



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, FEBRUARY 13, 2024 at 6:15 P.M.

EARLY WORK SESSION
Training Room – 6:15 P.M.

Convene Meeting in Open Session

1. Presentation of Lifesaving Awards to Officers of the Highland Village Police Department
2. Receive an Overview of the City Secretary's Office
3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for February 13, 2024

(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 Retirement of Mark Rudder for 20 Years of Service
9. City Manager/Staff Reports
 - The Village Report
10. Visitor Comments *(Anyone wishing to address the City Council must complete a Speakers' Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)*

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

CONSENT AGENDA

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

11. Consider approval of Minutes of the Regular City Council Meeting held on January 9, 2024
12. Consider Resolution 2024-3110 calling a General Election to be held on May 4, 2024 for the Purpose of Electing Council Members to Places 1 (Mayor), 2, 4 and 6; authorizing a Joint Election with other Denton County Political Subdivisions; and authorizing a Contract for Election Services with Denton County
13. Consider Resolution 2024-3112 authorizing a Task Order with Schaumburg & Polk, Inc. for Professional Engineering Services for the Gayle Lane, Merriman Drive, Oak Street and Cedar Drive Water Lines Project
14. Receive Budget Reports for Period ending November 30, 2023

15. Receive Budget Reports for Period ending December 31, 2023
16. Receive Investment Report for Quarter ending December 31, 2023

ACTION AGENDA

17. 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)
18. Consider Resolution 2024-3111 authorizing the Purchase of a 2024 Ford F550 Weis Fire Quick Attack 300RM Brush Truck from Weis Fire & Safety Equipment through the City's Cooperative Purchase Agreement with Houston Galveston Area Council (HGAC)
19. Receive Highland Village Police Department's Annual Compliance Report under the Texas Code of Criminal Procedure (CCP) Section 2.131 through 2.138 prohibiting Racial Profiling

LATE WORK SESSION

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

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

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 9TH DAY OF FEBRUARY 2024 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the _____ day of _____, 2024 at _____

am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 02/13/2024

SUBJECT: Presentation of Lifesaving Awards to Officers of the Highland Village Police Department

PREPARED BY: Doug Reim, Chief of Police

COMMENTS

Receive a presentation of Lifesaving Awards to Sergeant Travis Flowers, Corporal Michael McLaughlin and Officer Arturo Flores for their actions during a recent medical emergency.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 2

MEETING DATE: 02/13/2024

SUBJECT: Receive an Overview of the City Secretary's Office

PREPARED BY: Angela Miller, City Secretary

COMMENTS

City staff will provide an overview on the functions of the City Secretary's Office.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 8

MEETING DATE: 02/13/2024

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 Retirement of Mark Rudder for 20 Years of Service

Proclamation

The City of Highland Village

Whereas, Mark Rudder began his career in the Utilities Department of the City of Highland Village on January 5, 2004 as a Utility Technician; and

Whereas, he advanced to Utility Technician II and then to Utility Crew Leader before moving to the Streets department as a Streets Crew leader in 2008; and

Whereas, Mark is known for his willingness to help no matter the task; and

Whereas, Mark has completed over thirty hours of National Highway Institute training and was a certified Stormwater Inspector; and

Whereas, he has received numerous compliments from citizens and from his coworkers at Highland Village for his excellent customer service and expertise; and

Whereas, on January 5, 2024, Mark celebrated 20 years of service with the City of Highland Village; and

Whereas, Mark Rudder retires from the City of Highland Village with our sincere appreciation for his many contributions.

NOW THEREFORE, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby proclaim February 13th, 2024 as:

“Mark Rudder 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 January 2024.

Daniel Jaworski, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 02/13/2024

SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on January 9, 2024

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 minutes of the Regular City Council Meeting held on January 9, 2024.



**MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JANUARY 9, 2024**

EARLY WORK SESSION

Mayor Jaworski introduced Miss Hazel Speers who served as our Mayor for the Day. She called the meeting to order at 6:30 p.m.

Roll Call

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

Staff Members: Paul Stevens City Manager
Ken Heerman Assistant City Manager
Kevin Laughlin City Attorney
Angela Miller City Secretary
Ingrid Rex Deputy City Secretary
Jason Collier Fire Chief
Scott Kriston Public Works Director
Phil Lozano Parks and Recreation Director
Kim Lopez Human Resources Director
Laurie Mullens Marketing & Communications Director

1. Discuss Appointing a Member to Fill a Vacancy for an Unexpired Term on the Board of Ethics

Deputy City Secretary Rex reported that due to a resignation, there is a vacancy with an unexpired term on the Board of Ethics (Board). She stated two (2) applications were received last year during the annual appointment process indicating they were interested in serving on the Board. One of those applicants was appointed to serve on the Parks and Recreation Advisory Board, but can be considered to serve on a second board; the other applicant was not appointed at that time. An additional application has since been received. Ms. Rex reported all applications were provided to Council for review and this agenda item was an opportunity for Council to discuss appointing someone to fill the vacancy.

Mayor Pro Tem Kixmiller stated since one applicant is already serving on another board, he would like to give the others an opportunity to serve. Council discussed applicants, and Deputy City Secretary Rex stated a companion item was included on the regular meeting agenda for action if Council wished to make an appointment this evening.

2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for January 9, 2024

Relating to Agenda Item #11, Councilmember Fiester asked about timing for the project. Public Works Director Kriston stated he thought 120 calendar days were allowed per the contract. Councilmember Fiester asked if neighbors needed to be notified about the project. Mr. Kriston stated there would be message boards in place and that the HOA would also be notified so information could be shared in its newsletter. Mayor Jaworski asked the likelihood of the project coinciding with the signal project at Highland Shores and Highland Village Road; Mr. Kriston reported it would be done in conjunction with that project. Deputy Mayor Pro Tem Fiorenza asked what traffic impact is anticipated. Mr. Kriston stated that generally in high traffic areas or areas with school zones, the City would ask the contractor to be cognizant of both. With this intersection, he stated the contractor would be asked to be aware of commuter traffic and that, due to the width of the street, there would always be a lane open.

CLOSED SESSION
Training Room

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

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

Council did not meet in Closed Session.

With no further business, Mayor Jaworski adjourned the meeting at 6:39 p.m.

OPEN SESSION

4. Call Meeting to Order

Mayor Jaworski announced Miss Hazel Spears was serving as our Mayor for the Day and called the meeting to order at 7:01 p.m.

Roll Call

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

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager

Kevin Laughlin	City Attorney
Angela Miller	City Secretary
Doug Reim	Chief of Police
Jason Collier	Fire Chief
Scott Kriston	Public Works Director
Kim Lopez	Human Resources Director
Laurie Mullens	Marketing & Communications Director

5. Prayer led by Councilmember Kevin Cox

Councilmember Cox gave the invocation.

6. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Kevin Cox

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

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

Councilmember Hurst announced the following meetings and events:

City offices will be closed to observe Martin Luther King, Jr. Holiday – January 15

The LISD community will celebrate the 31st annual Dr. Martin Luther King, Jr. event at Lewisville High School auditorium on January 15 at 6:00 p.m.

Parks and Recreation Advisory Board meeting scheduled for January 15 has been cancelled

Planning and Zoning Commission meeting – January 16

DCTA's North Texas Mobility Corporation board meeting – January 24 at 9:00 a.m.

Denton County Transportation Authority Board of Directors meeting – January 25 at 10:00 a.m.

Highland Village Daddy Daughter dance – January 26

- **Presentation of a Proclamation celebrating the Mayor for the Day**

Mayor Jaworski recognized Hazel Speers as our Mayor for the Day and presented her with a Proclamation.

8. City Manager/Staff Reports

City Manager Stevens reminded residents of the Daddy Daughter Dance, provided the new Republic Services customer service phone number, and provided an update on the Highland Village Road and Brazos/Highland Shores traffic signal project.

- **The Village Report**

The Village Report included the Experience Highland Village video featuring Bowery Park and the re-designed mural created by artist Brinley Ash.

9. Visitor Comments

No one wished to speak.

CONSENT AGENDA

Mayor Pro Tem Kixmiller suggested moving Agenda Item #15 up to the Consent Agenda; Mayor Jaworski moved the item to Consent.

10. Consider approval of Minutes of the Regular City Council Meeting held on December 12, 2023
11. Consider Resolution 2024-3107 awarding and authorizing a Contract with Jagoe-Public Company for the Highland Shores Boulevard Asphalt Overlay Project
12. Consider Resolution 2024-3108 authorizing Negotiation and Execution of a Professional Services Agreement with Elements of Architecture, Inc. relating to Review and Analysis of Municipal Facilities
13. Receive Budget Reports for Period ending October 31, 2023
15. Consider Resolution 2024-3109 appointing a Member to Fill a Vacancy for an Unexpired Term on the Board of Ethics

Motion by Councilmember Fiester, seconded by Councilmember Hurst, to approve Consent Agenda Items #10 through #13, and Item #15 appointing Debbie Barber to fill the vacancy on the Board of Ethics. Motion carried 7-0.

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)

NO ACTION TAKEN

No action was taken on this item.

15. Consider Resolution 2024-3109 appointing a Member to Fill a Vacancy for an Unexpired Term on the Board of Ethics

This item was moved to the Consent Agenda.

LATE WORK SESSION

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

Councilmember Hurst requested a future agenda item for a workshop to discuss allowing limited locations on Highland Village Road and on the trail system for golf carts to use so that residents in all parts of the City can utilize these vehicles to access Doubletree Ranch,

The Shops at Highland Village, The Marketplace Shops such as HomeGoods and Petco, and other city property that currently is not accessible by all residents by golf cart.

17. Adjournment

Mayor Jaworski and Mayor for the Day Hazel Speers adjourned the meeting at 7:18 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

DRAFT

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 02/13/2024

SUBJECT: Consider Resolution 2024-3110 calling a General Election to be held May 4, 2024 for the Purpose of Electing City Council Members to Places 1 (Mayor), 2, 4 and 6; and authorizing a Joint Election Agreement and Contract for Election Services with Denton County

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

Pursuant to the City Charter and Texas Election Code, the City's General Election is to be held on the uniform election date on the first Saturday in May. The Charter further requires that the offices of City Council Places 1 (Mayor), 2, 4 and 6 be elected at the General Election in even-numbered years. All members shall be elected under the place system, at large, for two (2) year terms. A candidate for an elected office shall have been a resident of the City for a period of twelve (12) consecutive months prior to the date of the election and a qualified voter of the City.

The City Secretary's Office is responsible for conducting municipal elections as prescribed by the Texas Election Code. In accordance with the Texas Election Code, the City's election will be conducted jointly with other political subdivisions of Denton County. The proposed resolution calls for the May 4, 2024 General Election, provides for the appointment of election officials, provides for early voting and election day procedures, authorizes a joint election agreement and contract for election services with Denton County.

IDENTIFIED NEED/S:

The Council is required to call an election no later than 78 days prior to Election Day.

PROGRESS TO DATE: (if appropriate)

Denton County Elections Administrator Frank Phillips will serve as the administrator of the Joint Election, with each participating entity remaining responsible for decisions and actions as required by law.

The contract provides for the following:

- Denton County will coordinate, supervise and conduct the Joint Election pursuant to provisions of the Texas Election Code;
- All election officials, including the Early Voting Clerk, shall be officials appointed by Denton County;
- Denton County will procure, prepare and distribute supplies and equipment for Early Voting and Election Day;

- Denton County shall be responsible for appointment of the presiding judge and alternate judge for each polling location;
- Early Voting will be conducted jointly with all participating entities beginning April 22, 2024 and concluding April 30, 2024 at the locations and times established by the County. Highland Village voters may vote early at any joint early voting location;
- Denton County shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to joint participants, candidates, press and general public;
- Denton County is general custodian of voted ballots and all records of the Joint Election;
- Runoff election, if necessary, will be conducted on Saturday, June 15, 2024.

In accordance with Texas Election Code 2.051-2.053, the City may cancel the General Election if Places 1 (Mayor), 2, 4 and 6 are unopposed.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The City's General Election is funded in the Fiscal Year 2023-2024 budget.

RECOMMENDATION:

To approve Resolution No. 2024-3110 calling a General Election to be held on May 4, 2024 for the purpose of electing City Council Members to Places 1 (Mayor), 2, 4 and 6; and authorizing a Joint Election with other Denton County Political Subdivisions; and authorizing a contract for election services with Denton County.

CITY OF HIGHLAND VILLAGE

RESOLUTION NO. 2024-3110

A RESOLUTION AUTHORIZING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 4, 2024 FOR THE PURPOSE OF ELECTING CITY COUNCIL MEMBERS TO PLACES 1 (MAYOR), 2, 4 AND 6; AUTHORIZING A JOINT ELECTION WITH OTHER DENTON COUNTY POLITICAL SUBDIVISIONS; AUTHORIZING A CONTRACT FOR ELECTION SERVICES WITH DENTON COUNTY; PROVIDING FOR A RUNOFF DATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the general election for the City of Highland Village, as set forth by the Texas Election Code, is required to be held on May 4, 2024, at which time the voters will elect persons to City Council Places 1 (Mayor), 2, 4 and 6; and

WHEREAS, in accordance with Section 271.002 of the Texas Election Code, the City election will be conducted jointly with other political subdivisions of Denton County, Texas; and

WHEREAS, the City Council of the City of Highland Village find it to be in the public interest to call the foregoing election and to enter into a contract with Denton County to conduct said election jointly with other Denton County government entities.

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

Section 1. A general municipal election is hereby ordered to be held on the 4th day of May, 2024 for the purpose of electing a person to serve in the offices of City Council Places 1 (Mayor), 2, 4 and 6 by the qualified voters of the City of Highland Village.

Section 2. The election will be conducted jointly with other political subdivisions in Denton County on May 4, 2024, pursuant to Chapters 31 and 271, Texas Election Code.

Section 3. The election precinct and voting place of said elections shall be as follows:

City Voting Precinct

Highland Village Municipal Complex
PD Training Room
1000 Highland Village Road
Highland Village, TX 75077
(Includes County voting precincts 3152, 3153, 3154, and 3155)

Election polls shall be open from 7:00 a.m. – 7:00 p.m.

Section 4. All election officials, including the Early Voting Clerk shall be the officials appointed to such positions by Denton County and to the extent required by law, are hereby so appointed.

Section 5. Early voting by personal appearance will be held jointly with other Denton County public entities at Denton County's Main Early Voting Site located at the Denton County Elections Office, 701 Kimberly Drive, Denton, Texas 76208 beginning on April 22, 2024 and continuing through April 30, 2024 at the times set forth below:

Early Voting Dates

Monday through Saturday
April 22 – April 27, 2024

Sunday
April 28, 2024

Monday through Tuesday
April 29 – April 30, 2024

Times When Polls are Open

8:00 a.m. – 5:00 p.m.

11:00 a.m. – 5:00 p.m.

7:00 a.m. – 7:00 p.m.

In addition, all qualified and registered voters may vote by early appearance at the following location during the dates and times set forth below:

**Highland Village Municipal Complex
PD Training Room
1000 Highland Village Road
Highland Village, TX 75077**

Early Voting Dates

Monday through Saturday
April 22 – April 27, 2024

Sunday
April 28, 2024

Monday through Tuesday
April 29 – April 30, 2024

Times When Polls are Open

8:00 a.m. – 5:00 p.m.

11:00 a.m. – 5:00 p.m.

7:00 a.m. – 7:00 p.m.

Section 6. Additional early voting locations will be determined in accordance with the Joint Election Agreement and Contract for Election Services with the Denton County Election Administrator.

Section 7. The Denton County Election Administrator is hereby appointed to serve as the Early Voting Clerk and the Election Administrator’s permanent county employees are appointed as deputy early voting clerks.

Applications for ballot by mail shall be requested from:

Frank Phillips, Early Voting Clerk
Denton County Elections
P.O. Box 1720
Denton, TX 76202

Or emailed to: elections@dentoncounty.gov

Applications for ballot by mail sent via a contract carrier shall be requested from:

Frank Phillips, Early Voting Clerk
Denton County Elections
701 Kimberly Drive, Suite A100
Denton, TX 76208

Applications for ballots by mail must be received no later than the close of business on Tuesday, April 23, 2024.

Section 8. The election shall be conducted pursuant to the election laws of the State of Texas.

Section 9. Should a runoff election be required following the canvass of the May 4, 2024 election for any of the offices to be elected in the foregoing election, the City Council hereby orders that a runoff election be held with respect to said office(s) on Saturday, June 15, 2024. The polling place on Election Day for the runoff election shall be held at the Highland Village Municipal Complex, PD Training Room located at 1000 Highland Village Road, Highland Village, Texas, 75077 and the hours of voting shall be between 7:00 a.m. and 7:00 p.m.

Should a runoff election be necessary, early voting by personal appearance shall be held at the same locations set out in Section 5 and 6 hereof at the dates and times set forth below:

Early Voting Dates

Monday through Saturday
June 3, 2024 – June 8, 2024

Times When Polls are Open

8:00 a.m. – 5:00 p.m.

Monday through Tuesday
June 10, 2024 – June 11, 2024

7:00 a.m. – 7:00 p.m.

Section 10. This resolution shall be construed with any action of the Denton County Commissioners Court providing for the conduct of a joint election with other public entities as herein contemplated.

Section 11. The City Manager is hereby authorized to execute the contract for a joint election and election services with Denton County as the authorized representative of the City.

Section 12. The City Secretary is hereby authorized and directed to file, publish and/or post, in the time and manner prescribed by law, all notices required to be so filed, published and/or posted in connection with the conduct of this election.

Section 13. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED this the 13th day of February 2024.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/26/24:4875-8079-3504 v1)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 02/13/2024

SUBJECT: Consider Resolution 2024-3112 authorizing a Task Order with Schaumburg & Polk, Inc. for provision of the Engineering Services for the Gayle Lane, Merriman Drive, Oak Street, and Cedar Drive Water Lines Project in the amount of \$157,000.00

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

Several years ago, the City implemented a program to replace the older water lines in the water system. The older water lines primarily consist of pipelines made of asbestos cement (A/C) pipe. A/C pipe is susceptible to breaking and cracking, which normally requires shutting down the water line and then doing significant repair work. A/C water lines need to be replaced due to their condition and their age. Also, replacement of A/C water lines is in compliance with TCEQ requirements for the periodic replacement of the A/C water lines. These A/C water lines will be replaced with polyvinyl chloride (PVC) pipe, which the City has been using for new water lines since it became readily available. PVC pipe is a flexible type of pipe, and it is a more dependable and durable pipe and is not as susceptible to breaking and/or corrosion.

IDENTIFIED NEED/S:

The A/C water lines that need to be replaced at this time are located along Gayle Lane, Merriman Drive, Oak Street, and Cedar Drive. These water lines need to be replaced in order to continue the City's program of replacing the A/C water lines with PVC water lines. Also, these water lines have been selected for replacement because the streets where these water lines are located are part of a current street improvements project, and it would be beneficial to replace the water lines prior to making the street improvements.

OPTIONS & RESULTS:

Replacement of these water lines ensures a more reliable, dependable water system and will comply with current TCEQ guidelines. Also, it is a common practice to replace buried infrastructure prior to the construction of street improvements to eliminate possible damage to the newly improved roads from the excavation construction.

PROGRESS TO DATE: (if appropriate)

A Task Order has been received from Schaumburg & Polk, Inc, for the provision of professional engineering services required for this water line replacement project.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The cost for these professional engineering services under this Task Order is \$157,000.00. Since these water line replacements are along the same streets that are part of the current street improvements project, the surveying for the street improvements project can be utilized for this water line project resulting in a cost savings for the surveying on this project.

RECOMMENDATION:

To approve Resolution No. 2024-3112 as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2024-3112

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING A TASK ORDER WITH SCHAUMBURG & POLK, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE GAYLE LANE, MERRIMAN DRIVE, OAK STREET, AND CEDAR DRIVE WATER LINES PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having obtained a Task Order for the Gayle Lane, Merriman Drive, Oak Street, and Cedar Drive Water Lines Project from Schaumburg & Polk, Inc. recommends execution of the task order be approved for these professional services for a fee in the amount of \$157,000.00; and

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

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

SECTION 1. The City Manager is hereby authorized to execute a Task Order with Schaumburg & Polk, Inc. to provide professional services for the Gayle Lane, Merriman Drive, Oak Street, and Cedar Drive Water Lines Project for a fee in the amount of \$157,000.00.

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

PASSED AND APPROVED THIS 13TH DAY OF FEBRUARY, 2024.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/7/2024:4871-3393-4243)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 02/13/2024

SUBJECT: Receive Budget Reports for Period Ending November 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 November represents the second 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 November 30, 2023.

General Fund Summary

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
--	--------------

Revenues	Original Budget	Revised Budget <small>(Includes Budget Amendments)</small>	Year to Date	Variance	% Received
Property Tax	\$ 13,869,510	\$ 13,869,510	\$ 427,275	\$ (13,442,235)	3%
Sales Tax	3,942,504	3,942,504	-	(3,942,504)	0%
Franchise Fees	1,586,811	1,586,811	15,348	(1,571,463)	1%
Licensing & Permits	236,439	236,439	68,414	(168,025)	29%
Park/Recreation Fees	174,065	174,065	25,951	(148,114)	15%
Public Safety Fees	777,391	777,391	135,127	(642,264)	17%
Rents	179,919	179,919	14,790	(165,129)	8%
Municipal Court	106,074	106,074	15,632	(90,442)	15%
Interest Income	447,160	447,160	31,004	(416,156)	7%
Miscellaneous	63,500	63,500	4,087	(59,413)	6%
Total Revenues	\$ 21,383,373	\$ 21,383,373	\$ 737,630	\$ (20,645,743)	3%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Sale of Assets	\$ 186,275	\$ 186,275	\$ -	\$ (186,275)	0%

Total Available Resources	\$ 22,103,648	\$ 22,103,648	\$ 737,630	\$ (21,179,743)	
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 671,331	\$ 671,331	\$ 92,375	\$ 578,956	14%
Finance (includes Mun. Court)	1,539,939	1,539,939	408,488	1,131,452	27%
Human Resources	690,680	690,680	58,340	632,340	8%
City Secretary Office	484,592	484,592	53,919	430,673	11%
Information Services	1,424,559	1,424,559	171,923	1,252,636	12%
Marketing and Communications	496,198	496,198	96,193	400,004	19%
Police	6,130,265	6,130,265	832,725	5,297,539	14%
Fire	3,815,762	3,815,762	508,508	3,307,254	13%
Community Services	413,042	413,042	52,786	360,255	13%
Streets/Drainage	1,725,580	1,725,580	157,377	1,568,203	9%
Maintenance	2,397,398	2,397,398	135,383	2,262,015	6%
Parks	2,375,177	2,375,177	322,328	2,052,849	14%
Recreation	730,622	730,622	83,607	647,015	11%
Total Expenditures	\$ 22,895,143	\$ 22,895,143	\$ 2,973,952	\$ 19,921,191	13%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 159,000	\$ 159,000	\$ 5,522	\$ 153,478	3%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000		16,000	0%

Total Expenditures	\$ 22,911,143	\$ 22,911,143	\$ 2,973,952	\$ 19,937,191	
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Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	9,188,912	9,188,912	9,188,912
+ Net Increase (Decrease)	(807,495)	(807,495)	(2,236,322)
Ending Fund Balance	\$ 8,381,417	\$ 8,381,417	\$ 6,952,590

General Fund Expenditure Summary

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 15,479,543	\$ 15,479,543	\$ 1,978,068	\$ 13,501,475	13%
Services / Supplies	7,256,600	7,256,600	990,363	6,266,237	14%
Capital	159,000	159,000	5,522	153,478	3%
	\$ 22,895,143	\$ 22,895,143	\$ 2,973,952	\$ 19,921,191	13%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 10,963,431	\$ 10,963,431	\$ 1,235,743	\$ 9,727,689	11%
<i>Employee Benefits</i>	4,516,111	4,516,111	742,325	3,773,787	16%
<i>Total Personnel</i>	\$ 15,479,543	\$ 15,479,543	\$ 1,978,068	\$ 13,501,475	13%

Services / Supplies					
<i>Professional Services</i>	\$ 2,124,248	\$ 2,124,248	\$ 601,347	\$ 1,522,901	28%
<i>Employee Development</i>	406,511	406,511	43,353	363,158	11%
<i>Office Supplies / Equipment</i>	1,679,921	1,679,921	149,709	1,530,212	9%
<i>Utilities</i>	428,360	428,360	56,467	371,893	13%
<i>Other</i>	2,617,560	2,617,560	139,488	2,478,072	5%
<i>Total Services / Supplies</i>	\$ 7,256,600	\$ 7,256,600	\$ 990,363	\$ 6,266,237	14%

Capital					
<i>Equipment / Vehicles</i>	\$ 159,000	\$ 159,000	\$ 5,522	\$ 153,478	3%
<i>Total Capital</i>	\$ 159,000	\$ 159,000	\$ 5,522	\$ 153,478	3%

<i>Total General Fund Expenditure Summary</i>	\$ 22,895,143	\$ 22,895,143	\$ 2,973,952	\$ 19,921,191	13%
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General Fund Revenue

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 13,869,510	\$ 13,869,510	\$ 427,275	\$ (13,442,235)	3%
Sales Tax	3,942,504	3,942,504	-	(3,942,504)	0%
Franchise Fees	1,586,811	1,586,811	15,348	(1,571,463)	1%
Licensing & Permits	236,439	236,439	68,414	(168,025)	29%
Park/Recreation Fees	174,065	174,065	25,951	(148,114)	15%
Public Safety Fees	777,391	777,391	135,127	(642,264)	17%
Rents	179,919	179,919	14,790	(165,129)	8%
Municipal Court	106,074	106,074	15,632	(90,442)	15%
Interest Income	447,160	447,160	31,004	(416,156)	7%
Miscellaneous	63,500	63,500	4,087	(59,413)	6%
Total Revenues	\$ 21,383,373	\$ 21,383,373	\$ 737,630	\$ (20,645,743)	3%

City Manager Office FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 434,263	\$ 434,263	\$ 63,702	\$ 370,561	15%
Services / Supplies	237,068	237,068	28,672	208,396	12%
Capital	-	-	-	-	0%
	\$ 671,331	\$ 671,331	\$ 92,375	\$ 578,956	14%

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

Personnel					
<i>Salaries / Wages</i>	\$ 337,003	\$ 337,003	\$ 50,049	\$ 286,954	15%
<i>Employee Benefits</i>	97,260	97,260	13,653	83,607	14%
Total Personnel	\$ 434,263	\$ 434,263	\$ 63,702	\$ 370,561	15%

Services / Supplies					
<i>Professional Services (City-wide legal - \$98,500)</i>	\$ 163,500	163,500	\$ 27,045	\$ 136,455	17%
<i>Employee Development</i>	12,770	12,770	1,627	11,143	13%
<i>Supplies / Equipment</i>	10,510	10,510	0.13	10,510	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	-	50,288	0%
Total Services / Supplies	\$ 237,068	\$ 237,068	\$ 28,672	\$ 208,396	12%

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

Total City Manager	\$ 671,331	\$ 671,331	\$ 92,375	\$ 578,956	14%
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Finance Department FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 991,619	\$ 991,619	\$ 116,906	\$ 874,713	12%
Services / Supplies	548,320	548,320	291,581	256,739	53%
Capital	-	-	-	-	0%
	\$ 1,539,939	\$ 1,539,939	\$ 408,488	\$ 1,131,452	27%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 718,307	\$ 718,307	\$ 77,146	\$ 641,161	11%
<i>Employee Benefits</i>	273,312	273,312	39,761	233,551	15%
Total Personnel	\$ 991,619	\$ 991,619	\$ 116,906	\$ 874,713	12%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i> <i>(City-wide liability insurance - \$188,408 / DCAD - \$103,000)</i>	\$ 513,346	513,346	\$ 290,415	\$ 222,931	57%
<i>Employee Development</i>	13,649	13,649	215	13,434	2%
<i>Supplies / Equipment</i>	6,925	6,925	951	5,974	14%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Data Processing Equipment + Supplies)</i>	14,400	14,400	-	14,400	0%
Total Services / Supplies	\$ 548,320	\$ 548,320	\$ 291,581	\$ 256,739	53%

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

Total Finance Department	\$ 1,539,939	\$ 1,539,939	\$ 408,488	\$ 1,131,452	27%
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Human Resources FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 498,423	\$ 498,423	\$ 41,032	\$ 457,391	8%
Services / Supplies	192,257	192,257	17,308	174,949	9%
Capital	-	-	-	-	0%
	\$ 690,680	\$ 690,680	\$ 58,340	\$ 632,340	8%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 381,286	\$ 381,286	\$ 29,763	\$ 351,523	8%
<i>Employee Benefits</i>	117,137	117,137	11,269	105,867	10%
<i>Total Personnel</i>	\$ 498,423	\$ 498,423	\$ 41,032	\$ 457,391	8%

Services / Supplies					
<i>Professional Services</i>	\$ 93,294	\$ 93,294	\$ 13,732	\$ 79,562	15%
<i>Employee Development</i>	84,063	84,063	3,238	80,825	4%
<i>Supplies / Equipment</i>	1,175	1,175	309	866	26%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	13,725	13,725	28	13,697	0%
<i>Total Services / Supplies</i>	\$ 192,257	\$ 192,257	\$ 17,308	\$ 174,949	9%

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

Total Human Resources	\$ 690,680	\$ 690,680	\$ 58,340	\$ 632,340	8%
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City Secretary Office FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 296,072	\$ 296,072	\$ 45,357	\$ 250,715	15%
Services / Supplies	188,520	188,520	8,562	179,958	5%
Capital	-	-	-	-	-
	\$ 484,592	\$ 484,592	\$ 53,919	\$ 430,673	11%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 203,229	\$ 203,229	\$ 31,498	\$ 171,731	15%
<i>Employee Benefits</i>	92,843	92,843	13,859	78,984	15%
Total Personnel	\$ 296,072	\$ 296,072	\$ 45,357	\$ 250,715	15%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 44,800	\$ 44,800	\$ 3,529	\$ 41,271	8%
<i>Employee Development</i> <small>(City Council related \$42,704)</small>	71,369	71,369	4,135	67,234	6%
<i>Supplies / Equipment</i>	16,351	16,351	897.71	15,453	5%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	56,000	56,000	-	56,000	0%
Total Services / Supplies	\$ 188,520	\$ 188,520	\$ 8,562	\$ 179,958	5%

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

Total City Secretary Office	\$ 484,592	\$ 484,592	\$ 53,919	\$ 430,673	11%
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Information Services FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 852,334	\$ 852,334	\$ 104,794	\$ 747,540	12%
Services / Supplies	572,225	572,225	67,129	505,096	12%
Capital	-	-	-	-	0%
	\$ 1,424,559	\$ 1,424,559	\$ 171,923	\$ 1,252,636	12%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 635,768	\$ 635,768	\$ 70,273	\$ 565,495	11%
<i>Employee Benefits</i>	216,566	\$ 216,566	34,521	182,045	16%
Total Personnel	\$ 852,334	\$ 852,334	\$ 104,794	\$ 747,540	12%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 254,685	254,685	\$ 46,363	\$ 208,322	18%
<i>Employee Development</i>	32,250	32,250	1,338	30,912	4%
<i>Supplies / Equipment</i>	3,410	3,410	52	3,358	2%
<i>Utilities</i>	112,210	112,210	3,720	108,490	3%
<i>Other (Data Processing)</i>	169,670	169,670	15,656	154,014	9%
Total Services / Supplies	\$ 572,225	\$ 572,225	\$ 67,129	\$ 505,096	12%

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

Total City Information Services	\$ 1,424,559	\$ 1,424,559	\$ 171,923	\$ 1,252,636	12%
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Marketing and Communications FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 360,873	\$ 360,873	\$ 43,569	\$ 317,304	12%
Services / Supplies	135,325	135,325	52,624	82,701	39%
Capital	-	-	-	-	0%
	\$ 496,198	\$ 496,198	\$ 96,193	\$ 400,004	19%

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

Personnel					
<i>Salaries / Wages</i>	\$ 255,946	\$ 255,946	\$ 28,299	\$ 227,647	11%
<i>Employee Benefits</i>	104,927	\$ 104,927	15,270	89,657	15%
Total Personnel	\$ 360,873	\$ 360,873	\$ 43,569	\$ 317,304	12%

<i>Professional Services</i>	\$ 98,421	\$ 98,421	\$ 26,346	\$ 72,075	27%
<i>Employee Development</i>	9,854	9,854	915	8,939	9%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	27,050	27,050	25,364	1,686	94%
Total Services / Supplies	\$ 135,325	\$ 135,325	\$ 52,624	\$ 82,701	39%

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

Total Marketing and Communications	\$ 496,198	\$ 496,198	\$ 96,193	\$ 400,004	19%
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Police Department FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 5,385,828	\$ 5,385,828	\$ 672,831	\$ 4,712,996	12%
Services / Supplies	744,437	744,437	159,894	584,543	21%
Capital	-	-	-	-	0%
	\$ 6,130,265	\$ 6,130,265	\$ 832,725	\$ 5,297,539	14%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,839,741	3,839,741	\$ 435,008	\$ 3,404,733	11%
<i>Employee Benefits</i>	1,546,087	1,546,087	237,824	1,308,263	15%
Total Personnel	\$ 5,385,828	\$ 5,385,828	\$ 672,831	\$ 4,712,996	12%

Services / Supplies					
<i>Professional Services</i>	\$ 283,540	\$ 283,540	\$ 112,745	\$ 170,795	40%
<i>Employee Development</i>	50,075	50,075	5,587	44,488	11%
<i>Supplies / Equipment</i>	275,141	275,141	22,378	252,763	8%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$91,542)</i>	135,681	135,681	19,183	\$ 116,498	14%
Total Services / Supplies	\$ 744,437	\$ 744,437	\$ 159,894	\$ 584,543	21%

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

Total Police Department	\$ 6,130,265	\$ 6,130,265	\$ 832,725	\$ 5,297,539	14%
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Fire Department FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 3,223,769	\$ 3,223,769	\$ 448,004	\$ 2,775,766	14%
Services / Supplies	591,993	591,993	60,505	531,488	10%
Capital	-	-	-	-	0%
	\$ 3,815,762	\$ 3,815,762	\$ 508,508	\$ 3,307,254	13%

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

Personnel					
<i>Salaries / Wages</i>	\$ 2,261,998	<u>2,261,998</u>	\$ 263,956	\$ 1,998,042	12%
<i>Employee Benefits</i>	961,771	<u>961,771</u>	<u>184,048</u>	777,723	19%
Total Personnel	\$ 3,223,769	\$ 3,223,769	\$ 448,004	\$ 2,775,766	14%

Services / Supplies					
<i>Professional Services</i>	\$ 146,261	\$ 146,261	\$ 18,332	\$ 127,929	13%
<i>Employee Development</i> <i>(Training - \$52,950)</i>	62,290	62,290	8,926	53,364	14%
<i>Supplies / Equipment</i>	186,585	186,585	28,975	157,610	16%
<i>Utilities</i>	1,850	1,850	161	1,689	9%
<i>Other</i> <i>(Safety Programs)</i>	195,007	<u>195,007</u>	<u>4,110</u>	190,897	2%
Total Services / Supplies	\$ 591,993	\$ 591,993	\$ 60,505	\$ 531,488	10%

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

Total Fire Department	\$ 3,815,762	\$ 3,815,762	\$ 508,508	\$ 3,307,254	13%
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Community Services FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 387,510	\$ 387,510	\$ 48,024	\$ 339,486	12%
Services / Supplies	25,532	25,532	4,763	20,769	19%
Capital	-	-	-	-	0%
	\$ 413,042	\$ 413,042	\$ 52,786	\$ 360,255	13%

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

Personnel					
<i>Salaries / Wages</i>	\$ 268,540	268,540	\$ 29,714	\$ 238,826	11%
<i>Employee Benefits</i>	118,970	118,970	18,309	100,660	15%
<i>Total Personnel</i>	\$ 387,510	\$ 387,510	\$ 48,024	\$ 339,486	12%

Services / Supplies					
<i>Professional Services</i>	\$ 9,000	9,000	\$ 1,577	7,423	18%
<i>Employee Development</i>	10,607	10,607	2,398	8,209	23%
<i>Supplies / Equipment</i>	5,925	5,925	587	5,338	10%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	200	(200)	0%
<i>Total Services / Supplies</i>	\$ 25,532	\$ 25,532	\$ 4,763	\$ 20,769	19%

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

<i>Total Building Operations</i>	\$ 413,042	\$ 413,042	\$ 52,786	\$ 360,255	13%
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Streets Division FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 870,282	\$ 870,282	\$ 116,859	\$ 753,423	13%
Services / Supplies	840,298	840,298	40,518	799,780	5%
Capital	<u>15,000</u>	<u>15,000</u>	<u>-</u>	<u>15,000</u>	<u>0%</u>
	\$ 1,725,580	\$ 1,725,580	\$ 157,377	\$ 1,568,203	9%

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

Personnel					
<i>Salaries / Wages</i>	\$ 589,625	\$ 589,625	\$ 60,484	\$ 529,142	10%
<i>Employee Benefits</i>	<u>280,657</u>	<u>280,657</u>	<u>56,375</u>	<u>224,281</u>	<u>20%</u>
<i>Total Personnel</i>	\$ 870,282	\$ 870,282	\$ 116,859	\$ 753,423	13%

Services / Supplies					
<i>Professional Services</i>	\$ 77,816	77,816	\$ -	\$ 77,816	0%
<i>Employee Development</i>	12,014	12,014	1,301	10,713	11%
<i>Supplies / Equipment</i>	70,818	70,818	5,452	65,366	8%
<i>Utilities (Streetlights)</i>	86,000	86,000	22,017	63,983	26%
<i>Other (Street Maintenance)</i>	<u>593,650</u>	<u>593,650</u>	<u>11,748</u>	<u>581,902</u>	<u>2%</u>
<i>Total Services / Supplies</i>	\$ 840,298	\$ 840,298	\$ 40,518	\$ 799,780	5%

Capital					
<i>Equipment / Vehicles</i>	15,000	15,000	-	15,000	0%
<i>Total Capital</i>	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	0%

Total Streets	\$ 1,725,580	\$ 1,725,580	\$ 157,377	\$ 1,568,203	9%
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Maintenance Division FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 428,069	\$ 428,069	\$ 55,042	\$ 373,027	13%
Services / Supplies	1,894,329	1,894,329	80,342	1,813,987	4%
Capital	<u>75,000</u>	<u>75,000</u>	-	<u>75,000</u>	<u>0%</u>
	\$ 2,397,398	\$ 2,397,398	\$ 135,383	\$ 2,262,015	6%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 288,765	<u>288,765</u>	\$ 30,583	\$ 258,182	11%
<i>Employee Benefits</i>	<u>139,303</u>	<u>139,303</u>	<u>24,458</u>	<u>114,845</u>	<u>18%</u>
<i>Total Personnel</i>	\$ 428,069	\$ 428,069	\$ 55,042	\$ 373,027	13%
Services / Supplies					
<i>Professional Services</i>	\$ 184,360	\$ 184,360	\$ 11,351	\$ 173,009	6%
<i>Employee Development</i>	5,640	5,640	220	5,420	4%
<i>Supplies / Equipment</i>	739,716	739,716	46,614	693,102	6%
<i>Utilities</i>	95,000	95,000	8,458	86,542	9%
<i>Other (Capital Lease Payments)</i>	<u>869,613</u>	<u>869,613</u>	<u>13,698</u>	<u>\$ 855,915</u>	<u>2%</u>
<i>Total Services / Supplies</i>	\$ 1,894,329	\$ 1,894,329	\$ 80,342	\$ 1,813,987	4%
Capital					
<i>Equipment / Vehicles</i>	75,000	75,000	-	75,000	0%
<i>Total Capital</i>	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	0%
Total Maintenance	\$ 2,397,398	\$ 2,397,398	\$ 135,383	\$ 2,262,015	6%

Parks Division FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,527,671	\$ 1,527,671	\$ 194,888	\$ 1,332,782	13%
Services / Supplies	778,506	778,506	121,917	656,589	16%
Capital	<u>69,000</u>	<u>69,000</u>	<u>5,522</u>	<u>63,478</u>	<u>8%</u>
	\$ 2,375,177	\$ 2,375,177	\$ 322,328	\$ 2,052,849	14%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,009,781	<u>1,009,781</u>	\$ 110,109	\$ 899,672	11%
<i>Employee Benefits</i>	<u>517,890</u>	<u>517,890</u>	<u>84,779</u>	<u>433,111</u>	<u>16%</u>
Total Personnel	\$ 1,527,671	\$ 1,527,671	\$ 194,888	\$ 1,332,782	13%

Services / Supplies					
<i>Professional Services</i>	\$ 255,225	\$ 255,225	\$ 49,912	\$ 205,313	20%
<i>Employee Development</i>	27,435	27,435	12,829	14,606	47%
<i>Supplies / Equipment</i>	360,965	360,965	36,965	324,000	10%
<i>Utilities</i>	133,300	133,300	22,110	111,190	17%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>101</u>	<u>1,480</u>	<u>6%</u>
Total Services / Supplies	\$ 778,506	\$ 778,506	\$ 121,917	\$ 656,589	16%

Capital					
<i>Equipment / Vehicles</i>	69,000	69,000	5,522	63,478	8%
Total Capital	69,000	69,000	5,522	63,478	8%

Total Parks	\$ 2,375,177	\$ 2,375,177	\$ 322,328	\$ 2,052,849	14%
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Recreation Division FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 222,832	\$ 222,832	\$ 27,059	\$ 195,772	12%
Services / Supplies	507,790	507,790	56,547	451,243	11%
Capital	-	-	-	-	0%
	\$ 730,622	\$ 730,622	\$ 83,607	\$ 647,015	11%

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

Personnel					
<i>Salaries / Wages</i>	\$ 173,443	\$ 173,443	\$ 18,861	\$ 154,582	11%
<i>Employee Benefits</i>	49,389	49,389	8,198	41,191	17%
Total Personnel	\$ 222,832	\$ 222,832	\$ 27,059	\$ 195,772	12%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	14,495	14,495	622	13,873	4%
<i>Supplies / Equipment</i>	2,400	2,400	6,527	(4,127)	272%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	490,895	490,895	49,398	441,497	10%
Total Services / Supplies	\$ 507,790	\$ 507,790	\$ 56,547	\$ 451,243	11%

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

Total Recreation	\$ 730,622	\$ 730,622	\$ 83,607	\$ 647,015	11%
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Equipment Replacement / Capital Schedule FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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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	-	-	-	-	0%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	15,000	15,000	-	15,000	0%
Maintenance Capital Outlay	75,000	75,000	-	75,000	0%
City Parks Capital Outlay	69,000	69,000	5,522	63,478	8%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 159,000	\$ 159,000	\$ 5,522	\$ 153,478	3%

Utility Fund Revenues

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (190,000)	\$ (190,000)	\$ (23,873)	\$ (166,128)	13%
<i>Charges / Penalties</i>	88,250	88,250	12,249	76,001	14%
Total Fees	\$ (101,750)	\$ (101,750)	\$ (11,624)	\$ (90,126)	11%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,780,954	\$ 5,780,954	\$ 780,204	\$ 5,000,750	13%
<i>Sewer Sales</i>	4,556,950	4,556,950	557,924	3,999,026	12%
<i>Inspection Fees</i>	4,000	4,000	80	3,920	2%
Total Charges for Service	\$ 10,341,904	\$ 10,341,904	\$ 1,338,208	\$ 9,003,696	13%

Interest

<i>Interest (Operations)</i>	\$ 210,572	\$ 210,572	\$ 64,315	\$ 146,257	31%
<i>Interest (Capital Projects)</i>	149,114	149,114	5,854	143,260	4%
Total Interest	\$ 359,686	\$ 359,686	\$ 70,169	\$ 289,517	20%

Impact Fees

<i>Impact Fees</i>	\$ 75,000	\$ 75,000	\$ 2,498	\$ 72,502	3%
Total Impact Fees	\$ 75,000	\$ 75,000	\$ 2,498	\$ 72,502	3%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 81	\$ 4,919	2%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 81	\$ 4,919	2%

Total Utility Fund Revenues	\$ 10,679,840	\$ 10,679,840	\$ 1,399,332	\$ 9,280,508	13%
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Utility Division FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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- - - Summary - Operations - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,917,790	\$ 1,917,790	\$ 245,079	\$ 1,672,711	13%
Services / Supplies	7,348,983	7,348,983	1,037,163	6,311,820	14%
Capital	114,500	114,500	90,335	24,165	79%
Total Utility Division	\$ 9,381,273	\$ 9,381,273	\$ 1,372,577	\$ 8,008,696	15%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,293,688	\$ 1,293,688	\$ 147,192	\$ 1,146,496	11%
<i>Employee Benefits</i>	624,102	624,102	97,887	526,216	16%
Total Personnel	\$ 1,917,790	\$ 1,917,790	\$ 245,079	\$ 1,672,711	13%

Services / Supplies					
<i>Professional Services</i>	\$ 321,269	\$ 321,269	\$ 30,117	\$ 291,152	9%
<i>Employee Development</i>	67,856	67,856	3,495	64,361	5%
<i>Supplies / Equipment</i>	74,262	74,262	12,289	61,973	17%
<i>Utilities</i>	455,136	455,136	102,770	352,366	23%
<i>Other (Well Lot Maintenance)</i>	1,419,157	1,419,157	105,760	1,313,397	7%
Sub-Total - Operations Services / Supplies	\$ 2,337,680	\$ 2,337,680	\$ 254,431	\$ 2,083,249	11%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,270	\$ 5,270	\$ -	\$ 5,270	0%
<i>UTRWD - Water Volume Cost</i>	1,232,451	1,232,451	214,027	1,018,424	17%
<i>UTRWD - Water Demand Charges</i>	1,500,465	1,500,465	250,078	1,250,388	17%
<i>UTRWD - Sewer Effluent Volume Rate</i>	610,215	610,215	87,310	522,905	14%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,283,092	1,283,092	197,349	1,085,743	15%
<i>UTRWD - HV Sewer Line to UTRWD</i>	379,810	379,810	33,970	345,841	9%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 5,011,303	\$ 5,011,303	\$ 782,732	\$ 4,228,571	16%

Total Services / Supplies	\$ 7,348,983	\$ 7,348,983	\$ 1,037,163	\$ 6,311,820	14%
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Capital					
<i>Equipment / Vehicles</i>	114,500	114,500	90,335	24,165	79%
Total Capital	\$ 114,500	\$ 114,500	\$ 90,335	\$ 24,165	79%

Total Utility Division - Operations	\$ 9,381,273	\$ 9,381,273	\$ 1,372,577	\$ 8,008,696	15%
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Utility Fund Working Capital FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,780,954	\$ 5,780,954	\$ 780,204	\$ 5,000,750	13%
<i>Sewer Sales</i>	4,556,950	4,556,950	557,924	3,999,026	12%
<i>Other Fees / Charges</i>	97,250	97,250	12,409	84,841	13%
<i>Electronic Payment Credit</i>	(190,000)	(190,000)	(23,873)	(166,128)	13%
<i>Interest</i>	210,572	210,572	64,315	146,257	31%
Total Revenues	\$ 10,455,726	\$ 10,455,726	\$ 1,390,980	\$ 9,064,746	13%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$ 500,455	\$ 500,455	\$ 80,632	\$ 419,823	16%
<i>Operations</i>	3,869,515	3,869,515	418,878	3,450,638	11%
<i>UTRWD</i>	5,011,303	5,011,303	782,732	4,228,571	16%
<i>Debt Service</i>	1,005,854	1,005,854	-	880,036	0%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	114,500	114,500	90,335	24,165	79%
Total Expenditures	\$ 10,501,627	\$ 10,501,627	\$ 1,372,577	\$ 9,129,050	13%

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>	(515,901)	(515,901)	18,403
Beginning Working Capital			
<i>Operations</i>	3,454,236	3,454,236	3,454,236
<i>Available Impact Fees</i>	1,217,225	1,217,225	1,217,225
Total Available Working Capital	\$ 4,671,461	\$ 4,671,461	\$ 4,671,461
Ending Working Capital			
<i>Operations</i>	2,938,335	2,938,335	3,472,639
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,142,225	1,142,225	1,217,225
Total Available Working Capital	\$ 4,080,560	\$ 4,080,560	\$ 4,689,864

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,217,225	1,217,225	1,217,225
<i>+ Collections</i>	75,000	75,000	-
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	-
<i>Ending Balance</i>	1,142,225	1,142,225	1,217,225

*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 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 604,600	\$ 604,600	\$ 126,298	\$ 478,302	21%
<i>Annual Park Passes</i>	62,000	62,000	95	61,905	0%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	49,000	49,000	9,259	39,741	19%
Total Revenues	\$ 715,600	\$ 715,600	\$ 135,652	\$ 579,948	19%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 246,366	246,366	\$ 36,692	\$ 209,675	15%
<i>Services / Supplies</i>	464,155	464,155	30,085	434,070	6%
<i>Capital</i>		-	-	-	#DIV/0!
Total Expenditures	\$ 710,521	\$ 710,521	\$ 66,777	\$ 643,745	9%

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>	\$ 1,108,431	\$ 1,108,431	\$ 1,108,431
<i>+ Net Increase (Decrease)</i>	5,079	5,079	68,875
Ending Fund Balance	\$ 1,113,510	\$ 1,113,510	\$ 1,177,306

Debt Service Fund

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,186,525	\$ 2,186,525	\$ 66,715	\$ 2,119,810	3%
<i>Interest Income</i>	23,000	23,000	1,215	21,785	5%
<i>Total Revenues</i>	\$ 2,209,525	\$ 2,209,525	\$ 67,930	\$ 2,141,595	3%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,755,000	\$ 1,755,000	-	\$ 1,755,000	0%
<i>Interest Payments</i>	958,690	958,690	-	958,690	0%
<i>Paying Agent Fees</i>	3,000	3,000	-	3,000	0%
<i>Total Expenditures</i>	\$ 2,716,690	\$ 2,716,690	-	\$ 2,716,690	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	539,165	539,165	-	\$ 539,165	0%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
<i>Total Financing Sources</i>	\$ 539,165	\$ 539,165	-	\$ 539,165	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 120,472	\$ 120,472	\$ 120,472
<i>+ Net Increase (Decrease)</i>	32,000	32,000	67,930
<i>Ending Fund Balance</i>	\$ 152,472	\$ 152,472	\$ 188,402

Capital Projects Fund

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-		-	0%
Interest Income	288,788	288,788	50,129	238,659	17%
Total Revenues	\$ 288,788	\$ 288,788	\$ 50,129	\$ 238,659	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2021 Bond Issue (Parks)	1,516,600	1,516,600	1,391	1,515,209	0%
2021 Bond Issue (Streets)	4,395,937	4,395,937	248,095	4,147,842	6%
Total Expenditures	\$ 5,912,537	\$ 5,912,537	\$ 249,486	\$ 5,663,051	4%

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
Beginning fund balance	\$ 14,390,555	\$ 14,390,555	\$ 14,390,555
+Net Increase (Decrease)	(5,623,749)	(5,623,749)	(199,357)
Ending Fund Balance	\$ 8,766,806	\$ 8,766,806	\$ 14,191,199

Drainage Utilities FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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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	63,647	446,353	12%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	7,636	7,636	1,728	5,908	23%
Total Revenues	\$ 527,636	\$ 527,636	\$ 65,375	\$ 462,261	12%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 423,894	\$ 423,894	\$ 49,924	\$ 373,970	12%
<i>Services / Supplies</i>	319,760	319,760	28,890	290,870	9%
<i>Capital</i>	21,000	21,000	-	21,000	0%
Total Expenditures	\$ 764,654	\$ 764,654	\$ 78,814	\$ 685,841	10%

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 Transfers Out / 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>	\$ 376,104	\$ 376,104	\$ 376,104
<i>+ Net Increase (Decrease)</i>	(237,018)	(237,018)	(13,439)
Ending Fund Balance	\$ 139,086	\$ 139,086	\$ 362,666

Park Development Fee Fund FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 3,700	\$ 3,700	\$ 775	2,925	0%
<i>Community Park Fees</i>	-	-	75	(75)	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	\$ 3,700	\$ 3,700	\$ 850	\$ 2,850	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>	\$ 85,900	\$ 85,900	\$ 85,900
<i>+ Net Increase (Decrease)</i>	3,700	3,700	850
Ending Fund Balance	\$ 89,600	\$ 89,600	\$ 86,750

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>	89,600	90,375
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 89,600	\$ 90,375

Public Safety Special Revenue Fund

FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 37,100	37,100	\$ 51,985	\$ (14,885)	140%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	16,100	16,100	4,794	11,306	30%
Capital	-	-		(4,794)	0%
Total Expenditures	\$ 16,100	\$ 16,100	\$ 4,794	\$ 11,306	30%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(19,000)	(19,000)	-	(19,000)	0%
Total Other Sources (Uses)	\$ (19,000)	\$ (19,000)	\$ -	\$ (19,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 76,846	\$ 76,846	\$ 76,846
+ Net Increase (Decrease)	2,000	2,000	47,192
Ending Fund Balance	\$ 78,846	\$ 78,846	\$ 124,038

Municipal Court Technology Fee Fund FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,600	\$ 2,600	\$ 357	2,243	14%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	100%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	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	\$ 14,442	\$ 14,442	\$ 14,442
+ Net Increase (Decrease)	(1,000)	(1,000)	(3,243)
Ending Fund Balance	\$ 13,442	\$ 13,442	\$ 11,199

Municipal Court Building Security Fund FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 3,100	\$ 3,100	\$ 435	\$ 2,665	14%

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	\$ 47,210	\$ 47,210	\$ 47,210
+ Net Increase (Decrease)	3,100	3,100	435
Ending Fund Balance	\$ 50,310	\$ 50,310	\$ 47,646

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

	<i>Actual</i> 2021-2022	<i>Projected</i> 2022-2023	<i>Budget</i> 2023-2024	<i>YTD</i> 2023-2024
Beginning Fund Balance	\$ 356,702	\$ 650,602	\$ 1,222,940	\$ 1,222,940
Revenues				
4B Sales Tax	1,730,003	1,798,959	1,867,154	-
Park Fees (Rental)	42,482	76,800	91,000	19,338
Linear Park Fees			-	-
Miscellaneous Income	2,593	-	-	-
Interest Income	1,475	34,843	63,764	10,380
Total	\$ 1,776,553	\$ 1,910,602	\$ 2,021,918	\$ 29,717
Expenditures				
<i>Personnel</i>	308,473	301,744	406,497	43,139
Services / Supplies	335,823	288,713	487,312	40,987
Reimburse GF (Support Functions)		28,000	28,000	
Reimburse GF (Debt Service)	838,357	537,581	539,165	-
Total Non-Capital Expenditures	\$ 1,482,653	\$ 1,156,038	\$ 1,460,974	\$ 84,126
Capital				
Equipment		182,226	97,000	-
Net Increase / (Decrease)	293,900	572,338	463,944	(54,408)
Working Capital Balance	\$ 650,602	\$ 1,222,940	\$ 1,686,884	\$ 1,168,532

PEG Fee Fund FY 2023/2024 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 30,000	\$ 30,000	\$ -	\$ 22,706	0%
Total Revenues	\$ 30,000	\$ 30,000	\$ -	\$ 22,706	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,000	7,000	306	6,694	4%
<i>Capital</i>		-		-	0%
Total Expenditures	\$ 7,000	\$ 7,000	\$ 306	\$ 6,694	4%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 167,563	\$ 167,563	\$ 167,563
<i>+Net Increase (Decrease)</i>	23,000	23,000	(306)
Ending Fund Balance	\$ 190,563	\$ 190,563	\$ 167,257

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 02/13/2024

SUBJECT: Receive Budget Reports for Period Ending December 31, 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 December represents the third 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 December 31, 2023.

General Fund Summary

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired 25.0%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 13,869,510	\$ 13,869,510	\$ 7,623,591	\$ (6,245,919)	55%
Sales Tax	3,942,504	3,942,504	292,362	(3,650,142)	7%
Franchise Fees	1,586,811	1,586,811	48,471	(1,538,340)	3%
Licensing & Permits	236,439	236,439	95,590	(140,849)	40%
Park/Recreation Fees	174,065	174,065	37,266	(136,799)	21%
Public Safety Fees	777,391	777,391	166,405	(610,986)	21%
Rents	179,919	179,919	58,401	(121,518)	32%
Municipal Court	106,074	106,074	22,187	(83,887)	21%
Interest Income	447,160	447,160	121,666	(325,494)	27%
Miscellaneous	63,500	63,500	14,925	(48,575)	24%
Total Revenues	\$ 21,383,373	\$ 21,383,373	\$ 8,480,864	\$ (12,902,509)	40%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Sale of Assets	\$ 186,275	\$ 186,275	\$ 18,060	\$ (168,215)	0%
Total Available Resources	\$ 22,103,648	\$ 22,103,648	\$ 8,498,924	\$ (13,436,509)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 671,331	\$ 671,331	\$ 151,889	\$ 519,442	23%
Finance (includes Mun. Court)	1,539,939	1,539,939	529,770	1,010,169	34%
Human Resources	690,680	690,680	113,724	576,956	16%
City Secretary Office	484,592	484,592	122,023	362,569	25%
Information Services	1,424,559	1,424,559	301,714	1,122,845	21%
Marketing and Communications	496,198	496,198	142,978	353,220	29%
Police	6,130,265	6,130,265	1,443,728	4,686,537	24%
Fire	3,815,762	3,815,762	851,693	2,964,070	22%
Community Services	413,042	413,042	102,231	310,811	25%
Streets/Drainage	1,725,580	1,725,580	263,202	1,462,378	15%
Maintenance	2,397,398	2,397,398	346,901	2,050,496	14%
Parks	2,375,177	2,375,177	595,354	1,779,823	25%
Recreation	730,622	730,622	124,272	606,350	17%
Total Expenditures	\$ 22,895,143	\$ 22,895,143	\$ 5,089,479	\$ 17,805,664	22%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 159,000	\$ 159,000	\$ 72,271	\$ 86,729	45%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000		16,000	0%
Total Expenditures	\$ 22,911,143	\$ 22,911,143	\$ 5,089,479	\$ 17,821,664	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	9,188,912	9,188,912	9,188,912
+ Net Increase (Decrease)	(807,495)	(807,495)	3,409,446
Ending Fund Balance	\$ 8,381,417	\$ 8,381,417	\$ 12,598,358

General Fund Expenditure Summary

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 15,479,543	\$ 15,479,543	\$ 3,686,482	\$ 11,793,061	24%
Services / Supplies	7,256,600	7,256,600	1,330,725	5,925,875	18%
Capital	159,000	159,000	72,271	86,729	45%
	\$ 22,895,143	\$ 22,895,143	\$ 5,089,479	\$ 17,805,664	22%

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

Personnel					
<i>Salaries / Wages</i>	\$ 10,963,431	\$ 10,963,431	\$ 2,545,222	\$ 8,418,209	23%
<i>Employee Benefits</i>	4,516,111	4,516,111	1,141,260	3,374,851	25%
<i>Total Personnel</i>	\$ 15,479,543	\$ 15,479,543	\$ 3,686,482	\$ 11,793,061	24%

Services / Supplies					
<i>Professional Services</i>	\$ 2,124,248	\$ 2,124,248	\$ 663,026	\$ 1,461,222	31%
<i>Employee Development</i>	406,511	406,511	70,580	335,931	17%
<i>Office Supplies / Equipment</i>	1,679,921	1,679,921	260,027	1,419,894	15%
<i>Utilities</i>	428,360	428,360	62,267	366,093	15%
<i>Other</i>	2,617,560	2,617,560	274,825	2,342,735	10%
<i>Total Services / Supplies</i>	\$ 7,256,600	\$ 7,256,600	\$ 1,330,725	\$ 5,925,875	18%

Capital					
<i>Equipment / Vehicles</i>	\$ 159,000	\$ 159,000	\$ 72,271	\$ 86,729	45%
<i>Total Capital</i>	\$ 159,000	\$ 159,000	\$ 72,271	\$ 86,729	45%

<i>Total General Fund Expenditure Summary</i>	\$ 22,895,143	\$ 22,895,143	\$ 5,089,479	\$ 17,805,664	22%
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General Fund Revenue

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 13,869,510	\$ 13,869,510	\$ 7,623,591	\$ (6,245,919)	55%
Sales Tax	3,942,504	3,942,504	292,362	(3,650,142)	7%
Franchise Fees	1,586,811	1,586,811	48,471	(1,538,340)	3%
Licensing & Permits	236,439	236,439	95,590	(140,849)	40%
Park/Recreation Fees	174,065	174,065	37,266	(136,799)	21%
Public Safety Fees	777,391	777,391	166,405	(610,986)	21%
Rents	179,919	179,919	58,401	(121,518)	32%
Municipal Court	106,074	106,074	22,187	(83,887)	21%
Interest Income	447,160	447,160	121,666	(325,494)	27%
Miscellaneous	63,500	63,500	14,925	(48,575)	24%
Total Revenues	\$ 21,383,373	\$ 21,383,373	\$ 8,480,864	\$ (12,902,509)	40%

City Manager Office FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 434,263	\$ 434,263	\$ 115,941	\$ 318,322	27%
Services / Supplies	237,068	237,068	35,947	201,121	15%
Capital	-	-	-	-	0%
	\$ 671,331	\$ 671,331	\$ 151,889	\$ 519,442	23%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 337,003	\$ 337,003	\$ 92,286	\$ 244,717	27%
<i>Employee Benefits</i>	97,260	97,260	23,655	73,605	24%
<i>Total Personnel</i>	\$ 434,263	\$ 434,263	\$ 115,941	\$ 318,322	27%
Services / Supplies					
<i>Professional Services (City-wide legal - \$98,500)</i>	\$ 163,500	163,500	\$ 32,790	\$ 130,710	20%
<i>Employee Development</i>	12,770	12,770	3,157	9,613	25%
<i>Supplies / Equipment</i>	10,510	10,510	0.18	10,510	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	-	50,288	0%
<i>Total Services / Supplies</i>	\$ 237,068	\$ 237,068	\$ 35,947	\$ 201,121	15%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 671,331	\$ 671,331	\$ 151,889	\$ 519,442	23%

Finance Department FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 991,619	\$ 991,619	\$ 228,889	\$ 762,730	23%
Services / Supplies	548,320	548,320	300,881	247,439	55%
Capital	-	-	-	-	0%
	\$ 1,539,939	\$ 1,539,939	\$ 529,770	\$ 1,010,169	34%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 718,307	\$ 718,307	\$ 163,067	\$ 555,240	23%
<i>Employee Benefits</i>	273,312	273,312	65,822	207,490	24%
Total Personnel	\$ 991,619	\$ 991,619	\$ 228,889	\$ 762,730	23%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$188,408 / DCAD - \$103,000)</i>	\$ 513,346	513,346	\$ 298,968	\$ 214,378	58%
<i>Employee Development</i>	13,649	13,649	779	12,870	6%
<i>Supplies / Equipment</i>	6,925	6,925	1,135	5,790	16%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Data Processing Equipment + Supplies)</i>	14,400	14,400	-	14,400	0%
Total Services / Supplies	\$ 548,320	\$ 548,320	\$ 300,881	\$ 247,439	55%

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

Total Finance Department	\$ 1,539,939	\$ 1,539,939	\$ 529,770	\$ 1,010,169	34%
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Human Resources FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 498,423	\$ 498,423	\$ 80,172	\$ 418,251	16%
Services / Supplies	192,257	192,257	33,552	158,705	17%
Capital	-	-	-	-	0%
	\$ 690,680	\$ 690,680	\$ 113,724	\$ 576,956	16%

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

Personnel					
<i>Salaries / Wages</i>	\$ 381,286	\$ 381,286	\$ 61,063	\$ 320,223	16%
<i>Employee Benefits</i>	117,137	117,137	19,109	98,028	16%
Total Personnel	\$ 498,423	\$ 498,423	\$ 80,172	\$ 418,251	16%

Services / Supplies					
<i>Professional Services</i>	\$ 93,294	\$ 93,294	\$ 17,475	\$ 75,819	19%
<i>Employee Development</i>	84,063	84,063	15,767	68,296	19%
<i>Supplies / Equipment</i>	1,175	1,175	321	854	27%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	13,725	13,725	(11)	13,736	0%
Total Services / Supplies	\$ 192,257	\$ 192,257	\$ 33,552	\$ 158,705	17%

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

Total Human Resources	\$ 690,680	\$ 690,680	\$ 113,724	\$ 576,956	16%
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City Secretary Office FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 296,072	\$ 296,072	\$ 77,428	\$ 218,644	26%
Services / Supplies	188,520	188,520	44,595	143,925	24%
Capital	-	-	-	-	-
	\$ 484,592	\$ 484,592	\$ 122,023	\$ 362,569	25%

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

Personnel					
<i>Salaries / Wages</i>	\$ 203,229	\$ 203,229	\$ 55,046	\$ 148,183	27%
<i>Employee Benefits</i>	92,843	92,843	22,382	70,461	24%
Total Personnel	\$ 296,072	\$ 296,072	\$ 77,428	\$ 218,644	26%

Services / Supplies					
<i>Professional Services</i>	\$ 44,800	\$ 44,800	\$ 4,816	\$ 39,984	11%
<i>Employee Development</i> <small>(City Council related \$42,704)</small>	71,369	71,369	8,660	62,709	12%
<i>Supplies / Equipment</i>	16,351	16,351	1,618.63	14,732	10%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	56,000	56,000	29,500	26,500	53%
Total Services / Supplies	\$ 188,520	\$ 188,520	\$ 44,595	\$ 143,925	24%

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

Total City Secretary Office	\$ 484,592	\$ 484,592	\$ 122,023	\$ 362,569	25%
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Information Services FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 852,334	\$ 852,334	\$ 201,200	\$ 651,134	24%
Services / Supplies	572,225	572,225	100,514	471,711	18%
Capital	-	-	-	-	0%
	\$ 1,424,559	\$ 1,424,559	\$ 301,714	\$ 1,122,845	21%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 635,768	\$ 635,768	\$ 145,247	\$ 490,521	23%
<i>Employee Benefits</i>	216,566	\$ 216,566	55,952	160,613	26%
Total Personnel	\$ 852,334	\$ 852,334	\$ 201,200	\$ 651,134	24%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 254,685	254,685	\$ 72,548	\$ 182,137	28%
<i>Employee Development</i>	32,250	32,250	2,100	30,150	7%
<i>Supplies / Equipment</i>	3,410	3,410	157	3,253	5%
<i>Utilities</i>	112,210	112,210	6,757	105,453	6%
<i>Other (Data Processing)</i>	169,670	169,670	18,952	150,718	11%
Total Services / Supplies	\$ 572,225	\$ 572,225	\$ 100,514	\$ 471,711	18%

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

Total City Information Services	\$ 1,424,559	\$ 1,424,559	\$ 301,714	\$ 1,122,845	21%
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Marketing and Communications FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 360,873	\$ 360,873	\$ 84,609	\$ 276,263	23%
Services / Supplies	135,325	135,325	58,368	76,957	43%
Capital	-	-	-	-	0%
	\$ 496,198	\$ 496,198	\$ 142,978	\$ 353,220	29%

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

Personnel					
<i>Salaries / Wages</i>	\$ 255,946	\$ 255,946	\$ 59,362	\$ 196,584	23%
<i>Employee Benefits</i>	104,927	\$ 104,927	25,248	79,679	24%
Total Personnel	\$ 360,873	\$ 360,873	\$ 84,609	\$ 276,263	23%

<i>Professional Services</i>	\$ 98,421	\$ 98,421	\$ 29,036	\$ 69,385	30%
<i>Employee Development</i>	9,854	9,854	1,094	8,760	11%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	27,050	27,050	28,238	(1,188)	104%
Total Services / Supplies	\$ 135,325	\$ 135,325	\$ 58,368	\$ 76,957	43%

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

Total Marketing and Communications	\$ 496,198	\$ 496,198	\$ 142,978	\$ 353,220	29%
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Police Department FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 5,385,828	\$ 5,385,828	\$ 1,263,164	\$ 4,122,664	23%
Services / Supplies	744,437	744,437	180,564	563,873	24%
Capital	-	-	-	-	0%
	\$ 6,130,265	\$ 6,130,265	\$ 1,443,728	\$ 4,686,537	24%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,839,741	<u>3,839,741</u>	\$ 894,537	\$ 2,945,203	23%
<i>Employee Benefits</i>	1,546,087	<u>1,546,087</u>	<u>368,626</u>	1,177,461	24%
Total Personnel	\$ 5,385,828	\$ 5,385,828	\$ 1,263,164	\$ 4,122,664	23%

Services / Supplies					
<i>Professional Services</i>	\$ 283,540	\$ 283,540	\$ 113,216	\$ 170,324	40%
<i>Employee Development</i>	50,075	50,075	8,786	41,289	18%
<i>Supplies / Equipment</i>	275,141	275,141	27,584	247,557	10%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$91,542)</i>	135,681	135,681	30,978	\$ 104,703	23%
Total Services / Supplies	\$ 744,437	\$ 744,437	\$ 180,564	\$ 563,873	24%

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

Total Police Department	\$ 6,130,265	\$ 6,130,265	\$ 1,443,728	\$ 4,686,537	24%
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Fire Department FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 3,223,769	\$ 3,223,769	\$ 779,527	\$ 2,444,243	24%
Services / Supplies	591,993	591,993	72,166	519,827	12%
Capital	-	-	-	-	0%
	\$ 3,815,762	\$ 3,815,762	\$ 851,693	\$ 2,964,070	22%

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

Personnel					
Salaries / Wages	\$ 2,261,998	<u>2,261,998</u>	\$ 517,899	\$ 1,744,099	23%
Employee Benefits	961,771	<u>961,771</u>	<u>261,628</u>	700,143	27%
Total Personnel	\$ 3,223,769	\$ 3,223,769	\$ 779,527	\$ 2,444,243	24%

Services / Supplies					
Professional Services	\$ 146,261	\$ 146,261	\$ 22,636	\$ 123,625	15%
Employee Development <i>(Training - \$52,950)</i>	62,290	62,290	11,510	50,780	18%
Supplies / Equipment	186,585	186,585	33,561	153,024	18%
Utilities	1,850	1,850	338	1,512	18%
Other <i>(Safety Programs)</i>	195,007	<u>195,007</u>	<u>4,120</u>	190,887	2%
Total Services / Supplies	\$ 591,993	\$ 591,993	\$ 72,166	\$ 519,827	12%

Capital					
Equipment / Vehicles		-		-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total Fire Department	\$ 3,815,762	\$ 3,815,762	\$ 851,693	\$ 2,964,070	22%
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Community Services FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 387,510	\$ 387,510	\$ 95,388	\$ 292,122	25%
Services / Supplies	25,532	25,532	6,843	18,689	27%
Capital	-	-	-	-	0%
	\$ 413,042	\$ 413,042	\$ 102,231	\$ 310,811	25%

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

Personnel					
<i>Salaries / Wages</i>	\$ 268,540	268,540	\$ 65,475	\$ 203,065	24%
<i>Employee Benefits</i>	118,970	118,970	29,912	89,057	25%
Total Personnel	\$ 387,510	\$ 387,510	\$ 95,388	\$ 292,122	25%

Services / Supplies					
<i>Professional Services</i>	\$ 9,000	9,000	\$ 1,577	7,423	18%
<i>Employee Development</i>	10,607	10,607	3,445	7,162	32%
<i>Supplies / Equipment</i>	5,925	5,925	1,621	4,304	27%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	200	(200)	0%
Total Services / Supplies	\$ 25,532	\$ 25,532	\$ 6,843	\$ 18,689	27%

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

Total Building Operations	\$ 413,042	\$ 413,042	\$ 102,231	\$ 310,811	25%
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Streets Division FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 870,282	\$ 870,282	\$ 217,372	\$ 652,910	25%
Services / Supplies	840,298	840,298	45,830	794,468	5%
Capital	<u>15,000</u>	<u>15,000</u>	<u>-</u>	<u>15,000</u>	<u>0%</u>
	\$ 1,725,580	\$ 1,725,580	\$ 263,202	\$ 1,462,378	15%

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

Personnel					
<i>Salaries / Wages</i>	\$ 589,625	\$ 589,625	\$ 133,932	\$ 455,693	23%
<i>Employee Benefits</i>	<u>280,657</u>	<u>280,657</u>	<u>83,440</u>	<u>197,217</u>	<u>30%</u>
<i>Total Personnel</i>	\$ 870,282	\$ 870,282	\$ 217,372	\$ 652,910	25%

Services / Supplies					
<i>Professional Services</i>	\$ 77,816	77,816	\$ -	\$ 77,816	0%
<i>Employee Development</i>	12,014	12,014	1,301	10,713	11%
<i>Supplies / Equipment</i>	70,818	70,818	6,422	64,396	9%
<i>Utilities (Streetlights)</i>	86,000	86,000	22,017	63,983	26%
<i>Other (Street Maintenance)</i>	<u>593,650</u>	<u>593,650</u>	<u>16,090</u>	<u>577,560</u>	<u>3%</u>
<i>Total Services / Supplies</i>	\$ 840,298	\$ 840,298	\$ 45,830	\$ 794,468	5%

Capital					
<i>Equipment / Vehicles</i>	15,000	15,000	-	15,000	0%
<i>Total Capital</i>	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	0%

<i>Total Streets</i>	\$ 1,725,580	\$ 1,725,580	\$ 263,202	\$ 1,462,378	15%
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Maintenance Division FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 428,069	\$ 428,069	\$ 109,131	\$ 318,938	25%
Services / Supplies	1,894,329	1,894,329	237,770	1,656,559	13%
Capital	<u>75,000</u>	<u>75,000</u>	-	<u>75,000</u>	<u>0%</u>
	\$ 2,397,398	\$ 2,397,398	\$ 346,901	\$ 2,050,496	14%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 288,765	<u>288,765</u>	\$ 71,235	\$ 217,531	25%
<i>Employee Benefits</i>	<u>139,303</u>	<u>139,303</u>	<u>37,896</u>	<u>101,407</u>	<u>27%</u>
<i>Total Personnel</i>	\$ 428,069	\$ 428,069	\$ 109,131	\$ 318,938	25%

Services / Supplies					
<i>Professional Services</i>	\$ 184,360	\$ 184,360	\$ 17,570	\$ 166,790	10%
<i>Employee Development</i>	5,640	5,640	244	5,396	4%
<i>Supplies / Equipment</i>	739,716	739,716	128,410	611,306	17%
<i>Utilities</i>	95,000	95,000	11,664	83,336	12%
<i>Other (Capital Lease Payments)</i>	<u>869,613</u>	<u>869,613</u>	<u>79,883</u>	<u>\$ 789,730</u>	9%
<i>Total Services / Supplies</i>	\$ 1,894,329	\$ 1,894,329	\$ 237,770	\$ 1,656,559	13%

Capital					
<i>Equipment / Vehicles</i>	75,000	75,000	-	75,000	<u>0%</u>
<i>Total Capital</i>	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	0%

<i>Total Maintenance</i>	\$ 2,397,398	\$ 2,397,398	\$ 346,901	\$ 2,050,496	14%
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Parks Division FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,527,671	\$ 1,527,671	\$ 383,210	\$ 1,144,460	25%
Services / Supplies	778,506	778,506	139,873	638,633	18%
Capital	<u>69,000</u>	<u>69,000</u>	<u>72,271</u>	<u>(3,271)</u>	<u>105%</u>
	\$ 2,375,177	\$ 2,375,177	\$ 595,354	\$ 1,779,823	25%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 1,009,781	<u>1,009,781</u>	\$ 248,418	\$ 761,363	25%
<i>Employee Benefits</i>	<u>517,890</u>	<u>517,890</u>	<u>134,792</u>	<u>383,098</u>	<u>26%</u>
<i>Total Personnel</i>	\$ 1,527,671	\$ 1,527,671	\$ 383,210	\$ 1,144,460	25%

Services / Supplies					
<i>Professional Services</i>	\$ 255,225	\$ 255,225	\$ 52,393	\$ 202,832	21%
<i>Employee Development</i>	27,435	27,435	13,114	14,321	48%
<i>Supplies / Equipment</i>	360,965	360,965	52,671	308,294	15%
<i>Utilities</i>	133,300	133,300	21,491	111,809	16%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>204</u>	<u>1,377</u>	<u>13%</u>
<i>Total Services / Supplies</i>	\$ 778,506	\$ 778,506	\$ 139,873	\$ 638,633	18%

Capital					
<i>Equipment / Vehicles</i>	69,000	69,000	72,271	(3,271)	105%
<i>Total Capital</i>	69,000	69,000	72,271	(3,271)	105%

Total Parks	\$ 2,375,177	\$ 2,375,177	\$ 595,354	\$ 1,779,823	25%
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Recreation Division FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 222,832	\$ 222,832	\$ 50,451	\$ 172,380	23%
Services / Supplies	507,790	507,790	73,821	433,969	15%
Capital	-	-	-	-	0%
	\$ 730,622	\$ 730,622	\$ 124,272	\$ 606,350	17%

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

Personnel					
<i>Salaries / Wages</i>	\$ 173,443	\$ 173,443	\$ 37,655	\$ 135,788	22%
<i>Employee Benefits</i>	49,389	49,389	12,796	36,592	26%
Total Personnel	\$ 222,832	\$ 222,832	\$ 50,451	\$ 172,380	23%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	14,495	14,495	622	13,873	4%
<i>Supplies / Equipment</i>	2,400	2,400	6,527	(4,127)	272%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	490,895	490,895	66,672	424,223	14%
Total Services / Supplies	\$ 507,790	\$ 507,790	\$ 73,821	\$ 433,969	15%

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

Total Recreation	\$ 730,622	\$ 730,622	\$ 124,272	\$ 606,350	17%
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Equipment Replacement / Capital Schedule FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	-	-	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	-	-	-	-	0%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	15,000	15,000	-	15,000	0%
Maintenance Capital Outlay	75,000	75,000	-	75,000	0%
City Parks Capital Outlay	69,000	69,000	72,271	(3,271)	105%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 159,000	\$ 159,000	\$ 72,271	\$ 86,729	45%

Utility Fund Revenues

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (190,000)	\$ (190,000)	\$ (39,793)	\$ (150,208)	21%
<i>Charges / Penalties</i>	88,250	88,250	20,815	67,435	24%
Total Fees	\$ (101,750)	\$ (101,750)	\$ (18,978)	\$ (82,772)	19%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,780,954	\$ 5,780,954	\$ 1,148,687	\$ 4,632,267	20%
<i>Sewer Sales</i>	4,556,950	4,556,950	916,994	3,639,956	20%
<i>Inspection Fees</i>	4,000	4,000	390	3,610	10%
Total Charges for Service	\$ 10,341,904	\$ 10,341,904	\$ 2,066,071	\$ 8,275,833	20%

Interest

<i>Interest (Operations)</i>	\$ 210,572	\$ 210,572	\$ 93,841	\$ 116,731	45%
<i>Interest (Capital Projects)</i>	149,114	149,114	7,849	141,265	5%
Total Interest	\$ 359,686	\$ 359,686	\$ 101,690	\$ 257,996	28%

Impact Fees

<i>Impact Fees</i>	\$ 75,000	\$ 75,000	\$ 4,993	\$ 70,007	7%
Total Impact Fees	\$ 75,000	\$ 75,000	\$ 4,993	\$ 70,007	7%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 3,590	\$ 1,410	72%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 3,590	\$ 1,410	72%

Total Utility Fund Revenues	\$ 10,679,840	\$ 10,679,840	\$ 2,157,365	\$ 8,522,475	20%
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Utility Division FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,917,790	\$ 1,917,790	\$ 461,854	\$ 1,455,936	24%
Services / Supplies	7,348,983	7,348,983	1,495,170	5,853,813	20%
Capital	114,500	114,500	90,335	24,165	79%
Total Utility Division	\$ 9,381,273	\$ 9,381,273	\$ 2,047,358	\$ 7,333,914	22%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,293,688	\$ 1,293,688	\$ 314,608	\$ 979,080	24%
<i>Employee Benefits</i>	624,102	624,102	147,246	476,856	24%
Total Personnel	\$ 1,917,790	\$ 1,917,790	\$ 461,854	\$ 1,455,936	24%

Services / Supplies					
<i>Professional Services</i>	\$ 321,269	\$ 321,269	\$ 43,908	\$ 277,361	14%
<i>Employee Development</i>	67,856	67,856	4,482	63,374	7%
<i>Supplies / Equipment</i>	74,262	74,262	18,365	55,897	25%
<i>Utilities</i>	455,136	455,136	103,300	351,836	23%
<i>Other (Well Lot Maintenance)</i>	1,419,157	1,419,157	169,126	1,250,031	12%
Sub-Total - Operations Services / Supplies	\$ 2,337,680	\$ 2,337,680	\$ 339,181	\$ 1,998,499	15%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,270	\$ 5,270	\$ -	\$ 5,270	0%
<i>UTRWD - Water Volume Cost</i>	1,232,451	1,232,451	298,779	933,672	24%
<i>UTRWD - Water Demand Charges</i>	1,500,465	1,500,465	375,116	1,125,349	25%
<i>UTRWD - Sewer Effluent Volume Rate</i>	610,215	610,215	135,116	475,099	22%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,283,092	1,283,092	296,023	987,069	23%
<i>UTRWD - HV Sewer Line to UTRWD</i>	379,810	379,810	50,954	328,856	13%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 5,011,303	\$ 5,011,303	\$ 1,155,989	\$ 3,855,314	23%

Total Services / Supplies	\$ 7,348,983	\$ 7,348,983	\$ 1,495,170	\$ 5,853,813	20%
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Capital					
<i>Equipment / Vehicles</i>	114,500	114,500	90,335	24,165	79%
Total Capital	\$ 114,500	\$ 114,500	\$ 90,335	\$ 24,165	79%

Total Utility Division - Operations	\$ 9,381,273	\$ 9,381,273	\$ 2,047,358	\$ 7,333,914	22%
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Utility Fund Working Capital FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	\$ 5,780,954	\$ 5,780,954	\$ 1,148,687	\$ 4,632,267	20%
Sewer Sales	4,556,950	4,556,950	916,994	3,639,956	20%
Other Fees / Charges	97,250	97,250	24,794	72,456	25%
Electronic Payment Credit	(190,000)	(190,000)	(39,793)	(150,208)	21%
Interest	210,572	210,572	93,841	116,731	45%
Total Revenues	\$ 10,455,726	\$ 10,455,726	\$ 2,144,524	\$ 8,311,202	21%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	\$ 500,455	\$ 500,455	\$ 134,164	\$ 366,291	27%
Operations	3,869,515	3,869,515	666,871	3,202,644	17%
UTRWD	5,011,303	5,011,303	1,155,989	3,855,314	23%
Debt Service	1,005,854	1,005,854	-	880,036	0%
Capital Projects	-	-	-	-	0%
Equipment Replace / Capital	114,500	114,500	90,335	24,165	79%
Total Expenditures	\$ 10,501,627	\$ 10,501,627	\$ 2,047,358	\$ 8,454,268	19%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Transfers In (Applied Impact Fees)				\$ -	0%
Operating Transfers In / Utility Capital Projects				-	0%
Operating Transfers Out / Utility Capital Projects	-	-	-	-	0%
Operating Transfers Out / General Fund	(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
Net Increase/Decrease	(515,901)	(515,901)	97,165
Beginning Working Capital			
Operations	3,454,236	3,454,236	3,454,236
Available Impact Fees	1,217,225	1,217,225	1,217,225
Total Available Working Capital	\$ 4,671,461	\$ 4,671,461	\$ 4,671,461
Ending Working Capital			
Operations	2,938,335	2,938,335	3,551,401
Designated Capital Project	-	-	-
Available Impact Fees	1,142,225	1,142,225	1,217,225
Total Available Working Capital	\$ 4,080,560	\$ 4,080,560	\$ 4,768,626

Impact Fees			
Beginning Balance	1,217,225	1,217,225	1,217,225
+ Collections	75,000	75,000	-
- Applied to offset Debt Service	(150,000)	(150,000)	-
Ending Balance	1,142,225	1,142,225	1,217,225

*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 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 604,600	\$ 604,600	\$ 161,905	\$ 442,695	27%
<i>Annual Park Passes</i>	62,000	62,000	95	61,905	0%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	49,000	49,000	14,038	34,962	29%
Total Revenues	\$ 715,600	\$ 715,600	\$ 176,038	\$ 539,562	25%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 246,366	246,366	\$ 65,363	\$ 181,003	27%
<i>Services / Supplies</i>	464,155	464,155	32,555	431,600	7%
<i>Capital</i>		-	-	-	#DIV/0!
Total Expenditures	\$ 710,521	\$ 710,521	\$ 97,919	\$ 612,603	14%

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>	\$ 1,108,431	\$ 1,108,431	\$ 1,108,431
<i>+ Net Increase (Decrease)</i>	5,079	5,079	78,119
Ending Fund Balance	\$ 1,113,510	\$ 1,113,510	\$ 1,186,550

Debt Service Fund

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,186,525	\$ 2,186,525	\$ 1,190,338	\$ 996,187	54%
<i>Interest Income</i>	23,000	23,000	2,473	20,527	11%
Total Revenues	\$ 2,209,525	\$ 2,209,525	\$ 1,192,811	\$ 1,016,714	54%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,755,000	\$ 1,755,000	\$ -	\$ 1,755,000	0%
<i>Interest Payments</i>	958,690	958,690	-	958,690	0%
<i>Paying Agent Fees</i>	3,000	3,000	-	3,000	0%
Total Expenditures	\$ 2,716,690	\$ 2,716,690	\$ -	\$ 2,716,690	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	539,165	539,165	-	\$ 539,165	0%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 539,165	\$ 539,165	\$ -	\$ 539,165	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 120,472	\$ 120,472	\$ 120,472
<i>+ Net Increase (Decrease)</i>	32,000	32,000	1,192,811
Ending Fund Balance	\$ 152,472	\$ 152,472	\$ 1,313,283

Capital Projects Fund

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-		-	0%
Interest Income	288,788	288,788	136,804	151,984	47%
Total Revenues	\$ 288,788	\$ 288,788	\$ 136,804	\$ 151,984	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2021 Bond Issue (Parks)	1,516,600	1,516,600	2,516	1,514,084	0%
2021 Bond Issue (Streets)	4,395,937	4,395,937	991,479	3,404,458	23%
Total Expenditures	\$ 5,912,537	\$ 5,912,537	\$ 993,995	\$ 4,918,542	17%

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
Beginning fund balance	\$ 14,390,555	\$ 14,390,555	\$ 14,390,555
+Net Increase (Decrease)	(5,623,749)	(5,623,749)	(857,192)
Ending Fund Balance	\$ 8,766,806	\$ 8,766,806	\$ 13,533,364

Drainage Utilities FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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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	106,049	403,951	21%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	7,636	7,636	2,482	5,154	33%
Total Revenues	\$ 527,636	\$ 527,636	\$ 108,531	\$ 419,105	21%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 423,894	\$ 423,894	\$ 94,987	\$ 328,907	22%
<i>Services / Supplies</i>	319,760	319,760	39,818	279,942	12%
<i>Capital</i>	21,000	21,000	-	21,000	0%
Total Expenditures	\$ 764,654	\$ 764,654	\$ 134,805	\$ 629,849	18%

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>	\$ 376,104	\$ 376,104	\$ 376,104
<i>+ Net Increase (Decrease)</i>	(237,018)	(237,018)	(26,275)
Ending Fund Balance	\$ 139,086	\$ 139,086	\$ 349,830

Park Development Fee Fund FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 3,700	\$ 3,700	\$ 1,172	2,528	0%
<i>Community Park Fees</i>	-	-	75	(75)	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	\$ 3,700	\$ 3,700	\$ 1,247	\$ 2,453	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>	\$ 85,900	\$ 85,900	\$ 85,900
<i>+ Net Increase (Decrease)</i>	3,700	3,700	1,247
Ending Fund Balance	\$ 89,600	\$ 89,600	\$ 87,147

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>	89,600	90,772
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 89,600	\$ 90,772

Public Safety Special Revenue Fund

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 37,100	37,100	\$ 51,554	\$ (14,454)	139%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	16,100	16,100	4,794	11,306	30%
Capital	-	-		(4,794)	0%
Total Expenditures	\$ 16,100	\$ 16,100	\$ 4,794	\$ 11,306	30%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(19,000)	(19,000)	-	(19,000)	0%
Total Other Sources (Uses)	\$ (19,000)	\$ (19,000)	\$ -	\$ (19,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 76,846	\$ 76,846	\$ 76,846
+ Net Increase (Decrease)	2,000	2,000	46,761
Ending Fund Balance	\$ 78,846	\$ 78,846	\$ 123,607

Municipal Court Technology Fee Fund FY 2023/2024 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,600	\$ 2,600	\$ 506	2,094	19%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	100%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	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	\$ 14,442	\$ 14,442	\$ 14,442
+ Net Increase (Decrease)	(1,000)	(1,000)	(3,094)
Ending Fund Balance	\$ 13,442	\$ 13,442	\$ 11,348

Municipal Court Building Security Fund FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 3,100	\$ 3,100	\$ 618	\$ 2,482	20%

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	\$ 47,210	\$ 47,210	\$ 47,210
+ Net Increase (Decrease)	3,100	3,100	618
Ending Fund Balance	\$ 50,310	\$ 50,310	\$ 47,828

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

	<i>Actual 2021-2022</i>	<i>Projected 2022-2023</i>	<i>Budget 2023-2024</i>	<i>YTD 2023-2024</i>
Beginning Fund Balance	\$ 356,702	\$ 650,602	\$ 1,222,940	\$ 1,222,940
Revenues				
4B Sales Tax	1,730,003	1,798,959	1,867,154	131,569
Park Fees (Rental)	42,482	76,800	91,000	19,343
Linear Park Fees			-	-
Miscellaneous Income	2,593	-	-	-
Interest Income	1,475	34,843	63,764	17,127
Total	\$ 1,776,553	\$ 1,910,602	\$ 2,021,918	\$ 168,038
Expenditures				
<i>Personnel</i>	308,473	301,744	406,497	68,639
Services / Supplies	335,823	288,713	487,312	45,584
Reimburse GF (Support Functions)		28,000	28,000	
Reimburse GF (Debt Service)	838,357	537,581	539,165	-
Total Non-Capital Expenditures	\$ 1,482,653	\$ 1,156,038	\$ 1,460,974	\$ 114,223
Capital				
Equipment		182,226	97,000	-
Net Increase / (Decrease)	293,900	572,338	463,944	53,815
Working Capital Balance	\$ 650,602	\$ 1,222,940	\$ 1,686,884	\$ 1,276,756

PEG Fee Fund

FY 2023/2024 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 30,000	\$ 30,000	\$ -	\$ 22,706	0%
Total Revenues	\$ 30,000	\$ 30,000	\$ -	\$ 22,706	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,000	7,000	342	6,658	5%
<i>Capital</i>		-		-	0%
Total Expenditures	\$ 7,000	\$ 7,000	\$ 342	\$ 6,658	5%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 167,563	\$ 167,563	\$ 167,563
<i>+Net Increase (Decrease)</i>	23,000	23,000	(342)
Ending Fund Balance	\$ 190,563	\$ 190,563	\$ 167,221

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 02/13/2024

SUBJECT: Investment Report for the Quarter Ending December 31, 2023

PREPARED BY: Heather Miller, Assistant Finance Director

BACKGROUND:

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

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

The detailed transactions for September 30, 2023 through December 31, 2023 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures January 1, 2024)
- TexSTAR (Texas Short Term Asset Reserve Program, a public funds investment pool, custodial, and depository services are provided by JP Morgan Chase Bank and subsidiary J.P. Morgan Investor Services Co. that matures January 1, 2024)
- Wells Fargo DDA (Demand Deposit Account that matures January 1, 2024 collateralized by pledged securities held in custody by the Bank of New York Mellon)
- Southside MMA (Money Market Account that matures January 1, 2024, collateralized by pledged securities held in custody by the Federal Home Loan Bank)
- InterBank MMA (Money Market Account that matures January 1, 2024, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures January 1, 2024, fully insured by the Federal Deposit Insurance Corporation)
- East West Bank CD (Certificate of Deposit that matures November 2, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- Wallis Bank CD (Certificate of Deposit that matures November 9, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis Bank CD (Certificate of Deposit that matures February 9, 2024 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis Bank CD (Certificate of Deposit that matures May 9, 2024 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures August 7, 2024 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis Bank CDARS (Certificate of Deposit Registry Service that matures November 7, 2024 insure by Federal Deposit Insurance Corporation)

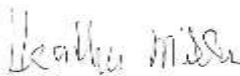
This information reports that the beginning market value for all cash and investments was \$38,431,319 and the ending market value on December 31, 2023 was \$42,912,836. The average yield for the quarter ending September 30, 2023 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (5.39%) is less than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at September 30, 2023 was \$21,468,815 and the ending balance on December 31, 2023 was \$28,052,449 or 65% of the City's total portfolio. The weighted average maturity of the City's portfolio on December 31, 2023 is 55 days.

The average total portfolio yield for the quarter ending December 31, 2023 was 5.36%.

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

	<u>Book Value</u>	<u>Market Value</u>
December 31, 2023	\$42,912,836	\$42,812,836
September 30, 2023	\$38,431,319	\$38,431,319

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



Heather Miller
Investment Officer



Ken Heerman
Assistant City Manager

¹Note:

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

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

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

RECOMMENDATION:

Council to receive the Investment Reports for the period ending December 31, 2023.



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

December 31, 2023

Prepared by

Valley View Consulting, L.L.C.

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

Ken Heerman, Assistant City Manager

Heather Miller, Assistant Finance Director

Staff Accountant

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

Summary

Quarter End Results by Investment Category:

Asset Type	September 30, 2023			December 31, 2023		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	5.15%	\$ 21,468,815	\$ 21,468,815	5.39%	\$ 28,052,449	\$ 28,052,449
Securities/CDs	5.13%	16,962,504	16,962,504	5.29%	14,860,387	14,860,387
Totals	5.14%	\$ 38,431,319	\$ 38,431,319	5.36%	\$ 42,912,836	\$ 42,912,836

Current Quarter Average Yield (1)

Total Portfolio	5.36%
Rolling Three Month Treasury	5.53%
Rolling Six Month Treasury	5.49%
TexPool	5.37%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	5.36%
Rolling Three Month Treasury	5.53%
Rolling Six Month Treasury	5.49%
TexPool	5.37%

Interest Earnings (Approximate)

Quarterly Interest	\$ 515,634
Fiscal Year-to-Date Interest	\$ 515,634

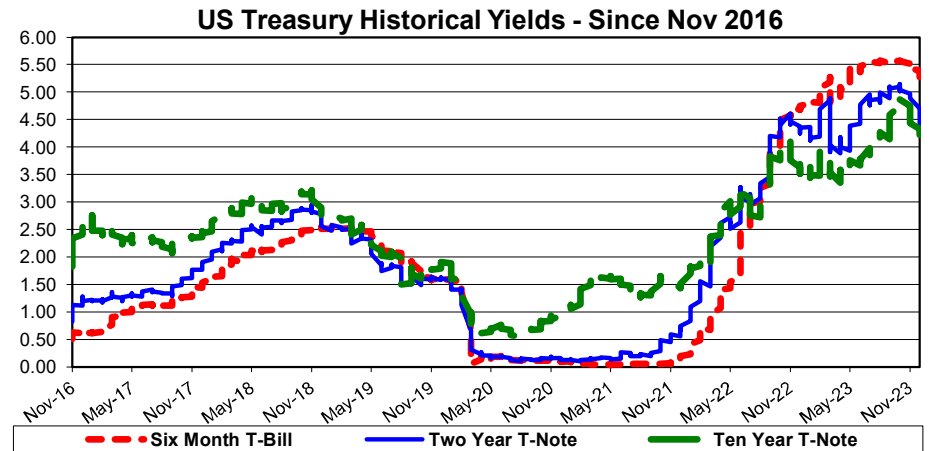
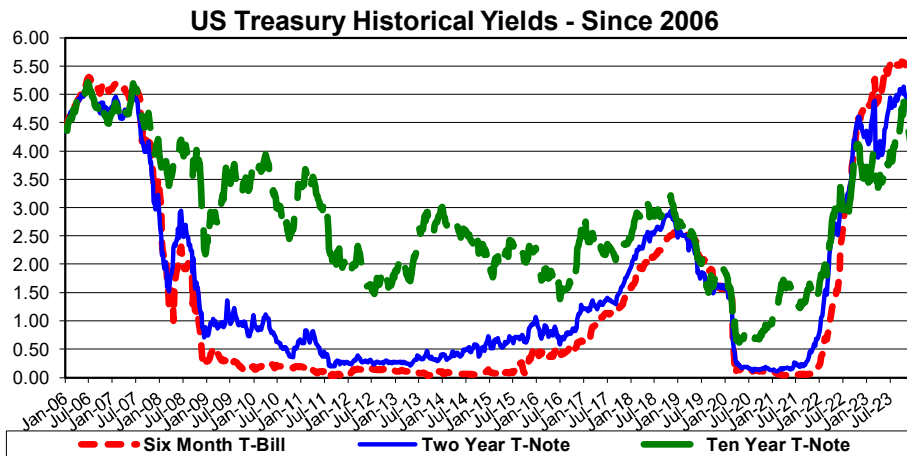
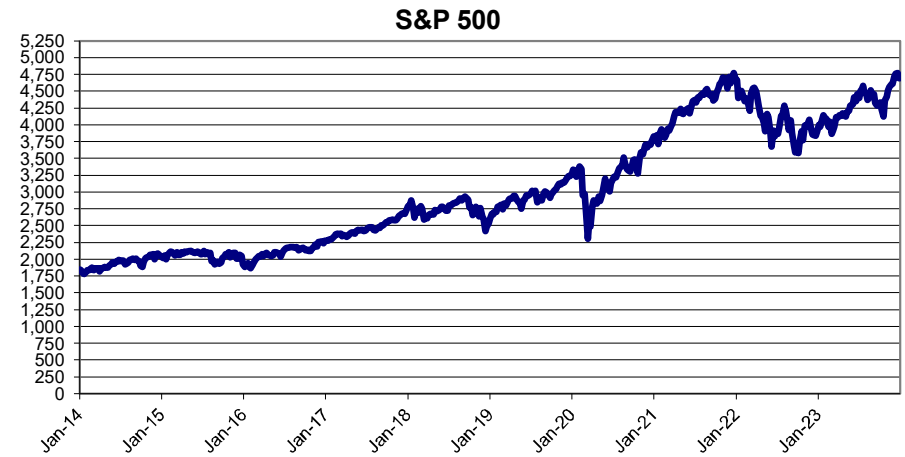
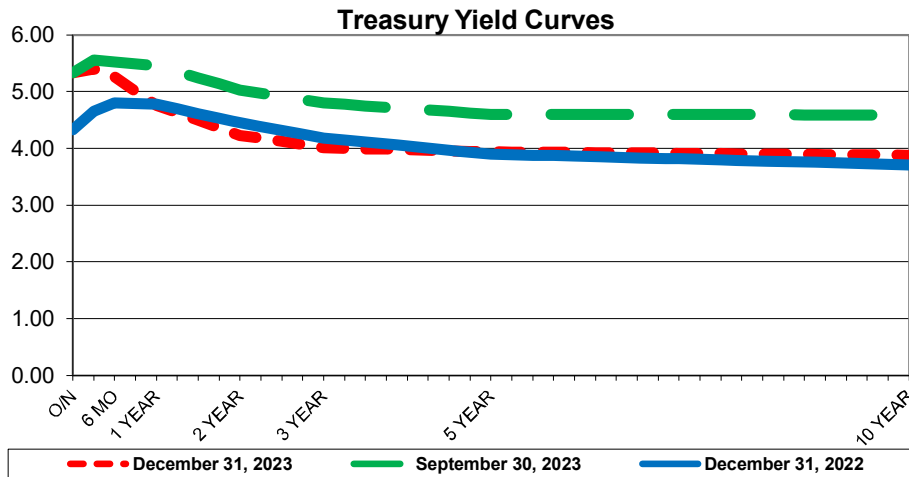
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

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

Economic Overview

12/31/2023

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). Any additional actions, up or down, will be data-dependent. Final Third Quarter 2023 GDP revised downward to 4.9%, but still robust growth. December Non-Farm Payroll posted 216k new jobs (above the estimated 170k). The Three Month Rolling Average declined to 165k. The S&P 500 Stock Index reached a new peak trading over 4,770 (exceeding 4,766 in Dec 2021). The yield curve shifted lower anticipating future FOMC target reductions. Crude Oil stabilized at +/- \$73 per barrel. Inflation continued to decline but still remained above the FOMC 2% target (Core PCE +/-3.2% and Core CPI +/-4.0%). Reduced global economic outlooks and ongoing/expanding military conflicts increase uncertainty.



Investment Holdings
December 31, 2023

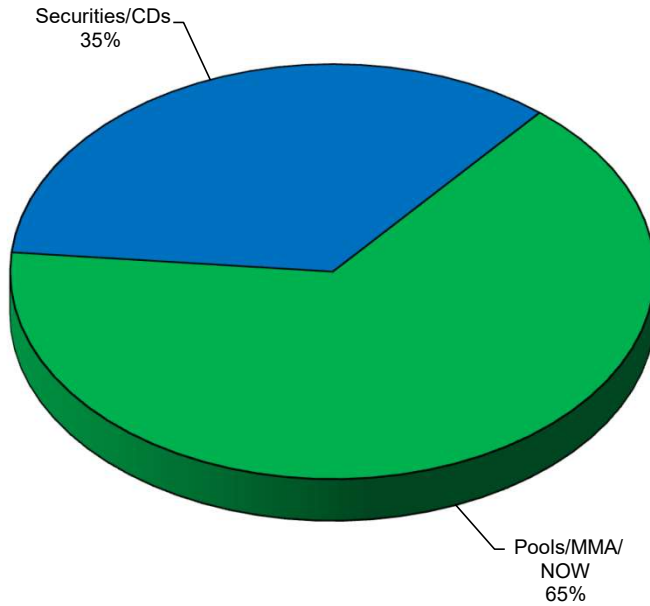
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Wells Fargo DDA (3)		1.65%	01/01/24	12/31/23	\$ 166,272	\$ 166,272	1.00	\$ 166,272	1	1.65%
Southside MMA		5.58%	01/01/24	12/31/23	2,669,190	2,669,190	1.00	2,669,190	1	5.58%
InterBank MMA		5.64%	01/01/24	12/31/23	50,384	50,384	1.00	50,384	1	5.64%
InterBank IntraFi MMA		5.66%	01/01/24	12/31/23	3,107,571	3,107,571	1.00	3,107,571	1	5.66%
TexPool	AAAm	5.37%	01/01/24	12/31/23	13,185,422	13,185,422	1.00	13,185,422	1	5.37%
TexSTAR	AAAm	5.34%	01/01/24	12/31/23	8,873,609	8,873,609	1.00	8,873,609	1	5.34%
Wallis Bank CD		4.85%	02/09/24	02/09/23	4,665,221	4,665,221	100.00	4,665,221	40	4.94%
Wallis Bank CD		4.77%	05/09/24	02/09/23	4,144,412	4,144,412	100.00	4,144,412	130	4.86%
East West Bank CD		5.65%	08/07/24	11/07/23	3,025,648	3,025,648	100.00	3,025,648	220	5.81%
Wallis Bank CDARS		5.74%	11/07/24	11/09/23	3,025,107	3,025,107	100.00	3,025,107	312	5.91%
					\$ 42,912,836	\$ 42,912,836		\$ 42,912,836	55	5.36%
									(1)	(2)

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

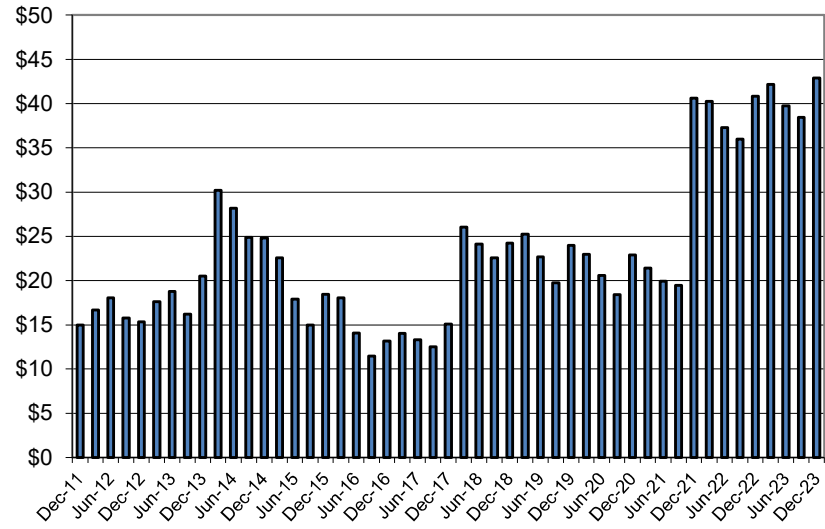
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

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

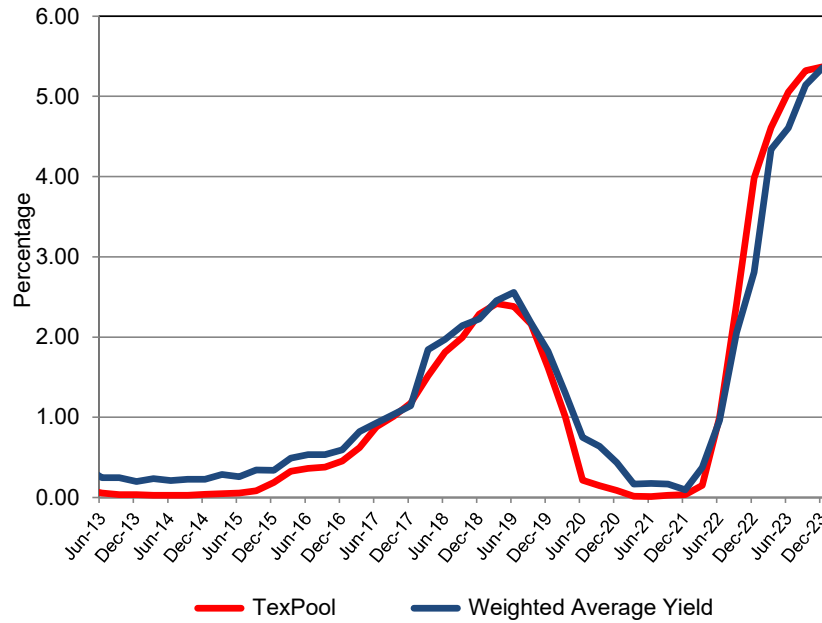
Portfolio Composition



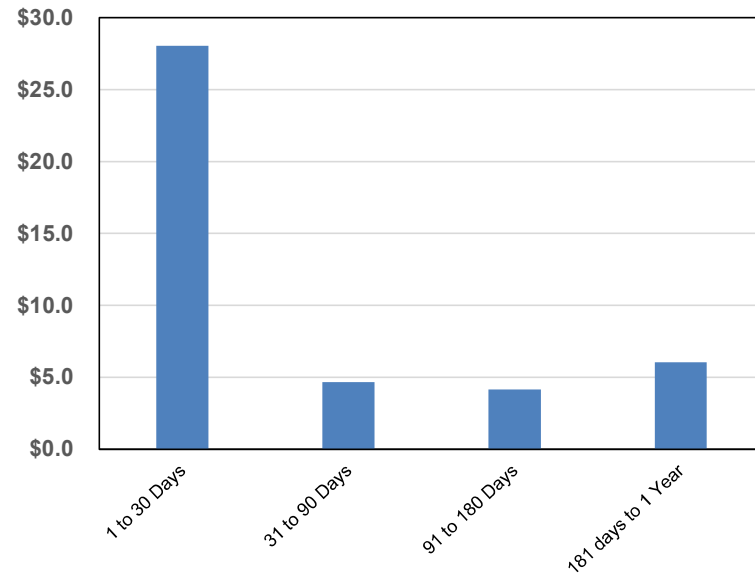
Total Portfolio (Millions)



Total Portfolio Performance



Distribution by Maturity (Millions)



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/23	Increases	Decreases	Book Value 12/31/23	Market Value 09/30/23	Change in Market Value	Market Value 12/31/23
Wells Fargo DDA	1.65%	01/01/24	\$ 1,453,889	\$ -	\$ (1,287,616)	\$ 166,272	\$ 1,453,889	\$ (1,287,616)	\$ 166,272
Southside MMA	5.58%	01/01/24	2,632,807	36,383	-	2,669,190	2,632,807	36,383	2,669,190
InterBank MMA	5.64%	01/01/24	150,678	-	(100,294)	50,384	150,678	(100,294)	50,384
InterBank IntraFi MMA	5.66%	01/01/24	3,383,262	-	(275,691)	3,107,571	3,383,262	(275,691)	3,107,571
TexPool	5.37%	01/01/24	7,329,236	5,856,186	-	13,185,422	7,329,236	5,856,186	13,185,422
TexSTAR	5.34%	01/01/24	6,518,943	2,354,666	-	8,873,609	6,518,943	2,354,666	8,873,609
Wallis Bank CD	4.91%	11/09/23	4,608,201	-	(4,608,201)	-	4,608,201	(4,608,201)	-
East West Bank CD	5.95%	11/02/23	3,650,249	-	(3,650,249)	-	3,650,249	(3,650,249)	-
Wallis Bank CD	4.94%	02/09/24	4,608,879	56,342	-	4,665,221	4,608,879	56,342	4,665,221
Wallis Bank CD	4.86%	05/09/24	4,095,175	49,236	-	4,144,412	4,095,175	49,236	4,144,412
East West Bank CD	5.81%	08/07/24	-	3,025,648	-	3,025,648	-	3,025,648	3,025,648
Wallis Bank CDARS	5.91%	11/07/24	-	3,025,107	-	3,025,107	-	3,025,107	3,025,107
TOTAL/AVERAGE	5.36%		\$ 38,431,319	\$ 14,403,569	\$ (9,922,051)	\$ 42,912,836	\$ 38,431,319	\$ 4,481,518	\$ 42,912,836

**Allocation by Fund
December 31, 2023
Book and Market Value**

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 699,599	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	506,098	-	-	-	-	-
Operations	1,842,187	-	-	299,979	-	-
Impact Fees	343,870	-	-	958,089	-	-
2018 CO Utility Capital Projects	-	425,779	-	-	151	539
American Rescue Plan Act	-	1,886,488	-	-	-	-
Sub Total	\$ 3,391,754	\$ 2,312,267	\$ -	\$ 1,258,069	\$ 151	\$ 539
General Funds						
Operations	\$ 5,863,817	\$ 2,872,125	\$ -	\$ 1,411,122	\$ 50,234	\$ 3,107,033
Pooled Cash	-	-	163,801	-	-	-
Pooled Cash Credit Card Clearing	-	-	2,471	-	-	-
Interest & Sinking	1,206,686	70,369	-	-	-	-
Drainage Utility	150,720	-	-	-	-	-
Sub Total	\$ 7,221,222	\$ 2,942,494	\$ 166,272	\$ 1,411,122	\$ 50,234	\$ 3,107,033
General Capital Project Funds						
Park Development	\$ 87,466	\$ -	\$ -	\$ -	\$ -	\$ -
2021 CO Capital Projects	-	3,605,587	-	-	-	-
Sub Total	\$ 87,466	\$ 3,605,587	\$ -	\$ -	\$ -	\$ -
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ 6,779	\$ -	\$ -	\$ -	\$ -
Operations	1,036,456	-	-	-	-	-
Sub Total	\$ 1,036,456	\$ 6,779	\$ -	\$ -	\$ -	\$ -
HV Community Development Funds						
Operations	\$ 1,448,524	\$ -	\$ -	\$ -	\$ -	\$ -
HVDCD TXDot Mitigation	-	6,482	-	-	-	-
Sub Total	\$ 1,448,524	\$ 6,482	\$ -	\$ -	\$ -	\$ -
Totals	\$ 13,185,422	\$ 8,873,609	\$ 166,272	\$ 2,669,190	\$ 50,384	\$ 3,107,571

**Allocation by Fund
December 31, 2023
Book and Market Value**

(Continued)

Utility Funds	Certificate of Deposit				Total	Interest
	02/09/2024	05/09/2024	08/07/2024	11/07/2024		This Quarter
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ 699,599	\$ 8,297
Replacement Reserve	-	-	-	-	506,098	6,785
Operations	-	-	-	-	2,142,167	36,013
Impact Fees	-	-	-	-	1,301,959	17,626
2018 CO Utility Capital Projects	-	-	-	-	426,469	7,849
American Rescue Plan Act	-	-	-	-	1,886,488	25,120
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 6,962,780	\$ 101,690
General Funds						
Operations	\$ 2,073,431	\$ 2,072,206	\$ -	\$ -	\$ 17,449,967	\$ 164,609
Pooled Cash	-	-	-	-	163,801	-
Pooled Cash Credit Card Clearing	-	-	-	-	2,471	-
Interest & Sinking	-	-	-	-	1,277,055	2,473
Drainage Utility	-	-	-	-	150,720	2,482
Sub Total	\$ 2,073,431	\$ 2,072,206	\$ -	\$ -	\$ 19,044,014	\$ 169,564
General Capital Project Funds						
Park Development	\$ -	\$ -	\$ -	\$ -	\$ 87,466	\$ 1,172
2021 CO Capital Projects	2,591,789	2,072,206	3,025,648	3,025,107	14,320,337	212,043
Sub Total	\$ 2,591,789	\$ 2,072,206	\$ 3,025,648	\$ 3,025,107	\$ 14,407,802	\$ 213,215
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ 6,779	\$ 90
Operations	-	-	-	-	1,036,456	13,948
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 1,043,235	\$ 14,038
HV Community Development Funds						
Operations	\$ -	\$ -	\$ -	\$ -	\$ 1,448,524	\$ 17,041
HVDCD TXDot Mitigation	-	-	-	-	6,482	86
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 1,455,006	\$ 17,127
Totals	\$ 4,665,221	\$ 4,144,412	\$ 3,025,648	\$ 3,025,107	\$ 42,912,836	\$ 515,634

**Allocation by Fund
September 30, 2023
Book and Market Value**

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 567,777	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	499,314	-	-	-	-	-
Operations	3,428,101	-	-	295,890	-	-
Impact Fees	334,310	-	-	945,030	-	-
2018 CO Utility Capital Projects	-	343,503	-	-	100,452	319,684
American Rescue Plan Act	-	1,861,368	-	-	-	-
Sub Total	\$ 4,829,501	\$ 2,204,871	\$ -	\$ 1,240,920	\$ 100,452	\$ 319,684
General Funds						
Operations	\$ 40,890	\$ 221,614	\$ -	\$ 1,391,887	\$ 50,226	\$ 3,063,578
Pooled Cash	-	-	1,276,714	-	-	-
Pooled Cash Credit Card Clearing	-	-	177,175	-	-	-
Interest & Sinking	64,851	69,432	-	-	-	-
Drainage Utility	192,505	-	-	-	-	-
Sub Total	\$ 298,245	\$ 291,047	\$ 1,453,889	\$ 1,391,887	\$ 50,226	\$ 3,063,578
General Capital Project Funds						
Park Development	\$ 86,219	\$ -	\$ -	\$ -	\$ -	\$ -
2021 CO Capital Projects	-	4,009,941	-	-	-	-
Sub Total	\$ 86,219	\$ 4,009,941	\$ -	\$ -	\$ -	\$ -
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ 6,688	\$ -	\$ -	\$ -	\$ -
Operations	1,018,718	-	-	-	-	-
Sub Total	\$ 1,018,718	\$ 6,688	\$ -	\$ -	\$ -	\$ -
HV Community Development Funds						
Operations	\$ 1,096,553	\$ -	\$ -	\$ -	\$ -	\$ -
HV CDC TXDot Mitigation	-	6,396	-	-	-	-
Sub Total	\$ 1,096,553	\$ 6,396	\$ -	\$ -	\$ -	\$ -
Totals	\$ 7,329,236	\$ 6,518,943	\$ 1,453,889	\$ 2,632,807	\$ 150,678	\$ 3,383,262

**Allocation by Fund
September 30, 2023
Book and Market Value**

(Continued)

Utility Funds	Certificate of Deposit				Total	Interest This Quarter
	11/02/2023	11/09/2023	02/09/2024	05/09/2024		
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ 567,777	\$ 6,099
Replacement Reserve	-	-	-	-	499,314	6,549
Operations	-	-	-	-	3,723,991	48,906
Impact Fees	-	-	-	-	1,279,340	16,408
2018 CO Utility Capital Projects	-	-	-	-	763,639	12,755
American Rescue Plan Act	-	-	-	-	1,861,368	24,368
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 8,695,428	\$ 115,084
General Funds						
Operations	\$ -	\$ 2,048,089	\$ 2,048,391	\$ 2,047,588	\$ 10,912,263	\$ 144,908
Pooled Cash	-	-	-	-	1,276,714	-
Pooled Cash Credit Card Clearing	-	-	-	-	177,175	-
Interest & Sinking	-	-	-	-	134,283	4,302
Drainage Utility	-	-	-	-	192,505	2,588
Sub Total	\$ -	\$ 2,048,089	\$ 2,048,391	\$ 2,047,588	\$ 12,692,939	\$ 151,798
General Capital Project Funds						
Park Development	\$ -	\$ -	\$ -	\$ -	\$ 86,219	\$ 1,131
2021 CO Capital Projects	3,650,249	2,560,112	2,560,488	2,047,588	14,828,377	181,600
Sub Total	\$ 3,650,249	\$ 2,560,112	\$ 2,560,488	\$ 2,047,588	\$ 14,914,596	\$ 182,731
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ 6,688	\$ 88
Operations	-	-	-	-	1,018,718	12,963
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 1,025,407	\$ 13,050
HV Community Development Funds						
Operations	\$ -	\$ -	\$ -	\$ -	\$ 1,096,553	\$ 13,631
HVDCD TXDot Mitigation	-	-	-	-	6,396	84
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 1,102,948	\$ 13,714
Totals	\$ 3,650,249	\$ 4,608,201	\$ 4,608,879	\$ 4,095,175	\$ 38,431,319	\$ 476,377

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 02/13/2024

SUBJECT: Consider Resolution 2024-3111 Authorizing Purchase of a Brush Truck from Weis Fire & Safety Equipment through the City's Cooperative Purchasing Agreement with Houston Galveston Area Council (HGAC)

PREPARED BY: Jason Collier, Fire Chief

BACKGROUND:

During the budget process, the Fleet Maintenance division works with each division in evaluating their present vehicle and equipment inventory and any new needs for the upcoming budget year. Evaluation criteria for equipment replacement is based on the repair history, age, hours of service and department needs. In general, brush trucks replacements are accomplished on a 12-15-year cycle. Estimated time of build and delivery 18-20 months

IDENTIFIED NEED/S:

In this fiscal budget year 2023/2024, under the Vehicle Equipment Replacement Schedule, staff identified the fire department 2012 Brush Truck has met the city's criteria for replacement.

PROGRESS TO DATE: (if appropriate)

In the process of taking state bids as required by state law, we have found that in working with HGAC, they meet or exceed all specifications for vehicles and provide the best bid. On the Vehicles identified for replacement, HGAC met the City's specifications. HGAV fees are included in the total price.

2024	Ford F550 Brush Truck	\$247,170
	HGAC Fee	\$ 1,000
	Total Purchase Cost	\$248,170

Radio install estimated at \$3,000 will also be required for the brush truck, but will be obtained from other sources.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Approved in the FY 2023/2024 Vehicle/Equipment Replacement Budget

RECOMMENDATION:

To approve Resolution No. 2024-3111 as presented; and authorize the City Manager to execute the agreement.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2024-3111

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING THE CITY MANAGER TO PURCHASE A 2024 FORD F550 WEIS FIRE QUICK ATTACK 300RM BRUSH TRUCK FROM WEIS FIRE & SAFETY EQUIPMENT THROUGH THE CITY'S COOPERATIVE PURCHASE AGREEMENT WITH HOUSTON GALVESTON AREA COUNCIL (HGAC) IN AN AMOUNT NOT TO EXCEED \$248,170.00; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to its review of the City's vehicle and equipment fleet in accordance with the City's vehicle replacement policies, City Administration has identified the need to purchase a new brush truck for the Fire Department to replace the 2012 Brush Truck which has reached the end of its useful life and is inadequate for the Fire Department's current needs; and

WHEREAS, City Administration, while in the process of soliciting bids in accordance with state law, determined that a 2024 Ford F550 Weis Fire Quick Attack 300RM that complies with City specifications can be purchased from Weis Fire & Safety Equipment through the City's cooperative purchasing agreement with the Houston Galveston Area Council (HGAC) and recommends such purchase; and

WHEREAS, the City Council of the City of Highland Village finds it to be in the public interest to authorize the above-described purchase.

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 take such action and sign such documents reasonably necessary in order to purchase a 2024 Ford F550 Wies Fire Quick Attack 300RM from Weis Fire & Safety Equipment through the City's cooperative purchasing agreement with the Houston Galveston Area Council (HGAC) in an amount not to exceed \$248,170.00.

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

PASSED AND APPROVED this the 13th day of February, 2024.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/6/24:4866-5196-3299)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 19

MEETING DATE: 02/13/2024

SUBJECT: Receive Annual Report Regarding Compliance with the Highland Village Police Department's Policy Prohibiting Racial Profiling

PREPARED BY: Doug Reim, Chief of Police

BACKGROUND:

In accordance with the Texas Racial Profiling Law (Texas Code of Criminal Procedure Articles 2.131 through 2.138), the Police Department collects police contact data for the purpose of identifying and responding to concerns regarding biased-based profiling practices relating to motor vehicle stops in which citations are issued and/or arrests are made. In addition, the department has policies, education, and training programs required under the law.

IDENTIFIED NEED/S:

Not later than March 1st each year, every Texas local law enforcement agency is required by law to submit to the agency's governing body a report containing the information compiled during the previous calendar year in a manner approved by the agency.

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

Local policy prohibiting racial profiling is in place. Required contact data has been captured electronically via Brazos Technology for the past calendar year. Mobile video of police contacts has been maintained for at least 90 days from the date of recording. Mandated racial profiling training and local report has been completed.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None, mandates accomplished within current budget (Training, Brazos reporting software).

RECOMMENDATION:

Staff recommends acceptance of the annual Racial Profiling report for the period January 1 – December 31, 2023.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 20

MEETING DATE: 02/13/2024

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

PREPARED BY: Paul Stevens, City Manager

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

February 13, 2024	Regular City Council Meeting Minutes – 7:00 pm
February 19, 2024	Parks & Recreation Advisory Board Meeting – 6:00 pm
February 20, 2024	Planning & Zoning Commission Meeting – 7:00 pm
February 27, 2024	Regular City Council Meeting Minutes – 7:00 pm
March 7, 2024	Zoning Board of Adjustment Meeting – 7:00 pm
March 12, 2024	Regular City Council Meeting Minutes – 7:00 pm
March 18, 2024	Parks & Recreation Advisory Board Meeting – 6:00 pm
March 19, 2024	Planning & Zoning Commission Meeting – 7:00 pm
March 26, 2024	Regular City Council Meeting Minutes – 7:00 pm
March 29, 2024	City Hall Closed for the Good Friday Holiday
April 4, 2024	Zoning Board of Adjustment Meeting – 7:00 pm
April 9, 2024	Regular City Council Meeting Minutes – 7:00 pm
April 15, 2024	Parks & Recreation Advisory Board Meeting – 6:00 pm
April 16, 2024	Planning & Zoning Commission Meeting – 7:00 pm
April 23, 2024	Regular City Council Meeting Minutes – 7:00 pm
May 2, 2024	Zoning Board of Adjustment Meeting – 7:00 pm
May 14, 2024	Regular City Council Meeting Minutes – 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.