



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, JUNE 13, 2023 at 6:00 P.M.

EARLY WORK SESSION
Training Room – 6:00 P.M.

Convene Meeting in Open Session

1. Discuss Appointments to Fill Vacancies for Unexpired Terms for Two (2) Council Representative Positions on the Highland Village Community Development Corporation
2. Discuss Options for Traffic Control on Lakeside Drive, Hillside Drive, and Lake Breeze
3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for June 13, 2023

(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
Training Room

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

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

5. Call Meeting to Order
6. Prayer led by Councilmember Shawn Nelson
7. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Shawn Nelson: *“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*

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

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.

11. **Consider approval of Minutes of the Regular City Council Meeting held on May 23, 2023**
12. **Consider Approval of Resolution 2023-3072 authorizing an Investment Advisory Services Agreement with Valley View Consulting, LLC**
13. **Receive Budget Reports for Period ending April 30, 2023**

ACTION AGENDA

14. **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)**

15. Consider Ordinance 2023-1302 Amending Code of Ordinances, Chapter 20, "Transportation and Traffic" Article 20.04 "Traffic Schedules," by amending Section 20.04.002 "Stop Intersections" by adding New Stop Locations on Lakeside Drive and Hillside Drive at their intersection with Lake Breeze (*1st of two reads*)
16. Consider Resolution 2023-3071 authorizing an Agreement with Reynolds Asphalt for the 2022 Street Improvements Project - Phase 1
17. Consider Resolution 2023-3073 appointing Council Representatives to Fill Vacancies for Unexpired Terms on the Highland Village Community Development Corporation

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 JUNE 2023 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 _____, 2023 at _____

am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1	MEETING DATE: 06/13/2023
SUBJECT:	Discuss Appointment to Fill Vacancies on the Highland Village Community Development Corporation
PREPARED BY:	Angela Miller, City Secretary

COMMENTS:

The Highland Village Community Development Corporation (HV CDC) is composed of seven (7) members, with at least three (3) members of the Board of Directors being persons who serve as Citizen Members. The remaining four (4) members of the Board of Directors serve as City Representatives, which can include City employees, officers or members of the City Council.

Former Mayor Pro Tem Mike Lombardo and former Councilmember Tom Heslep were both serving on the HV CDC as City Representatives, with terms expiring on September 30, 2023. Because Mr. Lombardo and Mr. Heslep are no longer serving on City Council, there are now two (2) vacancies with unexpired terms on the HV CDC. This agenda item provides an opportunity for Council to discuss appointments to fill the vacancies.

An agenda item has also been included on the June 13, 2023 regular meeting agenda for Council to take formal action to fill the two (2) vacancies. The next scheduled Highland Village Community Development Corporation meeting is scheduled for Tuesday, July 25, 2023. Appointments to fill these vacancies are needed in order to have a quorum at this meeting.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 2

MEETING DATE: 06/13/2023

SUBJECT: Discuss Options for Traffic Control on Lakeside Drive, Hillside Drive, and Lake Breeze

**PREPARED BY: Douglas Reim, Chief of Police
Scott Kriston, Public Works Director
Laurie Mullens, Marking and Communications Director**

COMMENTS

Earlier this year, a car hit a resident's family dog in the vicinity of the intersection of Lakeside Drive/Hillside Drive and Lake Breeze. After the incident, the family asked City Council to address speed limits throughout the City, including Lakeside Drive/Hillside Drive. Chief Reim also met with a resident who lives on Lake Breeze near its intersection with Lakeside Drive/Hillside Drive regarding safety at that intersection. Not only are there "blind spots" in the approaches to the intersection because of the topography of the area, but vehicles turning onto either side of Lake Breeze have been observed cutting the corners at the intersection in such a manner that the safety of anybody walking in the roadway (as there are no sidewalks) is jeopardized at that intersection.

With the most recent presentation for Lakeside Drive/Hillside Drive and other streets near this location, the average speed in the six locations that were counted ranged from 24 to 28 MPH. By looking at the 85th percentile and the 30 MPH speed limit on residential streets, there does not appear to be a speeding problem in the city, or in the immediate vicinity of the intersection of Lakeside Drive/Hillside Drive and Lake Breeze. However, there were observed, and more than likely will always be, a handful of drivers who exceed the speed limit.

Alternate solutions were examined and have been discussed to help make the intersection at Lakeside Drive/Hillside Drive and Lake Breeze safer. A four-way stop was discussed as a possible solution. The City conducted a targeted survey of 48 properties in the immediate area of this intersection who would probably be impacted from the additional stop signs. Survey results showed 33% in Favor; 27% Not in Favor; and 40% No Response. Costs for placement of two stop signs at the intersection of Lakeside Drive/Hillside Drive are minimal at under \$500.

City staff is seeking direction from Council. This is an opportunity for City Council to review and consider placement of stop signs at the intersection of Lakeside Drive/Hillside Drive and Lake Breeze to increase vehicle and pedestrian safety at said intersection.

Should Council wish to take formal action, an agenda item has been included on tonight's regular meeting agenda that would authorize placement of new stop signs at the intersection of Lakeside Drive/Hillside Drive and Lake Breeze.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 8

MEETING DATE: 06/13/2023

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

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

- Presentation of a Proclamation celebrating the Mayor for the Day

Proclamation

The City of Highland Village

Whereas, The City of Highland Village is served by and is proud to support the Lewisville Independent School District; and

Whereas, The City of Highland Village recognizes that current LISD students are the future leaders of our city, county, state and nation, and understands the importance of increasing students' knowledge of the operations of local government; and

Whereas, Highland Village Elementary School has provided Highland Village students in grades Kindergarten through Fifth Grade with a high quality education; and

Whereas, The City of Highland Village offered a "Mayor for the Day" opportunity to one lucky student and Highland Village Elementary fourth grade student Willow Shattuck was the successful recipient.

NOW THEREFORE, on behalf of the City Council and City Staff, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby congratulate and recognize

"Willow Shattuck as Mayor for the Day"

in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 13th day of June 2023.

Daniel Jaworski, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 06/13/2023

SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on May 23, 2023

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 contact the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff can 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 May 23, 2023.



**MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, MAY 23, 2023**

EARLY WORK SESSION

Mayor Jaworski called the meeting to order at 6:00 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Deputy Mayor Pro Tem
	Kevin Cox	Councilmember
	Shawn Nelson	Councilmember
	Rhonda Hurst	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police (arrived 6:16 p.m.)
	Jason Collier	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Discuss Selection of Mayor Pro Tem and Deputy Mayor Pro Tem

City Secretary Angela Miller reported the City Charter states that Council, at its first meeting after election of Councilmembers, shall elect members to serve as Mayor Pro Tem and Deputy Mayor Pro Tem. She reviewed criteria for each position and added that this agenda item was for discussion purposes only and that formal action could be taken later during the regular City Council meeting.

Councilmember Fiester suggested Jon Kixmiller serve as Mayor Pro Tem. Deputy Mayor Pro Tem Kixmiller suggested Councilmember Brian Fiorenza serve as Deputy Mayor Pro Tem. Both said they would be honored to do so.

2. Discuss Fire Department ISO Rating and Staffing Plan

City Manager Paul Stevens reported information was presented during a recent Planning & Zoning Commission public hearing regarding the Insurance Service Office (ISO) rating that included some inaccuracies. Fire Chief Jason Collier reported the ISO is an insurance advisory organization that grades municipalities throughout the United States, and provides statistical and actuarial information to insurance companies, with a primary focus on property/casualty insurance. He added that jurisdictions located in developing areas are now surveyed every five (5) years, previously this was done every ten (10) years, and are rated on the following four (4) categories: Water Supply, Communications Center, Fire Department and Community Risk Reduction.

Scores received in 2005 and 2021 were presented and reviewed. Chief Collier noted the 2015 review was delayed due to the appointment of a new Fire Chief and COVID. The last review for Highland Village was done in 2021, and the rating dropped from a two (2) to a three (3). In order to receive a two (2) rating, the ISO recommendation is to add a second fire engine.

Chief Collier reported the Texas Department of Insurance (TDI) has conveyed that the rating could affect costs related to the property/casualty portions of your homeowners insurance by two to eight percent. Other factors that can also affect insurance rates are the age of the home, age of the roof, hail activity in the area, and past claims. Chief Collier added that the impact of increasing property taxes to cover a second fire engine and needed staffing was compared to the cost impact associated with an ISO rating of three (3). Councilmember Fiester asked at what time could the City risk going from a three (3) to (4) rating. Chief Collier reported the new joint training facility would improve the City's score enough that he does not see that as a concern.

Deputy Mayor Pro Tem Kixmiller asked if having a second engine and additional staff in the same station has any effect. He also asked about response times. Chief Collier stated that having the second engine and additional staff, even in the same station, would provide additional credit because the rating factors also consider the number of staff available to respond to a fire scene. He also stated there are three (3) components that factor into response times – call take time, turnout time and travel time. Chief Collier stated the average response time for fire related calls is seven (7) minutes, and sixteen (16) seconds; the average response time for EMS calls is six (6) minutes and twenty-nine (29) seconds. The Chief reported a large volume of calls they receive are from Rambling Oaks and Ladera.

Councilmember Fiorenza asked Chief Collier to address a comment also made during the Planning & Zoning Commission public hearing that Highland Village Fire Department could not fight a recent fire because they had to wait until backup arrived. Chief Collier stated that was not accurate as they started working upon arrival, and then encountered heavy heat and smoke when entering the structure that caused them to push back.

In looking ahead and knowing future development will come, Councilmember Fiorenza asked at what point additional resources would need to be seriously considered. Chief Collier stated it would depend on the type of future development – single family, multi-family or an over 55 community. Councilmember Hurst asked if height of structure plays a factor. Chief Collier stated height comes into play with regards to ladder trucks. He added there are existing three (3) story homes located in the city now and the need for a ladder truck is why we have good mutual aid programs.

Councilmember Nelson asked if the existing station has capacity to staff and run both engines and ambulances. Chief Collier stated there is enough capacity for two (2) engines and two (2) ambulances, however not enough space for the needed staff. Reconfiguring the existing station was discussed as a possible option.

Chief Collier stated the City of Lewisville and Town of Flower Mound have asked the City to reduce its dependence for mutual aid, and have advised they will no longer send their last ambulance out of town. In an effort to reduce the City's dependence for mutual aid and/or to increase availability of Fire Department personnel, Chief Collier reported that staff from the Fire, Police, GIS, Human Resources and Finance Departments met to study calls for service and brainstorm solutions. The following changes were presented:

- Public Works will respond to non-emergency calls for outside water leaks rather than both Public Works and Fire Departments responding
- Because officers are Emergency Care Attendant (ECA) trained, the Police Department will respond to welfare calls rather than both Police and Fire Departments responding
- Whenever possible, the Fire Department will clear calls sooner to open their availability to take other calls for service
- A "power shift" will be implemented to provide for a second medic during peak EMS call volume, which is 7:00 a.m. until 7:00 p.m.
- Restructuring – moving one (1) position from Fire Administration to Fire Service
- Implementing a part time fire inspector
- Utilizing the Police Department's Public Safety Officers (PSO) several hours per week for routine administrative assistance

With the additional resources, Councilmember Nelson asked if additional equipment would be run. Chief Collier stated the "power shift" would allow for two (2) medics and one (1) engine.

3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for May 23, 2023

Relating to Agenda Item #14, Councilmember Fiorenza asked for clarification on the item(s) being purchased. Public Works Director Scott Kriston reported the purchase is for the signal poles and masts, which have long lead-times. These are obtainable on the government buy boards; therefore, most municipalities purchase the poles and masts for signal projects to speed up the installation process. The equipment will be used at the intersection of Highland Village Road and Highland Shores Boulevard/Brazos Boulevard.

Mayor Jaworski adjourned Early Work Session at 6:57 p.m.

CLOSED SESSION

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

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

Council did not meet in Closed Session.

OPEN SESSION

5. Call Meeting to Order

Mayor Jaworski called the meeting to order at 7:05 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Deputy Mayor Pro Tem
	Kevin Cox	Councilmember
	Shawn Nelson	Councilmember
	Rhonda Hurst	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember
Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Karl Schlichter	Police Commander
	David Harney	Police Corporal/SRO
	Jason Collier	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

6. Prayer led by Deputy Mayor Pro Tem Jon Kixmiller

Deputy Mayor Pro Tem Kixmiller gave the invocation.

7. Pledge of Allegiance to the U.S. and Texas flags led by Deputy Mayor Pro Tem Jon Kixmiller

Deputy Mayor Pro Tem Kixmiller led the Pledge of Allegiance to the U.S. and Texas flags.

8. Administration of Ceremonial Oaths of Office for Newly Elected City Council Members

Mayor Jaworski announced the ceremonial oaths of office would be administered. Mrs. Hannah Cox administered the oath of office for her husband, Councilmember Kevin Cox; Mrs. Kay Stephens administered the oath of office for her niece, Councilmember Rhonda Hurst.

9. Selection of a Mayor Pro Tem and Deputy Mayor Pro Tem

Motion by Councilmember Fiester, seconded by Councilmember Fiorenza, to appoint Jon Kixmiller as Mayor Pro Tem and Brian Fiorenza as Deputy Mayor Pro Tem.

Mayor Jaworski announced that although *Visitor Comments* takes place later during the Council meeting, he wanted to acknowledge that two (2) Speaker's Request Forms were received relating to this Agenda Item. He further reported the speakers did not wish to speak but wanted to indicate their support of Councilmember Nelson for Mayor Pro Tem.

Motion passed 7-0.

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

- **Recognition of Lizzie Amick for being named LISD's Briarhill Campus Teacher of the Year**

Mayor Jaworski presented Mrs. Amick with a proclamation designating May 23, 2023 as Lizzie Amick Day in Highland Village.

- **Recognition of Sandy Clary for being named LISD's Transportation Employee of the Year**

Mayor Jaworski presented Ms. Sandy Clary with a proclamation designating May 24, 2023 as Sandy Clary Day in Highland Village.

- **Recognition of David Harney for being named LISD's School Resource Officer of the Year**

Mayor Jaworski recognized Corporal/SRO David Harney for being named LISD's School Resource Officer of the Year.

11. **Visitor Comments**

No one wished to speak.

12. **City Manager/Staff Reports**

Chief Reim announced the Highland Village Police Department would soon have an emotional support dog that would be trained to calm people in crisis, provide comfort and make positive connections with people. The dog is a rescue that will work with a trainer until he is ready to come to the station. Chief Reim also reported there would be a contest coming soon to help them name the newest member of the Police Department.

- **The Village Report**

The Village Report informed residents of the upcoming Celebrate Highland Village event, Kidventure summer camp and the opening of the Doubletree Ranch Park Splash Pad on Saturday, May 27.

CONSENT AGENDA

13. **Consider approval of Minutes of the Regular City Council Meeting held on May 9, 2023 and the Special City Council Meeting held on May 15, 2023**

14. Consider Resolution 2023-3068 authorizing the Purchase of Traffic Signal Equipment from Consolidated Traffic Controls, Inc. through the City's Cooperative Purchasing Agreement with the Houston-Galveston Area Council of Government Cooperative (HGAC)

Motion by Councilmember Fiester, seconded by Councilmember Nelson, to approve Consent Agenda Items #13 and #14. Motion carried 7-0.

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)

NO ACTION TAKEN

No action was taken on this item.

16. Consider Resolution 2023-3069 awarding and authorizing a Contract with Jurgensen Pump, LLC for Construction of the Lake Vista Well Rehabilitation Project
APPROVED (7 – 0)

Public Works Director Scott Kriston reported the Lake Vista Well stopped operating in February 2023 due to a pump failure. The well repair project was advertised for bids and only one (1) bid was received. After reviewing the bid, the bid was rejected and the repair project was rebid. Three (3) bids were received during the second bidding process. He stated the remaining bid submitted by Jurgensen Pump, LLC is on target with the City's construction estimate, and was the lowest bid submitted. Mr. Kriston reported the company has been in business since the 1970's and has the required equipment and experience to perform the rehabilitation project.

Although this well does provide groundwater for the summer peak usage, which is not for a few months out, Mr. Kriston added that this is not an emergency repair and the project would be completed before summer peak as forty-five (45) days have been allotted for the project. Mayor Pro Tem Kixmiller asked about funding for the repairs. Mr. Kriston reported there is \$300,000 included in the budget annually for well repairs. Councilmember Fiester asked why Jurgensen did not bid the project the first time; Mr. Kriston reported staff was told the Jurgensen staff just missed it. Deputy Mayor Pro Tem Fiorenza referenced Mr. Kriston's comment that Jurgensens' bid was on target with construction costs and asked for clarification on how that amount was determined. Mr. Kriston reported the average cost of recent, similar projects, along with inflation, are taken into account when determining anticipated project costs.

Motion by Deputy Mayor Pro Tem Fiorenza, seconded by Councilmember Fiester, to approve Resolution 2023-3069 awarding and authorizing a contract with Jurgensen Pump, LLC for construction of the Lake Vista Well Rehabilitation Project. Motion carried 7-0.

17. Consider Resolution 2023-3070 awarding and authorizing a Contract with Four Star Excavating, Inc. for Construction of the A/C Water Line Replacement Project
APPROVED (7 – 0)

Public Works Director Scott Kriston reported this project is identified in the Utility Capital Improvement Projects and is funded through the Utility Fund. Replacing the water lines now will facilitate the upcoming road restoration project in this same area, which is currently in the preliminary design phase. Mr. Kriston reported Four Star Excavating, Inc. has done many projects for the City, and has the experience and resources to perform this project. With the project replacing a 6" pipe with an 8" pipe, Councilmember Fiester asked if this would result in any increase to water pressure. Mr. Kriston reported there would not be much in regards to water pressure, but fire flow would benefit.

Motion by Mayor Pro Tem Kixmiller, seconded by Councilmember Fiester, to approve Resolution 2023-3070 awarding and authorizing a contract with Four Star Excavating, Inc. Motion carried 7-0.

LATE WORK SESSION

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.)**

With a recent accident involving an electric scooter, Mayor Pro Tem Kixmiller requested a future agenda item to discuss the City's trails and sidewalks, and the use of electric scooters, electric motor bikes, electric bicycles, and golf carts. He added that Council needs to discuss this as a citywide issue and that a decision needs to be made before the start of school in the fall. Mayor Jaworski reported he had spoken with the City Manager about including the topic in Council's upcoming special work session.

Chief Reim reported discussion has already begun with the Police, Fire and Parks and Recreation Departments on this very topic. Their goal is to bring a plan of action for discussion and to implement before the start of school next year.

Mayor Jaworski asked for an update on the northbound access to IH-35 from Highland Village Road. Mr. Kriston reported he had contacted TxDOT and was told they are waiting on approval of a stripping plan and hanging of the bridge height sign. City staff has also been told there is a drainage issue that needs to be corrected.

19. **Adjournment**

Mayor Jaworski adjourned the meeting at 7:40 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA #	12	MEETING DATE:	06/13/2023
SUBJECT:	Consider Approval of Resolution 2023-3072 Authorizing an Investment Advisory Services Agreement with Valley View Consulting		
PREPARED BY:	Ken Heerman, Assistant City Manager		

BACKGROUND:

The City has utilized Valley View Consulting for investment advisory services since April 2001. The City's investment policies have been reviewed and updated, ensuring compliance with State law. Timely investment reports have been submitted to Council consistently. A general investment strategy has been deployed, utilizing staggered intermediate-term investments that ensure cash availability while raising yields.

IDENTIFIED NEED/S:

The Public Funds Investment Act (PFIA) requires investment advisory service agreements to be renewed on a biannual basis – previously renewed in 2021. The agreement follows this briefing as an attachment.

OPTIONS & RESULTS:

Services provided by Valley View Consulting have been excellent to date.

Items identified in the agreement include:

- Consultant to provide professional services to direct and coordinate all programs of investing as authorized by Staff.
- Assist with cash flow projections.
- Suggest appropriate investment strategies.
- Advise on Market conditions.
- Analyze risk/return relationships with various investment alternatives.
- Meet with Finance Staff on an as-needed basis.
- Assist in the selection, purchase and sale of investment securities.
- Advise on the investment of bond proceeds.
- Assist in the preparation of investment reports in compliance with State law and the City's investment policy.
- Assist in the selection of a primary depository financial institution.

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

There is no associated budget impact, as this is a budgeted item. Valley View is proposing to lower the fees from 0.08% (8 basis points) to 0.06% (6 basis points) of the average quarter end book value. Annual fees will range from \$11,000 to \$18,000, and are split between the general and utility funds. However, a good portion, if not all, of these fees are offset by increased yields and Staff timesaving.

RECOMMENDATION:

To approve Resolution 2023-3072 authorizing an Investment Advisory Services Agreement with Valley View Consulting, LLC.

**AGREEMENT
BY AND BETWEEN
THE CITY OF HIGHLAND VILLAGE, TEXAS
AND
VALLEY VIEW CONSULTING, L.L.C.**

It is understood and agreed that the City of Highland Village (the *Investor*), a Texan home rule municipality, will have money available for investment (the *Investable Funds*) and Valley View Consulting, L.L.C. (the *Advisor*), a Virginia limited liability company, has been requested to provide professional services to the Investor with respect to the Investable Funds. This agreement (the *Agreement*) constitutes the understanding of the parties with regard to the subject matter hereof.

1. This Agreement shall apply to any and all Investable Funds of the Investor from time to time during the period in which this Agreement shall be effective.
2. The Advisor agrees to provide its professional services to direct and coordinate all programs of investing as may be considered and authorized by the Investor.
3. The Advisor agrees to perform the following duties, as requested:
 - a. Assist the Investor in developing cash flow projections,
 - b. Suggest appropriate investment strategies to achieve the Investor's objectives,
 - c. Advise the Investor on market conditions, general information and economic data,
 - d. Analyze risk/return relationships between various investment alternatives,
 - e. Attend occasional meetings as requested by the Investor,
 - f. Assist in the selection, purchase, and sale of investments. The Advisor shall not have discretionary investment authority over the Investable Funds and the Investor shall make all decisions regarding purchase and sale of investments. The eligible investments are listed in the Investor's Investment Policy,
 - g. Advise on the investment of bond funds as to provide the best possible rate of return to the Investor in a manner which is consistent with the proceedings of the Investor authorizing the investment of the bond funds or applicable federal rules and regulations,
 - h. Assist the Investor in creating investment reports in compliance with State legislation and the Investor's Investment Policy,
 - i. Assist the Investor in creating monthly portfolio accounting reports, and
 - j. Assist the Investor in selecting a primary depository services financial institution.
4. The Investor agrees to:

- a. Compensate the Advisor for any and all services rendered and expenses incurred as set forth in Appendix A attached hereto,
- b. Provide the Advisor with the schedule of estimated cash flow requirements related to the Investable Funds, and will promptly notify the Advisor as to any changes in such estimated cash flow projections,
- c. Allow the Advisor to rely upon all information regarding schedules, investment policies and strategies, restrictions, or other information regarding the Investable Funds as provided to it by the Investor and that the Advisor shall have no responsibility to verify, through audit or investigation, the accuracy or completeness of such information,
- d. Recognize that there is no assurance that recommended investments will be available or that such will be able to be purchased or sold at the price recommended by the Advisor, and
- e. Not require the Advisor to place any order on behalf of the Investor that is inconsistent with any recommendation given by the Advisor or the policies and regulations pertaining to the Investor.

5. In providing the investment services in this Agreement, it is agreed that the Advisor shall have no liability or responsibility for any loss or penalty resulting from any investment made or not made in accordance with the provisions of this Agreement, except that the Advisor shall be liable for its own gross negligence or willful misconduct; nor shall the Advisor be responsible for any loss incurred by reason of any act or omission of any broker, selected with reasonable care by the Advisor and approved by the Investor, or of the Investor's custodian. Furthermore, the Advisor shall not be liable for any investment made which causes the interest on the Investor's obligations to become included in the gross income of the owners thereof.

6. The fee due to the Advisor in providing services pursuant to this Agreement shall be calculated in accordance with Appendix A attached hereto and shall become due and payable as specified. Any and all expenses for which the Advisor is entitled to reimbursement in accordance with Appendix A attached hereto shall become due and payable at the end of each calendar quarter in which such expenses are incurred.

7. This Agreement shall remain in effect until June 30, 2025, with the option of the Investor to extend this Agreement in additional one and two year increments. Provided, however, the Investor or Advisor may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to the Advisor for services provided and expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated, all investments and/or funds held by the Advisor shall be returned to the Investor as soon as practicable. In addition, the parties hereto agree that upon termination of this Agreement the Advisor shall have no continuing obligation to the Investor regarding the investment of funds or performing any other services contemplated herein.

8. The Advisor reserves the right to offer and perform these and other services for various other clients. The Investor agrees that the Advisor may give advice and take action with respect to any of its other clients, which may differ from advice given to the Investor. The Investor agrees to coordinate

with and avoid undue demands upon the Advisor to prevent conflicts with the performance of the Advisor towards its other clients.

9. The Advisor shall not assign this Agreement without the express written consent of the Investor.

10. By initialing the appropriate line, the Investor acknowledges that:

- 1) _____ The Investor was provided a written copy of Form ADV Part 2 not less than 48 hours prior to entering into this written contract, or
- 2) _____ The Investor received a written copy of Form ADV Part 2 at the time of entering into this contract and has the right to terminate this contract without penalty within five business days after entering into this contract.
- 3) X The Investor is renewing an expiring contract and has received in the past, and offered annually, a written copy of Form ADV Part 2.

11. Advisor verifies that it does not (i) Boycott Israel and agrees that during the term of this Agreement and will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended; (ii) Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended; and (iii) have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and will not discriminate during the term of this Agreement against a firearm entity or firearm trade association. This Section 11 does not apply if Advisor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Advisor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

12. It is understood and agreed by and between the parties that Advisor, in satisfying the provisions of this Agreement, is acting independently, and that Investor assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by Advisor pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of Investor. Advisor shall supervise the performance of its employees and volunteers and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement.

13. When notice is permitted or required by this Agreement, it shall be in writing and shall be deemed delivered when delivered in person or on the date when placed, postage prepaid in the United States mail, certified return receipt requested, and addressed to the parties at the address set forth below. Either party may designate from time to time another and different address for receipt of notice by giving notice of such change or address.

If intended for Advisor, to:
Valley View Consulting, L.L.C.
Attn: Richard G. Long, Jr., Manager
2428 Carters Mill Road
Huddleston, Virginia 24104

If intended for Investor, to:
City Manager
City of Highland Village
1000 Highland Village Road
Highland Village, Texas 75077

With Copies to:
Kevin B. Laughlin
Nichols, Jackson, Dillard, Hager & Smith, LLP
500 N. Akard St., Suite 1800
Dallas, Texas 75201

14. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and permitted assigns.
15. Advisor shall not assign or transfer its rights or obligations under this Agreement in whole or in part to any other person or entity without the prior written consent of Investor.
16. In the event any section, subsection, paragraph, sentence, phrase or word herein is held invalid, illegal or unconstitutional, the balance of this Agreement shall be enforceable and shall be enforced as if the parties intended at all times to delete said invalid section, subsection, paragraph, sentence, phrase or word.
17. The validity of this Agreement and any of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in a State Court of competent jurisdiction in Denton County, Texas. The parties agree to submit to the personal and subject matter jurisdiction of said court.
18. This Agreement embodies the entire Agreement between the parties and supersedes all prior Agreements, understandings, if any, relating to the matters addressed herein and may be amended or supplemented only by written instrument executed by the party against whom enforcement is sought.

When accepted by the Investor, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Investor and the Advisor for the purposes and the consideration herein specified.

Respectfully submitted,

Richard G. Long, Jr.
Manager, Valley View Consulting, L.L.C.

This agreement is hereby agreed to and executed on behalf of the City of Highland Village, Texas.

By: _____
Paul Stevens, City Manager
City of Highland Village

Date: _____

Attest:

Angela Miller, City Secretary

Approved as to Form and Legality:

Kevin B. Laughlin, City Attorney
(kbl:6/8/2023:135408)

APPENDIX A

FEE SCHEDULE AND EXPENSE ITEMS

In consideration for the services rendered by the Advisor, it is understood and agreed that its fee will be an annual fee of 0.06% (6 basis points) of the average quarter end book value. Said fee shall be prorated and due and payable at the end of each investment quarter.

Should the Investor issue debt and select a bond proceeds investment strategy that incorporates a flexible repurchase agreement or other structured investment, fees will be determined by any applicable I.R.S. guidelines and industry standards.

Said fee includes all costs of services related to this Agreement, and all travel and business expenses related to attending regularly scheduled meetings. With pre-trip Investor approval, the Advisor may also request reimbursement for special meeting or event travel and business expenses. The obligation of the Advisor to pay expenses shall not include any costs incident to litigation, mandamus action, test case or other similar legal actions.

Any other fees retained by the Advisor shall be disclosed to the Investor.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING AN INVESTMENT ADVISORY SERVICES AGREEMENT WITH VALLEY VIEW CONSULTING, L.L.C.; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Highland Village, Texas, has contracted with Valley View Consulting, L.L.C. for investment advisory services since 2001; and

WHEREAS, the Public Funds Investment Act (PFIA) requires investment advisory service agreements to be renewed on a biannual basis; and

WHEREAS, the City Manager recommends entering into a new two-year agreement with Valley View Consulting, L.L.C.; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to authorize such 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 negotiate and enter into an investment advisory services agreement with Valley View Consulting, L.L.C. for a period not to exceed two years for an annual fee in the amount of 0.06% (6 basis points) of the average quarter end book value of the City's investment portfolio.

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

PASSED AND APPROVED this the 13th day of June 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:6/7/2023:135407)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 06/13/2023

SUBJECT: Receive Budget Reports for Period Ending April 30, 2023

PREPARED BY: Mike McWhorter, Budget & 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 April represents the seventh report in the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to receive the budget reports for the period ending April 30, 2023.

General Fund Summary

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired 58.3%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 13,031,430	\$ (187,296)	99%
Sales Tax	3,643,905	3,643,905	1,564,014	(2,079,891)	43%
Franchise Fees	1,543,490	1,543,490	425,913	(1,117,577)	28%
Licensing & Permits	343,945	343,945	146,687	(197,258)	43%
Park/Recreation Fees	173,800	173,800	90,247	(83,553)	52%
Public Safety Fees	685,913	685,913	462,023	(223,890)	67%
Rents	179,919	179,919	83,106	(96,813)	46%
Municipal Court	91,800	91,800	62,281	(29,519)	68%
Interest Income	146,160	146,160	214,858	68,698	147%
Miscellaneous	249,500	249,500	217,633	(31,867)	87%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 16,298,192	\$ (3,978,966)	80%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000		\$ (534,000)	0%
Sale of Assets	\$ -		\$ 9,100	\$ 9,100	0%
Total Available Resources	\$ 20,811,158	\$ 20,811,158	\$ 16,307,292	\$ (4,512,966)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 612,372	\$ 612,372	\$ 407,915	\$ 204,456	67%
Finance (includes Mun. Court)	1,431,563	1,431,563	858,914	572,649	60%
Human Resources	608,654	608,654	255,159	353,496	42%
City Secretary Office	456,383	456,383	249,734	206,649	55%
Information Services	1,254,727	1,254,727	690,897	563,830	55%
Marketing and Communications	454,086	454,086	254,310	199,777	56%
Police	5,811,852	5,811,852	2,973,887	2,837,965	51%
Fire	3,381,562	3,381,562	1,724,690	1,656,872	51%
Community Services	385,049	385,049	218,710	166,339	57%
Streets/Drainage	1,640,845	1,640,845	643,386	997,460	39%
Maintenance	2,175,296	2,175,296	1,102,799	1,072,497	51%
Parks	2,529,285	2,529,285	1,272,914	1,256,370	50%
Recreation	601,065	601,065	235,983	365,082	39%
Total Expenditures	\$ 21,342,739	\$ 21,342,739	\$ 10,889,298	\$ 10,453,441	51%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 390,900	\$ 390,900	\$ 101,951	\$ 288,949	26%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000		16,000	0%
Total Expenditures	\$ 21,358,739	\$ 21,358,739	\$ 10,889,298	\$ 10,469,441	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	7,077,867	7,077,867	7,077,867
+ Net Increase (Decrease)	(547,581)	(547,581)	5,417,995
Ending Fund Balance	\$ 6,530,286	\$ 6,530,286	\$ 12,495,861

General Fund Expenditure Summary

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired

58.3%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 14,632,172	\$ 14,632,172	\$ 7,621,800	\$ 7,010,372	52%
Services / Supplies	6,319,667	6,319,667	3,165,546	3,154,121	50%
Capital	390,900	390,900	101,951	288,949	26%
	\$ 21,342,739	\$ 21,342,739	\$ 10,889,298	\$ 10,453,441	51%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 10,354,377	\$ 10,354,377	\$ 5,341,572	\$ 5,012,805	52%
<i>Employee Benefits</i>	4,277,796	4,277,796	2,280,228	1,997,567	53%
<i>Total Personnel</i>	\$ 14,632,172	\$ 14,632,172	\$ 7,621,800	\$ 7,010,372	52%
Services / Supplies					
<i>Professional Services</i>	\$ 2,009,115	\$ 2,009,115	\$ 1,305,637	\$ 703,478	65%
<i>Employee Development</i>	385,511	385,511	134,854	250,657	35%
<i>Office Supplies / Equipment</i>	1,969,182	1,969,182	1,083,796	885,386	55%
<i>Utilities</i>	406,410	406,410	179,202	227,208	44%
<i>Other</i>	1,549,449	1,549,449	462,057	1,087,392	30%
<i>Total Services / Supplies</i>	\$ 6,319,667	\$ 6,319,667	\$ 3,165,546	\$ 3,154,121	50%
Capital					
<i>Equipment / Vehicles</i>	\$ 390,900	\$ 390,900	\$ 101,951	\$ 288,949	26%
<i>Total Capital</i>	\$ 390,900	\$ 390,900	\$ 101,951	\$ 288,949	26%
Total General Fund Expenditure Summary	\$ 21,342,739	\$ 21,342,739	\$ 10,889,298	\$ 10,453,441	51%

General Fund Revenue

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired

58.3%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 13,031,430	\$ (187,296)	99%
Sales Tax	3,643,905	3,643,905	1,564,014	(2,079,891)	43%
Franchise Fees	1,543,490	1,543,490	425,913	(1,117,577)	28%
Licensing & Permits	343,945	343,945	146,687	(197,258)	43%
Park/Recreation Fees	173,800	173,800	90,247	(83,553)	52%
Public Safety Fees	685,913	685,913	462,023	(223,890)	67%
Rents	179,919	179,919	83,106	(96,813)	46%
Municipal Court	91,800	91,800	62,281	(29,519)	68%
Interest Income	146,160	146,160	214,858	68,698	147%
Miscellaneous	249,500	249,500	217,633	(31,867)	87%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 16,298,192	\$ (3,978,966)	80%

City Manager Office FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired

58.3%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 392,754	\$ 392,754	\$ 242,078	\$ 150,675	62%
Services / Supplies	219,618	219,618	165,837	53,781	76%
Capital	-	-	-	-	0%
	\$ 612,372	\$ 612,372	\$ 407,915	\$ 204,456	67%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 315,900	\$ 315,900	\$ 189,723	\$ 126,177	60%
<i>Employee Benefits</i>	76,853	76,853	52,355	24,499	68%
<i>Total Personnel</i>	\$ 392,754	\$ 392,754	\$ 242,078	\$ 150,675	62%
Services / Supplies					
<i>Professional Services</i> <i>(City-wide legal - \$98,500)</i>	\$ 148,500	148,500	\$ 154,894	\$ (6,394)	104%
<i>Employee Development</i>	15,100	15,100	5,922	9,178	39%
<i>Supplies / Equipment</i>	5,730	5,730	5,021	709	88%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	-	50,288	0%
<i>Total Services / Supplies</i>	\$ 219,618	\$ 219,618	\$ 165,837	\$ 53,781	76%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 612,372	\$ 612,372	\$ 407,915	\$ 204,456	67%

Finance Department FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 923,680	\$ 923,680	\$ 507,627	\$ 416,054	55%
Services / Supplies	507,883	507,883	351,288	156,595	69%
Capital	-	-	-	-	0%
	\$ 1,431,563	\$ 1,431,563	\$ 858,914	\$ 572,649	60%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 677,246	\$ 677,246	\$ 364,241	\$ 313,005	54%
<i>Employee Benefits</i>	246,434	246,434	143,386	103,049	58%
Total Personnel	\$ 923,680	\$ 923,680	\$ 507,627	\$ 416,054	55%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$184,223 / DCAD - \$97,000)</i>	\$ 465,083	465,083	\$ 341,543	\$ 123,540	73%
<i>Employee Development</i>	13,794	13,794	4,693	9,101	34%
<i>Supplies / Equipment</i>	7,757	7,757	3,904	3,853	50%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Data Processing Equipment + Supplies)</i>	21,249	21,249	1,148	20,101	0%
Total Services / Supplies	\$ 507,883	\$ 507,883	\$ 351,288	\$ 156,595	69%

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

Total Finance Department	\$ 1,431,563	\$ 1,431,563	\$ 858,914	\$ 572,649	60%
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Human Resources FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 444,243	\$ 444,243	\$ 200,522	\$ 243,721	45%
Services / Supplies	164,411	164,411	54,637	109,774	33%
Capital	-	-	-	-	0%
	\$ 608,654	\$ 608,654	\$ 255,159	\$ 353,496	42%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 336,772	\$ 336,772	\$ 147,582	\$ 189,190	44%
<i>Employee Benefits</i>	107,471	107,471	52,940	54,531	49%
Total Personnel	\$ 444,243	\$ 444,243	\$ 200,522	\$ 243,721	45%

Services / Supplies					
<i>Professional Services</i>	\$ 77,610	\$ 77,610	\$ 26,014	\$ 51,596	34%
<i>Employee Development</i>	72,901	72,901	28,010	44,891	38%
<i>Supplies / Equipment</i>	1,475	1,475	537	938	36%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	12,425	12,425	76	12,349	1%
Total Services / Supplies	\$ 164,411	\$ 164,411	\$ 54,637	\$ 109,774	33%

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

Total Human Resources	\$ 608,654	\$ 608,654	\$ 255,159	\$ 353,496	42%
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City Secretary Office FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 274,043	\$ 274,043	\$ 158,561	\$ 115,481	58%
Services / Supplies	182,340	182,340	91,173	91,167	50%
Capital	-	-	-	-	-
	\$ 456,383	\$ 456,383	\$ 249,734	\$ 206,649	55%

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

Personnel					
<i>Salaries / Wages</i>	\$ 188,563	\$ 188,563	\$ 108,980	\$ 79,583	58%
<i>Employee Benefits</i>	85,480	85,480	49,582	35,898	58%
Total Personnel	\$ 274,043	\$ 274,043	\$ 158,561	\$ 115,481	58%

Services / Supplies					
<i>Professional Services</i>	\$ 53,900	\$ 53,900	\$ 8,102	\$ 45,798	15%
<i>Employee Development</i> <small>(City Council related \$42,704)</small>	59,639	59,639	25,691	33,948	43%
<i>Supplies / Equipment</i>	16,301	16,301	4,879	11,422	30%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	52,500	52,500	52,500	-	100%
Total Services / Supplies	\$ 182,340	\$ 182,340	\$ 91,173	\$ 91,167	50%

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

Total City Secretary Office	\$ 456,383	\$ 456,383	\$ 249,734	\$ 206,649	55%
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Information Services FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 794,436	\$ 794,436	\$ 433,801	\$ 360,635	55%
Services / Supplies	460,291	460,291	257,096	203,195	56%
Capital	-	-	-	-	0%
	\$ 1,254,727	\$ 1,254,727	\$ 690,897	\$ 563,830	55%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 596,234	\$ 596,234	\$ 320,917	\$ 275,317	54%
<i>Employee Benefits</i>	198,202	\$ 198,202	112,884	85,318	57%
Total Personnel	\$ 794,436	\$ 794,436	\$ 433,801	\$ 360,635	55%

Services / Supplies					
<i>Professional Services</i>	\$ 197,464	197,464	\$ 154,903	\$ 42,561	78%
<i>Employee Development</i>	27,270	27,270	4,654	22,616	17%
<i>Supplies / Equipment</i>	3,760	3,760	388	3,372	10%
<i>Utilities</i>	115,260	115,260	16,083	99,177	14%
<i>Other (Data Processing)</i>	116,537	116,537	81,068	35,469	70%
Total Services / Supplies	\$ 460,291	\$ 460,291	\$ 257,096	\$ 203,195	56%

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

Total City Information Services	\$ 1,254,727	\$ 1,254,727	\$ 690,897	\$ 563,830	55%
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Marketing and Communications FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 337,083	\$ 337,083	\$ 185,001	\$ 152,082	55%
Services / Supplies	117,003	117,003	69,309	47,694	59%
Capital	-	-	-	-	0%
	\$ 454,086	\$ 454,086	\$ 254,310	\$ 199,777	56%

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

Personnel					
<i>Salaries / Wages</i>	\$ 240,215	\$ 240,215	\$ 130,494	\$ 109,721	54%
<i>Employee Benefits</i>	96,869	\$ 96,869	54,507	42,361	56%
<i>Total Personnel</i>	\$ 337,083	\$ 337,083	\$ 185,001	\$ 152,082	55%

<i>Professional Services</i>	\$ 83,808	\$ 83,808	\$ 48,918	\$ 34,890	58%
<i>Employee Development</i>	6,845	6,845	745	6,100	11%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	26,350	26,350	19,646	6,704	75%
<i>Total Services / Supplies</i>	\$ 117,003	\$ 117,003	\$ 69,309	\$ 47,694	59%

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

Total Marketing and Communications	\$ 454,086	\$ 454,086	\$ 254,310	\$ 199,777	56%
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Police Department FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 5,229,121	\$ 5,229,121	\$ 2,583,139	\$ 2,645,982	49%
Services / Supplies	572,731	572,731	385,290	187,441	67%
Capital	10,000	10,000	5,458	4,542	0%
	\$ 5,811,852	\$ 5,811,852	\$ 2,973,887	\$ 2,837,965	51%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,753,300	3,753,300	\$ 1,860,661	\$ 1,892,639	50%
<i>Employee Benefits</i>	1,475,821	1,475,821	722,478	753,344	49%
Total Personnel	\$ 5,229,121	\$ 5,229,121	\$ 2,583,139	\$ 2,645,982	49%

Services / Supplies					
<i>Professional Services</i>	\$ 289,454	\$ 289,454	\$ 243,972	\$ 45,482	84%
<i>Employee Development</i>	45,339	45,339	21,305	24,034	47%
<i>Supplies / Equipment</i>	130,091	130,091	65,957	64,134	51%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$91,542)</i>	107,847	107,847	54,056	\$ 53,791	50%
Total Services / Supplies	\$ 572,731	\$ 572,731	\$ 385,290	\$ 187,441	67%

Capital					
<i>Equipment / Vehicles</i>	10,000	10,000	5,458	4,542	0%
Total Capital	\$ 10,000	\$ 10,000	\$ 5,458	\$ 4,542	0%

Total Police Department	\$ 5,811,852	\$ 5,811,852	\$ 2,973,887	\$ 2,837,965	51%
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Fire Department FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,966,826	\$ 2,966,826	\$ 1,541,669	\$ 1,425,157	52%
Services / Supplies	414,736	414,736	183,021	231,715	44%
Capital	-	-	-	-	0%
	\$ 3,381,562	\$ 3,381,562	\$ 1,724,690	\$ 1,656,872	51%

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

Personnel					
<i>Salaries / Wages</i>	\$ 2,029,874	<u>2,029,874</u>	\$ 1,049,709	\$ 980,166	52%
<i>Employee Benefits</i>	<u>936,952</u>	<u>936,952</u>	<u>491,960</u>	444,992	53%
Total Personnel	\$ 2,966,826	\$ 2,966,826	\$ 1,541,669	\$ 1,425,157	52%

Services / Supplies					
<i>Professional Services</i>	\$ 130,011	\$ 130,011	\$ 88,141	\$ 41,870	68%
<i>Employee Development</i> <i>(Training - \$52,950)</i>	68,490	68,490	22,571	45,919	33%
<i>Supplies / Equipment</i>	172,585	172,585	65,262	107,323	38%
<i>Utilities</i>	1,850	1,850	999	851	54%
<i>Other</i> <i>(Safety Programs)</i>	<u>41,800</u>	<u>41,800</u>	<u>6,049</u>	<u>35,751</u>	14%
Total Services / Supplies	\$ 414,736	\$ 414,736	\$ 183,021	\$ 231,715	44%

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

Total Fire Department	\$ 3,381,562	\$ 3,381,562	\$ 1,724,690	\$ 1,656,872	51%
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Community Services FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 351,104	\$ 351,104	\$ 199,037	\$ 152,067	57%
Services / Supplies	33,945	33,945	19,673	14,272	58%
Capital	-	-	-	-	0%
	\$ 385,049	\$ 385,049	\$ 218,710	\$ 166,339	57%

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

Personnel					
<i>Salaries / Wages</i>	\$ 250,628	250,628	\$ 137,216	\$ 113,412	55%
<i>Employee Benefits</i>	100,476	100,476	61,821	38,655	62%
<i>Total Personnel</i>	\$ 351,104	\$ 351,104	\$ 199,037	\$ 152,067	57%

Services / Supplies					
<i>Professional Services</i>	\$ 8,000	8,000	\$ 12,115	(4,115)	151%
<i>Employee Development</i>	16,852	16,852	3,723	13,129	22%
<i>Supplies / Equipment</i>	9,093	9,093	3,836	5,258	42%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 33,945	\$ 33,945	\$ 19,673	\$ 14,272	58%

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

<i>Total Building Operations</i>	\$ 385,049	\$ 385,049	\$ 218,710	\$ 166,339	57%
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Streets Division FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 861,548	\$ 861,548	\$ 473,519	\$ 388,029	55%
Services / Supplies	779,297	779,297	169,867	609,430	22%
Capital	-	-	-	-	0%
	\$ 1,640,845	\$ 1,640,845	\$ 643,386	\$ 997,460	39%

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

Personnel					
<i>Salaries / Wages</i>	\$ 593,300	\$ 593,300	\$ 315,633	\$ 277,667	53%
<i>Employee Benefits</i>	268,249	268,249	157,886	110,363	59%
Total Personnel	\$ 861,548	\$ 861,548	\$ 473,519	\$ 388,029	55%

Services / Supplies					
<i>Professional Services</i>	\$ 77,816	77,816	\$ 14,558	\$ 63,258	19%
<i>Employee Development</i>	12,981	12,981	2,812	10,169	22%
<i>Supplies / Equipment</i>	60,850	60,850	12,450	48,400	20%
<i>Utilities (Streetlights)</i>	86,000	86,000	51,465	34,535	60%
<i>Other (Street Maintenance)</i>	541,650	541,650	88,582	453,068	16%
Total Services / Supplies	\$ 779,297	\$ 779,297	\$ 169,867	\$ 609,430	22%

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

Total Streets	\$ 1,640,845	\$ 1,640,845	\$ 643,386	\$ 997,460	39%
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Maintenance Division FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired

58.3%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 402,114	\$ 402,114	\$ 228,244	\$ 173,870	57%
Services / Supplies	1,576,282	1,576,282	874,555	701,727	55%
Capital	196,900	196,900	-	196,900	0%
	\$ 2,175,296	\$ 2,175,296	\$ 1,102,799	\$ 1,072,497	51%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 273,056	273,056	\$ 153,585	\$ 119,471	56%
<i>Employee Benefits</i>	129,057	129,057	74,659	54,399	58%
<i>Total Personnel</i>	\$ 402,114	\$ 402,114	\$ 228,244	\$ 173,870	57%
Services / Supplies					
<i>Professional Services</i>	\$ 80,260	\$ 80,260	\$ 42,344	\$ 37,916	53%
<i>Employee Development</i>	3,340	3,340	827	2,513	25%
<i>Supplies / Equipment</i>	1,200,204	1,200,204	754,946	445,258	63%
<i>Utilities</i>	70,000	70,000	47,526	22,474	68%
<i>Other (Capital Lease Payments)</i>	222,478	222,478	28,913	\$ 193,565	0%
<i>Total Services / Supplies</i>	\$ 1,576,282	\$ 1,576,282	\$ 874,555	\$ 701,727	55%
Capital					
<i>Equipment / Vehicles</i>	196,900	196,900	-	196,900	0%
<i>Total Capital</i>	\$ 196,900	\$ 196,900	\$ -	\$ 196,900	0%
<i>Total Maintenance</i>	\$ 2,175,296	\$ 2,175,296	\$ 1,102,799	\$ 1,072,497	51%

Parks Division FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,448,044	\$ 1,448,044	\$ 764,064	\$ 683,980	53%
Services / Supplies	917,241	917,241	412,357	504,884	45%
Capital	<u>164,000</u>	<u>164,000</u>	<u>96,494</u>	<u>67,506</u>	<u>59%</u>
	\$ 2,529,285	\$ 2,529,285	\$ 1,272,914	\$ 1,256,370	50%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 937,220	<u>937,220</u>	\$ 486,009	\$ 451,212	52%
<i>Employee Benefits</i>	<u>510,823</u>	<u>510,823</u>	<u>278,055</u>	<u>232,768</u>	54%
Total Personnel	\$ 1,448,044	\$ 1,448,044	\$ 764,064	\$ 683,980	53%

Services / Supplies					
<i>Professional Services</i>	\$ 397,209	\$ 397,209	\$ 170,260	\$ 226,949	43%
<i>Employee Development</i>	28,465	28,465	12,361	16,104	43%
<i>Supplies / Equipment</i>	356,686	356,686	166,247	190,439	47%
<i>Utilities</i>	133,300	133,300	63,129	70,171	47%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>359</u>	<u>1,222</u>	<u>23%</u>
Total Services / Supplies	\$ 917,241	\$ 917,241	\$ 412,357	\$ 504,884	45%

Capital					
<i>Equipment / Vehicles</i>	164,000	164,000	96,494	67,506	59%
Total Capital	164,000	164,000	96,494	67,506	59%

Total Parks	\$ 2,529,285	\$ 2,529,285	\$ 1,272,914	\$ 1,256,370	50%
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Recreation Division FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 207,176	\$ 207,176	\$ 104,539	\$ 102,637	50%
Services / Supplies	373,889	373,889	131,444	242,445	35%
Capital	<u>20,000</u>	<u>20,000</u>	<u>-</u>	<u>20,000</u>	<u>0%</u>
	\$ 601,065	\$ 601,065	\$ 235,983	\$ 365,082	39%

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

Personnel					
<i>Salaries / Wages</i>	\$ 162,068	\$ 162,068	\$ 76,823	\$ 85,245	47%
<i>Employee Benefits</i>	<u>45,108</u>	<u>45,108</u>	<u>27,717</u>	<u>17,391</u>	<u>61%</u>
Total Personnel	\$ 207,176	\$ 207,176	\$ 104,539	\$ 102,637	50%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ (127)	\$ 127	0%
<i>Employee Development</i>	14,495	14,495	1,541	12,954	11%
<i>Supplies / Equipment</i>	4,650	4,650	369	4,281	8%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	<u>354,744</u>	<u>354,744</u>	<u>129,660</u>	<u>225,084</u>	<u>37%</u>
Total Services / Supplies	\$ 373,889	\$ 373,889	\$ 131,444	\$ 242,445	35%

Capital					
<i>Equipment / Vehicles</i>	20,000	20,000	-	20,000	0%
Total Capital	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	0%

Total Recreation	\$ 601,065	\$ 601,065	\$ 235,983	\$ 365,082	39%
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Equipment Replacement / Capital Schedule FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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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	-	-	-	-	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	10,000	10,000	5,458	4,542	55%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	-	-	-	-	0%
Maintenance Capital Outlay	196,900	196,900	-	196,900	0%
City Parks Capital Outlay	164,000	164,000	96,494	67,506	59%
City Recreation Capital Outlay	20,000	20,000	-	20,000	0%
Total Expenditures	\$ 390,900	\$ 390,900	\$ 101,951	\$ 288,949	26%

Utility Fund Revenues

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (189,000)	\$ (189,000)	\$ (103,025)	\$ (85,975)	55%
<i>Charges / Penalties</i>	88,250	88,250	44,350	43,900	50%
Total Fees	\$ (100,750)	\$ (100,750)	\$ (58,675)	\$ (42,075)	58%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,483,922	\$ 5,483,922	\$ 2,271,381	\$ 3,212,541	41%
<i>Sewer Sales</i>	4,626,689	4,626,689	2,442,322	2,184,367	53%
<i>Inspection Fees</i>	4,000	4,000	-	4,000	0%
Total Charges for Service	\$ 10,114,611	\$ 10,114,611	\$ 4,713,703	\$ 5,400,908	47%

Interest

<i>Interest (Operations)</i>	\$ 68,000	\$ 68,000	\$ 158,777	\$ (90,777)	233%
<i>Interest (Capital Projects)</i>	6,000	6,000	25,245	(19,245)	421%
Total Interest	\$ 74,000	\$ 74,000	\$ 184,022	\$ (110,022)	249%

Impact Fees

<i>Impact Fees</i>	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	0%
Total Impact Fees	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	0%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 5,294	\$ (294)	106%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 5,294	\$ (294)	106%

Total Utility Fund Revenues	\$ 10,142,861	\$ 10,142,861	\$ 4,844,343	\$ 5,298,518	48%
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Utility Division FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,818,060	\$ 1,818,060	\$ 1,049,489	\$ 768,571	58%
Services / Supplies	6,837,971	6,837,971	3,537,214	3,300,757	52%
Capital	20,000	20,000	110,749	(90,749)	554%
Total Utility Division	\$ 8,676,032	\$ 8,676,032	\$ 4,697,452	\$ 3,978,579	54%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,238,673	\$ 1,238,673	\$ 707,163	\$ 531,510	57%
<i>Employee Benefits</i>	579,387	579,387	342,326	237,061	59%
Total Personnel	\$ 1,818,060	\$ 1,818,060	\$ 1,049,489	\$ 768,571	58%

Services / Supplies					
<i>Professional Services</i>	\$ 286,743	\$ 286,743	\$ 147,453	\$ 139,290	51%
<i>Employee Development</i>	67,255	67,255	68,039	(783)	101%
<i>Supplies / Equipment</i>	78,762	78,762	29,046	49,716	37%
<i>Utilities</i>	375,136	375,136	177,051	198,085	47%
<i>Other (Well Lot Maintenance)</i>	1,197,954	1,197,954	428,336	769,618	36%
Sub-Total - Operations Services / Supplies	\$ 2,005,850	\$ 2,005,850	\$ 849,925	\$ 1,155,925	42%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,270	\$ 5,270	\$ 5,269	\$ 1	100%
<i>UTRWD - Water Volume Cost</i>	1,119,972	1,119,972	550,819	569,153	49%
<i>UTRWD - Water Demand Charges</i>	1,463,010	1,463,010	826,341	636,669	56%
<i>UTRWD - Sewer Effluent Volume Rate</i>	622,955	622,955	329,435	293,520	53%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,389,179	1,389,179	810,354	578,825	58%
<i>UTRWD - HV Sewer Line to UTRWD</i>	231,735	231,735	165,070	66,665	71%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,832,121	\$ 4,832,121	\$ 2,687,289	\$ 2,144,832	56%

Total Services / Supplies	\$ 6,837,971	\$ 6,837,971	\$ 3,537,214	\$ 3,300,757	52%
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Capital					
<i>Equipment / Vehicles</i>	20,000	20,000	110,749	(90,749)	554%
Total Capital	\$ 20,000	\$ 20,000	\$ 110,749	\$ (90,749)	554%

Total Utility Division - Operations	\$ 8,676,032	\$ 8,676,032	\$ 4,697,452	\$ 3,978,579	54%
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Utility Fund Working Capital FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,483,922	\$ 5,483,922	\$ 2,271,381	\$ 3,212,541	41%
<i>Sewer Sales</i>	4,626,689	4,626,689	2,442,322	2,184,367	53%
<i>Other Fees / Charges</i>	97,250	97,250	49,643	47,607	51%
<i>Electronic Payment Credit</i>	(189,000)	(189,000)	(103,025)	(85,975)	55%
<i>Interest</i>	68,000	68,000	158,777	(90,777)	233%
Total Revenues	\$ 10,086,861	\$ 10,086,861	\$ 4,819,099	\$ 5,267,762	48%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$ 456,661	\$ 456,661	\$ 256,040	\$ 200,621	56%
<i>Operations</i>	3,360,750	3,367,250	1,643,375	1,723,875	49%
<i>UTRWD</i>	4,832,121	4,832,121	2,687,289	2,144,832	56%
<i>Debt Service</i>	1,011,709	1,011,709	879,536	132,173	87%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	20,000	20,000	110,749	(90,749)	554%
Total Expenditures	\$ 9,681,241	\$ 9,687,741	\$ 5,576,988	\$ 4,110,752	58%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	(64,380)	(70,880)	(757,890)
Beginning Working Capital			
<i>Operations</i>	3,117,785	3,117,785	3,117,785
<i>Available Impact Fees</i>	1,282,718	1,282,718	1,282,718
Total Available Working Capital	\$ 4,400,503	\$ 4,400,503	\$ 4,400,503
Ending Working Capital			
<i>Operations</i>	3,053,406	3,046,906	2,359,896
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,182,718	1,182,718	1,282,718
Total Available Working Capital	\$ 4,236,124	\$ 4,229,624	\$ 3,642,614

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,282,718	1,282,718	1,282,718
<i>+ Collections</i>	50,000	50,000	-
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	-
Ending Balance	1,182,718	1,182,718	1,282,718

*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 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 601,550	\$ 601,550	\$ 322,808	\$ 278,742	54%
<i>Annual Park Passes</i>	64,000	64,000	35,735	28,265	56%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	30	30	291	(261)	971%
Total Revenues	\$ 665,580	\$ 665,580	\$ 358,834	\$ 306,746	54%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 222,990	222,990	\$ 91,426	\$ 131,564	41%
<i>Services / Supplies</i>	458,841	458,841	76,333	382,508	17%
<i>Capital</i>	55,000	55,000	-	55,000	0%
Total Expenditures	\$ 736,831	\$ 736,831	\$ 167,759	\$ 569,072	23%

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>	\$ 739,992	\$ 739,992	\$ 739,992
<i>+ Net Increase (Decrease)</i>	(71,251)	(71,251)	191,075
Ending Fund Balance	\$ 668,741	\$ 668,741	\$ 931,067

Debt Service Fund

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,106,550	\$ 2,106,550	\$ 2,072,507	\$ 34,043	98%
<i>Interest Income</i>	15,000	15,000	13,305	1,695	89%
Total Revenues	\$ 2,121,550	\$ 2,121,550	\$ 2,085,813	\$ 35,737	98%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ -	100%
<i>Interest Payments</i>	1,028,131	1,028,131	530,991	497,140	52%
<i>Paying Agent Fees</i>	3,000	3,000	1,326	1,674	44%
Total Expenditures	\$ 2,631,131	\$ 2,631,131	\$ 2,132,318	\$ 498,813	81%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	537,581	537,581	438,366	\$ 99,215	82%
<i>Proceeds from Refunding Debt</i>	-	-		-	0%
<i>Debt Issuance Cost</i>	-	-		-	0%
<i>Payment to Escrow Agent</i>	-	-		-	0%
Total Financing Sources	\$ 537,581	\$ 537,581	\$ 438,366	\$ 99,215	82%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 87,355	\$ 87,355	\$ 87,355
<i>+ Net Increase (Decrease)</i>	28,000	28,000	391,861
Ending Fund Balance	\$ 115,355	\$ 115,355	\$ 479,217

Capital Projects Fund

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	1,800	(1,800)	0%
Interest Income	190,000	190,000	184,917	5,083	97%
Total Revenues	\$ 190,000	\$ 190,000	\$ 186,717	\$ 3,283	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks)	1,033,531	1,033,531	874,984	158,547	85%
2021 Bond Issue (Parks)	1,564,035	1,564,035	218,626	1,345,409	14%
2021 Bond Issue (Streets)	5,730,000	5,730,000	171,163	5,558,837	3%
Total Expenditures	\$ 8,327,566	\$ 8,327,566	\$ 1,264,773	\$ 7,062,793	15%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 15,796,600	\$ 15,796,600	\$ 15,796,600
<i>+Net Increase (Decrease)</i>	(8,137,566)	(8,137,566)	(1,078,056)
Ending Fund Balance	\$ 7,659,034	\$ 7,659,034	\$ 14,718,544

Drainage Utilities FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ 10,000	10,000	\$ -	\$ 10,000	0%
<i>Drainage Fee Receipts</i>	510,000	510,000	275,185	234,815	54%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	1,500	1,500	5,383	(3,883)	359%
Total Revenues	\$ 521,500	\$ 521,500	\$ 280,568	\$ 240,932	54%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 367,162	\$ 367,162	\$ 213,099	\$ 154,064	58%
<i>Services / Supplies</i>	253,635	253,635	110,340	143,295	44%
<i>Capital</i>	70,000	70,000	-	70,000	0%
Total Expenditures	\$ 690,797	\$ 690,797	\$ 323,439	\$ 367,359	47%

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	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 331,511	\$ 331,511	\$ 331,511
<i>+ Net Increase (Decrease)</i>	(169,297)	(169,297)	(42,871)
Ending Fund Balance	\$ 162,214	\$ 162,214	\$ 288,641

Park Development Fee Fund FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 300	\$ 300	\$ 1,977	(1,677)	0%
<i>Community Park Fees</i>	-	-		-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 300	\$ 300	\$ 1,977	\$ (1,677)	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>	\$ 82,124	\$ 82,124	\$ 82,124
<i>+ Net Increase (Decrease)</i>	300	300	1,977
Ending Fund Balance	\$ 82,424	\$ 82,424	\$ 84,101

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>	82,424	84,401
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 82,424	\$ 84,401

Public Safety Special Revenue Fund

FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 37,600	37,600	\$ 22,222	\$ 15,378	59%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	13,600	13,600	46,305	(32,705)	340%
<i>Capital</i>	-	-		(46,305)	0%
Total Expenditures	\$ 13,600	\$ 13,600	\$ 46,305	\$ (32,705)	340%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	(22,000)	(22,000)	-	(22,000)	0%
Total Other Sources (Uses)	\$ (22,000)	\$ (22,000)	\$ -	\$ (22,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 49,172	\$ 39,100	\$ 39,100
<i>+ Net Increase (Decrease)</i>	2,000	2,000	(24,083)
Ending Fund Balance	\$ 51,172	\$ 41,100	\$ 15,017

Municipal Court Technology Fee Fund FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,800	\$ 2,800	\$ 1,425	1,375	51%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 4,400	\$ 4,400	\$ 3,600	\$ 800	82%
Total Expenditures	\$ 4,400	\$ 4,400	\$ 3,600	\$ 800	0%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 15,544	\$ 15,544	\$ 15,544
+ Net Increase (Decrease)	(1,600)	(1,600)	(2,175)
Ending Fund Balance	\$ 13,944	\$ 13,944	\$ 13,369

Municipal Court Building Security Fund FY 2022/2023 Budget

YEAR TO DATE APRIL

Percent of Budget Year Transpired	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 3,000	\$ 3,000	\$ 1,738	\$ 1,262	58%

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	\$ 43,992	\$ 43,992	\$ 43,992
+ Net Increase (Decrease)	3,000	3,000	1,738
Ending Fund Balance	\$ 46,992	\$ 46,992	\$ 45,730

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

	<i>Actual 2020-2021</i>	<i>Projected 2021-2022</i>	<i>Budget 2022-2023</i>	<i>YTD 2022-2023</i>
Beginning Fund Balance	\$ 109,678	\$ 356,702	\$ 451,066	\$ 451,065
Revenues				
4B Sales Tax	1,532,222	1,693,333	1,739,289	734,863
Park Fees (Rental)	42,080	47,900	85,000	48,241
Linear Park Fees	-	-	-	-
Miscellaneous Income	1,000	1,475	-	-
Interest Income	60	300	500	15,771
Total	\$ 1,575,362	\$ 1,743,008	\$ 1,824,789	\$ 798,875
Expenditures				
<i>Personnel</i>	302,812	315,130	331,609	163,174
Services / Supplies	193,044	428,907	407,678	115,065
Reimburse GF (Support Functions)	28,000	-	-	-
Reimburse GF (Debt Service)	804,482	887,327	565,581	438,366
Total Non-Capital Expenditures	\$ 1,328,338	\$ 1,631,364	\$ 1,304,868	\$ 716,605
Capital				
Equipment	-	17,281	287,000	71,226
Net Increase / (Decrease)	247,024	94,363	232,921	11,044
Working Capital Balance	\$ 356,702	\$ 451,065	\$ 683,987	\$ 462,109

PEG Fee Fund

FY 2022/2023 Budget

YEAR TO DATE APRIL

<i>Percent of Budget Year Transpired</i>	58.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 24,000	\$ 24,000	\$ 7,946	\$ 16,054	33%
Total Revenues	\$ 24,000	\$ 24,000	\$ 7,946	\$ 16,054	33%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,000	7,000	757	6,243	11%
<i>Capital</i>		-		-	0%
Total Expenditures	\$ 7,000	\$ 7,000	\$ 757	\$ 6,243	11%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 133,578	\$ 133,578	\$ 133,578
<i>+Net Increase (Decrease)</i>	17,000	17,000	7,189
Ending Fund Balance	\$ 150,578	\$ 150,578	\$ 140,766

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 06/13/2023

SUBJECT: Consider Ordinance No. 2023-1302 Amending Code of Ordinances, Chapter 20, "Transportation and Traffic" Article 20.04 "Traffic Schedules," by amending Section 20.04.002 "Stop Intersections" by adding New Stop Locations on Lakeside Drive and Hillside Drive at their intersection with Lake Breeze (First Reading)

PREPARED BY: Douglas Reim, Chief of Police

BACKGROUND:

Earlier this year, a car hit a resident's family dog in the vicinity of the intersection of Lakeside Drive/Hillside Drive and Lake Breeze. After the incident, the family asked City Council asking the Council to address speed limits throughout the City, including Lakeside Drive/Hillside Drive. Chief Reim also met with a resident who lives on Lake Breeze near its intersection with Lakeside Drive/Hillside Drive regarding safety at that intersection. Not only are there "blind spots" in the approaches to the intersection because of the topography of the area, but vehicles turning onto either side of Lake Breeze have been observed cutting the corners at the intersection in such a manner that the safety of anybody walking in the roadway (as there are no sidewalks) is jeopardized at that intersection.

IDENTIFIED NEED/S:

Take appropriate action to enhance vehicle and pedestrian safety traveling in the vicinity of the intersection of Lakeside Drive/Hillside Drive and Lake Breeze.

OPTIONS & RESULTS:

City Council review and consider the placement of stop signs on Lakeside Drive/Hillside Drive at their approach to their intersection with Lake Breeze to increase the safety at said intersection.

PROGRESS TO DATE: (if appropriate)

With the most recent presentation for Lakeside/Hillside, and other streets near this location, the average speed in the six locations that were counted ranged from 24 to 28 MPH. By looking at the 85th percentile and the 30 MPH speed limit on residential streets, there does not appear to be a speeding problem in the city, or in the immediate vicinity of the intersection of Lakeside Drive/Hillside Drive and Lake Breeze. However, there

were observed, and more than likely will always be, a handful of drivers who exceed the speed limit.

Alternate solutions were examined and have been discussed to help make the intersection at Lakeside Drive/Hillside Drive and Lake Breeze safer. A four-way stop was discussed as a possible solution. The City conducted a targeted survey of 48 properties in the immediate area of this intersection who would probably be impacted from the additional stop signs. Survey results showed 33% in Favor; 27% Not in Favor; and 40% No Response.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Placement of two stop signs at the intersection of Lakeside Drive and Hillside Drive (minimal cost – under \$500). An ordinance amending the Code of Ordinances would need approval by the Council.

RECOMMENDATION:

Consider approval of Ordinance 2023-1302 amending Section 20.04.002 of the Code of Ordinances by adding new stop locations on Lakeside Drive/Hillside Drive at their intersection with Lake Breeze, as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2023-1302

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES, CHAPTER 20, "TRANSPORTATION AND TRAFFIC" ARTICLE 20.04 "TRAFFIC SCHEDULES," BY AMENDING SECTION 20.04.002 "STOP INTERSECTIONS" BY ADDING NEW STOP LOCATIONS ON LAKESIDE DRIVE AND HILLSIDE DRIVE AT THEIR INTERSECTION WITH LAKE BREEZE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, having conducted an appropriate traffic study in accordance with applicable law, the City Administration, in order to increase the safety of the movement of vehicular and pedestrian traffic along the public thoroughfares of the City of Highland Village, is recommending the placement of stop signs along eastbound Lakeside Drive and westbound Hillside Drive at their intersection with Lake Breeze Street; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to amend the Code of Ordinances of the City of Village to establish the recommended "stop signs".

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

SECTION 1. The Code of Ordinances of the City of Highland Village, Texas, Chapter 20, "Transportation and Traffic", Article 20.04, "Traffic Schedules", Section 20.04.002 "Stop Intersections" is amended by establishing new stop sign locations as follows:

At the southwest corner of the intersection of Lakeside Drive and Lake Breeze facing eastbound Lakeside Drive

At the northeast corner of the intersection of Hillside Drive and Lake Breeze facing westbound Hillside Drive

SECTION 2. All ordinances or parts thereof expressly in conflict with this ordinance are hereby repealed.

SECTION 3. Appropriate signs controlling the movement of vehicles consistent with this Ordinance shall be installed and maintained by City forces.

SECITON 4. Any person violating any provision of this ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be fined a sum not to exceed TWO HUNDRED DOLLARS (\$200.00).

SECTION 5. An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 6. If any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged to be invalid or unconstitutional by a court of competent jurisdiction, the same

shall not affect the validity of this ordinance as a whole or any portion thereof other than the portion so decided to be invalid or unconstitutional.

SECTION 7. This ordinance shall take effect from and after its passage and the publication of the caption of said ordinance as the law and the City Charter in such cases provides.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE FIRST READING, THIS THE 13th DAY OF JUNE 2023.

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:6/8/2023:135415)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16	MEETING DATE: June 13, 2023
SUBJECT:	Consider Resolution 2023-3071 awarding to and authorizing a contract with Reynolds Asphalt & Construction Company for 2022 Street Improvements Project–Phase 1
PREPARED BY:	Scott Kriston, Director of Public Works

BACKGROUND:

As a result of the City’s pavement evaluation program, certain streets have been identified that require pavement improvements. The streets will be improved as part of the 2022 Street Bond Program. These street improvements will be accomplished in several phases in an effort to more concentrate and limit the work to different areas of the City, one area at a time. The first phase (identified as 2022 Street Improvements Project–Phase 1) will include improvements to Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Medina Drive (from Brazos Boulevard to approximately 150 feet south of La Mesa Drive), Catlin Circle, Catlin Terrace, Ranney Drive, Moran Drive, and Lakeland Drive. Because of their current condition, these streets require restoration, and full depth reclamation needs to be done on these streets.

The City advertised the project for bids for construction of the improvements to the streets identified above. Bids were received on Thursday, May 11, 2023 for construction of the project from three general contractors, with one of the bids being non-responsive. The bid total for each responsive bidder is provided below:

Reynolds Asphalt	Anderson Asphalt
\$1,342,938.50	\$1,807,933.25

The lowest bidder is Reynolds Asphalt & Construction Company with a total bid in the amount of \$1,342,938.50. The low bid has been reviewed and evaluated and is considered the lowest responsive bid. This bid is considered a good bid and within 5% of the engineering probable cost estimate. Reynolds Asphalt & Construction Company has done several similar projects in the City, and they have sufficient resources to construct this project.

IDENTIFIED NEED/S:

The City of Highland Village needs to make pavement improvements to Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Medina Drive (from Brazos Boulevard to approximately 150 feet south of La Mesa Drive), Catlin Circle, Catlin Terrace, Ranney

Drive, Moran Drive, and Lakeland Drive.

OPTIONS & RESULTS:

The pavement improvements to Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Medina Drive (from Brazos Boulevard to approximately 150 feet south of La Mesa Drive), Catlin Circle, Catlin Terrace, Ranney Drive, Moran Drive, and Lakeland Drive will provide additional longevity and ride quality to these pavement structures.

PROGRESS TO DATE: (if appropriate)

Contractors' bids for construction on the project have been received and evaluated.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Funding through the 2022 Street Bond Program.

RECOMMENDATION:

To approve Resolution 2023-3071 awarding and authorizing a contract with Reynolds Asphalt & Construction Company for the 2022 Street Improvements Project for Phase I.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AWARDING TO AND AUTHORIZING A CONTRACT WITH REYNOLDS ASPHALT & CONSTRUCTION COMPANY FOR THE 2022 STREET IMPROVEMENTS PROJECT-PHASE 1; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having solicited, received, and reviewed the bids for the 2022 Street Improvements Project-Phase 1 (the "Project") to improve Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Medina Drive (from Brazos Boulevard to approximately 150 feet south of La Mesa Drive), Catlin Circle, Catlin Terrace, Ranney Drive, Moran Drive, and Lakeland Drive by making pavement improvements, has determined that Reynolds Asphalt & Construction Company has submitted the lowest responsive bid in an amount of \$1,342,938.50 and recommends award of a contract for the Project to said bidder; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to accept the foregoing recommendation of the City administration.

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

SECTION 1. The City Manager is hereby authorized to execute a contract with Reynolds Asphalt & Construction Company in the amount of \$1,342,938.50 for the Project and, subject to applicable state laws, city policies, and, in the event change order(s) result in 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 become effective immediately upon passage.

PASSED AND APPROVED THIS 13th DAY OF JUNE, 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:6/7/2023:135412)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 06/13/2023

SUBJECT: Consider Resolution 2023-3073 Appointing City Representatives to Serve Unexpired Terms on the Highland Village Community Development Corporation

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

City ordinance states that Council shall make annual appointments to the City's boards and commissions no later than the second regularly scheduled Council meeting in September. Annual appointments are for terms of two (2) years and expire on the 30th day of September of the following year. In the case of a vacancy, the Council shall appoint a replacement to fill the unexpired term.

IDENTIFIED NEED/S:

The Highland Village Community Development Corporation (HV CDC) Board of Directors is composed of seven (7) members, with at least three (3) members of the Board of Directors serving as Citizen Members. The remaining four (4) members of the Board of Directors serve as City Representatives, which can include City employees, officers or members of the City Council.

In September 2021, former Mayor Pro Tem Mike Lombardo and former Councilmember Tom Heslep were appointed to the Highland Village Community Development Corporation as City Representatives, with terms expiring on September 30, 2023. Because of the May 6, 2023 General Election, Mr. Lombardo and Mr. Heslep are no longer serving on City Council, thus leaving two (2) vacancies on the Highland Village Community Development Corporation.

PROGRESS TO DATE: (if appropriate)

Council had an opportunity to discuss filling the two (2) vacancies during Early Work Session.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve Resolution 2023-3073 appointing two (2) City Representatives to the Highland Village Community Development Corporation Board of Directors.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3073

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS APPOINTING CITY REPRESENTATIVES TO SERVE UNEXPIRED TERMS AS DIRECTORS ON THE BOARD OF DIRECTORS OF THE HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Highland Village desires to make appointments to the Highland Village Community Development Corporation to fill two vacancies for unexpired terms.

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

SECTION 1. The following people are hereby appointed to the indicated positions on the Board of Directors of the Highland Village Community Development Corporation with a terms ending as indicated below:

Name	Place	Expiration
_____	City Representative	September 30, 2023
_____	City Representative	September 30, 2023

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

PASSED AND APPROVED THIS THE 13TH DAY OF JUNE 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:6/8/2023:135414)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 06/13/2023

**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

June 13, 2023	Regular City Council Meeting - 7:00 pm
June 19, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
June 20, 2023	Planning & Zoning Commission Meeting – 7:00 pm
June 27, 2023	Regular City Council Meeting - 7:00 pm
July 4, 2023	City Offices Closed for Independence Day
July 6, 2023	Zoning Board of Adjust Meeting – 7:00 pm
July 11, 2023	Regular City Council Meeting - 7:00 pm
July 17, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
July 18, 2023	Planning & Zoning Commission Meeting – 7:00 pm
July 25, 2023	Regular City Council Meeting - 7:00 pm
August 3, 2023	Zoning Board of Adjust Meeting – 7:00 pm
August 8, 2023	Regular City Council Meeting - 7:00 pm
August 15, 2023	Planning & Zoning Commission Meeting – 7:00 pm
August 21, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
August 22, 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.