



A G E N D A

**REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE CITY COUNCIL CHAMBERS
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, SEPTEMBER 24, 2019, at 6:00 P.M.**

EARLY WORK SESSION

**Convene Meeting in Open Session
Training Room – 6:00 P.M.**

1. Receive an Update and Discuss HB 3231
2. Discuss Cancelling the November 26, 2019 and December 24, 2019 City Council Meetings
3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of September 24, 2019

(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)

MEET AND GREET – BOARDS AND COMMISSIONS City Council Chambers – 6:30 P.M.

4. Meet and Greet with Board and Commission Applicants

CLOSED SESSION Training Room

5. Hold a closed meeting in accordance with the following sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
 - (b) Section 551.074 – Deliberate the Appointment, Removal, Evaluation and Duties of Public Officers, specifically Members of the Planning and Zoning Commission, Zoning Board of Adjustment, and Board of Directors of the Highland Village Community Development Corporation

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

6. Call to Order

7. **Prayer to be led by Deputy Mayor Pro Tem Barbara Fleming**
8. **Pledge of Allegiance to the U.S. and Texas flags to be led by Deputy Mayor Pro Tem Barbara Fleming: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."**
9. **Visitor Comments** *(Anyone wishing to address the City Council must complete a Speakers' Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)*
10. **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**
 - **Announcements regarding National Night Out and the TX Fallen Officer Bike Race & 5K**
11. **City Manager/Staff Reports**
 - **HVTV Update**

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

CONSENT AGENDA

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

12. **Consider approval of Minutes of the Regular City Council Meeting held on September 10, 2019**
13. **Consider Resolution 2019-2837 authorizing the City Manager to enter into an Interlocal Agreement with Texas Political Subdivisions for purposes of providing City Workers' Compensation Insurance for Fiscal Year 2019-2020**
14. **Consider Resolution 2019-2838 appointing an Alternate Municipal Court Judge**
15. **Consider Resolution 2019-2839 authorizing the Purchase of Vehicles from Silsbee Ford through the City's Cooperative Purchasing Agreement with the State of Texas Purchasing Co-op (Goodbuy)**

16. Receive Budget Reports for Period Ending July 31, 2019

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)
 - (b) Section 551.074 – Deliberate the Appointment, Removal, Evaluation and Duties of Public Officers, specifically Members of the Planning and Zoning Commission, Zoning Board of Adjustment, and Board of Directors of the Highland Village Community Development Corporation
18. Conduct a Public Hearing and Consider Ordinance 2019-1265 amending the Comprehensive Zoning Ordinance Article IV “Use Regulations” by adding the Use “Vehicle Storage or Vehicle Auction”; establishing the Zoning Districts for Same; and amending Article VI “Definitions” of Vehicle Storage or Vehicle Auction (1st of two reads)
19. Consider Ordinance 2019-1266 approving and adopting the Fiscal Year 2019-2020 Annual Budget (2nd and final read)
20. Consider Ordinance 2019-1267 levying the Ad Valorem Taxes for the Year 2019 at a Rate of \$.56302 per \$100 Assessed Valuation on all Taxable Property within the Corporate Limits of the City of Highland Village as of January 1, 2019 (2nd and final read)
21. Consider Resolution 2019-2840 ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2019-2020 Budget
22. Consider Resolution 2019-2841 approving the Annual Rate Adjustment pursuant to the Solid Waste and Recycling Service Contract with Community Waste Disposal (CWD)

LATE WORK SESSION

(Items may be discussed during Early Work Session, Time Permitting)

23. 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 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.)
24. 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 20TH DAY OF SEPTEMBER, 2019 NOT LATER THAN 5:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the _____ day of _____, 2019 at
_____ am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 09/24/19

SUBJECT: Discuss HB 3231 preempting certain Local Zoning Regulations relating to Firearms

PREPARED BY: Michael Leavitt, City Manager

BACKGROUND:

HB 3231 preempted certain local zoning regulations relating to firearms as of September 1, 2019, by amending Texas Local Government Code Section 229.001(a) to prohibit a municipality from adopting regulations relating to:

- (1) the transfer, possession, wearing, carrying, ownership, storage, transportation, licensing, or registration of firearms, air guns, knives, ammunition, or firearm or air gun supplies or accessories;
- (2) commerce in firearms, air guns, knives, ammunition, or firearm or air gun supplies or accessories; or
- (3) the discharge of a firearm or air gun at a sport shooting range.

IDENTIFIED NEED/S:

The City has been notified that an individual is researching the opportunity to open a "Private Gun Club" in Planned Development (PD 2012-1) for Retail, Office and Residential uses. In the identified PD, gun sales are a prohibited use.

OPTIONS & RESULTS:

HB 3231 also enacted a new Subsection (a-1) to Texas Local Government Code Section 229.001 which reads as follows:

(a-1) An ordinance, resolution, rule, or policy adopted or enforced by a municipality, or an official action, including in any legislative, police power, or proprietary capacity, taken by an employee or agent of a municipality in violation of this section is void.

The above language voided any previously adopted ordinance specifically prohibiting the types of activities described in Section 229.001(a). As it relates to our PD Ordinance, the express prohibition of firearm sales is not enforceable. Firearm sales would be prohibited only to the extent that all retail sales are a prohibited use. But if retail sales generally is permitted, then with respect to the building in which the Private Gun Club sales are located, any retail sales of firearms occurring in this area (pursuant to a properly issued ATF license) is permitted, notwithstanding the language of the PD Ordinance.

RECOMMENDATION:

This item is for information and discussion purposes only.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 2

MEETING DATE: 09/24/19

SUBJECT: Discuss Cancelling the November 26, 2019 and December 24, 2019 City Council Meetings

PREPARED BY: Angela Miller, City Secretary

COMMENTS

As stated in the Highland Village City Charter, Section 3.13 Council Meetings: The Council shall have as many regular meetings as it shall deem necessary, provided it shall have at least one meeting each month to be held within the City limits.

As City staff identifies the future business or legislation of the City Council, and if the substance and content of a future meeting is at a minimum level, an item may be placed on the agenda to cancel the meeting.

Staff has reviewed the remainder of the year and proposes the Regular City Council meetings scheduled for Tuesday, November 26, 2019 and Tuesday, December 24, 2019, which conflicts with a holiday, be cancelled to allow members of Council and staff to spend time with their families during the holiday season.

If Council wishes to formally cancel the meetings, a Resolution will be presented at the October 8, 2019 City Council meeting.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 09/24/19

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen Bradley, Administrative Assistant to City Secretary

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.

- Announcements regarding National Night Out and the TX Fallen Officer Bike Race & 5K

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 09/24/19

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on September 10, 2019

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

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

IDENTIFIED NEED/S:

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

OPTIONS & RESULTS:

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

PROGRESS TO DATE: (if appropriate)

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

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve the minutes of the Regular City Council meeting held on September 10, 2019.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HELD AT THE HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, SEPTEMBER 10, 2019**

Mayor Pro Tem Michael Lombardo called the meeting to order at 6:00 p.m.

Roll Call

Present:	Michael Lombardo	Mayor Pro Tem
	Jon Kixmiller	Councilmember
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Daniel Jaworski	Councilmember
Absent:	Charlotte J. Wilcox	Mayor
	Robert A. Fiester	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Mark Stewart	Assistant Police Chief
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

EARLY WORK SESSION

1. Receive Research Results from BrandEra regarding the Highland Village Business Association

Beth Owens and Kyle Fields from BrandEra provided results of their recent market research relating to the Highland Village Business Association (HVBA). Ms. Owens first provided information on the firm and services they provide. BrandEra conducted an online survey of residents and focus groups made up of business owners (including restaurateurs and service professionals/retailers) to evaluate engagement, understanding, usefulness and satisfaction regarding specific HVBA initiatives and discover avenues to better engage residents, businesses and potential customers.

Results of the survey and focus groups were presented to Council, along with recommendations tied to their research findings. Councilmember Jaworski added he had visited with several of our small businesses in Highland Village and they requested assistance with marketing on social media. City Manager Michael Leavitt added the next step is to work on implementation of the recommendations provided by BrandEra. He reported staff will be working with BrandEra and determining initiatives that would provide the biggest impact for everyone.

2. Receive an Update on the Kids Kastle Community Build Project

Parks and Recreation Director Phil Lozano provided information from the recent Design Day for the Kids Kastle Community Build project. Staff from Play by Design and Highland Village recently met with students at Heritage and Highland Village Elementary to get their ideas for the new playground. Then a community design day was held at Briarhill Middle School on the morning of Saturday, September 7, with a preliminary conceptual design reveal later that evening that incorporated a compilation of the ideas and results of the meetings. During the meetings, the consultant also provided information about details of the community build process, including timeline, fundraising, recruitment of volunteers and the formation of committee coordinators for construction, special needs, public relations, materials, food for the volunteers and needed tools.

Councilmember Jaworski and Kixmiller stated the meetings were a great idea and the participation level of the students and community was very good. They reported how excited the children were when they saw their ideas incorporated into the design. Mr. Lozano stated the finished plan will be provided at a later date and will be formally presented to the Council via Park Board recommendation for approval. Mr. Leavitt reported CoServ was interested in being a sponsor for Kids Kastle and that he would provide an update once he had further information.

3. Receive an Update on Annual Appointments to the City's Boards and Commissions

City Secretary Angela Miller reported on the positions on each board with terms that will expire this year. An update showing board preferences for current members and new applicants was also presented. On September 24th, City Council will hold a "Meet and Greet" with current board and commission members wishing to serve again, as well as with new applicants. Appointments will be made at the October 8th City Council meeting.

4. Receive an Update regarding the City's Comprehensive Zoning Ordinance as it relates to HB 3167

With the recent passage of HB 3167, Mr. Leavitt reported staff was working on development of a detailed internal review process and checklist for submission and approval of plans or plats. HB 3167 will result in a review and update of City ordinances, which will be presented to the Planning and Zoning Commission in October and then to City Council to take formal action thereafter.

5. Clarification of Consent or Action Items listed on Today's City Council Regular Meeting Agenda of September 10, 2019

Relating to Agenda Item #21, Mr. Leavitt reported state law requires specific language in the motion for this item, which may be confusing. To clarify, he reported the proposed tax rate is unchanged from last year.

Early Work Session concluded at 7:08 p.m.

CLOSED SESSION

6. **Hold a closed meeting in accordance with the following sections of the Texas Government Code:**
- (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**
 - (b) **Section 551.074 – Deliberate the Appointment, Removal, Evaluation and Duties of Public Officers, specifically Members of the Planning and Zoning Commission, Zoning Board of Adjustment, and Board of Directors of the Highland Village Community Development Corporation**

Council did not meet in Closed Session.

OPEN SESSION

7. Call to Order

Mayor Pro Tem Michael Lombardo called the meeting to order at 7:30 p.m.

Roll Call

Present:	Michael Lombardo	Mayor Pro Tem
	Jon Kixmiller	Councilmember
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Daniel Jaworski	Councilmember
Absent:	Charlotte J. Wilcox	Mayor
	Robert A. Fiester	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

8. Prayer to be led by Mayor Pro Tem Mike Lombardo

Mayor Pro Tem Lombardo gave the invocation.

9. Pledge of Allegiance to the U.S. and Texas flags to be led by Mayor Pro Tem Mike Lombardo

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

10. Visitor Comments

No one wished to speak.

11. City Manager/Staff Reports

- **HVTV Update**

The HVTV Update featured a ribbon cutting video for Popdod which is now open in the Highland Village Town Center, informed residents of the opportunities to volunteer on the Kids Kastle Community Build project, and provided the registration information for the TXFallenPD Tribute Event 5K and bike race.

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

Deputy Mayor Pro Tem Fleming reported Council would attend the Marcus High School Football game this Friday. She also asked everyone to remember those we lost on September 11 and thanked those who continue to serve.

- **Presentation of a Proclamation for Live United Month**

Mayor Pro Tem Mike Lombardo presented a proclamation recognizing September as Live United Month in support of United Way of Denton County.

CONSENT AGENDA

13. Consider approval of Minutes of the Regular City Council Meeting held on August 27, 2019

14. Consider Ordinance 2019-1263 amending the Comprehensive Zoning Ordinance and Zoning Map relating to the use and development of a 2.702± Acre Tract of Land located in the E. Clary Survey, Abstract No. 248, Generally Located at 1400 Highland Village Road and Presently Zoned SF-15 Single Family Residential by Creating Planned Development No. 2019-01 for Detached Single Family Residential Development and Adopting Development Regulations, a Concept Plan, and Landscape Plan (2nd and final read)

15. Consider Ordinance 2019-1264 amending the Comprehensive Zoning Ordinance and Zoning District Map Relating to the Development and Use of a 23.471± Acre Tract Out of the J. Edmonson Subdivision Survey, Abstract No. 398, Generally Located at 2601 Harlington Drive and Located In Planned Development District No. 8 (PD-8) By Amending the Development Plan Relating to Said Property (2nd and final read)

16. Consider Resolution 2019-2835 awarding the Bid and authorizing an Agreement for Employee Health Insurance with Blue Cross Blue Shield

17. Consider Resolution 2019-2836 awarding the Bids and authorizing Agreements for Employee Dental, Group Life and Long-Term Disability Insurance with Dearborn

Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Kixmiller, to approve Consent Agenda Items #13 through #17. Motion carried 5-0.

ACTION AGENDA

18. Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:
- (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
 - (b) Section 551.074 – Deliberate the Appointment, Removal, Evaluation and Duties of Public Officers, specifically Members of the Planning and Zoning Commission, Zoning Board of Adjustment, and Board of Directors of the Highland Village Community Development Corporation

NO ACTION TAKEN

19. Conduct a Public Hearing on the Proposed Budget and Tax Rate for Fiscal Year 2019-2020

PUBLIC HEARING CONDUCTED

Mr. Heerman reported Truth in Taxation requires two public hearings before implementing a tax rate if a rate is being considered that will exceed the lower of the rollback or effective rate. He explained the effective rate is generally equal to the prior year's taxes divided by the current taxable value of properties that were also on the tax roll in the prior year. At their August 12th meeting, Council voted to consider the current rate of \$.56302. While this is below the rollback rate of \$.585103, it does exceed the effective rate of \$.541706, thus public hearings are required. This is the second of two public hearings.

20. Consider Ordinance 2019-1266 approving and adopting the Fiscal Year 2019-2020 Annual Budget (1st of two reads)

APPROVED 1ST READ (5 – 0)

Mr. Heerman stated Truth in Taxation requires specific action in adoption of the budget and that a vote to adopt the budget must be a record vote. Additionally, adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of Council to ratify the property tax increase reflected in the budget. As this budget does raise more revenue, this is to be presented as a separate companion agenda item with the second read of the budget ordinance.

Motion by Councilmember Jaworski, seconded by Councilmember Heslep, to approve the first read of Ordinance 2019-1266 adopting the Fiscal Year 2019-2020 Annual Budget. City Secretary Angela Miller took a roll call vote on the motion:

Mayor Pro Tem Lombardo – Aye

Deputy Mayor Pro Tem Fleming – Aye

Councilmember Kixmiller – Aye

Councilmember Heslep – Aye

Councilmember Jaworski – Aye

Mayor Wilcox and Councilmember Fiester – Absent

Motion carried 5-0.

21. Consider Ordinance 2019-1267 levying the Ad Valorem Taxes for the Year 2019 at a Rate of \$.56302 per \$100 Assessed Valuation on all Taxable Property within the Corporate Limits of the City of Highland Village as of January 1, 2019 (1st of two reads)

APPROVED 1ST READ (5 – 0)

Mr. Heerman reported the Texas Tax Code §26.05 requires a tax rate be adopted by official action following passage of a budget. He added that the tax rate must be adopted in two separate components – Maintenance and Operations (M&O), and Interest and Sinking (I&S). The total tax rate of \$.56302/\$100 is unchanged from last year. Mr. Heerman explained proposed Ordinance 2019-1267 provides for the adoption of a total tax rate of \$.56302 per \$100 valuation (composed of a M&O rate of \$0.476486 per \$100 valuation and a debt service rate of \$0.086534 per \$100 valuation) to fund the FY 2019-2020 budget. Because the proposed tax rate will exceed the effective tax rate of \$0.541706 per \$100 valuation, state law requires the governing body must vote by a record vote.

Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Jaworski, that the property tax rate be increased by the adoption of a tax rate of \$.56302, which is effectively a 3.9 percent increase in the tax rate and, therefore, further move that Ordinance No. 2019-1267 be approved on first reading. City Secretary Angela Miller took a roll call vote on the motion:

***Mayor Pro Tem Lombardo – Aye
Deputy Mayor Pro Tem Fleming – Aye
Councilmember Kixmiller – Aye
Councilmember Heslep – Aye
Councilmember Jaworski – Aye
Mayor Wilcox and Councilmember Fiester – Absent***

Motion carried 5-0.

LATE WORK SESSION

- 22. 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 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.)**

Public Works Director Scott Kriston reported work on Phase I of the street bond repairs has started in the Rosedale Street, Ranier, Snowden, Shasta and Sugarloaf Court area. He updated Council that the work done by the contractor on Rosedale was not compliant with specifications and ultimately would shorten the life expectancy of the street if not corrected; therefore, the work has been rejected and the contractor is in the process of removing the asphalt (contractor will be responsible for the cost) and laying new asphalt today. He added that information has been put on social media to update the public of the issue.

Mr. Leavitt reported on information that had been sent to Council from a resident regarding the installation of 5G technology in Highland Village. Mr. Leavitt did provide a response to the resident; however, the state has pre-empted much of the City's authority to regulate telecommunication companies. He will continue to monitor and will report any new updates.

In addition, Mr. Leavitt reported City staff has worked with the Town of Flower Mound to modify the intersection of FM 407 and Highland Village Road to improve traffic flow. Modifications are underway now and will continue for the next few weeks.

23. Adjournment

Mayor Pro Tem Lombardo adjourned the meeting at 7:47 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

DRAFT

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 09/24/19

SUBJECT: Consider Resolution 2019-2837 authorizing an interlocal agreement with Texas Political Subdivisions for purposes of providing City workers compensation insurance for FY 2019-2020

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

The City has contracted with Texas Political Subdivisions (TPS) - an intergovernmental risk pool, for its workers compensation insurance for a number of years. TPS operates through the member cities' insurance brokers, which, in the City's case, is Higginbotham and Associates.

IDENTIFIED NEED/S:

The City needs to continue to purchase workers' compensation coverage for City employees in accordance with state law.

OPTIONS & RESULTS:

The renewal premium for FY 2020 from TPS is \$122,004, which is a \$22,424 increase from last year's amount of \$99,580. Increase in overall payroll, coupled with an increased experience factor resulted in the majority of the increase. Another primary factor was a substantial increase in the firefighter rate resulting from legislative changes approved during this past session affecting firefighters and work-related illnesses that must now be covered by workers comp coverage.

In general, a very proactive effort by City Staff to maintain a safe work environment has resulted in not only minimal lost work-time, but lower insurance premiums as well. The City receives a substantial discount due to the excellent safety record we have maintained. An experience factor is established based on our claim experience – compared to the average of other entities in the risk pool. This factor is .69. While increased from last year's factor of .62, it still represents a 31% discount.

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The premium renewal amount slightly exceeds the budgeted amount for FY 2020 by \$5,168. However, as the premium is based on budgeted personnel salaries, a true-up with actual expenditures typically provides a refund to the City. Based on historical data, this will bring us within the budgeted amount.

RECOMMENDATION:

To approve Resolution 2019-2837.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2019-2837

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING AN INTERLOCAL AGREEMENT WITH TEXAS POLITICAL SUBDIVISIONS FOR PURPOSES OF PROVIDING CITY WORKERS' COMPENSATION INSURANCE FOR FISCAL YEAR 2019-2020; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, workers' compensation insurance is a component of the City's employee benefit package; and

WHEREAS, the City has contracted with the Texas Political Subdivisions Intergovernmental Risk Pool for a number of years for the provision of workers' compensation insurance and has historically received a high level of service as well as substantial savings in insurance premiums over other potential carriers; and

WHEREAS, City Administration recommends a continuation of the interlocal agreement providing liability insurance to the City for Fiscal Year 2019-2020; and

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

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

Section 1. The City Manager is hereby authorized to execute the necessary contract documents establishing an interlocal agreement with Texas Political Subdivisions to provide workers compensation insurance for the City and take such additional action as may be reasonable and necessary to comply with the intent of this Resolution.

Section 2. This Resolution shall be effective immediately upon its approval.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON THIS 24th DAY OF SEPTEMBER 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl 9/18/19:111023)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 09/24/19

SUBJECT: Consider Resolution 2019-2838 Appointing an Alternate Municipal Court Judge to the City of Highland Village Municipal Court

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

In May of 2016, Colette Sallas was appointed as presiding judge upon the retirement of Ron Hurst. Judge Hurst transitioned to a different role with the City as alternate municipal court judge, with the primary responsibility of handling arraignments and magistrate duties at the City's jail. Alternate judges are needed to fill in when the presiding judge is unavailable and to provide coverage in addressing duties associated with the jail. Currently, the majority of coverage is provided by Judge Sallas and Judge Hurst. The City also has another alternate judge, Stephanie Askew, who provides coverage if needed. The City of Highland Village Charter requires judges for this court to be licensed attorneys in the State of Texas and be appointed by Council. The appointments are for a two-year period.

IDENTIFIED NEED/S:

Judge Hurst has provided the City notice that he will fully retire from current duties as alternate judge at the end of September 2019, thus prompting the need to provide an additional alternate judge to ensure coverage. Bonny Haynes is recommended by Judge Sallas to fill this role. She has extensive experience as an attorney and has previously served on the Argyle Town Council. Upon appointment, she will be scheduled for Judge Training through the Texas Municipal Courts Education Center, and will mirror Judge Sallas to observe arraignment / magistrate duties as well as Court sessions to acquaint herself with the process. Once trained, she will be available to fill in for occasions in which Judge Sallas is out of town or unable to be present for any reason.

OPTIONS & RESULTS:

Budgeted compensation is on a call-out basis, with a call-out fee of \$75 for magistrate services and a court fee of \$400 per half day docket and \$600 per full day docket.

BUDGETARY IMPACT/ORDINANCE CHANGE:

An amount for potential call-outs is addressed in the FY 2020 budget, thus having no further impact on the budget.

RECOMMENDATION:

Council to approve Resolution 2019-2838.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO 2019-2838

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, APPOINTING ALTERNATE MUNICIPAL COURT JUDGE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 4.01. of the Code of Ordinances of the City of Highland Village, Texas provides for the appointment of the Municipal Court Judge and Alternate Municipal Court Judges, who shall serve at the pleasure of the Council; and

WHEREAS, Colette Sallas serves as the Presiding Judge, and Ron Hurst and Stephanie Askew presently serve as Alternate Municipal Court Judges; and

WHEREAS, Ron Hurst has provided notice of his resignation as Alternate Municipal Court Judge effective September 30, 2019; and

WHEREAS, the City Council finds it to be in the public interest to appoint Bonny Haynes for the office of Alternate Municipal Court Judge for the Highland Village Municipal Court of Record.

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

Section 1. Bonny Haynes is hereby appointed to serve as Alternate Municipal Court Judge for the Municipal Court of Record in the City of Highland Village, Texas, for a term of two years commencing on the effective date of this resolution.

Section 2. This Resolution shall be effective immediately upon its approval.

PASSED AND APPROVED this the 24th day of September 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/17/19:110944)

**CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING**

AGENDA# 15

MEETING DATE: 9/24/19

SUBJECT: Consider Resolution 2019-2839 Authorizing Purchase vehicles from Silsbee Ford through the City's Cooperative Purchasing Agreement with the State of Texas Purchasing Co-Op "GOODBUY"

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

During the budget process, the Fleet Maintenance division works with each division in evaluating their present vehicle and equipment inventory and need for the upcoming budget year. The City criteria for vehicle replacement is based on vehicle mileage of approximately 100,000 miles, repair history and age of vehicle. Equipment replacement is based on the repair history, age, hours of service and increased needs for each division.

IDENTIFIED NEED/S:

In this fiscal budget year 2019-2020, under the equipment replacement schedule, staff identified the equipment that has met the city's criteria for replacement. Equipment being replaced will be sold at auction.

PROGRESS TO DATE: (if appropriate)

In the process of taking bids as required by state law, City staff found that in working with the State of Texas Purchasing Co-Op "GOODBUY", vehicles meeting or exceeding all specifications for the vehicles could be purchased for the best price. GOODBUY fees are included in the total price.

GOODBUY obtained the needed vehicles through Silsbee Ford.

<u>Division</u>	<u>Quantity</u>	<u>Description</u>	<u>Cost</u>
Streets	1	2020 Extended-CAB Model Long-Wheel-Base	\$38,473.30
		Total Streets Purchase Cost	\$38,473.30
Drainage	1	2020 Extended-CAB Model Long-Wheel-Base	\$40,871.30
		Total Drainage Purchase Cost	\$40,871.30
Utility	1	2020 F-150 Super-CAB	\$36,577.80
		Total Utility Purchase Cost	\$36,577.80

Fleet Maint.	1	2020 F-150 Super-CAB	\$30,861.75
Total Fleet Maint. Purchase Cost			\$30,861.75
Parks & Rec.	1	2020 F-350 Crew-CAB 4X2 8"bed	\$46,261.30
	1	2020 X-CAB Model Long-Wheel-Base	\$44,939.80
Total Parks & Rec. Purchase Cost			\$91,201.10
Police	1	2020 Interceptor	\$36,608.40
Total Police Purchase Cost			\$36,608.40
			<u>TOTAL</u>
			\$274,593.65

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Approved in FY 2019-2020 Vehicle / Equipment Replacement Budget.

RECOMMENDATION:

To approve Resolution 2019-2839.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2019-2839

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING THE PURCHASE OF VEHICLES FROM SILSBEE FORD THROUGH THE CITY'S COOPERATIVE PURCHASING AGREEMENT WITH THE STATE OF TEXAS PURCHASING CO-OP (GOODBUY); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to its review of the City's vehicle and equipment in accordance with the City's replacement policies, City Administration has identified the need to replace seven vehicles for the Public Works, Parks and Police Departments; and

WHEREAS, City Administration, while in the process of soliciting bids in accordance with state law, determined that the purchase of the equipment and vehicles that comply with City specifications can be made for the lowest price from Silsbee Ford, through the City's cooperative purchasing agreement with the State of Texas Co-Op ("GOODBUY") 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 purchase on or after October 1, 2019, three (3) 2020 Extended Cab Model Long Wheel Base Ford F-Series vehicles, one (1) 2020 Ford F-350 Crew Cab vehicle, two (2) Super-Cab Ford F-Series vehicles and one (1) Police Interceptor vehicle from Silsbee Ford through the City's cooperative purchasing agreement with GOODBUY in the amount of \$274,593.65 from funds available in the FY 2019-2020 budget.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON THIS 24th DAY OF SEPTEMBER 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/20/19:111044)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 09/24/19

SUBJECT: Receive Budget Reports for Period Ending July 31, 2019

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

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

The budget report submitted for July represents the tenth 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 July 31, 2019.

General Fund Summary

FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 10,858,485	\$ 10,858,485	\$ 10,789,399	\$ (69,086)	99%
Sales Tax	2,787,241	2,787,241	1,833,335	(953,906)	66%
Franchise Fees	1,685,326	1,685,326	963,318	(722,008)	57%
Licensing & Permits	519,407	519,407	346,136	(173,271)	67%
Park/Recreation Fees	264,595	264,595	261,308	(3,287)	99%
Public Safety Fees	40,000	40,000	25,886	(14,115)	65%
Rents	131,408	131,408	124,362	(7,046)	95%
Municipal Court	97,920	97,920	84,876	(13,044)	87%
Public Safety Charges for Svc	473,237	473,237	488,287	15,050	103%
Interest Income	184,000	184,000	167,396	(16,604)	91%
Miscellaneous	140,550	140,550	136,930	(3,620)	97%
Total Revenues	\$ 17,182,169	\$ 17,182,169	\$ 15,221,234	\$ (1,960,935)	89%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Total Available Resources	\$ 17,716,169	\$ 17,716,169	\$ 15,221,234	\$ (2,494,935)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 707,882	\$ 707,882	\$ 517,607	\$ 190,275	73%
Finance (includes Mun. Court)	1,614,695	1,614,695	1,313,881	300,814	81%
Human Resources	520,658	520,658	315,646	205,012	61%
City Secretary Office	360,526	360,526	250,277	110,249	69%
Information Services	1,114,746	1,157,746	954,017	203,729	82%
Police	5,047,139	5,047,139	3,907,148	1,139,991	77%
Fire	4,022,597	4,022,597	3,448,372	574,225	86%
Community Services	471,448	471,448	344,967	126,481	73%
Streets/Drainage	1,490,696	1,581,696	1,043,421	538,276	66%
Maintenance	925,288	925,288	767,235	158,053	83%
Parks	2,011,787	2,377,787	1,823,286	554,501	77%
Recreation	532,620	532,620	417,329	115,292	78%
Total Expenditures	\$ 18,820,082	\$ 19,320,082	\$ 15,103,184	\$ 4,216,898	78%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 1,584,000	\$ 1,993,000	\$ 1,777,766	\$ 215,234	89%

Other Uses					
Transfers Out	\$ 66,000	\$ 66,000	\$ -	\$ 66,000	0%
Total Expenditures	\$ 18,886,082	\$ 19,386,082	\$ 15,103,184	\$ 4,282,898	

Fund Balance	Original Budget	Revised Budget	Year to Date	Audited FY18
Beginning Fund Balance	6,735,401	7,550,925	7,550,925	
+ Net Increase (Decrease)	(1,169,913)	(1,669,913)	118,049	
Ending Fund Balance	\$ 5,565,488	\$ 5,881,012	\$ 7,668,974	

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
Reserve Fund Balance (15% of Total Expenditures)	\$ 2,823,012	\$ 2,898,012	\$ 2,265,478
Restricted	11,500	11,500	11,500
Unassigned	2,730,976	2,971,500	5,391,997
Total Fund Balance	\$ 5,565,488	\$ 5,881,012	\$ 7,668,974

General Fund Expenditure Summary

FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 12,497,378	\$ 12,497,378	\$ 9,869,242	\$ 2,628,135	79%
Services / Supplies	4,738,704	4,829,704	3,456,176	1,373,529	72%
Capital	1,584,000	1,993,000	1,777,766	215,234	89%
	\$ 18,820,082	\$ 19,320,082	\$ 15,103,184	\$ 4,216,898	78%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,024,474	\$ 9,024,474	\$ 7,062,031	\$ 1,962,443	78%
<i>Employee Benefits</i>	3,472,904	3,472,904	2,807,211	665,693	81%
<i>Total Personnel</i>	\$ 12,497,378	\$ 12,497,378	\$ 9,869,242	\$ 2,628,135	79%

Services / Supplies					
<i>Professional Services</i>	\$ 1,477,011	\$ 1,477,011	\$ 1,032,870	\$ 444,141	70%
<i>Employee Development</i>	356,261	356,261	211,650	144,611	59%
<i>Office Supplies / Equipment</i>	1,130,352	1,130,352	884,483	245,869	78%
<i>Utilities</i>	334,408	334,408	218,667	115,741	65%
<i>Other</i>	1,440,672	1,531,672	1,108,505	423,167	72%
<i>Total Services / Supplies</i>	\$ 4,738,704	\$ 4,829,704	\$ 3,456,176	\$ 1,373,529	72%

Capital					
<i>Equipment / Vehicles</i>	\$ 1,584,000	\$ 1,993,000	\$ 1,777,766	\$ 215,234	89%
<i>Total Capital</i>	\$ 1,584,000	\$ 1,993,000	\$ 1,777,766	\$ 215,234	89%

<i>Total General Fund Expenditure Summary</i>	\$ 18,820,082	\$ 19,320,082	\$ 15,103,184	\$ 4,216,898	78%
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General Fund Revenue

FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 10,858,485	\$ 10,858,485	\$ 10,789,399	\$ (69,086)	99%
Sales Tax	2,787,241	2,787,241	1,833,335	(953,906)	66%
Franchise Fees	1,685,326	1,685,326	963,318	(722,008)	57%
Licensing & Permits	519,407	519,407	346,136	(173,271)	67%
Park/Recreation Fees	264,595	264,595	261,308	(3,287)	99%
Public Safety Fees	40,000	40,000	25,886	(14,115)	65%
Rents	131,408	131,408	124,362	(7,046)	95%
Municipal Court	97,920	97,920	84,876	(13,044)	87%
Public Safety Charges for Svc	473,237	473,237	488,287	15,050	103%
Interest Income	184,000	184,000	167,396	(16,604)	91%
Miscellaneous	140,550	140,550	136,930	(3,620)	97%
Total Revenues	\$ 17,182,169	\$ 17,182,169	\$ 15,221,234	\$ (1,960,935)	89%

City Manager Office FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 413,579	\$ 413,579	\$ 361,544	\$ 52,035	87%
Services / Supplies	294,303	294,303	156,063	138,240	53%
Capital	-	-	-	-	0%
	\$ 707,882	\$ 707,882	\$ 517,607	\$ 190,275	73%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 327,604	\$ 327,604	\$ 280,473	\$ 47,131	86%
<i>Employee Benefits</i>	85,975	85,975	81,071	4,904	94%
<i>Total Personnel</i>	\$ 413,579	\$ 413,579	\$ 361,544	\$ 52,035	87%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 165,760	\$ 165,760	\$ 98,757	\$ 67,003	60%
<i>Employee Development</i>	14,045	14,045	11,359	2,686	81%
<i>Supplies / Equipment</i>	4,210	4,210	3,396	814	81%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	110,288	110,288	42,551	67,737	39%
<i>Total Services / Supplies</i>	\$ 294,303	\$ 294,303	\$ 156,063	\$ 138,240	53%

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

Total City Manager	\$ 707,882	\$ 707,882	\$ 517,607	\$ 190,275	73%
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Finance Department FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 999,683	\$ 999,683	\$ 814,608	\$ 185,075	81%
Services / Supplies	615,012	615,012	499,273	115,740	81%
Capital	-	-	-	-	0%
	\$ 1,614,695	\$ 1,614,695	\$ 1,313,881	\$ 300,814	81%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 722,935	\$ 722,935	\$ 587,917	\$ 135,018	81%
<i>Employee Benefits</i>	276,748	276,748	226,691	50,057	82%
Total Personnel	\$ 999,683	\$ 999,683	\$ 814,608	\$ 185,075	81%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$126,376 / DCAD - \$79,636)</i>	\$ 531,737	\$ 531,737	\$ 455,034	\$ 76,704	86%
<i>Employee Development</i>	21,708	21,708	17,225	4,483	79%
<i>Supplies / Equipment</i>	10,667	10,667	5,263	5,404	49%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Special Events (\$21,900, Data Processing \$29,000)]</i>	50,900	50,900	21,750	29,150	43%
Total Services / Supplies	\$ 615,012	\$ 615,012	\$ 499,273	\$ 115,740	81%

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

Total Finance Department	\$ 1,614,695	\$ 1,614,695	\$ 1,313,881	\$ 300,814	81%
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Human Resources FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 387,236	\$ 387,236	\$ 242,170	\$ 145,067	63%
Services / Supplies	133,422	133,422	73,476	59,946	55%
Capital	-	-	-	-	0%
	\$ 520,658	\$ 520,658	\$ 315,646	\$ 205,012	61%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 287,718	\$ 287,718	\$ 174,120	\$ 113,598	61%
<i>Employee Benefits</i>	99,518	99,518	68,050	31,468	68%
<i>Total Personnel</i>	\$ 387,236	\$ 387,236	\$ 242,170	\$ 145,067	63%

Services / Supplies					
<i>Professional Services</i>	\$ 51,050	\$ 51,050	\$ 36,477	\$ 14,573	71%
<i>Employee Development</i>	73,972	73,972	32,852	41,120	44%
<i>Supplies / Equipment</i>	1,575	1,575	621	954	39%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,825	6,825	3,526	3,299	52%
<i>Total Services / Supplies</i>	\$ 133,422	\$ 133,422	\$ 73,476	\$ 59,946	55%

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

Total Human Resources	\$ 520,658	\$ 520,658	\$ 315,646	\$ 205,012	61%
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City Secretary Office FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 211,309	\$ 211,309	\$ 166,064	\$ 45,246	79%
Services / Supplies	149,217	149,217	84,213	65,004	56%
Capital	-	-	-	-	-
	\$ 360,526	\$ 360,526	\$ 250,277	\$ 110,249	69%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 162,369	\$ 162,369	\$ 126,944	\$ 35,425	78%
<i>Employee Benefits</i>	48,941	48,941	39,120	9,821	80%
<i>Total Personnel</i>	\$ 211,309	\$ 211,309	\$ 166,064	\$ 45,246	79%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 41,900	\$ 41,900	\$ 6,577	\$ 35,323	16%
<i>Employee Development</i> <small>(City Council related \$36,142)</small>	50,262	50,262	27,198	23,064	54%
<i>Supplies / Equipment</i>	16,055	16,055	9,938	6,117	62%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	41,000	41,000	40,500	500	99%
<i>Total Services / Supplies</i>	\$ 149,217	\$ 149,217	\$ 84,213	\$ 65,004	56%

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

Total City Secretary Office	\$ 360,526	\$ 360,526	\$ 250,277	\$ 110,249	69%
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Information Services FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 677,843	\$ 677,843	\$ 529,566	\$ 148,276	78%
Services / Supplies	436,903	436,903	381,640	55,263	87%
Capital	-	43,000	42,810	190	0%
	\$ 1,114,746	\$ 1,157,746	\$ 954,017	\$ 203,729	82%

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

Personnel					
Salaries / Wages	\$ 511,425	\$ 511,425	\$ 400,152	\$ 111,274	78%
Employee Benefits	166,417	166,417	129,415	37,003	78%
Total Personnel	\$ 677,843	\$ 677,843	\$ 529,566	\$ 148,276	78%

Services / Supplies					
Professional Services <i>(Maintenance Contracts \$137,440)</i>	\$ 190,440	\$ 190,440	\$ 96,269	\$ 94,171	51%
Employee Development	28,755	28,755	13,053	15,702	45%
Supplies / Equipment	2,300	2,300	3,285	(985)	143%
Utilities	24,308	24,308	9,558	14,750	39%
Other (Data Processing)	191,100	191,100	259,476	(68,376)	136%
Total Services / Supplies	\$ 436,903	\$ 436,903	\$ 381,640	\$ 55,263	87%

Capital					
Equipment / Vehicles - Network Storage Device <i>(Added via Budget Amendment)</i>	-	43,000	42,810	190	0%
Total Capital	\$ -	\$ 43,000	\$ 42,810	\$ 190	0%

Total City Secretary Office	\$ 1,114,746	\$ 1,157,746	\$ 954,017	\$ 203,729	82%
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Police Department FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,492,789	\$ 4,492,789	\$ 3,500,272	\$ 992,517	78%
Services / Supplies	389,350	389,350	259,285	130,065	67%
Capital	<u>165,000</u>	<u>165,000</u>	<u>147,591</u>	<u>17,409</u>	<u>89%</u>
	\$ 5,047,139	\$ 5,047,139	\$ 3,907,148	\$ 1,139,991	77%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,309,810	\$ 3,309,810	\$ 2,561,728	\$ 748,082	77%
<i>Employee Benefits</i>	<u>1,182,979</u>	<u>1,182,979</u>	<u>938,544</u>	<u>244,435</u>	<u>79%</u>
Total Personnel	\$ 4,492,789	\$ 4,492,789	\$ 3,500,272	\$ 992,517	78%

Services / Supplies					
<i>Professional Services</i>	\$ 139,838	\$ 139,838	\$ 113,720	\$ 26,118	81%
<i>Employee Development</i>	45,309	45,309	31,109	14,200	69%
<i>Supplies / Equipment</i>	140,915	140,915	70,427	70,488	50%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>63,288</u>	<u>63,288</u>	<u>44,029</u>	<u>\$ 19,259</u>	<u>70%</u>
Total Services / Supplies	\$ 389,350	\$ 389,350	\$ 259,285	\$ 130,065	67%

Capital					
<i>Equipment / Vehicles</i>	165,000	165,000	147,591	17,409	89%
Total Capital	\$ 165,000	\$ 165,000	\$ 147,591	\$ 17,409	89%

Total Police Department	\$ 5,047,139	\$ 5,047,139	\$ 3,907,148	\$ 1,139,991	77%
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Fire Department FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,443,276	\$ 2,443,276	\$ 1,958,669	\$ 484,608	80%
Services / Supplies	475,321	475,321	409,723	65,598	86%
Capital	<u>1,104,000</u>	<u>1,104,000</u>	<u>1,079,981</u>	<u>24,019</u>	<u>98%</u>
	\$ 4,022,597	\$ 4,022,597	\$ 3,448,372	\$ 574,225	86%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,709,983	\$ 1,709,983	\$ 1,353,397	\$ 356,586	79%
<i>Employee Benefits</i>	<u>733,293</u>	<u>733,293</u>	<u>605,272</u>	128,021	83%
<i>Total Personnel</i>	\$ 2,443,276	\$ 2,443,276	\$ 1,958,669	\$ 484,608	80%

Services / Supplies					
<i>Professional Services</i>	\$ 71,025	\$ 71,025	\$ 57,611	\$ 13,414	81%
<i>Employee Development</i> <i>(Training - \$50,450)</i>	65,495	65,495	45,935	19,560	70%
<i>Supplies / Equipment</i>	159,751	159,751	127,663	32,088	80%
<i>Utilities</i>	1,800	1,800	1,362	438	76%
<i>Other</i> <i>(Capital Lease Pmt - \$134,000)</i>	<u>177,250</u>	<u>177,250</u>	<u>177,151</u>	<u>99</u>	<u>100%</u>
<i>Total Services / Supplies</i>	\$ 475,321	\$ 475,321	\$ 409,723	\$ 65,598	86%

Capital					
<i>Equipment / Vehicles</i>	1,104,000	1,104,000	1,079,981	24,019	98%
<i>Total Capital</i>	\$ 1,104,000	\$ 1,104,000	\$ 1,079,981	\$ 24,019	98%

<i>Total Fire Department</i>	\$ 4,022,597	\$ 4,022,597	\$ 3,448,372	\$ 574,225	86%
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Community Services FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 447,995	\$ 447,995	\$ 335,668	\$ 112,326	75%
Services / Supplies	23,453	23,453	9,298	14,155	40%
Capital	-	-	-	-	0%
	\$ 471,448	\$ 471,448	\$ 344,967	\$ 126,481	73%

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

Personnel					
<i>Salaries / Wages</i>	\$ 316,041	\$ 316,041	\$ 248,956	\$ 67,085	79%
<i>Employee Benefits</i>	131,954	131,954	86,712	45,242	66%
<i>Total Personnel</i>	\$ 447,995	\$ 447,995	\$ 335,668	\$ 112,326	75%

Services / Supplies					
<i>Professional Services</i>	\$ 9,200	\$ 9,200	\$ 2,535	6,665	28%
<i>Employee Development</i>	5,795	5,795	2,901	2,894	50%
<i>Supplies / Equipment</i>	8,458	8,458	3,862	4,596	46%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 23,453	\$ 23,453	\$ 9,298	\$ 14,155	40%

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

<i>Total Building Operations</i>	\$ 471,448	\$ 471,448	\$ 344,967	\$ 126,481	73%
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Streets Division FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 697,195	\$ 697,195	\$ 575,089	\$ 122,106	82%
Services / Supplies	718,501	809,501	404,595	404,906	50%
Capital	<u>75,000</u>	<u>75,000</u>	<u>63,736</u>	<u>11,264</u>	<u>85%</u>
	\$ 1,490,696	\$ 1,581,696	\$ 1,043,421	\$ 538,276	66%

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

Personnel					
<i>Salaries / Wages</i>	\$ 484,653	\$ 484,653	\$ 397,837	\$ 86,816	82%
<i>Employee Benefits</i>	<u>212,543</u>	<u>212,543</u>	<u>177,252</u>	<u>35,291</u>	<u>83%</u>
Total Personnel	\$ 697,195	\$ 697,195	\$ 575,089	\$ 122,106	82%

Services / Supplies					
<i>Professional Services</i>	\$ 78,771	\$ 78,771	\$ 37,547	\$ 41,224	48%
<i>Employee Development</i>	10,825	10,825	4,784	6,041	44%
<i>Supplies / Equipment</i>	48,355	48,355	22,238	26,117	46%
<i>Utilities (Streetlights)</i>	90,000	90,000	71,000	19,000	79%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u>581,550</u>	<u>269,025</u>	<u>312,525</u>	<u>46%</u>
Total Services / Supplies	\$ 718,501	\$ 809,501	\$ 404,595	\$ 404,906	50%

Capital					
<i>Equipment / Vehicles</i>	75,000	75,000	63,736	11,264	85%
Total Capital	\$ 75,000	\$ 75,000	\$ 63,736	\$ 11,264	85%

Total Streets	\$ 1,490,696	\$ 1,581,696	\$ 1,043,421	\$ 538,276	66%
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Maintenance Division FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 345,803	\$ 345,803	\$ 274,702	\$ 71,101	79%
Services / Supplies	579,485	579,485	492,533	86,952	85%
Capital	-	-	-	-	0%
	\$ 925,288	\$ 925,288	\$ 767,235	\$ 158,053	83%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 244,696	\$ 244,696	\$ 192,571	\$ 52,125	79%
<i>Employee Benefits</i>	101,107	101,107	82,131	18,977	81%
<i>Total Personnel</i>	\$ 345,803	\$ 345,803	\$ 274,702	\$ 71,101	79%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 63,978	\$ 63,978	\$ 35,742	\$ 28,236	56%
<i>Employee Development</i>	4,495	4,495	1,672	2,823	37%
<i>Supplies / Equipment</i> <i>(Fuel & Oils - \$159,777, Repair Parts / Contract Repairs - \$195,610)</i>	425,912	425,912	401,719	24,193	94%
<i>Utilities</i>	85,000	85,000	53,401	31,599	63%
<i>Other</i>	100	100	-	\$ 100	0%
<i>Total Services / Supplies</i>	\$ 579,485	\$ 579,485	\$ 492,533	\$ 86,952	85%

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

Total Maintenance	\$ 925,288	\$ 925,288	\$ 767,235	\$ 158,053	83%
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Parks Division FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,168,532	\$ 1,168,532	\$ 949,717	\$ 218,815	81%
Services / Supplies	603,255	603,255	429,921	173,334	71%
Capital	<u>240,000</u>	<u>606,000</u>	<u>443,648</u>	<u>162,352</u>	<u>73%</u>
	\$ 2,011,787	\$ 2,377,787	\$ 1,823,286	\$ 554,501	77%

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

Personnel					
Salaries / Wages	\$ 777,453	\$ 777,453	\$ 610,522	\$ 166,931	79%
Employee Benefits	<u>391,078</u>	<u>391,078</u>	<u>339,194</u>	<u>51,884</u>	<u>87%</u>
Total Personnel	\$ 1,168,532	\$ 1,168,532	\$ 949,717	\$ 218,815	81%

Services / Supplies					
Professional Services <i>(ROW Contract Mowing - \$108,000)</i>	\$ 133,312	\$ 133,312	\$ 92,600	\$ 40,712	69%
Employee Development	25,045	25,045	17,396	7,649	69%
Supplies / Equipment	310,648	310,648	235,818	74,830	76%
Utilities	133,300	133,300	83,345	49,955	63%
Other	<u>950</u>	<u>950</u>	<u>761</u>	<u>189</u>	<u>80%</u>
Total Services / Supplies	\$ 603,255	\$ 603,255	\$ 429,921	\$ 173,334	71%

Capital					
Equipment / Vehicles - Budget <i>Amend added \$91K for eng. for Chapel Hill Trail and \$275K for DTR shade covers and playground equip.</i>	240,000	606,000	443,648	162,352	73%
Total Capital	240,000	606,000	443,648	162,352	73%

Total Parks	\$ 2,011,787	\$ 2,377,787	\$ 1,823,286	\$ 554,501	77%
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Recreation Division FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 212,138	\$ 212,138	\$ 161,174	\$ 50,964	76%
Services / Supplies	320,482	320,482	256,154	64,328	80%
Capital	-	-	-	-	0%
	\$ 532,620	\$ 532,620	\$ 417,329	\$ 115,292	78%

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

Personnel					
<i>Salaries / Wages</i>	\$ 169,788	\$ 169,788	\$ 127,415	\$ 42,372	75%
<i>Employee Benefits</i>	42,351	42,351	33,759	8,592	80%
Total Personnel	\$ 212,138	\$ 212,138	\$ 161,174	\$ 50,964	76%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,555	10,555	6,165	4,390	58%
<i>Supplies / Equipment</i>	1,506	1,506	253	1,253	17%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	308,421	308,421	249,736	58,685	81%
Total Services / Supplies	\$ 320,482	\$ 320,482	\$ 256,154	\$ 64,328	80%

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

Total Recreation	\$ 532,620	\$ 532,620	\$ 417,329	\$ 115,292	78%
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Equipment Replacement / Capital Schedule FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	43,000	42,810	-	100%
Police Dept Capital Outlay	165,000	165,000	147,591	17,409	89%
Fire Dept Capital Outlay	1,104,000	1,104,000	1,079,981	24,019	98%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	75,000	75,000	63,736	11,264	85%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	240,000	606,000	443,648	162,352	73%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 1,584,000	\$ 1,993,000	\$ 1,777,766	\$ 215,234	89%

Utility Fund Revenues

FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (175,000)	\$ (175,000)	\$ (142,155)	\$ (32,845)	81%
<i>Charges / Penalties</i>	86,750	86,750	77,738	9,012	90%
Total Fees	\$ (88,250)	\$ (88,250)	\$ (64,417)	\$ (23,833)	73%

Licenses & Permits

<i>Construction Inspection</i>	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0%
Total Licenses & Permits	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0%

Charges for Services

<i>Water Sales</i>	\$ 5,618,870	\$ 5,618,870	\$ 3,088,906	\$ 2,529,964	55%
<i>Sewer Sales</i>	4,435,083	4,435,083	3,350,252	1,084,832	76%
<i>Inspection Fees</i>	3,000	3,000	3,840	(840)	128%
Total Charges for Service	\$ 10,056,953	\$ 10,056,953	\$ 6,442,997	\$ 3,613,956	64%

Interest

<i>Interest (Operations)</i>	\$ 35,000	\$ 35,000	\$ 45,611	\$ (10,611)	130%
<i>Interest (Capital Projects)</i>	26,000	26,000	71,889	(45,889)	276%
Total Interest	\$ 61,000	\$ 61,000	\$ 117,501	\$ (56,501)	193%

Impact Fees

<i>Impact Fees</i>	\$ 265,000	\$ 265,000	\$ 234,812	\$ 30,188	89%
Total Impact Fees	\$ 265,000	\$ 265,000	\$ 234,812	\$ 30,188	89%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 36,233	\$ (31,233)	725%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 36,233	\$ (31,233)	725%

Total Utility Fund Revenues	\$ 10,309,703	\$ 10,309,703	\$ 6,767,126	\$ 3,542,577	66%
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Utility Division FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,767,684	\$ 1,767,684	\$ 1,392,613	\$ 375,071	79%
Services / Supplies	6,222,872	6,222,872	4,649,767	1,573,105	75%
Capital	40,000	40,000	77,375	(37,375)	193%
Total Utility Division	\$ 8,030,555	\$ 8,030,555	\$ 6,119,755	\$ 1,910,800	76%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,181,869	\$ 1,181,869	\$ 942,527	\$ 239,342	80%
<i>Employee Benefits</i>	585,815	585,815	450,086	135,729	77%
Total Personnel	\$ 1,767,684	\$ 1,767,684	\$ 1,392,613	\$ 375,071	79%

Services / Supplies					
<i>Professional Services</i>	\$ 342,644	\$ 342,644	\$ 151,787	\$ 190,857	44%
<i>Employee Development</i>	57,141	57,141	24,922	32,219	44%
<i>Supplies / Equipment</i>	86,959	86,959	45,504	41,455	52%
<i>Utilities</i>	404,380	404,380	274,415	129,965	68%
<i>Other (Well Lot Maintenance)</i>	975,416	975,416	531,710	443,706	55%
Sub-Total - Operations Services / Supplies	\$ 1,866,541	\$ 1,866,541	\$ 1,028,338	\$ 838,202	55%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
<i>UTRWD - Water Volume Cost</i>	915,070	915,070	602,211	312,860	66%
<i>UTRWD - Water Demand Charges</i>	1,318,950	1,318,950	1,099,125	219,825	83%
<i>UTRWD - Sewer Effluent Volume Rate</i>	526,776	526,776	590,582	(63,806)	112%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,355,495	1,355,495	1,129,579	225,916	83%
<i>UTRWD - HV Sewer Line to UTRWD</i>	234,935	234,935	194,829	40,106	83%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,356,331	\$ 4,356,331	\$ 3,621,429	\$ 734,902	83%

Total Services / Supplies	\$ 6,222,872	\$ 6,222,872	\$ 4,649,767	\$ 1,573,105	75%
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Capital					
<i>Equipment / Vehicles</i>	40,000	40,000	77,375	(37,375)	193%
Total Capital	\$ 40,000	\$ 40,000	\$ 77,375	\$ (37,375)	193%

Total Utility Division - Operations	\$ 8,030,555	\$ 8,030,555	\$ 6,119,755	\$ 1,910,800	76%
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Utility Fund Working Capital FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,618,870	\$ 5,618,870	\$ 3,088,906	\$ 2,529,964	55%
<i>Sewer Sales</i>	4,435,083	4,435,083	3,350,252	1,084,832	76%
<i>Other Fees / Charges</i>	104,750	104,750	117,811	(13,061)	112%
<i>Electronic Payment Credit</i>	(175,000)	(175,000)	(142,155)	(32,845)	81%
<i>Interest</i>	35,000	35,000	45,611	(10,611)	130%
Total Revenues	\$ 10,018,703	\$ 10,018,703	\$ 6,460,425	\$ 3,558,278	64%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$363,072	\$363,072	\$ 304,244	\$ 58,828	84%
<i>Operations</i>	3,271,152	3,271,152	2,116,707	1,154,445	65%
<i>UTRWD</i>	4,356,331	4,356,331	3,621,429	734,902	83%
<i>Debt Service</i>	1,216,814	1,216,814	1,044,869	171,945	86%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	40,000	40,000	77,375	(37,375)	193%
Total Expenditures	\$ 9,247,369	\$ 9,247,369	\$ 7,164,624	\$ 2,082,745	77%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	100%
<i>Operating Transfers Out / Utility Capital Projects</i>	(300,000)	(300,000)	-	(300,000)	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)	-	(470,000)	0%
Total Other Sources (Uses)	\$ (620,000)	\$ (620,000)	\$ 150,000	\$ (770,000)	-24%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	151,334	151,334	(554,199)
Beginning Working Capital			
<i>Operations</i>	2,404,004	2,404,004	2,404,004
<i>Available Impact Fees</i>	906,474	906,474	906,474
Total Available Working Capital	\$ 3,310,478	\$ 3,310,478	\$ 3,310,478
Ending Working Capital			
<i>Operations</i>	2,555,338	2,555,338	1,849,805
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,021,474	1,021,474	991,286
Total Available Working Capital	\$ 3,576,812	\$ 3,576,812	\$ 2,841,091

<i>Impact Fees</i>			
<i>Beginning Balance</i>	906,474	906,474	906,474
<i>+ Collections</i>	265,000	265,000	234,812
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	(150,000)
<i>Ending Balance</i>	1,021,474	1,021,474	991,286

*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 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 433,725	\$ 433,725	\$ 347,964	\$ 85,762	80%
<i>Annual Park Passes</i>	37,000	37,000	22,155	14,845	60%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	300	300	21	279	7%
Total Revenues	\$ 471,025	\$ 471,025	\$ 370,140	\$ 100,885	79%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 179,892	\$ 179,892	\$ 155,447	\$ 24,445	86%
<i>Services / Supplies</i>	209,235	209,235	182,479	26,755	87%
<i>Capital</i>	-	-	20,306	(20,306)	0%
Total Expenditures	\$ 389,126	\$ 389,126	\$ 358,232	\$ 30,894	92%

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>	\$ 149,028	\$ 194,032	\$ 194,032
<i>+ Net Increase (Decrease)</i>	81,899	81,899	11,907
Ending Fund Balance	\$ 230,927	\$ 275,931	\$ 205,939

Audited FY18

Debt Service Fund

FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$1,884,171	\$ 1,884,171	\$ 1,871,519	\$ 12,652	99%
<i>Interest Income</i>	1,400	1,400	9,418	(8,018)	673%
Total Revenues	\$ 1,885,571	\$ 1,885,571	\$ 1,880,937	\$ 4,634	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,930,000	\$ 1,930,000	\$ 1,930,000	\$ -	100%
<i>Interest Payments</i>	800,999	800,999	464,548	336,451	58%
<i>Paying Agent Fees</i>	3,000	3,000	2,631	369	88%
Total Expenditures	\$ 2,733,999	\$ 2,733,999	\$ 2,397,179	\$ 336,820	88%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	856,827	856,827	746,759	\$ 110,068	87%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 856,827	\$ 856,827	\$ 746,759	\$ 110,068	87%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 151,980	\$ 159,489	\$ 159,489
<i>+ Net Increase (Decrease)</i>	8,399	8,399	230,517
Ending Fund Balance	\$ 160,379	\$ 167,888	\$ 390,006

Audited FY18

Capital Projects Fund FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	-	-	0%
Interest Income	50,000	50,000	139,027	(89,027)	278%
Total Revenues	\$ 50,000	\$ 50,000	\$ 139,027	\$ (89,027)	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 Proposed Bond (Parks/Streets/Drainage)	5,375,281	5,375,281	1,224,235	4,151,046	23%
2018 Bond Issue (Streets)		2,500,000	125,265	2,374,735	5%
2018 Bond Issue (Parks)		2,875,281	1,098,970	1,776,311	38%
Total Expenditures	\$ 5,375,281	\$ 5,375,281	\$ 1,224,235	\$ 4,151,046	23%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 6,119,643	\$ 6,865,552	\$ 6,865,552
<i>+Net Increase (Decrease)</i>	(5,325,281)	(5,325,281)	(1,085,208)
<i>Ending Fund Balance</i>	\$ 794,362	\$ 1,540,271	\$ 5,780,344

Audited FY18

Drainage Utilities FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 4,536	\$ (4,536)	0%
<i>Drainage Fee Receipts</i>	490,000	490,000	392,564	97,436	80%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	5,420	(1,420)	136%
Total Revenues	\$ 494,000	\$ 494,000	\$ 402,521	\$ 91,479	81%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 381,972	\$ 381,972	\$ 304,867	\$ 77,105	80%
<i>Services / Supplies</i>	150,665	150,665	116,214	34,451	77%
<i>Capital</i>	50,000	50,000	-	50,000	0%
Total Expenditures	\$ 582,637	\$ 582,637	\$ 421,080	\$ 161,557	72%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 66,000	\$ 66,000	\$ -	\$ 66,000	0%
<i>Operating Transfers Out / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
Total Other Sources (Uses)	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 288,759	\$ 340,814	\$ 340,814
<i>+ Net Increase (Decrease)</i>	(38,637)	(38,637)	(18,560)
Ending Fund Balance	\$ 250,122	\$ 302,177	\$ 322,254

Audited FY18

Park Development Fee Fund FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 400	\$ 400	\$ 1,367	\$ (967)	342%
<i>Community Park Fees</i>	-	-	-	-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 400	\$ 400	\$ 1,367	\$ (967)	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Unity Park</i>	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	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	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	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>	\$ 69,586	\$ 69,437	\$ 69,437
<i>+ Net Increase (Decrease)</i>	(23,600)	(23,600)	1,367
Ending Fund Balance	\$ 45,986	\$ 45,837	\$ 70,804

Audited FY18

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ 45,986	70,804
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	-	-
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 45,986	\$ 70,804

Public Safety Special Revenue Fund

FY 2018/2019 Budget

YEAR TO DATE JULY

Percent of Budget Year Transpired	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 25,600	\$ 25,600	\$ 54,999	\$ (29,399)	215%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	20,239	(16,639)	562%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 20,239	\$ (16,639)	0%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 36,980	\$ 6,277	\$ 6,277
+ Net Increase (Decrease)	-	-	34,761
Ending Fund Balance	\$ 36,980	\$ 6,277	\$ 41,038

Audited FY18

Municipal Court Technology Fee Fund FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 2,900	600	83%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 5,700	\$ 5,700	\$ 6,203	\$ (503)	109%
<i>Total Expenditures</i>	\$ 5,700	\$ 5,700	\$ 6,203	\$ (503)	109%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 31,939	\$ 32,003	\$ 32,003
<i>+ Net Increase (Decrease)</i>	(2,200)	(2,200)	(3,302)
<i>Ending Fund Balance</i>	\$ 29,739	\$ 29,803	\$ 28,701

Audited FY18

Municipal Court Building Security Fund FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,700	\$ 2,700	\$ 2,175	\$ 525	81%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 32,719	\$ 32,722	\$ 32,722
+ Net Increase (Decrease)	2,700	2,700	2,175
Ending Fund Balance	\$ 35,419	\$ 35,422	\$ 34,897

Audited FY18

Highland Village Community Development Corporation
Working Capital Analysis (FY 2019)

	<i>Actual 2016-2017</i>	<i>Projected 2017-2018</i>	<i>Budget 2018-2019</i>	<i>YTD 2018-2019</i>
Beginning Fund Balance	\$ 373,513	\$ 106,954	\$ 95,532	\$ 95,532
Revenues				
4B Sales Tax	1,242,599	1,262,392	1,334,766	869,748
Park Fees (Rental)	24,384	74,400	79,500	53,341
Linear Park Fees	575	-	574	-
Miscellaneous Income	590	600	600	-
Interest Income	508	500	800	710
Total	\$ 1,268,656	\$ 1,337,892	\$ 1,416,240	\$ 923,799
Expenditures				
Personnel	205,020	266,907	283,470	249,046
Services / Supplies	145,584	213,722	200,630	145,722
Reimburse GF (Support Functions)	28,000	28,000	28,000	-
Reimburse GF (Debt Service)	870,124	800,685	856,827	746,759
Total Non-Capital Expenditures	\$ 1,248,728	\$ 1,309,314	\$ 1,368,927	\$ 1,141,527
Capital				
Engineering	-	-	-	-
Projects Funded Directly	-	-	-	-
Transfer to 4B Capital Projects	\$ 281,152	\$ -	\$ -	\$ -
Equipment	5,335	40,000	-	46,281
Net Increase / (Decrease)	(266,559)	(11,422)	47,313	(264,009)
Working Capital Balance	\$ 106,954	\$ 95,532	\$ 142,845	\$ (168,477)

Highland Village Community Development Corporation Capital Projects

	<i>Actual 2016-2017</i>	<i>Actual 2017-2018</i>	<i>Budget 2018-2019</i>	<i>YTD 2018-2019</i>
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Funding				
Debt Issuance	-	-	-	-
Bond Discount	-	-	-	-
Debt Issuance Cost	-	-	-	-
Funding from Operations	281,152	-	-	-
Capital Projects (HV RR Crossing)	-	-	-	-
Denton County	-	-	-	-
I-35 Mitigation	-	-	-	-
Interest Earnings	-	-	-	-
Total Available Project Funding	\$ 281,152	\$ -	\$ -	\$ -
Expenditures				
Castlewood Trail				
Engineering - \$131,200	-	-	-	-
Project Cost - \$1.312M (Estimated)	-	-	-	-
Copperas Trail				
Engineering - \$112,380	-	-	-	-
Project Cost - \$1.5M (Estimated)	-	-	-	-
HV Rd Trail (Phase IIa - CH to Svc Cntr)				
Engineering - \$25,000	-	-	-	-
Project Cost - \$250,982 (Estimated)	-	-	-	-
HV Rd Trail (Phase IIb - Lions Club Park to Doubletree Ranch Park)				
Engineering (Mostly included in Copperas Trail Eng.) - \$25,714 (Remain)	-	-	-	-
Project Cost - \$250,000 (Estimated)	-	-	-	-
FM 2499 Sidewalk				
Engineering - \$12,500	-	-	-	-
Project Cost - \$117,678 (Estimated)	-	-	-	-
Pedestrian Crosswalk Enhancement				
Engineering	-	-	-	-
Project Cost - \$26,000/Crossing	-	-	-	-
Marauder Park Lake Access				
Engineering - \$31,000 (Estimated)	-	-	-	-
Project Cost - \$58,178 (Estimated)	-	-	-	-
HV Rd RR Crossing				
Engineering - \$7,200 (Estimated)	-	-	-	-
Project Cost - \$48,000 (Estimated)	-	-	-	-
Lakeside Community Park (707 HV Rd Trailhead)				
Engineering - \$40,000	-	-	-	-
Project Cost - \$420,000	-	-	-	-
Misc. Small, Fill-In/Connector Sections				
Project Cost - \$20,000 (Per Year)	-	-	-	-
Doubletree Ranch Park				
Engineering - \$779,300	-	-	-	-
Project Cost - \$8,500,000 (Estimated)	659,483	-	-	-
Total Capital Projects	\$ 659,483	\$ -	\$ -	\$ -
Remaining Project Funding	\$ -	\$ -	\$ -	\$ -

PEG Fee Fund FY 2018/2019 Budget

YEAR TO DATE JULY

<i>Percent of Budget Year Transpired</i>	83.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 55,000	\$ 55,000	\$ 25,486	\$ 29,514	46%
<i>Total Revenues</i>	\$ 55,000	\$ 55,000	\$ 25,486	\$ 29,514	46%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	19,400	19,400	6,418	12,982	33%
<i>Capital</i>	-	-	3,416	(3,416)	0%
<i>Total Expenditures</i>	\$ 19,400	\$ 19,400	\$ 9,834	\$ 9,566	51%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 111,866	\$ 113,692	\$ 113,692
<i>+Net Increase (Decrease)</i>	35,600	35,600	15,652
<i>Ending Fund Balance</i>	\$ 147,466	\$ 149,292	\$ 129,344

Audited FY18

CITY OF HIGHLAND VILLAGE
CITY COUNCIL

AGENDA# 18

MEETING DATE: 09/24/19

SUBJECT: Conduct Public Hearing and Consider Ordinance No. 2019-1265 amending the City of Highland Village Comprehensive Zoning Ordinance by amending Section 29.6 “Use Charts, Automobile, Transportation, Utility, Communication, and Related Uses” to add the use “Vehicle Storage or Vehicle Auction” and amending Section 39 “Definitions” deleting the definition of “Auto Storage or Auto Auction” and adding a definition for “Vehicle Storage or Vehicle Auction” (1st read)

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

In the course of reviewing certain code enforcement matters relating to people conducting certain businesses in residential areas of the City that do not constitute home occupations, it was determined by City staff, including the City Attorney and City Prosecutor, that the application of provisions of the Comprehensive Zoning Ordinance (“CZO”) relating to the parking and storage of motor vehicles in residential areas that are being held for future resale needed further clarification.

IDENTIFIED NEED/S:

Revise the City’s CZO definitions and use charts relating to “auto storage and auto auction” to better clarify the definition of the use and where such use is permitted, permitted following approval of a conditional use permit, and prohibited, and provide a better basis for prosecuting violations.

OPTIONS & RESULTS:

Not revising the CZO definitions and use charts will continue to make it difficult to prosecute alleged violations of property owners conducting this use in areas of the City where such use is prohibited especially in residential areas where on-street parking is not otherwise prohibited by “No Parking” restrictions.

PROGRESS TO DATE: (if appropriate)

Staff met with the City Prosecutor and the City Attorney to discuss wording of the use charts that they will support in the Municipal Court. The City Attorney has drafted the Ordinance for review.

This item was presented and discussed by the Planning and Zoning Commission on August 20, 2019, with the recommendation made to send the Ordinance forward to City Council as presented. Due to a procedural matter during the meeting, this item was been placed back on a Planning and Zoning Commission agenda for purpose of conducting the Public Hearing and making a recommendation to City Council on whether or not to send the Ordinance forward as presented.

At the September 17, 2019, Planning and Zoning Meeting, the Commission unanimously voted to recommend the City Council approve the Ordinance as presented.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

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

RECOMMENDATION:

City staff recommends the City Council consider the recommendation made by the Planning and Zoning Commission and approve Ordinance No. 2019-1265 on First Reading.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2019-1265

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF HIGHLAND VILLAGE AS PREVIOUSLY AMENDED, BY AMENDING ARTICLE IV “USE REGULATIONS” SECTION 29.6 “AUTOMOBILE, TRANSPORTATION, UTILITY, COMMUNICATION, AND RELATED USES” BY ADDING THE USE “VEHICLE STORAGE OR VEHICLE AUCTION” AND ESTABLISHING THE ZONING DISTRICTS IN WHICH SUCH USE IS PERMITTED OR PERMITTED FOLLOWING ADOPTION OF A CONDITIONAL USE PERMIT; BY AMENDING ARTICLE VI “DEFINITIONS” SECTION 39 “DEFINITIONS” BY DELETING THE DEFINITION; FOR “AUTO STORAGE OR AUTO AUCTION” AND ADDING A DEFINITION FOR THE PHRASES “VEHICLE STORAGE OR VEHICLE AUCTION”; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

SECTION 1. Article IV “Use Regulations,” Section 29.6 ““Automobile, Transportation, Utility, Communication, and Related Uses”” of the Comprehensive Zoning Ordinance is amended by adding the use “Vehicle Storage or Vehicle Auction” to the use table as follows:

	SF-40	SF-15	SF-12	SF-10	SF-8	2F	MF	O	NS	R	HC	C	LI	PD
Vehicle Storage or Vehicle Auction											C	C	C	

SECTION 2. Article VI “Definitions,” Section 39 “Definitions” of the Comprehensive Zoning Ordinance is amended by deleting the definition for the phrase “Auto Storage or Auto Auction” and adding a definition for the phrases “Vehicle Storage or Vehicle Auction” to read as follows

Vehicle storage or Vehicle auction: The storage, impoundment, or parking of operable motor vehicles on a lot, tract, or roadway for the purpose of holding such vehicles pending sale or distribution regardless of whether such sale or

distribution occurs on the lot, tract, or roadway where the vehicle is stored, impounded or parked or at another location.

SECTION 3. All ordinances of the City of Highland Village related to the use and development of property within the City heretofore adopted and in effect upon the effective date of this Ordinance are and shall remain in full force and effect except to the extent amended by this Ordinance or to the extent there is an irreconcilable conflict between the provisions of said other ordinance and the provisions of this Ordinance, in which case the provisions of this Ordinance shall be controlling.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Comprehensive Zoning Ordinance, as amended hereby, which shall remain in full force and effect.

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

SECTION 6. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in Comprehensive Zoning Ordinance as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense, and each and every day any such offense shall continue shall be deemed to constitute a separate offense.

SECTION 7. No person or entity shall acquire any vested interest in this Ordinance or any specific regulations contained herein. This Ordinance and any regulations may be amended or repealed by the City Council of the City of Highland Village, Texas, in the manner provided by law.

SECTION 8. This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

FIRST READ ON THE 24TH DAY OF SEPTEMBER 2019, BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE ____ DAY OF OCTOBER 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:8/15/19:110077)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 19

MEETING DATE: 09/24/19

**SUBJECT: Consider Ordinance 2019-1266 (Second Reading) Adopting the
FY 2019-2020 Annual Budget**

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

City staff initiated the FY 2020 Budget process in May of this year with departments reviewing programs and related costs in their respective areas. The budget was developed with Council in a series of workshops: the Capital Improvement Program was presented, followed by the General Fund Budget, Special Revenue Funds, and the Utility Fund. The proposed budget has been available on the City Web Site for review by residents. The final document presented is a joint product of Staff and Council to reflect priorities established by Council in the initial stages of this budget process. Two public hearings were conducted at the August 27th and September 10th) meetings. And Council approved first reading of the ordinance at the September 10th meeting.

IDENTIFIED NEED/S:

The FY 2019-20 Budget is presented for Council approval. The presented budget mirrors the expressed consensus of Council from the budget work sessions.

Truth in Taxation, specifically Local Government Code Section 102.007, requires specific action in adoption of the budget. A vote to adopt the budget must be a record vote, and the adopted budget must contain a cover page that includes a number of specifically worded statements regarding revenue, delineation of the record vote to adopt the budget, tax rates, and debt obligation amounts. All the pertinent information is likewise included in the City Manager Recommended Budget posted on-line, save the record vote of council – which will be updated subsequent to the actual council vote.

Additionally, adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of council to ratify the property tax increase reflected in the budget. As this budget does indeed raise more revenue, this is to be presented as a separate companion agenda item with the second reading of the budget ordinance.

OPTIONS & RESULTS:

The complete budget is available for viewing on the City website, and is on file in the City Secretary's Office.

<https://tx-highlandvillage2.civicplus.com/DocumentCenter/View/7619/FY-2020-CM-Recommended-Budget>

PROGRESS TO DATE: (if appropriate)

The City Council approved Ordinance No. 2019-1266 on first reading on September 10, 2019.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

A budget ordinance follows. Fund expenditure totals are enumerated in the ordinance along with parameters regarding amendments to the approved budget.

RECOMMENDATION:

To approve Ordinance 2019-1266 adopting the FY 2019-2020 Budget on second reading.

CITY OF HIGHLAND VILLAGE

ORDINANCE NO. 2019-1266

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, AND CATEGORY APPROPRIATIONS FOR EACH FUND AND DEPARTMENT, PROJECT AND ACCOUNT; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR INTER-FUND TRANSFERS; PROVIDING FOR INVESTMENT OF CERTAIN FUNDS; PROVIDING FOR FISCAL AND BUDGETARY POLICY GUIDELINES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, as required by Article VI of the City Charter, the City Manager has prepared and submitted to the City Council a Budget Estimate of expenditures and revenues of all city departments, activities and offices for the fiscal year beginning October 1, 2019, and ending September 30, 2020 (“the FY 2019-2020 Budget”), and

WHEREAS, the proposed FY 2019-2020 Budget has been filed with the City Secretary of the City of Highland Village as required by law; and

WHEREAS, notices of public hearings upon the proposed FY 2019-19 Budget have been duly and legally posted or published as required by law; and,

WHEREAS, said public hearings were held on August 27, 2019, and September 10, 2019, and whereon full and final consideration was given the proposed FY 2019-2020 Budget; and

WHEREAS, the City Council of the City of Highland Village, Texas, has determined that the proposed FY 2019-2020 Budget will be sufficient to provide the needed services to Highland Village residents;

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

Section 1. For the purpose of providing the funds necessary and proposed to be expended in the Budget of the City of Highland Village for the fiscal year beginning October 1, 2019 and ending September 30, 2020, the FY 2019-2020 Budget heretofore prepared by the City Manager and submitted to the City Council for its consideration and approval, said Budget for the different funds of the City of Highland Village are hereby fixed as follows:

General Fund	\$18,715,616
Debt Service Fund	\$2,848,582
Corps Leased Parks Fund	\$470,853
HV Drainage Utility Fund	\$638,002
Capital Projects Fund	\$4,033,523
Public Safety Special Revenue Fund	\$3,600
Park Development Fee Fund	\$0
PEG Fee Fund	\$73,195
Municipal Court Technology Fee Fund	\$17,640
Municipal Court Building Security Fund	\$0

Utility Fund	\$12,145,127
HV Community Development Fund	\$600,756
Total Funds	\$39,546,894

The above said budget is hereby approved for a total of \$39,546,894, and the available resources and revenues of the City of Highland Village for said fiscal year be and the same are hereby appropriated and set aside for the maintenance and operation of the various departments of the Government of the City of Highland Village, together with the various activities and improvements as set forth in said FY 2019-2020 Budget, and expenditures under these appropriations shall not exceed the enumerated line items unless and until the line item(s) shall be amended by a Council-approved budget amendment, and further the expenditures shall be in accordance with the uses and purposes of the respective departments, as such are more specifically identified by the line items, and activities as provided for in said FY 2019-2020 Budget. Amendments to the FY 2019-2020 Budget, including appropriations and expenditures which deviate from this FY 2019-2020 Budget shall be approved by the City Council by presentation of the item on a form in substantial conformity to that attached hereto as Exhibit A. Notwithstanding the foregoing, the City Manager is hereby authorized to make expenditures under this FY 2019-2020 Budget, without budget amendment, which exceed specific line items within expenditure categories, these categories being Personnel, Services/Supplies, and Capital. In no event shall expenditures for any department, expended under the City Manager's authority, exceed the departmental appropriation for said department.

Section 2. The Budget for the fiscal year beginning October 1, 2019, and ending September 30, 2020, approved herein, is on file in the City Secretary Office.

Section 3. The expenditures during the fiscal year beginning October 1, 2019, and ending September 30, 2020, shall be made in accordance with the FY 2019-2020 Budget approved by this ordinance unless otherwise authorized by duly enacted ordinance of the City of Highland Village.

Section 4. The City Manager be and is hereby authorized in accordance with the provisions of Section 6.17 of the City Charter to approve expenditures up to the amount set forth in the financial policies adopted by the City Council, with any expenditure over such amount requiring the approval of the City Council.

Section 5. The City Manager be and is hereby authorized to make interfund transfers in accordance with budgeted appropriations during the fiscal year.

Section 6. The City Manager and/or the designated Investment Officer is authorized to invest idle funds, whether operating funds or bond funds in accordance with the City's Investment Policy as prescribed by the Public Funds Investment Act.

Section 7. The administration and execution of said budget for fiscal year beginning October 1, 2019 and ending September 30, 2020 shall be subject to certain fiscal and budgetary policies as adopted by the City Council.

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE ON FIRST READING, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

	Aye	Nay
Charlotte Wilcox, Mayor- Place 1	Absent	
Jon Kixmiller, Councilmember-Place 2	x	
Mike Lombardo, Councilmember – Place 3	x	
Barbara Fleming, Councilmember – Place 4	x	
Tom Heslep, Councilmember – Place 5	x	
Robert Fiester, Councilmember – Place 6	Absent	
Daniel Jaworski – Councilmember – Place 7	x	

WITH 5 VOTING “AYE” AND 0 VOTING “NAY,” AND TWO ABSENT, THIS ORDINANCE NO. 2019-1266 WAS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON FIRST READING ON THE 10th DAY OF SEPTEMBER 2019.

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE ON SECOND AND FINAL READING, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

	Aye	Nay
Charlotte Wilcox, Mayor- Place 1		
Jon Kixmiller, Councilmember-Place 2		
Mike Lombardo, Councilmember – Place 3		
Barbara Fleming, Councilmember – Place 4		
Tom Heslep, Councilmember – Place 5		
Robert Fiester, Councilmember – Place 6		
Daniel Jaworski – Councilmember – Place 7		

WITH ___ VOTING “AYE” AND ___ VOTING “NAY,” THIS ORDINANCE NO. 2019-1266 WAS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE 24th DAY OF SEPTEMBER 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/4/19:110585)

**ORDINANCE NO. 2019-1266
EXHIBIT A**

**Budget Amendment Request Worksheet
Expenditure Line Item for Proposed Change:**

<u>Department</u>	<u>Category</u>	<u>Current Budget (Annual)</u>	<u>Proposed Budget (Annual)</u>	<u>Increase / Decrease</u>
<u>Expenditures</u>				
<u>Total</u>				-

Reason for Request

FUND BALANCE

GENERAL FUND BALANCE

Details: **Net Change \$ -**

UTILITY FUND WORKING CAPITAL BALANCE

Details: **Net Change \$**

**COUNCIL APPROVAL
REQUIRED**

**Inter-Departmental, offset by equal decrease
or offset by increase in revenue item.**

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 20

MEETING DATE: 09/24/19

SUBJECT: Consider Ordinance 2019-1267 Levying the Ad Valorem Taxes for the Year 2019 at a Rate of \$.56302 Per \$100 Assessed Valuation on all Property Within the Corporate Limits of the City of Highland Village as of January 1, 2019

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

Texas Tax Code §26.05 requires a tax rate be adopted by official action following passage of a budget. The tax rate must be adopted in two separate components – Maintenance and Operations (M&O), and Interest and Sinking (I&S). The total tax rate of \$.56302/\$100 is unchanged from last year. However, because the current M&O rate, if adopted for FY 2018-19 will result in raising more funds from property taxes than the current fiscal year, state law requires two public hearings be held regarding the proposed tax rate, as well as placement of associated notices in the city's official newspaper, posting to the City Website, also broadcast on HVTV. State law also requires a public hearing be held prior to adoption of the city's annual budget. The public hearings were held at the August 27th and September 10th meetings.

IDENTIFIED NEED/S:

Ordinance No. 2019-1267 provides for the adoption of the City's official budget for Fiscal Year 2019-20. Pursuant to the direction of the City Council, the City Manager has prepared the FY 2019-20 budget based on anticipated revenues to the City from various sources, including the assessment of taxes on real and business personal property located within the City. In order to provide for sufficient revenues to pay the City's operation and maintenance obligations as well as the City's outstanding debt obligations, the FY 2019-20 budget requires the City receive property tax revenues that would be generated through the adoption of the proposed tax rate. Staff has prepared for consideration, Ordinance No. 2019-1267 which provides for the adoption of a total tax rate of \$.56302 per \$100 valuation (composed of a Maintenance and Operation rate of \$.476486 per \$100 valuation and a debt service rate of \$.086534 per \$100 valuation) to fund the FY 2019-2020 budget. Because the proposed tax rate will exceed the effective tax rate of \$.541706 per \$100 valuation (which is the rate that would provide the same amount of funds raised from property taxes for the current fiscal year), state law requires certain language in larger font be included in the ordinance adopting the tax rate for the next fiscal year (see Section 2 of Ordinance No. 2019-1267). In addition, as the proposed tax rate exceeds the effective tax rate, at least 60 percent of the governing body must vote in favor of the ordinance by a record vote. State law also requires that the motion approving an ordinance adopting a tax rate that is greater than the effective tax rate include specific language (see **Recommendation** section below).

PROGRESS TO DATE: (if appropriate)

The City Council approved Ordinance No. 2019-1267 on first reading on September 10, 2019.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The ordinance adopting the tax rate follows this briefing.

RECOMMENDATION:

Staff recommends approval of Ordinance No. 2019-1267 on second reading. State law requires the motion to approve Ordinance No. 2019-1267 on second reading be made in the following form:

“I move that the property tax rate be increased by the adoption of a tax rate of \$.56302, which is effectively a 3.9 percent increase in the tax rate and, therefore, I further move that Ordinance No. 2019-1267 be approved on second reading.”

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2019-1267

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, LEVYING THE AD VALOREM TAXES FOR THE YEAR 2019 AT A RATE OF \$0.56302 PER \$100 ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGHLAND VILLAGE AS OF JANUARY 1, 2019; TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING AN INTEREST AND SINKING FUND FOR ALL OUTSTANDING DEBT OF THE CITY OF HIGHLAND VILLAGE; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; APPROVING THE 2019 TAX ROLL CERTIFIED BY THE CHIEF APPRAISER OF THE DENTON CENTRAL APPRAISAL DISTRICT AND PROVIDING AN EFFECTIVE DATE

WHEREAS, assessments and renditions of all taxable property in the City of Highland Village have been made for the year 2019 by the Denton Central Appraisal District; and

WHEREAS, the City Council has approved Ordinance No. 2019-1266 adopting the City's annual budget for fiscal year 2019-2020; and

WHEREAS, the City Council of the City of Highland Village, Texas, has determined that a total tax rate of \$0.56302 per \$100 assessed valuation should be adopted in order to provide funds necessary for the operations and maintenance obligations of the City and to fund required debt payments; and

WHEREAS, the City Council of the City of Highland Village, Texas, upon full consideration of the matter, is of the opinion the tax rate hereinafter set forth is proper and should be approved and adopted.

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

Section 1. There should be and is hereby levied for the year 2019 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Highland Village, Texas, and not exempt by the Constitution of the State and valid State laws, a tax of \$0.56302 on each \$100 assessed value of taxable property, which tax shall be apportioned and distributed as follows:

- (a) For the purpose of defraying the current operational and maintenance expenses of the municipal government of the City, a tax of \$0.476486 on each one hundred dollars (\$100.00) assessed value of all taxable property within the City of Highland Village.
- (b) For the purpose of creating a sinking fund to pay the interest and principal maturities of all outstanding debt of the City of Highland Village, not otherwise provided for, a tax of \$0.086534 on each one hundred dollars (\$100.00) of assessed value of taxable property within the City of Highland Village and shall be applied to the payment of interest and maturities of all such outstanding debt, including paying agent fees.

Section 2. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

Section 3. All ad valorem taxes shall become due and payable on October 1, 2019, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2020. There shall be no discount for payment of taxes prior to February 1, 2020. A delinquent tax shall incur all penalty and interest authorized by law, to wit:

- (a) A penalty of six percent on the amount of the tax for the first calendar month it is delinquent, plus one percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent.
- (b) Provided, however, a tax delinquent on July 1, 2020, incurs a total penalty of twelve percent of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent for each month or portion of a month the tax remains unpaid. Taxes for the year 2015 and taxes for all future years that become delinquent on or after February 1 but not later than May 1, that remain delinquent on July 1 of the year in which they become delinquent, incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and 33.07, as amended. Taxes assessed against tangible personal property for the year 2014 and for all future years that become delinquent on or after February 1 of a year incur an additional penalty on the later of the date the personal property taxes become subject to the delinquent tax attorney's contract, or 60 days after the date the taxes become delinquent, such penalty to be in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 33.11. Taxes for the year 2015 and taxes for all future years that remain delinquent on or after June 1 under Texas Property Tax Code Sections 26.07(f), 26.15(e), 31.03, 31.031, 31.032 or 31.04 incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and Section 33.08, as amended.

Section 4. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

Section 5. The assessments and renditions for the year 2019 on all taxable property and the Tax Roll certified by the Chief Appraiser of the Denton Central Appraisal District as presented to the City Council are hereby approved.

Section 6. The fact that it is necessary that this Ordinance be enacted in order to authorize the collection of ad valorem taxes for the fiscal year 2019-2020 requires that this Ordinance shall take effect immediately from and after its passage on second reading, as the law in such cases provides.

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE ON FIRST READING, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

	Aye	Nay
Charlotte Wilcox, Mayor- Place 1	Absent	
Jon Kixmiller, Councilmember-Place 2	x	
Mike Lombardo, Councilmember – Place 3	x	
Barbara Fleming, Councilmember – Place 4	x	
Tom Heslep, Councilmember – Place 5	x	
Robert Fiester, Councilmember – Place 6	Absent	
Daniel Jaworski – Councilmember – Place 7	x	

WITH 5 VOTING “AYE” AND 0 VOTING “NAY,” AND TWO ABSENT, THIS ORDINANCE NO. 2019-1267 WAS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON FIRST READING ON THE 10th DAY OF SEPTEMBER 2019.

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE ON SECOND AND FINAL READING, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

	Aye	Nay
Charlotte Wilcox, Mayor- Place 1		
Jon Kixmiller, Councilmember-Place 2		
Mike Lombardo, Councilmember – Place 3		
Barbara Fleming, Councilmember – Place 4		
Tom Heslep, Councilmember – Place 5		
Robert Fiester, Councilmember – Place 6		
Daniel Jaworski – Councilmember – Place 7		

WITH VOTING “AYE” AND VOTING “NAY,” THIS ORDINANCE NO. 2019-1267 WAS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE 24th DAY OF SEPTEMBER 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/4/19:110586)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 21

MEETING DATE: 09/24/2019

SUBJECT: Consider Resolution No. 2019-2840 Ratifying the Property Tax Revenue Increase Reflected in the 2019-20 Fiscal Year Budget

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

City staff initiated the FY 2020 Budget process in May of this year with departments reviewing programs and related costs in their respective areas. The budget was developed with Council in a series of workshops: the Capital Improvement Program was presented, followed by the General Fund Budget, Special Revenue funds, and the Utility Fund. The proposed budget has been available in the Office of the City Secretary on the City's Web Site for review by residents for the required period of time. The final document presented is a joint product of Staff and Council to reflect priorities established by Council in the initial stages of this budget process. Two public hearings as required by law and the City Charter were conducted at the August 27th and September 10th meetings.

IDENTIFIED NEED/S:

In accordance with Local Government Code §102.007(c), adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of Council to "ratify the property tax increase reflected in the budget". Essentially, this action acknowledges that Council is aware this budget will cost more than last year's budget. As this budget does indeed raise more revenue, this is required action.

OPTIONS & RESULTS:

While the property **tax rate is unchanged** from last year, overall tax dollars are increased – this year collecting \$13,274,851 compared to \$12,697,794 last year. The increase is reflective of a 4.5 percent increase in valuation, inclusive of new valuation of \$12,542,885 added to the tax base. Of the \$577,057 increased levy, \$163,124 is to be applied to increased debt service largely related to the 2018 bond issue approved by voters.

PROGRESS TO DATE: (if appropriate)

N/A

RECOMMENDATION:

To approve Resolution No. 2019-2840, "ratifying the property tax increase reflected in the budget" as required by Local Government Code §102.007(c).

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2019-2840

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE 2019-2020 FISCAL YEAR BUDGET; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Texas Local Government Code §102.007(c) requires that adoption of a budget that raises more property tax revenue than was generated the previous year requires a vote of the City Council to ratify the property tax increase reflected in the budget in addition to and separate from the votes to approve the ordinance adopting the annual budget and the ordinance adopting the tax rate for the current tax year; and

WHEREAS, the City Council has approved Ordinance No. 2019-1266 adopting the 2019-2020 fiscal year budget which will require the City to raise more revenue from property taxes than in the 2018-2019 fiscal year budget by an amount of \$577,057, which is a 4.5% increase over the 2018-2019 fiscal year budget, of which \$70,619 is tax revenue to be raised from new property added to the tax roll this year; and

WHEREAS, the City Council of the City of Highland Village, Texas, desires to ratify the property tax increase reflected in Ordinance No. 2019-1266 approving the 2019-2020 Fiscal Year Budget.

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

SECTION 1. The property tax increase reflected in the 2019-2020 Fiscal Year Budget and approved pursuant to Ordinance No. 2019-1266 is hereby ratified.

SECTION 2. This Resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED THIS THE 24TH DAY OF SEPTEMBER, 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/16/19:110887)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 22

MEETING DATE: 09/24/19

SUBJECT: Consider Resolution No. 2019-2841 Approving the Annual Rate Adjustment in Accordance With the Solid Waste and Recycling Service Contract dated September 1, 2018, between the City and Community Waste Disposal

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

Attached for your review and consideration is a request from Community Waste Disposal (CWD) for a rate increase. The proposed rate increase is allowed under Section 6.04 of the agreement between the City and CWD for Solid Waste and Recycling Services. Rate adjustments are based on three criteria: the Dallas/Fort Worth Consumer Price Index, the change in US Price of Natural Gas Sold to Commercial Customers Index, and the percentage change in the gate rate charged to CWD by the Disposal Site(s) they utilize pursuant to our contract. In turn, indexes were determined for each component (residential trash, recycling, roll-off trash, front load trash), with the adjustment based on the percentage change for each – applied to the respective weight assigned to each component for each service. The existing agreement with CWD was initiated in 2018 with a five-year term. The contract contains a provision to update rates in October of each year. This is the first requested adjustment for the agreement term.

IDENTIFIED NEED/S:

CWD has provided the pertinent CPI, natural gas index and disposal site cost information for determination of the adjustment as required by the contract – and this has been substantiated by City Staff. The matrix following depicts the weighted change in each of the various components:

Updated Rate Factors					
Adjustment Criteria		CPI	Fuel	Landfill	Total % Increase
		2.70%	-0.60%	-0.50%	
Trash / Compost	Weighted %	0.48	0.2	0.32	
	Change	0.01296	-0.0012	(0.002)	1.02%
Recycling	Weighted %	0.8	0.2	-	
	Change	0.0216	-0.0012	-	2.04%
Roll-Off	Weighted %	0.37	0.13	0.5	
	Change	0.00999	-0.0008	-0.0025	0.67%
Front Load	Weighted %	0.57	0.13	0.3	
	Change	0.01539	-0.0008	-0.0015	1.31%

OPTIONS & RESULTS:

Based on the price index changes, rates charged by CWD for residential garbage (inclusive of recycling), will reflect a 1.3% overall increase. When including sales tax, the monthly bill to each resident will increase from \$15.99 to \$16.19 – a 20-cent increase. Senior citizen rates (with the 10% discount), will increase from \$14.40 to \$14.57. Please note that the City also incurs a separate charge associated with processing of compost from another vendor, which equates to a \$.25 additional charge. However, due to an existing credit balance, the associated charge is currently withheld - likely through August 2020.

	<i>Initial - 10/1/2018</i>		Updated 10/1/20196		Associated Increase
	Reg Customer	Senior	Reg Customer	Senior	
Garbage	\$7.88	\$7.09	\$7.96	\$7.16	1.0%
Recycling	3.32	2.99	3.39	3.05	2.0%
Compost	1.41	1.27	1.42	1.28	1.0%
HH Haz Waste	0.82	0.74	0.83	0.75	1.0%
Sub-total	\$13.43	\$12.09	\$13.60	\$12.24	1.3%
Franchise	\$1.34	\$1.21	\$1.36	\$1.22	
Total Vendor Chgs	\$14.77	\$13.30	\$14.96	\$13.46	
Sales Tax	1.22	1.10	1.23	1.11	
Total Bill to Resident	\$15.99	\$14.40	\$16.19	\$14.57	
Compost Processing (City -currently inactive)	0.25	0.25	0.25	0.25	
	\$16.24	\$14.65	\$16.44	\$14.82	

Commercial rates are detailed below.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Staff recommends Council approve Resolution 2019-2841.

Commercial Front Load Rates

FEL - includes all disposal costs (Applicable Adjustment Formula - Front Load Trash)							
Size	1x	2x	3x	4x	5x	6x	extra
2 yard	\$ 75.74	\$ 141.57	\$ 178.77	\$ 222.18	\$ 275.91	Negotiable	\$ 34.45
3 yard	\$ 89.90	\$ 144.67	\$ 197.37	\$ 250.08	\$ 305.29	Negotiable	\$ 35.46
4 yard	\$ 97.14	\$ 161.21	\$ 211.84	\$ 267.64	\$ 345.15	Negotiable	\$ 36.47
6 yard	\$ 147.77	\$ 234.58	\$ 326.55	\$ 422.65	\$ 508.42	Negotiable	\$ 38.50
8 yard	\$ 164.31	\$ 281.08	\$ 403.02	\$ 520.82	\$ 637.59	\$ 741.96	\$ 39.51
10 yard	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable	\$ 923.83	\$ 41.54

FEL - Recycling - includes all disposal costs (Applicable Adjustment Formula - Recycling)							
2 yard	NA	NA	NA	NA	NA	NA	NA
3 yard	NA	NA	NA	NA	NA	NA	NA
4 yard	NA	NA	NA	NA	NA	NA	NA
6 yard	\$ 61.22	\$ 122.45	NA	NA	NA	NA	NA
8 yard	\$ 61.22	\$ 122.45	NA	NA	NA	NA	NA
Additional Charge for Casters, Enclosures and Locks				\$ 3.83	per collection per container		

Roll-Off Containers (Applicable Adjustment Formula = Roll Off trash)

Roll-Off-Temp-Exclusive to contractor (1)					
	Delivery	Daily Rental	Haul Rate	Disposal per ton*	
20 yard	\$ 110.74	\$ 5.29	\$ 253.69	\$ 36.45	
30 yard	\$ 110.74	\$ 5.29	\$ 263.76	\$ 36.45	
40 yard	\$ 110.74	\$ 5.29	\$ 293.96	\$ 36.45	

Roll-Off-Permanent-Exclusive to contractor (1) (Applicable Adjustment Formula - Roll Off trash)					
	Delivery	Daily Rental	Haul Rate	Disposal per ton*	
20 yard	\$ -	\$ 5.29	\$ 253.69	\$ 36.45	
30 yard	\$ -	\$ 5.29	\$ 263.76	\$ 36.45	
40 yard	\$ -	\$ 5.29	\$ 293.96	\$ 36.45	

Roll-Off-Permanent-Exclusive to contractor (1) (Applicable Adjustment Formula - Roll Off trash)					
	Delivery	Monthly Rental	Haul Rate	Disposal per ton*	
15 yd SC		Negotiable	\$ 263.76	\$ 36.45	
20 yd SC		Negotiable	\$ 263.76	\$ 36.45	
25 yd SC		Negotiable	\$ 263.76	\$ 36.45	
30 yd SC		Negotiable	\$ 263.76	\$ 36.45	
35 yd SC		Negotiable	\$ 263.76	\$ 36.45	
40 yd Receiving Container		Negotiable	\$ 263.76	\$ 36.45	

Fee Per Residential Customer for Solid Waste, Recycle, Bulk & Brush and Compost Collection

	Regular Customer	Senior Customer	Applicable Adjustment Formula
Garbage / Compost Delivery	\$ 9.38	\$ 8.45	Residential Trash
Recycling	\$ 3.39	\$ 3.05	Recycling
Household Hazardous Waste	\$ 0.83	\$ 0.75	Residential Trash
Sub-Total	\$ 13.60	\$ 12.24	
Franchise Fee (10%) pass-through	\$ 1.36	\$ 1.22	
Total Charges	\$ 14.96	\$ 13.46	
Additional card - Recycling per month		\$ 7.21	Recycling
Special collection rate per cubic yard		\$ 12.12	Residential Trash
Disaster Management Rates			
Roll Off Truck and Container per haul		\$ 264.66	Residential Trash
Grapple Truck per hour		\$ 166.11	Roll-Off Trash
Rear Load Truck w/Crew per hour		\$ 166.11	Roll-Off Trash
Disposal Fee per ton		\$ 36.45	Roll-Off Trash
Small Commercial w/Contractor Supplied 95-gal poly carts			
1 cart 1 x week		\$ 17.17	Residential Trash
1 cart 2 x week		\$ 29.29	
Additional cart(s) 1 x week		\$ 15.66	
Additional cart(s) 2 x week		\$ 26.52	

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2019-2841

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, APPROVING THE ANNUAL RATE ADJUSTMENT PURSUANT TO THE SOLID WASTE AND RECYCLING SERVICE CONTRACT DATED SEPTEMBER 1, 2018 BETWEEN THE CITY AND COMMUNITY WASTE DISPOSAL, L.P.; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Highland Village, Texas entered into that certain Solid Waste and Recycling Service Contract ("the Contract") with Community Waste Disposal, L.P. ("CWD") effective September 1, 2018, to provide solid waste and recycling collecting and disposal services in the City for a period of five (5) years; and

WHEREAS, the Contract authorizes CWD to request an annual adjustment of rates to be effective on October 1st of each year during the term of the Contract based a formula set forth in the Contract; and

WHEREAS, pursuant to the Contract, in a letter dated September 11, 2019, received on or about September 18, 2019, CWD delivered a revised request for the annual rate adjustment to be effective October 1, 2019; and

WHEREAS, City Administration has reviewed the revised rate adjustment request and, after additional adjustments and corrections to which CWD has agreed, determined that the request conforms to the provisions of the Contract; and

WHEREAS, the Contract provides the requested adjustment must be approved by the City Council before it may become effective, which approval cannot be unreasonably withheld; and

WHEREAS, pursuant to the provisions of the Contract, the City Council finds no reasonable basis on which to deny the requested rate adjustment as revised.

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

SECTION 1. The rates for services as set out in the Contract are hereby adjusted and approved in accordance with Exhibit "A," attached hereto and incorporated herein by reference effective October 1, 2019.

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

PASSED AND APPROVED this the 24th day of September 2019.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:9/19/19:111002)

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Exhibit "A" – CWD Rate Tables for FY 19-20

Fee Per Residential Customer for Solid Waste, Recycle, Bulk & Brush and Compost Collection				
		Regular Customer	Senior Customer	Applicable Adjustment Formula
Garbage / Compost Delivery	\$	9.38	\$ 8.45	Residential Trash
Recycling	\$	3.39	\$ 3.05	Recycling
Household Hazardous Waste	\$	0.83	\$ 0.75	Residential Trash
Sub-Total	\$	13.60	\$ 12.24	
Franchise Fee (10%) pass-through	\$	1.36	\$ 1.22	
Total Charges	\$	14.96	\$ 13.46	
Additional Services				
Additional card - Recycling per month	\$		7.21	Recycling
Special collection rate per cubic yard	\$		12.12	Residential Trash
Disaster Management Rates				
Roll Off Truck and Container per haul	\$		264.66	Residential Trash
Grapple Truck per hour	\$		166.11	Roll-Off Trash
Rear Load Truck w/Crew per hour	\$		166.11	Roll-Off Trash
Disposal Fee per ton	\$		36.45	Roll-Off Trash
Small Commercial w/Contractor Supplied 95-gal poly carts				
1 cart 1 x week	\$		17.17	Residential Trash
1 cart 2 x week	\$		29.29	
Additional cart(s) 1 x week	\$		15.66	
Additional cart(s) 2 x week	\$		26.52	

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Exhibit "A" – CWD Rate Tables for FY 19-20

Commercial Front Load Rates							
FEL - includes all disposal costs (Applicable Adjustment Formula - Front Load Trash)							
Size	1x	2x	3x	4x	5x	6x	extra
2 yard	\$ 75.74	\$ 141.57	\$ 178.77	\$ 222.18	\$ 275.91	Negotiable	\$ 34.45
3 yard	\$ 89.90	\$ 144.67	\$ 197.37	\$ 250.08	\$ 305.29	Negotiable	\$ 35.46
4 yard	\$ 97.14	\$ 161.21	\$ 211.84	\$ 267.64	\$ 345.15	Negotiable	\$ 36.47
6 yard	\$ 147.77	\$ 234.58	\$ 326.55	\$ 422.65	\$ 508.42	Negotiable	\$ 38.50
8 yard	\$ 164.31	\$ 281.08	\$ 403.02	\$ 520.82	\$ 637.59	\$ 741.96	\$ 39.51
10 yard	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable	\$ 923.83	\$ 41.54
FEL - Recycling - includes all disposal costs (Applicable Adjustment Formula - Recycling)							
2 yard	NA	NA	NA	NA	NA	NA	NA
3 yard	NA	NA	NA	NA	NA	NA	NA
4 yard	NA	NA	NA	NA	NA	NA	NA
6 yard	\$ 61.22	\$ 122.45	NA	NA	NA	NA	NA
8 yard	\$ 61.22	\$ 122.45	NA	NA	NA	NA	NA
Additional Charge for Casters, Enclosures and Locks				\$ 3.83	per collection per container		
Roll-Off Containers (Applicable Adjustment Formula = Roll Off trash)							
Roll-Off-Temp-Exclusive to contractor (1)							
	Delivery	Daily Rental		Haul Rate		Disposal per ton*	
20 yard	\$ 110.74	\$	5.29	\$	253.69	\$	36.45
30 yard	\$ 110.74	\$	5.29	\$	263.76	\$	36.45
40 yard	\$ 110.74	\$	5.29	\$	293.96	\$	36.45
Roll-Off-Permanent-Exclusive to contractor (1) (Applicable Adjustment Formula - Roll Off trash)							
	Delivery	Daily Rental		Haul Rate		Disposal per ton*	
20 yard	\$ -	\$	5.29	\$	253.69	\$	36.45
30 yard	\$ -	\$	5.29	\$	263.76	\$	36.45
40 yard	\$ -	\$	5.29	\$	293.96	\$	36.45
Roll-Off-Permanent-Exclusive to contractor (1) (Applicable Adjustment Formula - Roll Off trash)							
	Delivery	Monthly Rental		Haul Rate		Disposal per ton*	
15 yd SC		Negotiable		\$	263.76	\$	36.45
20 yd SC		Negotiable		\$	263.76	\$	36.45
25 yd SC		Negotiable		\$	263.76	\$	36.45
30 yd SC		Negotiable		\$	263.76	\$	36.45
35 yd SC		Negotiable		\$	263.76	\$	36.45
40 yd Receiving Container		Negotiable		\$	263.76	\$	36.45

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 23

MEETING DATE: 09/24/19

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

PREPARED BY: Karen Bradley, Administrative Assistant to City Secretary

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 EVENTS

September 24, 2019	Regular City Council Mtg. 7:30 pm
October 3, 2019	Zoning Board of Adjustment Mtg. 7:00 pm (if needed)
October 8, 2019	Regular City Council Mtg. 7:30 pm
October 15, 2019	Planning & Zoning Commission Mtg. 7:00 pm (if needed)
October 21, 2019	Park Board Mtg. 6:00 pm (if needed)
October 22, 2019	Regular City Council Mtg. 7:30 pm
November 7, 2019	Zoning Board of Adjustment Mtg. 7:00 pm (if needed)
November 12, 2019	Regular City Council Mtg. 7:30 pm
November 18, 2019	Park Board Mtg. 6:00 pm (if needed)
November 19, 2019	Planning & Zoning Commission Mtg. 7:00 pm (if needed)
November 26, 2019	Regular City Council Mtg. 7:30 pm
November 28- 29, 2019	City Offices Closed for the Thanksgiving Holiday

Note - Please visit www.highlandvillage.org or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen Bradley, Administrative Assistant - City Secretary's Office