/2022

SUBJECT: Consider Resolution 2022-3041 authorizing negotiation and execution of a contract for construction services with ForeverLawn Texas for the Doubletree Ranch Park Playground and Unity Park Softball Field Projects

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

Doubletree Ranch Park Playground Surfacing

The playground is a popular amenity and is heavily utilized year-round. Due to its popularity, excessive use and drainage issues have caused the surface and impact pad to fail and need replacement.

Unity Park Softball Field

The softball field currently has one hitting station and two bullpens with clay surfacing.

IDENTIFIED NEED/S:

Doubletree Ranch Park Playground Surfacing

Drainage improvements and installation of a more sustainable and robust synthetic surfacing and impact pad.

Unity Park Softball Field

Install a second hitting station so both teams have areas to warm up during games. Also, install two reinforced concrete slabs with a synthetic grass surface in the two bullpens to improve usage after rain events.

OPTIONS & RESULTS:

Doubletree Ranch Park Playground Surfacing

The same surfacing and impact pad used for Kids Kastle will be installed in the playground.

Unity Park Softball Field

The improvements will improve both the player and coach user experience.

PROGRESS TO DATE: (if appropriate)

Staff has received quotes from ForeverLawn Texas through the City's cooperative purchasing agreement with the Houston-Galveston Area Council (HGACBuy) to install Ultra Synthetic Grass for Doubletree Ranch Park playground and install Sports Arena Synthetic Grass at Unity Park. Both products have a 15-year limited warranty and a 2-year installation warranty. The contractor will also be installing the new concrete pads for the bullpen improvements at Unity Park.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Double Tree Ranch Park Playground Surfacing

The project's total cost of \$68,226.25 slightly exceeds the \$67,000 supplemental item approved in this year's budget. The balance of \$1,226.25 will be absorbed in the Park Maintenance line item.

Unity Park Softball Field

The project's total cost is \$46,676 also slightly exceeds the \$45,000 supplemental item approved in this year's budget. The balance of \$1,676 will be absorbed in the Park Maintenance line item.

RECOMMENDATION:

To approve Resolution 2022-3041 authorizing negotiation and execution of a contract for construction services with ForeverLawn Texas for the Doubletree Ranch Park Playground and Unity Park Softball Fields Projects.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING NEGOTIATION AND EXECUTION OF A CONTRACT FOR CONSTRUCTION SERVICES WITH FOREVERLAWN TEXAS FOR THE DOUBLETREE RANCH PARK PLAYGROUND AND THE UNITY PARK SOFTBALL FIELD PROJECTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration has determined (i) the pad surfacing of the Doubletree Ranch Park playground has reached the end of its useful life, has become worn, and needs to be replaced and (ii) the addition of one hitting station and improvement to the two bullpen surfaces at the Unity Park softball fields is needed (collectively “the Project”); and

WHEREAS, City administration has further determined in accordance with state law that construction services that comply with City’s specifications for the Project may be acquired from ForeverLawn Texas through the City’s cooperative purchasing agreement with Houston-Galveston Area Council Purchasing Cooperative (“HGACBuy”); and

WHEREAS, the cost to perform the construction services, inclusive of demo of existing playground surface at the Doubletree Ranch Park and installation of new playground surface, is \$68,226.25; and

WHEREAS, the cost to perform the construction services at the Unity Park Softball Field and installation of a new hitting station and surface improvements to two bullpens, is \$46,676.00; and

WHEREAS, City Administration recommends negotiation and execution of a construction services agreement with ForeverLawn of Texas in the amount of \$114,902.25 for the Project; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to concur in the above recommendation.

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

SECTION 1. The City Manager is hereby authorized to negotiate and execute an Agreement of construction services with ForeverLawn Texas for construction of the Project in the amount of \$114,902.25, and subject to applicable state laws, city policies, and, in the event of change order(s) result in an increase on the contract amount, the availability of funds for such purpose, to negotiate and sign such change order(s) to said contract as the City Manager determines to be in the best interest of the City.

SECTION 2. This Resolution shall be effective immediately upon approval.

PASSED AND APPROVED THIS THE 13TH DAY OF DECEMBER 2022.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:12/8//2022:132720)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 12/13/2022

SUBJECT: Receive Budget Reports for Period Ending September 30, 2022

PREPARED BY: Mike McWhorter, Budget and Accounting Administrator

BACKGROUND:

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review.

The budget report submitted for September represents the twelfth report in the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

Please note that this report is un-audited. We are still in the process of closing the books for Fiscal Year 2021-2022 – not all invoices / payments have been received that pertain to this year. Thus, there will likely be further adjustments until final numbers are obtained. However, in total, the budget reports do fairly represent the financial position of the City.

The totals for year-end reflect a favorable position for the City. In general, the actual ending fund balance totals for FY 2021-2022 exceed the projections provided in the budget process.

Actual revenues were in line with the revised budget and exceeded the year-end projections in the FY 2022 budget process. Actual expenditures were lower than the revised budget and projections. Budgeted, projected, and actual expenditures are broken down below.

Following is actual expenditures (unaudited) compared to the year-end estimated identified in the budget process.

Significant revenues variances from Year-end estimate: (\$244,763 in total)

- o Sales Tax (\$89,128)

Significant expense variances from Year-end estimate: (-\$906,621 in total)

- o Human Resources (\$-103,711)
 - o Personnel – Employee Recognition funds for all departments
 - o Employee Development
- o Streets (\$-375,971)
 - o Street Overlay carry over to FY 2023
 - o Professional Services – Maintenance Contracts
- o Recreation (\$-91,586)

- Recreation Programs – Canceled or downsized programs
- Parks (\$-130,228)
 - Maintenance Contracts -Row Mowing
- Police (\$-97,578)
 - Personnel - Turnover

Revenues	Revised Budget	Projected Year-End	Year to Date	Variance	%
Property Tax	\$ 12,251,582	\$ 12,029,272	\$ 12,054,754	\$ 25,482	100%
Sales Tax	3,258,820	3,543,396	3,632,524	\$ 89,128	103%
Franchise Fees	1,555,749	1,562,415	1,617,664	\$ 55,249	104%
Licensing & Permits	355,988	364,376	369,113	\$ 4,737	101%
Park/Recreation Fees	241,200	117,863	152,077	\$ 34,214	129%
Public Safety Fees	567,630	576,441	598,906	\$ 22,465	104%
Rents	171,961	160,000	152,490	\$ (7,510)	95%
Municipal Court	88,000	90,000	92,777	\$ 2,777	103%
Interest Income	40,000	67,792	80,437	\$ 12,645	119%
Miscellaneous	262,350	101,533	107,109	\$ 5,576	105%
Total Revenues	\$ 18,793,280	\$ 18,613,088	\$ 18,857,851	\$ 244,763	101%

Other Sources

Transfers In	\$ 534,000	\$ 534,000	\$ 532,257	\$ (1,743)	100%
Total Available Resources	\$ 19,327,280	\$ 19,147,088	\$ 19,390,108	\$ 243,020	101%

Expenditures	Revised Budget	Projected Year-End	Year to Date	Variance	%
City Manager Office	\$ 959,587	\$ 940,189	\$ 957,422	\$ 17,233	102%
Finance (includes Mun. Court)	1,410,191	1,352,219	1,374,143	\$ 21,924	102%
Human Resources	597,581	571,989	468,278	\$ (103,711)	82%
City Secretary Office	438,364	425,889	408,895	\$ (16,994)	96%
Information Services	1,305,818	1,200,651	1,132,451	\$ (68,200)	94%
Marketing and Communication	456,124	440,082	430,529	\$ (9,553)	98%
Police	5,336,591	5,290,367	5,192,789	\$ (97,578)	98%
Fire	3,729,322	3,682,291	3,629,778	\$ (52,513)	99%
Community Services	437,995	417,121	414,875	\$ (2,246)	99%
Streets/Drainage	1,638,676	1,626,572	1,250,601	\$ (375,971)	77%
Maintenance	1,510,823	1,404,423	1,407,225	\$ 2,802	100%
Parks	2,501,535	2,448,824	2,318,596	\$ (130,228)	95%
Recreation	611,913	501,592	410,006	\$ (91,586)	82%
Total Expenditures	\$ 20,934,521	\$ 20,302,209	\$ 19,395,588	\$ (906,621)	96%

Capital Summary

(Included in totals above - summary information only)

Equipment Replacement	\$ 591,947	\$ 391,589	\$ 312,952	\$ (78,637)	80%
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Other Uses

Transfers Out	\$ 16,000	\$ 36,000	\$ 16,000	\$ 20,000	44%
Total Expenditures	\$ 20,950,521	\$ 20,338,209	\$ 19,411,588	\$ (886,621)	95%

Fund Balance	Revised Budget	Projected Year-End	Year to Date
Beginning Fund Balance	8,268,987	8,268,987	8,268,987
+ Net Increase (Decrease)	(1,623,241)	(1,191,121)	(21,480)
Ending Fund Balance	\$ 6,645,746	\$ 7,077,867	\$ 8,247,507

RECOMMENDATION:

Council to receive the budget reports for the period ending September 30, 2022.

General Fund Summary

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 12,251,582	\$ 12,251,582	\$ 12,054,754	\$ (196,828)	98%
Sales Tax	3,258,820	3,258,820	3,632,524	373,704	111%
Franchise Fees	1,555,749	1,555,749	1,617,664	61,915	104%
Licensing & Permits	355,988	355,988	369,113	13,125	104%
Park/Recreation Fees	241,200	241,200	152,077	(89,123)	63%
Public Safety Fees	567,630	567,630	598,906	31,276	106%
Rents	171,961	171,961	152,490	(19,471)	89%
Municipal Court	88,000	88,000	92,777	4,777	105%
Interest Income	40,000	40,000	80,437	40,437	201%
Miscellaneous	262,350	262,350	107,109	(155,241)	41%
Total Revenues	\$ 18,793,280	\$ 18,793,280	\$ 18,857,851	\$ 64,571	100%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ 532,257	\$ (1,743)	100%
Total Available Resources	\$ 19,327,280	\$ 19,327,280	\$ 19,390,108	\$ 62,828	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 909,587	\$ 959,587	\$ 957,422	\$ 2,165	100%
Finance (includes Mun. Court)	1,410,191	1,410,191	1,374,143	36,048	97%
Human Resources	647,581	597,581	468,278	129,303	78%
City Secretary Office	418,364	438,364	408,895	29,469	93%
Information Services	1,305,818	1,305,818	1,132,451	173,368	87%
Marketing and Communications	431,124	456,124	430,529	25,595	94%
Police	5,356,591	5,336,591	5,192,789	143,802	97%
Fire	3,664,322	3,729,322	3,629,778	99,544	97%
Community Services	427,995	437,995	414,875	23,120	95%
Streets/Drainage	1,613,676	1,638,676	1,250,601	388,075	76%
Maintenance	1,340,823	1,510,823	1,407,225	103,598	93%
Parks	2,461,535	2,501,535	2,318,596	182,939	93%
Recreation	611,913	611,913	410,006	201,907	67%
Total Expenditures	\$ 20,599,521	\$ 20,934,521	\$ 19,395,588	\$ 1,538,933	93%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 516,947	\$ 591,947	\$ 312,952	\$ 278,995	53%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000	\$ 16,000	-	100%
Total Expenditures	\$ 20,615,521	\$ 20,950,521	\$ 19,411,588	\$ 1,538,933	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	7,228,611	8,268,987	8,268,987
+ Net Increase (Decrease)	(1,288,241)	(1,623,241)	(21,480)
Ending Fund Balance	\$ 5,940,370	\$ 5,940,370	\$ 8,247,507

General Fund Expenditure Summary

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 14,019,805	\$ 14,044,805	\$ 13,792,468	\$ 252,337	98%
Services / Supplies	6,062,769	6,297,769	5,290,167	1,007,601	84%
Capital	516,947	591,947	312,952	278,995	53%
	\$ 20,599,521	\$ 20,934,521	\$ 19,395,588	\$ 1,538,933	93%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,937,809	\$ 9,962,809	\$ 9,777,577	\$ 185,231	98%
<i>Employee Benefits</i>	4,081,996	4,081,996	4,014,891	67,106	98%
<i>Total Personnel</i>	\$ 14,019,805	\$ 14,044,805	\$ 13,792,468	\$ 252,337	98%
Services / Supplies					
<i>Professional Services</i>	\$ 2,190,317	\$ 2,250,317	\$ 2,046,532	\$ 203,785	91%
<i>Employee Development</i>	378,391	378,391	302,228	76,163	80%
<i>Office Supplies / Equipment</i>	1,375,069	1,525,069	1,467,293	57,776	96%
<i>Utilities</i>	333,950	333,950	353,996	(20,046)	106%
<i>Other</i>	1,785,042	1,810,042	1,120,119	689,923	62%
<i>Total Services / Supplies</i>	\$ 6,062,769	\$ 6,297,769	\$ 5,290,167	\$ 1,007,601	84%
Capital					
<i>Equipment / Vehicles</i>	\$ 516,947	\$ 591,947	\$ 312,952	\$ 278,995	53%
<i>Total Capital</i>	\$ 516,947	\$ 591,947	\$ 312,952	\$ 278,995	53%
Total General Fund Expenditure Summary	\$ 20,599,521	\$ 20,934,521	\$ 19,395,588	\$ 1,538,933	93%

General Fund Revenue

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 12,251,582	\$ 12,251,582	\$ 12,054,754	\$ (196,828)	98%
Sales Tax	3,258,820	3,258,820	3,632,524	373,704	111%
Franchise Fees	1,555,749	1,555,749	1,617,664	61,915	104%
Licensing & Permits	355,988	355,988	369,113	13,125	104%
Park/Recreation Fees	241,200	241,200	152,077	(89,123)	63%
Public Safety Fees	567,630	567,630	598,906	31,276	106%
Rents	171,961	171,961	152,490	(19,471)	89%
Municipal Court	88,000	88,000	92,777	4,777	105%
Interest Income	40,000	40,000	80,437	40,437	201%
Miscellaneous	262,350	262,350	107,109	(155,241)	41%
Total Revenues	\$ 18,793,280	\$ 18,793,280	\$ 18,857,851	\$ 64,571	100%

City Manager Office FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 375,451	\$ 395,451	\$ 392,597	\$ 2,854	99%
Services / Supplies	534,136	564,136	564,825	(689)	100%
Capital	-	-	-	-	0%
	\$ 909,587	\$ 959,587	\$ 957,422	\$ 2,165	100%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 301,068	\$ 321,068	\$ 316,265	\$ 4,803	99%
<i>Employee Benefits</i>	74,383	74,383	76,333	(1,949)	103%
Total Personnel	\$ 375,451	\$ 395,451	\$ 392,597	\$ 2,854	99%
Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 457,500	\$ 487,500	\$ 543,025	\$ (55,525)	111%
<i>Employee Development</i>	16,295	16,295	12,403	3,892	76%
<i>Supplies / Equipment</i>	10,053	10,053	6,052	4,001	60%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	3,344	46,944	7%
Total Services / Supplies	\$ 534,136	\$ 564,136	\$ 564,825	\$ (689)	100%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 909,587	\$ 959,587	\$ 957,422	\$ 2,165	100%

Finance Department FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 897,457	\$ 897,457	\$ 911,160	\$ (13,703)	102%
Services / Supplies	512,734	512,734	462,983	49,751	90%
Capital	-	-	-	-	0%
	\$ 1,410,191	\$ 1,410,191	\$ 1,374,143	\$ 36,048	97%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 645,118	\$ 645,118	\$ 663,272	\$ (18,154)	103%
<i>Employee Benefits</i>	252,339	252,339	247,888	4,451	98%
Total Personnel	\$ 897,457	\$ 897,457	\$ 911,160	\$ (13,703)	102%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$168,832 / DCAD - \$85,400)</i>	\$ 485,119	485,119	\$ 444,988	\$ 40,131	92%
<i>Employee Development</i>	17,661	17,661	12,496	5,165	71%
<i>Supplies / Equipment</i>	9,954	9,954	5,499	4,455	55%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
Total Services / Supplies	\$ 512,734	\$ 512,734	\$ 462,983	\$ 49,751	90%

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

Total Finance Department	\$ 1,410,191	\$ 1,410,191	\$ 1,374,143	\$ 36,048	97%
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Human Resources FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 481,233	\$ 431,233	\$ 354,943	\$ 76,290	82%
Services / Supplies	166,348	166,348	113,335	53,013	68%
Capital	-	-	-	-	0%
	\$ 647,581	\$ 597,581	\$ 468,278	\$ 129,303	78%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 347,041	\$ 297,041	\$ 261,415	\$ 35,626	88%
<i>Employee Benefits</i>	134,192	134,192	93,528	40,665	70%
Total Personnel	\$ 481,233	\$ 431,233	\$ 354,943	\$ 76,290	82%

Services / Supplies					
<i>Professional Services</i>	\$ 76,083	\$ 76,083	\$ 64,995	\$ 11,088	85%
<i>Employee Development</i>	76,865	76,865	39,929	36,936	52%
<i>Supplies / Equipment</i>	975	975	1,173	(198)	120%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	12,425	12,425	7,238	5,187	58%
Total Services / Supplies	\$ 166,348	\$ 166,348	\$ 113,335	\$ 53,013	68%

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

Total Human Resources	\$ 647,581	\$ 597,581	\$ 468,278	\$ 129,303	78%
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City Secretary Office FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 247,745	\$ 267,745	\$ 269,274	\$ (1,529)	101%
Services / Supplies	170,619	170,619	139,622	30,997	82%
Capital	-	-	-	-	-
	\$ 418,364	\$ 438,364	\$ 408,895	\$ 29,469	93%

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

Personnel					
<i>Salaries / Wages</i>	\$ 179,065	\$ 199,065	\$ 183,831	\$ 15,234	92%
<i>Employee Benefits</i>	68,680	68,680	85,442	(16,763)	124%
Total Personnel	\$ 247,745	\$ 267,745	\$ 269,274	\$ (1,529)	101%

Services / Supplies					
<i>Professional Services</i>	\$ 44,800	\$ 44,800	\$ 33,992	\$ 10,808	76%
<i>Employee Development</i> <small>(City Council related \$38,392)</small>	60,268	60,268	46,326	13,942	77%
<i>Supplies / Equipment</i>	16,301	16,301	10,054	6,247	62%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	49,250	49,250	49,250	-	100%
Total Services / Supplies	\$ 170,619	\$ 170,619	\$ 139,622	\$ 30,997	82%

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

Total City Secretary Office	\$ 418,364	\$ 438,364	\$ 408,895	\$ 29,469	93%
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Information Services

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 775,946	\$ 775,946	\$ 777,293	\$ (1,347)	100%
Services / Supplies	344,872	344,872	247,004	97,868	72%
Capital	<u>185,000</u>	<u>185,000</u>	<u>108,153</u>	<u>76,847</u>	<u>0%</u>
	\$ 1,305,818	\$ 1,305,818	\$ 1,132,451	\$ 173,368	87%

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

Personnel					
<i>Salaries / Wages</i>	\$ 568,237	\$ 568,237	\$ 580,316	\$ (12,079)	102%
<i>Employee Benefits</i>	<u>207,709</u>	<u>\$ 207,709</u>	<u>196,977</u>	<u>10,732</u>	<u>95%</u>
Total Personnel	\$ 775,946	\$ 775,946	\$ 777,293	\$ (1,347)	100%

Services / Supplies					
<i>Professional Services</i>	\$ 171,730	171,730	\$ 117,948	\$ 53,782	69%
<i>Employee Development</i>	28,112	28,112	19,564	8,548	70%
<i>Supplies / Equipment</i>	3,360	3,360	4,627	(1,267)	138%
<i>Utilities</i>	42,800	42,800	20,254	22,546	47%
<i>Other (Data Processing)</i>	<u>98,870</u>	<u>98,870</u>	<u>84,612</u>	<u>14,258</u>	<u>86%</u>
Total Services / Supplies	\$ 344,872	\$ 344,872	\$ 247,004	\$ 97,868	72%

Capital					
<i>Equipment / Vehicles - Phone system / Network Storage Device</i>	185,000	185,000	108,153	76,847	0%
Total Capital	\$ 185,000	\$ 185,000	\$ 108,153	\$ 76,847	0%

Total City Information Services	\$ 1,305,818	\$ 1,305,818	\$ 1,132,451	\$ 173,368	87%
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Marketing and Communications FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 323,938	\$ 338,938	\$ 339,232	\$ (295)	100%
Services / Supplies	107,186	117,186	91,296	25,890	78%
Capital	-	-	-	-	0%
	\$ 431,124	\$ 456,124	\$ 430,529	\$ 25,595	94%

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

Personnel					
<i>Salaries / Wages</i>	\$ 227,453	\$ 242,453	\$ 241,090	\$ 1,363	99%
<i>Employee Benefits</i>	96,484	\$ 96,484	98,142	(1,658)	102%
Total Personnel	\$ 323,938	\$ 338,938	\$ 339,232	\$ (295)	100%

<i>Professional Services</i>	\$ 77,891	\$ 77,891	\$ 67,462	\$ 10,429	87%
<i>Employee Development</i>	6,795	6,795	4,585	2,210	67%
<i>Supplies / Equipment</i>	-	-	1	(1)	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	22,500	32,500	19,249	13,251	59%
Total Services / Supplies	\$ 107,186	\$ 117,186	\$ 91,296	\$ 25,890	78%

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

Total Marketing and Communications	\$ 431,124	\$ 456,124	\$ 430,529	\$ 25,595	94%
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Police Department FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,873,785	\$ 4,783,785	\$ 4,688,422	\$ 95,363	98%
Services / Supplies	482,806	482,806	439,844	42,962	91%
Capital	-	70,000	64,524	5,476	0%
	\$ 5,356,591	\$ 5,336,591	\$ 5,192,789	\$ 143,802	97%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,556,249	<u>3,466,249</u>	\$ 3,397,152	\$ 69,097	98%
<i>Employee Benefits</i>	1,317,536	<u>1,317,536</u>	<u>1,291,270</u>	26,266	98%
Total Personnel	\$ 4,873,785	\$ 4,783,785	\$ 4,688,422	\$ 95,363	98%

Services / Supplies					
<i>Professional Services</i>	\$ 226,150	\$ 226,150	\$ 196,291	\$ 29,859	87%
<i>Employee Development</i>	45,339	45,339	46,705	(1,366)	103%
<i>Supplies / Equipment</i>	133,715	133,715	109,473	24,242	82%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$53,842)</i>	<u>77,602</u>	77,602	<u>87,375</u>	\$ (9,773)	113%
Total Services / Supplies	\$ 482,806	\$ 482,806	\$ 439,844	\$ 42,962	91%

Capital					
<i>Equipment / Vehicles</i>		70,000	64,524	5,476	0%
Total Capital	\$ -	\$ 70,000	\$ 64,524	\$ 5,476	0%

Total Police Department	\$ 5,356,591	\$ 5,336,591	\$ 5,192,789	\$ 143,802	97%
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Fire Department FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,870,525	\$ 2,920,525	\$ 2,867,531	\$ 52,994	98%
Services / Supplies	793,797	808,797	762,247	46,549	94%
Capital	-	-	-	-	0%
	\$ 3,664,322	\$ 3,729,322	\$ 3,629,778	\$ 99,544	97%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,970,413	<u>2,020,413</u>	\$ 1,969,072	\$ 51,341	97%
<i>Employee Benefits</i>	<u>900,112</u>	<u>900,112</u>	<u>898,459</u>	1,653	100%
Total Personnel	\$ 2,870,525	\$ 2,920,525	\$ 2,867,531	\$ 52,994	98%

Services / Supplies					
<i>Professional Services</i>	\$ 128,271	\$ 128,271	\$ 130,101	\$ (1,830)	101%
<i>Employee Development</i> <i>(Training - \$52,950)</i>	69,340	69,340	56,257	13,083	81%
<i>Supplies / Equipment</i>	168,695	168,695	147,534	21,161	87%
<i>Utilities</i>	1,850	1,850	1,808	42	98%
<i>Other</i> <i>(Safety Programs)</i>	<u>425,641</u>	<u>440,641</u>	<u>426,547</u>	14,094	97%
Total Services / Supplies	\$ 793,797	\$ 808,797	\$ 762,247	\$ 46,549	94%

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

Total Fire Department	\$ 3,664,322	\$ 3,729,322	\$ 3,629,778	\$ 99,544	97%
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Community Services FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,477	\$ 401,477	\$ 387,279	\$ 14,198	96%
Services / Supplies	26,518	36,518	27,595	8,923	76%
Capital	-	-	-	-	0%
	\$ 427,995	\$ 437,995	\$ 414,875	\$ 23,120	95%

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

Personnel					
<i>Salaries / Wages</i>	\$ 285,381	<u>285,381</u>	\$ 276,887	\$ 8,494	97%
<i>Employee Benefits</i>	116,096	<u>116,096</u>	<u>110,393</u>	5,704	95%
Total Personnel	\$ 401,477	\$ 401,477	\$ 387,279	\$ 14,198	96%

Services / Supplies					
<i>Professional Services</i>	\$ 9,200	19,200	\$ 13,858	5,342	72%
<i>Employee Development</i>	7,380	7,380	7,614	(234)	103%
<i>Supplies / Equipment</i>	9,118	9,118	6,123	2,995	67%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
Total Services / Supplies	\$ 26,518	\$ 36,518	\$ 27,595	\$ 8,923	76%

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

Total Building Operations	\$ 427,995	\$ 437,995	\$ 414,875	\$ 23,120	95%
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Streets Division FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 829,014	\$ 849,014	\$ 850,496	\$ (1,482)	100%
Services / Supplies	756,662	756,662	370,971	385,691	49%
Capital	<u>28,000</u>	<u>33,000</u>	<u>29,134</u>	<u>3,866</u>	<u>88%</u>
	\$ 1,613,676	\$ 1,638,676	\$ 1,250,601	\$ 388,075	76%

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

Personnel					
<i>Salaries / Wages</i>	\$ 571,111	\$ 591,111	\$ 580,460	\$ 10,651	98%
<i>Employee Benefits</i>	<u>257,903</u>	<u>257,903</u>	<u>270,037</u>	<u>(12,133)</u>	<u>105%</u>
Total Personnel	\$ 829,014	\$ 849,014	\$ 850,496	\$ (1,482)	100%

Services / Supplies					
<i>Professional Services</i>	\$ 70,716	70,716	\$ 25,669	\$ 45,047	36%
<i>Employee Development</i>	11,321	11,321	7,650	3,671	68%
<i>Supplies / Equipment</i>	46,975	46,975	26,812	20,163	57%
<i>Utilities (Streetlights)</i>	86,000	86,000	99,640	(13,640)	116%
<i>Other (Street Maintenance)</i>	<u>541,650</u>	<u>541,650</u>	<u>211,200</u>	<u>330,450</u>	<u>39%</u>
Total Services / Supplies	\$ 756,662	\$ 756,662	\$ 370,971	\$ 385,691	49%

Capital					
<i>Equipment / Vehicles</i>	28,000	33,000	29,134	3,866	88%
Total Capital	\$ 28,000	\$ 33,000	\$ 29,134	\$ 3,866	88%

Total Streets	\$ 1,613,676	\$ 1,638,676	\$ 1,250,601	\$ 388,075	76%
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Maintenance Division FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 379,653	\$ 399,653	\$ 391,122	\$ 8,531	98%
Services / Supplies	880,295	1,030,295	1,016,103	14,192	99%
Capital	80,875	80,875	-	80,875	0%
	\$ 1,340,823	\$ 1,510,823	\$ 1,407,225	\$ 103,598	93%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 263,639	283,639	\$ 267,696	\$ 15,942	94%
<i>Employee Benefits</i>	116,014	116,014	123,426	(7,411)	106%
<i>Total Personnel</i>	\$ 379,653	\$ 399,653	\$ 391,122	\$ 8,531	98%
Services / Supplies					
<i>Professional Services</i>	\$ 68,648	\$ 68,648	\$ 84,795	\$ (16,147)	124%
<i>Employee Development</i>	3,380	3,380	3,080	300	91%
<i>Supplies / Equipment</i>	639,287	789,287	837,441	(48,154)	106%
<i>Utilities</i>	70,000	70,000	90,787	(20,787)	130%
<i>Other</i>	98,980	98,980	-	\$ 98,980	0%
<i>Total Services / Supplies</i>	\$ 880,295	\$ 1,030,295	\$ 1,016,103	\$ 14,192	99%
Capital					
<i>Equipment / Vehicles</i>	80,875	80,875	-	80,875	0%
<i>Total Capital</i>	\$ 80,875	\$ 80,875	-	\$ 80,875	0%
<i>Total Maintenance</i>	\$ 1,340,823	\$ 1,510,823	\$ 1,407,225	\$ 103,598	93%

Parks Division FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,372,917	\$ 1,392,917	\$ 1,390,473	\$ 2,444	100%
Services / Supplies	865,546	885,546	816,981	68,565	92%
Capital	<u>223,072</u>	<u>223,072</u>	<u>111,142</u>	<u>111,930</u>	<u>50%</u>
	\$ 2,461,535	\$ 2,501,535	\$ 2,318,596	\$ 182,939	93%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 867,582	<u>887,582</u>	\$ 906,701	\$ (19,120)	102%
<i>Employee Benefits</i>	<u>505,335</u>	<u>505,335</u>	<u>483,772</u>	<u>21,564</u>	96%
Total Personnel	\$ 1,372,917	\$ 1,392,917	\$ 1,390,473	\$ 2,444	100%

Services / Supplies					
<i>Professional Services</i>	\$ 374,209	\$ 394,209	\$ 323,280	\$ 70,929	82%
<i>Employee Development</i>	24,470	24,470	36,673	(12,203)	150%
<i>Supplies / Equipment</i>	331,986	331,986	312,068	19,918	94%
<i>Utilities</i>	133,300	133,300	141,507	(8,207)	106%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>3,453</u>	<u>(1,872)</u>	<u>218%</u>
Total Services / Supplies	\$ 865,546	\$ 885,546	\$ 816,981	\$ 68,565	92%

Capital					
<i>Equipment / Vehicles</i>	223,072	223,072	111,142	111,930	50%
Total Capital	223,072	223,072	111,142	111,930	50%

Total Parks	\$ 2,461,535	\$ 2,501,535	\$ 2,318,596	\$ 182,939	93%
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Recreation Division FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 190,663	\$ 190,663	\$ 172,646	\$ 18,018	91%
Services / Supplies	421,250	421,250	237,361	183,889	56%
Capital	-	-	-	-	0%
	\$ 611,913	\$ 611,913	\$ 410,006	\$ 201,907	67%

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

Personnel					
<i>Salaries / Wages</i>	\$ 155,453	\$ 155,453	\$ 133,421	\$ 22,032	86%
<i>Employee Benefits</i>	35,211	35,211	39,225	(4,015)	111%
Total Personnel	\$ 190,663	\$ 190,663	\$ 172,646	\$ 18,018	91%

Services / Supplies					
<i>Professional Services</i>		\$ -	\$ 127	\$ (127)	0%
<i>Employee Development</i>	11,165	11,165	8,945	2,220	80%
<i>Supplies / Equipment</i>	4,650	4,650	437	4,213	9%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	405,435	405,435	227,851	177,584	56%
Total Services / Supplies	\$ 421,250	\$ 421,250	\$ 237,361	\$ 183,889	56%

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

Total Recreation	\$ 611,913	\$ 611,913	\$ 410,006	\$ 201,907	67%
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Equipment Replacement / Capital Schedule

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	185,000	185,000	108,153	76,847	58%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	-	70,000	64,524	5,476	92%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	28,000	33,000	29,134	3,866	88%
Maintenance Capital Outlay	80,875	80,875	-	80,875	0%
City Parks Capital Outlay	223,072	223,072	111,142	111,930	50%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 516,947	\$ 591,947	\$ 312,952	\$ 278,995	53%

Utility Fund Revenues

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (188,513)	\$ 6,513	104%
<i>Charges / Penalties</i>	88,200	88,200	86,866	1,334	98%
Total Fees	\$ (93,800)	\$ (93,800)	\$ (101,647)	\$ 7,847	108%

Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ 225	\$ (225)	0%
Total Licenses & Permits	\$ -	\$ -	\$ 225	\$ (225)	0%

Charges for Services

<i>Water Sales</i>	\$ 5,330,200	\$ 5,330,200	\$ 6,171,203	\$ (841,003)	116%
<i>Sewer Sales</i>	4,419,688	4,419,688	4,639,210	(219,522)	105%
<i>Inspection Fees</i>	4,000	4,000	4,645	(645)	116%
Total Charges for Service	\$ 9,753,888	\$ 9,753,888	\$ 10,815,057	\$ (1,061,169)	111%

Interest

<i>Interest (Operations)</i>	\$ 10,000	\$ 10,000	\$ 32,469	\$ (22,469)	325%
<i>Interest (Capital Projects)</i>	12,000	12,000	16,923	(4,923)	141%
Total Interest	\$ 22,000	\$ 22,000	\$ 49,392	\$ (27,392)	225%

Impact Fees

<i>Impact Fees</i>	\$ 185,000	\$ 185,000	\$ 215,479	\$ (30,479)	116%
Total Impact Fees	\$ 185,000	\$ 185,000	\$ 215,479	\$ (30,479)	116%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 13,446	\$ (8,446)	269%
<i>Contributions</i>	-	-	\$ 757,296	\$ (757,296)	0%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 770,741	\$ (765,741)	15415%

Total Utility Fund Revenues	\$ 9,872,088	\$ 9,872,088	\$ 11,749,248	\$ (1,877,160)	119%
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Utility Division FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,847,472	\$ 1,857,472	\$ 1,790,098	\$ 67,374	96%
Services / Supplies	6,376,151	7,026,151	7,116,595	(90,443)	101%
Capital	181,000	181,000	19,053	161,947	11%
Total Utility Division	\$ 8,404,624	\$ 9,064,624	\$ 8,925,746	\$ 138,877	98%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,226,451	\$ 1,236,451	\$ 1,191,828	\$ 44,623	96%
<i>Employee Benefits</i>	621,021	621,021	598,270	22,750	96%
Total Personnel	\$ 1,847,472	\$ 1,857,472	\$ 1,790,098	\$ 67,374	96%

Services / Supplies					
<i>Professional Services</i>	\$ 255,655	\$ 305,655	\$ 321,311	\$ (15,656)	105%
<i>Employee Development</i>	63,705	63,705	53,809	9,896	84%
<i>Supplies / Equipment</i>	83,762	83,762	65,965	17,797	79%
<i>Utilities</i>	375,136	375,136	533,055	(157,919)	142%
<i>Other (Well Lot Maintenance)</i>	1,018,150	1,618,150	1,647,490	(29,340)	102%
Sub-Total - Operations Services / Supplies	\$ 1,796,408	\$ 2,446,408	\$ 2,621,630	\$ (175,222)	107%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,258	\$ 5,258	\$ 4,981	\$ 277	95%
<i>UTRWD - Water Volume Cost</i>	974,940	974,940	1,022,231	(47,291)	105%
<i>UTRWD - Water Demand Charges</i>	1,399,395	1,399,395	1,395,165	4,230	100%
<i>UTRWD - Sewer Effluent Volume Rate</i>	595,660	595,660	469,226	126,434	79%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,371,595	1,371,595	1,371,595	0	100%
<i>UTRWD - HV Sewer Line to UTRWD</i>	232,895	232,895	231,766	1,129	100%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,579,743	\$ 4,579,743	\$ 4,494,964	\$ 84,779	98%

Total Services / Supplies	\$ 6,376,151	\$ 7,026,151	\$ 7,116,595	\$ (90,443)	101%
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Capital					
<i>Equipment / Vehicles</i>	181,000	181,000	19,053	161,947	11%
Total Capital	\$ 181,000	\$ 181,000	\$ 19,053	\$ 161,947	11%

Total Utility Division - Operations	\$ 8,404,624	\$ 9,064,624	\$ 8,925,746	\$ 138,877	98%
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Utility Fund Working Capital FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,330,200	\$ 5,330,200	\$ 6,171,203	\$ (841,003)	116%
<i>Sewer Sales</i>	4,419,688	4,419,688	4,639,210	(219,522)	105%
<i>Other Fees / Charges</i>	97,200	97,200	105,181	(7,981)	108%
<i>Electronic Payment Credit</i>	(182,000)	(182,000)	(188,513)	6,513	104%
<i>Interest</i>	10,000	10,000	32,469	(22,469)	325%
Total Revenues	\$ 9,675,088	\$ 9,675,088	\$ 10,759,550	\$ (1,084,462)	111%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$ 432,634	\$ 442,634	\$ 466,938	\$ (24,303)	105%
<i>Operations</i>	3,211,246	3,861,246	3,944,791	(83,545)	102%
<i>UTRWD</i>	4,579,743	4,579,743	4,494,964	84,779	98%
<i>Debt Service</i>	1,223,913	1,223,913	1,314,627	(90,714)	107%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	181,000	181,000	19,053	161,947	11%
Total Expenditures	\$ 9,628,537	\$ 10,288,537	\$ 10,240,373	\$ 48,163	100%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	0%
<i>Operating Transfers In / Utility Capital Projects</i>		550,000	\$ 542,450	7,550	0%
<i>Operating Transfers Out / Utility Capital Projects</i>	-	-	-	-	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)	(470,000)	-	0%
Total Other Sources (Uses)	\$ (320,000)	\$ 230,000	\$ 222,450	\$ 7,550	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	(273,449)	(383,449)	741,627
Beginning Working Capital			
<i>Operations</i>	2,257,782	2,132,093	2,132,093
<i>Available Impact Fees</i>	1,205,234	1,207,251	1,207,251
Total Available Working Capital	\$ 3,463,016	\$ 3,339,344	\$ 3,339,344
Ending Working Capital			
<i>Operations</i>	1,984,333	1,748,644	2,873,720
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,240,234	1,242,251	1,272,730
Total Available Working Capital	\$ 3,224,567	\$ 2,990,895	\$ 4,146,450

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,205,234	1,207,251	1,207,251
<i>+ Collections</i>	185,000	185,000	215,479
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	(150,000)
<i>Ending Balance</i>	1,240,234	1,242,251	1,272,730

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

Corps Leased Parks Fund FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 501,700	\$ 501,700	\$ 619,359	\$ (117,659)	123%
<i>Annual Park Passes</i>	53,500	53,500	57,248	(3,748)	107%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	30	30	20	10	65%
Total Revenues	\$ 555,230	\$ 555,230	\$ 676,627	\$ (121,397)	122%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 218,925	230,925	\$ 229,466	\$ 1,459	99%
<i>Services / Supplies</i>	269,681	269,681	184,112	85,569	68%
<i>Capital</i>	115,900	115,900	28,580	87,320	25%
Total Expenditures	\$ 604,506	\$ 616,506	\$ 442,159	\$ 174,347	72%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 528,497	\$ 587,522	\$ 587,522
<i>+ Net Increase (Decrease)</i>	(49,276)	(61,276)	234,468
Ending Fund Balance	\$ 479,221	\$ 526,246	\$ 821,990

Debt Service Fund

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,050,934	\$ 2,050,934	\$ 2,007,811	\$ 43,123	98%
<i>Interest Income</i>	250	250	2,403	(2,153)	961%
Total Revenues	\$ 2,051,184	\$ 2,051,184	\$ 2,010,215	\$ 40,969	98%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,310,000	\$ 2,310,000	\$ 2,075,000	\$ 235,000	90%
<i>Interest Payments</i>	533,292	703,292	935,306	(232,014)	133%
<i>Paying Agent Fees</i>	3,000	3,000	1,018	1,982	34%
Total Expenditures	\$ 2,846,292	\$ 3,016,292	\$ 3,011,324	\$ 4,968	100%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	810,357	810,357	810,357	\$ -	100%
<i>Proceeds from Refunding Debt</i>	-	12,117,812	12,144,061	(26,249)	100%
<i>Debt Issuance Cost</i>	-	(117,812)	(117,812)	0	100%
<i>Payment to Escrow Agent</i>	-	(11,880,000)	(11,880,000)	-	100%
Total Financing Sources	\$ 810,357	\$ 930,357	\$ 956,606	\$ (26,249)	103%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 132,928	\$ 137,976	\$ 137,976
<i>+ Net Increase (Decrease)</i>	15,249	(34,751)	(44,503)
Ending Fund Balance	\$ 148,177	\$ 103,225	\$ 93,473

Capital Projects Fund

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	42,115	(42,115)	0%
Interest Income	18,000	18,000	108,434	(90,434)	602%
Total Revenues	\$ 18,000	\$ 18,000	\$ 150,549	\$ (132,549)	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2022 GO Bond (Parks/Streets/Drainage)	3,669,094	3,669,094	1,980,728	1,688,366	54%
2022 Bond Issue (Streets)	1,522,744	1,522,744	1,188,629	334,115	78%
2022 Bond Issue (Parks)	2,146,350	2,146,350	792,099	1,354,251	37%
Total Expenditures	\$ 3,669,094	\$ 3,669,094	\$ 1,980,728	\$ 1,688,366	54%

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds	\$ 15,263,400	\$ 15,263,400	\$ 14,240,000	\$ 1,023,400.00	0%
Bond Discount / Premium	-	-	1,271,899	(1,271,899)	0%
Debt Issuance	-	-	(248,499)	248,499	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
Total Financing Sources	\$ 15,263,400	\$ 15,263,400	\$ 15,263,400	\$ 0	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 2,589,485	\$ 2,384,916	\$ 2,384,916
<i>+Net Increase (Decrease)</i>	11,612,306	11,612,306	13,433,221
Ending Fund Balance	\$ 14,201,791	\$ 13,997,222	\$ 15,818,137

Drainage Utilities

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ 10,000	10,000	\$ 5,047	\$ 4,953	0%
<i>Drainage Fee Receipts</i>	510,000	510,000	507,588	2,412	100%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	200	200	1,761	(1,561)	881%
Total Revenues	\$ 520,200	\$ 520,200	\$ 514,396	\$ 5,804	99%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 348,912	\$ 373,912	\$ 369,085	\$ 4,827	99%
<i>Services / Supplies</i>	153,635	153,635	131,172	22,463	85%
<i>Capital</i>	30,000	75,000	73,914	1,086	99%
Total Expenditures	\$ 532,547	\$ 602,547	\$ 574,171	\$ 28,376	95%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 16,000	\$ 16,000	\$ 16,000	-	100%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	(16,000)	-	100%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 382,738	\$ 394,943	\$ 394,943
<i>+ Net Increase (Decrease)</i>	(12,347)	(82,347)	(59,775)
Ending Fund Balance	\$ 370,391	\$ 312,596	\$ 335,168

Park Development Fee Fund FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 100	\$ 100	\$ 576	\$ 89	0%
<i>Community Park Fees</i>	-	-	851	(851)	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 100	\$ 100	\$ 1,427	\$ (1,327)	0%

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

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 80,126	\$ 80,974	\$ 80,974
<i>+ Net Increase (Decrease)</i>	100	100	1,427
Ending Fund Balance	\$ 80,226	\$ 81,074	\$ 82,401

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ -	-
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	80,226	81,650
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 80,226	\$ 81,650

Public Safety Special Revenue Fund

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 25,600	\$ 39,100	\$ 73,226	\$ (34,126)	187%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	17,100	18,974	(1,874)	111%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 17,100	\$ 18,974	\$ (1,874)	111%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(22,000)	(22,000)	(18,257)	(3,743)	83%
Total Other Sources (Uses)	\$ (22,000)	\$ (22,000)	\$ (18,257)	\$ (3,743)	83%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 25,806	\$ 39,100	\$ 39,100
+ Net Increase (Decrease)	-	-	35,994
Ending Fund Balance	\$ 25,806	\$ 39,100	\$ 75,094

Municipal Court Technology Fee Fund FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,800	\$ 2,800	\$ 2,598	202	93%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 3,836	\$ 3,836	\$ 2,434	\$ 1,402	63%
<i>Total Expenditures</i>	\$ 3,836	\$ 3,836	\$ 2,434	\$ 1,402	0%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 14,771	\$ 15,378	\$ 15,378
<i>+ Net Increase (Decrease)</i>	(1,036)	(1,036)	164
<i>Ending Fund Balance</i>	\$ 13,735	\$ 14,342	\$ 15,542

Municipal Court Building Security Fund FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,800	\$ 2,800	\$ 3,118	\$ (318)	111%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 40,797	\$ 40,992	\$ 40,992
+ Net Increase (Decrease)	2,800	2,800	3,118
Ending Fund Balance	\$ 43,597	\$ 43,792	\$ 44,110

Highland Village Community Development Corporation
Working Capital Analysis (FY 2022)

	<i>Actual 2019-2020</i>	<i>Actual 2020-2021</i>	<i>Budget 2021-2022</i>	<i>YTD 2021-2022</i>
Beginning Fund Balance	\$ 98,100	\$ 109,678	\$ 356,702	\$ 356,702
Revenues				
4B Sales Tax	1,381,630	1,532,222	1,560,000	1,730,003
Park Fees (Rental)	18,276	42,080	59,000	51,422
Linear Park Fees	24,108	-		
Miscellaneous Income	-	1,000	-	1,475
Interest Income	633	60	55	2,593
Total	\$ 1,424,647	\$ 1,575,362	\$ 1,619,055	\$ 1,785,493
Expenditures				
<i>Personnel</i>	330,860	302,812	321,334	308,490
Services / Supplies	215,531	193,044	439,927	339,776
Reimburse GF (Support Functions)	28,000	28,000	28,000	
Reimburse GF (Debt Service)	808,286	804,482	838,357	838,357
Total Non-Capital Expenditures	\$ 1,382,677	\$ 1,328,338	\$ 1,627,618	\$ 1,486,623
Capital				
Projects Funded Directly	30,392		17,281	-
Transfer to 4B Capital Projects	\$ 30,392	\$ -	\$ 17,281	\$ -
Equipment		-	-	
Net Increase / (Decrease)	11,578	247,024	(25,844)	298,870
Working Capital Balance	\$ 109,678	\$ 356,702	\$ 330,858	\$ 655,572

PEG Fee Fund

FY 2021/2022 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 35,000	\$ 35,000	\$ 34,291	\$ 709	98%
Total Revenues	\$ 35,000	\$ 35,000	\$ 34,291	\$ 709	98%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	11,000	11,000	8,820	2,180	80%
<i>Capital</i>	8,400	8,400	5,446	2,954	0%
Total Expenditures	\$ 19,400	\$ 19,400	\$ 14,266	\$ 5,134	74%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 125,060	\$ 123,564	\$ 123,564
<i>+Net Increase (Decrease)</i>	15,600	15,600	20,025
Ending Fund Balance	\$ 140,660	\$ 139,164	\$ 143,589

CITY OF HIGHLAND VILLAGE
CITY COUNCIL

AGENDA# 16

MEETING DATE: 12/13/2022

SUBJECT: Conduct a Public Hearing and Consider Ordinance No. 2022-1299 amending the City of Highland Village Comprehensive Zoning Ordinance, specifically Section 39, by amending the definition of “coverage” to exclude the surface area of pools (1st of two reads)

PREPARED BY: Autumn Aman, Community Development Coordinator

BACKGROUND:

In single family residential districts, there is a maximum lot coverage which includes the main and accessory structures. For example, the SF-10 and SF-8 maximum lot coverage is 40%. The rationale for having maximum lot coverage regulations is to allow for adequate drainage and to not cover up a large amount of the surface of a lot, making it impervious to rain. The area of accessory buildings and structures are to be included in determining the impervious coverage. Because swimming pools are defined as accessory structures, under the current regulations, the surface area of swimming pools is included in the lot coverage calculations as impervious coverage. However, swimming pools hold water during a rain event and do not contribute to developed drainage runoff that must be addressed through the construction, operation, and maintenance of drainage facilities.

It has recently been discovered that including the surface area of swimming pools within the lot coverage calculations has put certain lot owners in zoning districts that allow for smaller lots, such as some SF-8 lots, are unable to construct reasonably sized pools. This amendment will allow pools to be built on smaller lots with similar zoning district classifications without be considered in the lot coverage calculations.

A review of ordinances of surrounding cities found that other cities also exclude pools from the lot coverage calculations.

IDENTIFIED NEED/S:

Current ordinance defines “Coverage” as the lot area covered by all buildings located thereon, including the area covered by all overhanging roofs. The proposed ordinance amends the definition of “Coverage” in the City’s Comprehensive Zoning Ordinance to exempt the water surface area of pools from the required maximum lot coverage calculation.

OPTIONS & RESULTS:

Options are to (1) approve the request as submitted, (2) approve with modifications, or (3) deny the request.

PROGRESS TO DATE: (if appropriate)

Public Hearing notices are required to be published in the newspaper of record only for text amendments. All Public Hearing requirements have been satisfied. As of the date of this briefing, December 8, 2022, City Staff has had no inquiries from those notices.

The City Attorney, working in conjunction with City Staff, has drafted the proposed ordinance amendment.

At the November 15, 2022, Planning and Zoning Commission meeting, the Commission recommended sending the Ordinance forward for approval Vote (5-0) with the City Attorney reviewing the verbiage within the definition, changing “swimming pools or spas” to “swimming pools and spas.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

An Ordinance amendment is required. A copy of the draft ordinance prepared by the City Attorney is attached.

RECOMMENDATION:

Review the proposed amendment as provided by Staff and City Attorney and consider the recommendation by Planning and Zoning to make a determination on approval of the first read of Ordinance 2022-1299 amending the Highland Village Comprehensive Zoning Ordinance relating to the definition of “coverage” to exclude the surface area of pools.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2022-1299

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AS PREVIOUSLY AMENDED BY SECTION 39 "DEFINITIONS" TO AMEND THE DEFINITION OF "COVERAGE" TO EXCLUDE THE SURFACE AREA OF SWIMMING POOLS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Highland Village, Texas, in compliance with the laws of the State of Texas and the Ordinances of the City of Highland Village, Texas, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally and to all persons interested and in the exercise of its legislative discretion, the City Council has concluded that the general regulations of the Comprehensive Zoning Ordinance, as previously amended, should be further amended as follows:

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

SECTION 1. Article VI "Definitions," Section 39 "Definitions" of the Comprehensive Zoning Ordinance is amended by amending the definition of "Coverage" to read as follows :

54. Coverage: The lot area covered by all buildings located thereon, including the area covered by all overhanging roofs, accessory buildings and/or structures; provided, however, the water surface area of swimming pools and spas shall not be included in determining the calculation of the maximum coverage allowed on a lot.

SECTION 2. All ordinances of the City of Highland Village related to the use and development of property within the City heretofore adopted and in effect upon the effective date of this Ordinance are and shall remain in full force and effect except to the extent amended by this Ordinance or to the extent there is an irreconcilable conflict between the provisions of said other ordinance and the provisions of this Ordinance, in which case the provisions of this Ordinance shall be controlling.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Comprehensive Zoning Ordinance, as amended hereby, which shall remain in full force and effect.

SECTION 4. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in Comprehensive Zoning Ordinance as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense, and each and every day any such

offense shall continue shall be deemed to constitute a separate offense.

SECTION 5. This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE FIRST READING, THIS THE 13TH DAY OF DECEMBER 2022.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE SECOND READING, THIS THE _____ DAY OF _____ 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:11/17/2022:132318)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 12/13/2022

SUBJECT: Consider 2022-3040 Ratifying the Emergency Declaration by the City Manager authorizing work to be performed by Whites Electric for the Highland Village Municipal Complex Electrical Repairs; Authorizing Additional Agreements and Change Orders

PREPARED BY: Scott Kriston, Public Works Director

BACKGROUND:

On November 13, 2022, the Public Works Director was notified of a catastrophic electrical failure at the City's Municipal Complex. After investigating the issue, Public Works (PW) staff determined the main electrical panel to the building had shorted and caused an explosion terminating the electrical supply to the building. PW staff verified the emergency generator was operating as intended and was providing power to the dispatch center, the police training room and the server room. PW staff felt the need for assistance with the needed repairs and contacted an electrical contractor to assist with the restoration process who had performed work for the City in the past and who the PW staff knew had the capabilities and experience to make the needed repairs. The contractor set up temporary generators to power the administrative side of the Municipal Complex, assessed the damage and began the needed repairs. The assessment found that the electric conduit that entered the building had separated under the main panel box in the concrete foundation and is suspected of causing a direct short circuit causing catastrophic damage to the building's electrical infrastructure.

The public health hazard posed to the citizens of the City of Highland Village and the damage to City property by the unexpected failure of the City Hall electrical system is significant and constitutes an emergency. Therefore, pursuant to Section 6.17.B. of the City Charter of the City of Highland Village, upon staff recommendation, the City Manager declared that an emergency existed, that the immediate procurement of goods and services related to returning the electrical system into proper working condition was necessary for (i) the preservation of the public health and safety of the City's residents and (ii) the repair of unforeseen damage to public machinery, equipment, or other property, and that, pursuant to Texas Local Government Code §§252.022(a)(1) and (3), such procurement shall be exempt from the bidding requirements set forth in Chapter 252 of the Texas Local Government Code.

IDENTIFIED NEED/S:

Ratify the City Manager's emergency declaration and authorization of the emergency electrical infrastructure repairs to the Municipal Complex repairs conducted to date and authorize additional agreements and change orders relating to completion of the repairs subject to availability of current funds.

OPTIONS & RESULTS:

If the City did not repair the electrical system, the City could not conduct daily administrative business or operate its emergency dispatch center.

PROGRESS TO DATE: (if appropriate)

Staff contacted White Electric (who has performed electrical work for the City previously). White Electric was able to mobilize on November 14, 2022 to begin the needed repairs. The City building was restored to CoServ Electric power on November 2, 2022

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Funded through the General Fund. The City will be filing an insurance claim against the City's insurance policy.

RECOMMENDATION:

To approve Resolution 2022-3040 ratifying the Emergency Declaration by the City Manager authorizing work to be performed by White Electric relating to the repair of the Municipal Complex electrical system.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3040

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, RATIFYING THE EMERGENCY DECLARATION BY THE CITY MANAGER AUTHORIZING WORK TO BE PERFORMED BY WHITE ELECTRIC RELATING TO THE REPAIR OF THE MUNICIPAL COMPLEX ELECTRICAL SYSTEM; AUTHORIZING ADDITIONAL AGREEMENTS AND CHANGE ORDERS RELATING TO THE REPAIR OF SAID INFRASTRUCTURE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a catastrophic electrical failure occurred on November 13, 2022, at the Municipal Complex (“the failure”) due to a direct electrical short; and

WHEREAS, the public health hazard posed to the citizens of the City of Highland Village and the potential damage to City property by the unexpected failure of the electrical infrastructure is significant and constitutes an emergency; and

WHEREAS pursuant to Section 6.17.B. of the City Charter of the City of Highland Village, the City Manager declared that an emergency existed, that the immediate procurement of goods and services related to returning the Municipal Complex electrical system to proper working condition was necessary for (i) the preservation of the public health and safety of the City’s residents and (ii) the repair of unforeseen damage to public machinery, equipment, or other property, and, that, pursuant to Texas Local Government Code §§252.022(a)(1) and (3), such procurement shall be exempt from the bidding requirements set forth in Chapter 252 of the Texas Local Government Code; and

WHEREAS, pursuant to the foregoing declaration, the City Manager entered into an agreement on behalf of the City with White Electric to repair the electrical infrastructure; and

WHEREAS the City Council of the City of Highland Village, Texas, finds it to be in the public interest to approve, ratify and authorize the actions of the City Manager described above and additional procurement necessary to complete the work if necessary.

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

SECTION 1. The emergency declaration of the City Manager and the City Manager’s acts in entering into an agreement on behalf of the City with White Electric to provide the above described services relating to repair of the Municipal Complex electrical system is hereby ratified, approved and authorized as if originally approved by the City Council prior to such actions being taken.

SECTION 2. The City Manager is authorized to pay for the foregoing services from current funds available for such purposes and, subject to applicable state laws, city policies, and the availability of current funds for such purpose, is further authorized to negotiate and sign such other agreements and change orders as the City Manager determines to be in the best interest of the City and necessary for completion of the repairs to the Sewer Main.

SECTION 3. This Resolution shall be effective immediately upon passage.

PASSED AND APPROVED THIS THE 13TH DAY OF DECEMBER 2022.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/6/2022:132674)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 12/13/2022

**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

December 13, 2022	Regular City Council Meeting - 7:00 pm
December 19, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
December 20, 2022	Planning & Zoning Commission Meeting – 7:00 pm
December 23, 2022	City Offices Closed for the Christmas Holiday
December 26, 2022	City Offices Closed for the Christmas Holiday
December 27, 2022	Regular City Council Meeting - CANCELLED
January 2, 2023	City Offices Closed for the New Year Holiday
January 5, 2023	Zoning Board of Adjustment Meeting – 7:00 pm
January 10, 2023	Regular City Council Meeting - 7:00 pm
January 16, 2023	Parks & Recreation Advisory Board Meeting – CANCELLED
January 2, 2023	City Offices Closed for the MLK Day Holiday
January 17, 2023	Planning & Zoning Commission Meeting – 7:00 pm
January 24, 2023	Regular City Council Meeting - 7:00 pm

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 or the City Hall bulletin board for the latest meeting additions and updates.