



A G E N D A

REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, JANUARY 28, 2020, at 6:00 P.M.

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

Convene Meeting in Open Session

1. Receive a Physical Security Assessment Report of City Facilities
2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of January 28, 2020

(Items discussed during Early Work Session may be continued or moved to Open Session and/or Late Work Session if time does not permit holding or completing discussion of the item during Early Work Session)

CLOSED SESSION Training Room

3. Hold a closed meeting in accordance with the following sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
 - (b) Section 551.089 – Deliberation regarding Security Devices or Security Audits

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

4. Call to Order
5. Prayer to be led by Mayor Pro Tem Mike Lombardo
6. Pledge of Allegiance to the U.S. and Texas flags to be led by Mayor Pro Tem Mike Lombardo: *“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*
7. **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.)*

8. **City Manager/Staff Reports**
 - **HVTV Update**
9. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
 - **Certificates of Recognition presented to Eli Will and Colin Robb by the Highland Village Fire Department**

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

CONSENT AGENDA

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

10. **Consider approval of Minutes of the Regular City Council Meeting held on January 14, 2020**
11. **Consider Resolution 2020-2866 ordering a General Municipal Election to be held on May 2, 2020 for the Purpose of Electing Councilmembers to Places 1 (Mayor), 2, 4 and 6; authorizing a Joint Election with other Denton County Political Subdivisions; and authorizing a Contract for Election Services with Denton County**
12. **Consider Resolution 2020-2867 declaring as Surplus Property a Physio-Control Lifepak 12 Defibrillator/Monitor; authorizing the City Manager to Sell and/or Dispose of such Surplus Property**
13. **Consider Resolution 2020-2868 authorizing Partial Release and Quitclaim of a Fifteen Foot (15') Wide Water Line Easement located within the Wichita Estates Addition**

ACTION AGENDA

14. **Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:**
 - (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**
 - (b) **Section 551.089 – Deliberation regarding Security Devices or Security Audits**

15. Conduct a Public Hearing and consider Ordinance 2020-1270 granting a Conditional Use Permit (CUP) for an Amusement Arcade Business to be located in an approximately 4,188 square foot area of Lot 1R, Block A, The District of Highland Village, generally known as 2630 FM 407, Suite #106 in Highland Village, Texas (1st of two reads)
16. Consider Resolution 2020-2869 authorizing the City Manager to Negotiate and Execute a Contract with Coats Landscape Systems, LLC, dba ForeverLawn Texas for the Purchase and Installation of Synthetic Turf Surfacing for the Kids Kastle Playground Project
17. Receive Highland Village Police Department's Annual Compliance Report under the Texas Code of Criminal Procedure (CCP) Sections 2.131-2.134 prohibiting Racial Profiling

LATE WORK SESSION

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

18. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific 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.)
19. Adjournment

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 24TH DAY OF JANUARY, 2020 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: 01/28/2020

**SUBJECT: Receive a Physical Security Assessment Report on City
Facilities**

**PREPARED BY: Michael Leavitt, City Manager
Jana Onstead, Human Resources Director**

COMMENTS

A Physical Security Assessment Report on City facilities will be provided to Council.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 9

MEETING DATE: 01/28/2020

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, 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.

- Certificates of Recognition presented to Eli Will and Colin Robb by the Highland Village Fire Department

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 01/28/2020

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on January 14, 2020

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 January 14, 2020.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HELD AT THE HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JANUARY 14, 2020**

EARLY WORK SESSION

Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m.

Roll Call

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

1. Receive a Status Update on the Highland Village Animal Shelter

City Manager Michael Leavitt reported the lease with the Animal Medical Center of Highland Village, which is where the City's Animal Shelter is located, will end on May 31, 2022. He provided background information relating to the area leased by the City, as well as associated costs. Mr. Leavitt stated a shelter evaluation was conducted utilizing the Guidelines for Standards of Care in Animal Shelters. A resulting list of shelter related items were presented, including areas in need of updates or that need to be added.

Mr. Leavitt presented three (3) options for moving forward:

- ❖ Option 1 – Remodel and expand the current Animal Shelter (a cost estimate is being prepared)
- ❖ Option 2 – Contract with the Town of Flower Mound Animal Shelter (only preliminary costs have been provided by Flower Mound)
- ❖ Option 3 – Build a stand-alone animal shelter in Highland Village

Councilmember Fiester asked the average occupancy rate at the shelter, and if a fee is charged when someone picks up their animal. Mr. Leavitt reported the average monthly population in 2019 was 10.6 cats and 3.8 dogs, with an average length of stay of 34 days for cats; 11 days for dogs; 28 days for birds; and 6 days for other small animals. He added that most fees are waived. The shelter is a no kill shelter, unless an animal meets certain criteria. Mr. Leavitt reported there were 830 animal related calls received in 2019.

Mr. Leavitt stated the goal is to have a new long-term shelter agreement completed by October 1, 2020. City staff will work with the Animal Shelter Advisory Committee to gather additional information and will provide a future update for Council.

2. Receive an Update on FM 407 Water Well

Public Works Director Scott Kriston provided a history of the water wells in Highland Village, including average usage during summer conditions. He reported that in July 2019, the City's FM 407 water well, located in the 2000 block of Justin Road, was taken out of service. After troubleshooting the well, City staff and consultants determined that the FM407 well has reached the end of its useful life.

City staff and consultants put together a twenty-five (25) year cost analysis and analyzed three (3) options to discuss repair and/or replacement of the City's FM 407 water supply.

- ❖ Option 1 - Purchase additional surface water from Upper Trinity Regional Water District (UTRWD) – Approximate cost is \$30,751,588 over 25 years
- ❖ Option 2 - Drill a new water well on or near the existing site – Approximate cost is \$6,274,870 over 25 years
- ❖ Option 3 – Install a smaller well inside the existing FM 407 well casing, which will yield approximately 60% less AND drill a new smaller well near the site at Lake Vista well lot to make up the difference – Approximate cost is \$7,728,281 over 25 years. This is staff's preferred option.

Councilmember Kixmiller asked if there was enough demand for the Lake Vista well. Mr. Kriston stated with potentially three (3) new subdivisions in Highland Village over the next several years, there would be. City Manager Michael Leavitt added that in addition to having enough capacity for regular usage, the City also has to have enough capacity for firefighting capabilities. Consensus of Council is Option 3.

3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of January 14, 2020

No items were discussed.

Early Work Session ended at 6:48 p.m.

CLOSED SESSION

4. Hold a closed meeting in accordance with the following sections of the Texas Government Code:

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

Council did not meet in Closed Session.

OPEN SESSION

5. Call to Order

Mayor Charlotte J. Wilcox called the meeting to order at 7:30 p.m.

Roll Call

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

6. Prayer to be led by Councilmember Jon Kixmiller

Councilmember Jon Kixmiller gave the invocation.

7. Pledge of Allegiance to the U.S. and Texas flags to be led by Councilmember Jon Kixmiller

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

8. Visitor Comments

The following people spoke:

Stephen Thomas (4705 Manor Court, Flower Mound) – Mr. Thomas, Executive Director for Salvation Army of Denton County, thanked the City Council for their recent grant allocation and thanked the Police Department for the toy drive that helped supply items for their Angel Tree. Mr. Thomas reported Mayor Durham of Lewisville issued a challenge

between Lewisville, Flower Mound and Highland Village to see which Mayor could collect the most in donations for Salvation Army on a specific day, with Highland Village collecting the most for the 2nd year in row. Mr. Thomas presented Mayor Wilcox with a Salvation Army “bell” in recognition of the win in the 2019 Red Kettle Mayoral Challenge.

Addison Rice, McKinnon Rice, and Gabi Gilbert (students from Marcus High School) –The students thanked the City Council for their help with constructing a sidewalk along Briarhill Boulevard.

9. City Manager/Staff Reports

Relating to Agenda Item #13, City Manager Michael Leavitt stated the students that spoke during Visitor Comments brought their concerns to staff and Council regarding construction of a sidewalk on Briarhill Boulevard from Shannon Lane to The District at Highland Village property. This was evaluated and through the budgeting process, funds were approved by Council. This agenda item authorizes execution of a task order for construction of the Briarhill Boulevard sidewalk.

Mr. Leavitt also updated everyone regarding changes being made to the street lights in Highland Village, which are the property of CoServ. CoServ is currently in a phased conversion program changing all street lights from a yellow sodium to LED. In addition, he reported Tequesta, a new 11-lot planned development located in the 1400 block of Highland Village Road, will soon be under construction. The tentative schedule is to mobilize and begin constructing the infrastructure in mid-January, with home construction likely to begin in April/May 2020.

- **HVTV Update**

The update informed residents of the filing dates for those interested in running for City Council, the upcoming Kids Kastle project, including pickup events for the personalized tile, stones and fence pickets.

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

- **Presentation of a Proclamation honoring Vince Jones for his Years of Service to the City of Highland Village**

Mayor Wilcox presented Vince Jones with a proclamation honoring his 17 years of service to the City of Highland Village Fire Department.

CONSENT AGENDA

11. Consider approval of Minutes of the Regular City Council Meeting held on December 10, 2019

12. Consider Ordinance 2019-1269 granting a Conditional Use Permit (CUP) for an Amusement Arcade located at The Shops of Highland Village (2nd and final read)

13. Consider Resolution 2020-2865 authorizing an Agreement with SAZ Infrastructure for Concrete Pavement Repairs through the City’s Cooperative Purchasing

Agreement with the City of Lewisville and authorizing Execution of Task Orders pursuant to Said Agreement

14. Receive Budget Reports for Period Ending November 30, 2019

Motion by Mayor Pro Tem Lombardo, seconded by Councilmember Fiester, to approve Consent Agenda Items #11 through #14. Motion carried 6-0.

ACTION AGENDA

15. Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:

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

NO ACTION TAKEN

16. Consider approval of a Replat for a 2.728 +/- acre tract of land located at Lot 1R, Tract 3A, Barnett Subdivision, generally known as 107 Barnett Boulevard

REPLAT APPROVED (6– 0)

Public Works Director Scott Kriston reported City staff has received and reviewed an application for a replat of a tract of land located at 107 Barnett Boulevard, for future use as Village Green Memory Care Center. The proposed replat does not create any additional lots and the applicant desires to dedicate additional easements on the property that are needed for the development of the memory care center and prefer to dedicate those easements through a replat of the property as opposed to executing and recording separate instruments dedicating those needed easements.

He further added that City staff and the City's Engineer have reviewed the application relating to drainage, utilities, and submitted comments back to the applicant. The applicant has resubmitted the application and has addressed all comments. He reported City staff is of the opinion the replat drawing itself is found to comply with the current provisions of the City's subdivision regulations. At the December 17, 2019, Planning and Zoning meeting, the Commission recommended sending the replat forward for approval as presented with a vote of (5-0).

Motion by Councilmember Kixmiller, seconded by Deputy Mayor Pro Tem Fleming, to approve a replat for a 2.728 +/- acre tract of land located at Lot 1R, Tract 3A, Barnett Subdivision, generally known as 107 Barnett Boulevard. Motion carried 6-0.

17. Consider approval of a Site Plan for a 2.728 +/- acre tract of land located at Lot 1R, Tract 3A, Barnett Subdivision, generally known as 107 Barnett Boulevard, for the Village Green Memory Care Center

SITE PLAN APPROVED (6 – 0)

Mr. Kriston reported an application was received for a site plan to construct an approximately 12,969 square foot building for the Village Green Memory Care Center, which will be a 20-unit memory care facility. The site plan package includes a site plan, building elevations, signage, lighting plan, and landscape plans. City staff and the City's Engineer have reviewed the site plan package and are of the opinion that the proposed site plan conforms with all applicable City ordinances.

At the December 17, 2019 Planning and Zoning meeting, the Commission recommended sending the site plan forward with a vote of (5-0) with the applicant addressing “housekeeping” items. As of January 6, 2020, the applicant has revised the site plan drawings in accordance with the Commission’s recommended changes.

Motion by Councilmember Fiester, seconded by Councilmember Heslep, to approve a Site Plan for a 2.728 +/- acre tract of land located at Lot 1R, Tract 3A, Barnett Subdivision, generally known as 107 Barnett Boulevard. Motion carried 6-0.

LATE WORK SESSION

- 18. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific 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.)**

Parks and Recreation Director Phil Lozano provide a status update on several projects:
Highland Village Road and Victoria Park Trail – expected to bid in fall 2020, with construction in late fall to early winter
Kids Kastle Demo – about 80% complete
Kids Kastle Construction – will be done in two (2) phases; currently looking for volunteers

Deputy Mayor Pro Tem Fleming asked about work taking place at Wal-Mart parking area. Mr. Leavitt reported they are doing interior updates, as well as some exterior updates to accommodate online pickup orders.

- 19. Adjournment**

Mayor Wilcox adjourned the meeting at 8:10 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 01/28/2020

SUBJECT: Consider Resolution 2020-2866 calling a General Election to be held on May 2, 2020 for the Purpose of Electing Council Members to Places 1 (Mayor), 2, 4, and 6; and Authorizing a Joint Election Agreement and Contract for Election Services with Denton County

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

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

The City Secretary's Office is responsible for conducting municipal elections as prescribed by the Texas Election Code. In accordance with the Texas Election Code, the City's election will be conducted jointly with other political subdivisions of Denton County. The proposed resolution calls for the May 2, 2020 general election, provides for the appointment of election officials, provides for early voting and election day procedures, authorizes a joint election agreement and contract for election services with Denton County.

The proposed resolution authorizes the City Manager to execute an agreement for a joint election and contract for election services with Denton County.

IDENTIFIED NEED/S:

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

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

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

The contract provides for the following:

- Denton County will coordinate, supervise and conduct the Joint Election pursuant to provisions of the Texas Election Code;
- All election officials, including the Early Voting Clerk, shall be officials appointed by Denton County;
- Denton County will procure, prepare and distribute supplies and equipment for Early Voting and Election Day;
- Denton County shall be responsible for appointment of presiding judge and alternate judge for each polling location;
- Early Voting will be conducted jointly with all participating entities beginning April 20, 2020 and concluding April 28, 2020 at the locations and times established by the County. Highland Village voters may vote early at any joint early voting location;
- Denton County shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to joint participants, candidates, press and general public;
- Denton County is the general custodian of voted ballots and all records of the Joint Election;
- Runoff election, if needed, will be conducted on Saturday, June 20, 2020.

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

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The City's General Election is funded in the fiscal year 2019-2020 budget.

RECOMMENDATION:

To approve Resolution No. 2020-2866.

CITY OF HIGHLAND VILLAGE

RESOLUTION NO. 2020-2866

A RESOLUTION AUTHORIZING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 2, 2020 FOR THE PURPOSE OF ELECTING COUNCIL MEMBERS TO PLACES 1 (MAYOR), 2, 4, AND 6; AUTHORIZING A JOINT ELECTION WITH OTHER DENTON COUNTY POLITICAL SUBDIVISIONS; CONTRACTING FOR ELECTION SERVICES WITH DENTON COUNTY; PROVIDING FOR A RUNOFF DATE; AND PROVIDING AN EFFECTIVE DATE

Whereas, the general election for the City of Highland Village, as set forth by the Texas Election Code, is required to be held on May 2, 2020, at which time the voters will elect persons to City Council Places 1(Mayor), 2, 4, and 6; and

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

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

Section 1. A general municipal election is hereby ordered to be held on the 2nd day of May, 2020 for the purpose of electing Council members to Places 1 (Mayor), 2, 4, and 6 by the qualified voters of the City of Highland Village.

Section 2. The election will be conducted jointly with other political subdivisions in Denton County on May 2, 2020, pursuant to Chapters 31 and 271, Texas Election Code.

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

City Voting Precinct
Highland Village Municipal Complex
1000 Highland Village Road
(includes County voting precincts 3002, 3003, 3004, and 3005)

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

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

Section 5. Early voting by personal appearance will be held jointly with other Denton County public entities at Denton County's Main Early Voting Site located at the Denton County Elections Office, 701 Kimberly Drive, Suite A101, Denton, Texas 76208 beginning on April 20, 2020 and continuing through April 28, 2020 at the times set forth below:

<u>Date</u>	<u>Time</u>
Monday through Saturday April 20 – April 25, 2020	8:00 a.m. – 5:00 p.m.
Monday and Tuesday April 27 – April 28, 2020	7:00 a.m. – 7:00 p.m.

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

**Highland Village Municipal Complex
1000 Highland Village Road
Highland Village, TX 75077**

<u>Date</u>	<u>Time</u>
Monday through Saturday April 20 – April 25, 2020	8:00 a.m. – 5:00 p.m.
Monday and Tuesday April 27 – April 28, 2020	7:00 a.m. – 7:00 p.m.

Section 6. Additional early voting locations are identified and established by the Denton County Election Administrator.

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

Applications for ballot by mail shall be mailed to:

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

Applications for ballots by mail must be received no later than the close of business on Tuesday, April 21, 2020.

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

Section 9. Should a runoff election be required following the canvass of the May 2, 2020 election, the Council hereby orders that a runoff election be held on Saturday, June 20, 2020. The polling place on Election Day for the runoff election shall be held at the Highland Village Municipal Complex at 1000 Highland Village Road, Highland Village, Texas, 75077 and the hours of voting shall be between 7:00 a.m. and 7:00 p.m.

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

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

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

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

PASSED AND APPROVED this the 28th day of January, 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/21/2020:113304)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 01/28/2020

SUBJECT: Consider Resolution 2020-2867 Declaring as Surplus Property a Physio-Control Lifepak 12 Defibrillator/Monitor; Authorizing the City Manager to Sell and/or Dispose of Such Surplus Property

PREPARED BY: Michael Thomson, Fire Chief

BACKGROUND:

Mercy in Motion, a medical mission group, has requested any end of life medical monitoring or defibrillation equipment to assist them in providing medical care to the indigenous Indians located in the remote mountainous jungles of Honduras.

IDENTIFIED NEED/S:

The Highland Village Fire Department has an end of life Physio-Control Lifepak 12 that is no longer supported by the manufacturer or certified by the United States Food and Drug Administration and cannot be used to provide patient care in the United States. This Lifepak 12 has no salvage value as it and any components are no longer in production or available. In order to be able to donate the defibrillator/monitor as intended, the City Council needs to declare the property surplus and authorize its sale or other disposition.

OPTIONS & RESULTS:

Council needs to determine if it elects to declare the equipment as surplus property as recommended and authorize its disposition.

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None

RECOMMENDATION:

To approve Resolution 2020-2867 as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2867

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, DECLARING AS SURPLUS PROPERTY A PHYSIO-CONTROL LIFEPAK 12 DEFIBRILLATOR/MONITOR; AUTHORIZING THE CITY MANAGER TO SELL AND/OR DISPOSE OF SUCH SURPLUS PROPERTY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council recognizes that in the normal course of providing municipal services, the various City Departments will exhaust the useful life of its capital equipment and other property that does not meet the capital equipment threshold, to the point where it is no longer cost effective to maintain and operate, or acquire other materials that are not usable for City operations; and

WHEREAS, City Administration has determined the Fire Department is in possession of a Physio-Control Lifepak 12 Defibrillator/monitor ("the Surplus Property") which is no longer supported by the manufacturer or certified by the United States Food and Drug Administration, cannot be used to provide patient care in the United States, and is not currently needed by the City, that the City has no foreseeable need or use for such property, and that the Surplus Property should be declared surplus and sold or conveyed to others in accordance with law; and

WHEREAS, the City Council declares the Surplus Property as surplus property, the sale or other disposition of which is in the best interest of the City.

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

SECTION 1. The City Council declares the Surplus Property as surplus for City purposes and authorizes the City Manager or his designee to sell and/or dispose of the property according to applicable state law and City policies including, but not limited to, authority to convey the Surplus Property at no cost to Mercy in Motion.

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 28th DAY OF JANUARY 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/24/2020:113386)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 01/28/2020

SUBJECT: Consider Resolution 2020-2868 authorizing the partial release and quitclaim of a portion of a fifteen-foot (15') wide Water Line easement, located within the Wichita Estates Addition; and providing an effective date

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

Previous council action approved the final plat for the Wichita Estates Addition. Several existing easements were identified on said final plat to be abandoned by separate instrument upon the completion of the existing buried infrastructure located inside the easements was removed and/or relocated to the new public right-of-ways and easements. At this time, the new buried infrastructure, both City and Franchise, are installed inside the new platted easements and right-of-ways. The property owner has requested that the City move forward with the abandonment of the old easement. Staff is of the opinion and finds that the said tract is not needed for public use and should be abandoned and vacated and deems it advisable and in the public interest to abandon and quitclaim.

IDENTIFIED NEED/S:

City Council consideration of the identified easement abandonment where staff is of the opinion and finds that said tract is not needed for public use and should be abandoned and vacated and deems it advisable and in the public interest to abandon and quitclaim.

OPTIONS & RESULTS:

NA

PROGRESS TO DATE: (if appropriate)

The property owner has submitted the legal documents for execution.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

No budgetary impact.

RECOMMENDATION:

To approve Resolution 2020-2868.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2868

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING PARTIAL RELEASE AND QUITCLAIM OF A PORTION OF A PORTION OF A FIFTEEN FOOT (15') WIDE WATER LINE EASEMENT LOCATED WITHIN THE WICHITA ESTATES ADDITION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Highland Village, Texas, acting pursuant to law and upon the request of the owner of the underlying fee title of the property, is of the opinion and finds that said tract is not needed for public use and should be abandoned and vacated and deems it advisable and in the public interest to abandon and quitclaim the hereinafter described interests in real property subject to the reservations and conditions of this document;

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, on behalf of the City of Highland Village, to execute such documents as may be approved as to form by the City Attorney to release, abandon, and quitclaim all right, title, and interest in the portion of the fifteen foot (15.0') wide water line easement and any improvements lying within said easements to the extent affecting the properties described in Attachment 1, attached hereto and incorporated herein by reference.

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

PASSED AND APPROVED this the 28th day of January 2020.

APPROVED:

Charlotte L. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/14/2020:113228)

Resolution No. 2020-2868

Attachment 1 –Description of Partial Release of
FIFTEEN FOOT (15') WIDE WATER LINE EASEMENT

15' WATER LINE EASMENT ABANDONMENT
0.053 ACRES
CITY OF HIGHLAND VILLAGE, DENTON COUNTY, TEXAS

BEING all that certain lot, tract or parcel of land situated in the W. P. Pearce Survey, Abstract Number 1015, City of Highland Village, Denton County, Texas, and being a part of that certain tract of land described by deed to Jaramco Investments, LLC, recorded under Document Number 2013-134849 of the Real Property Records of Denton County, Texas, and being all that certain tract of land described by deed to Urban Services, Inc., recorded in Volume 572, Page 195 of the Deed Records of Denton County, Texas, and being more particularly described as follows:

BEGINNING at a 3/8 inch iron rod found for the southeast corner of said Jaramco tract, the northeast corner of Lot 12, Block 4, Highland Hills Addition, Seconds Section, an addition to the City of Highland Village, Denton County, Texas, according to the plat thereof recorded in Volume 16, Page 47 of the Plat Records of Denton County, Texas, and being in the west line of Lot 11 of said Block 4;

THENCE North 88 degrees 09 minutes 22 seconds West, with the north line of said Lot 12, a distance of 15.00 feet to a point for corner, being the southwest corner of said Urban Services tract;

THENCE North 02 degrees 00 minutes 48 seconds East, with the west line of said Urban Services tract, a distance of 154.40 feet to a point for corner, being the northwest corner thereof;

THENCE South 88 degrees 09 minutes 22 seconds East, with the north line of said Urban Services tract, a distance of 15.00 feet to a point for corner, being in the west line of that certain tract of land described by deed to Jaramco Investments, LLC, recorded under Document Number 2013-141858 of the Real Property Records of Denton County, Texas;

THENCE South 02 degrees 00 minutes 48 seconds West, with the east line of said Urban Services tract, passing at a distance of 15.26 feet, a 1/2 inch iron rod found for the northwest corner of said Lot 11 of said Block 4, and continuing for a total distance of 154.40 feet to the POINT OF BEGINNING, and containing 0.053 acres of land, more or less.



Arthur Surveying Co., Inc.

Professional Land Surveyors

972-221-9439 ~ Fax 972-221-4675
220 Elm Street, Suite 200 ~ P.O. Box 54
Lewisville, Texas 75067 ~ TFRN No. 10063800

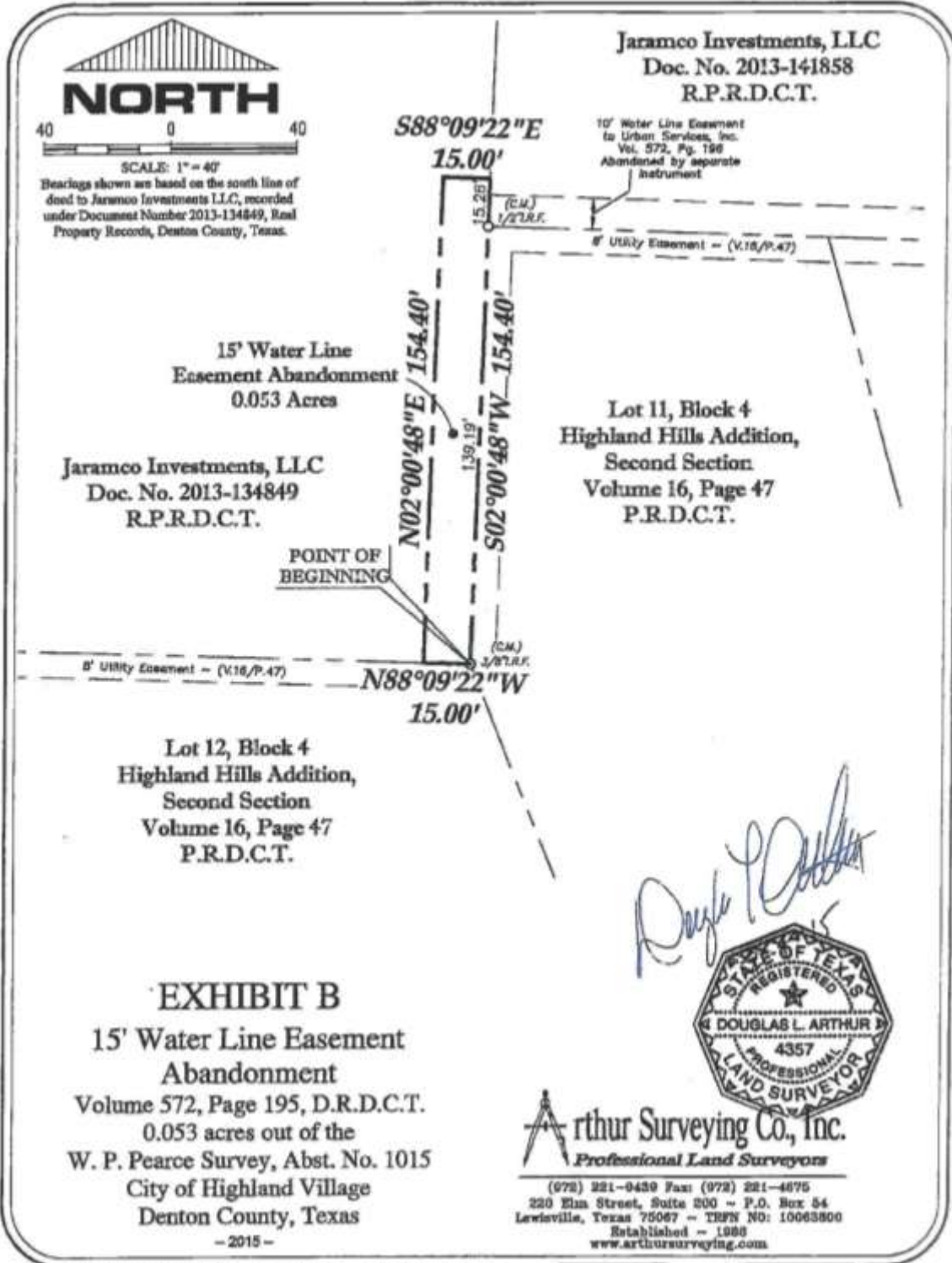
Established 1986

www.arthursurveying.com



Resolution No. 2020-2868

Attachment 1 –Description of Partial Release of
FIFTEEN FOOT (15') WIDE WATER LINE EASEMENT (cont.)



CITY OF HIGHLAND VILLAGE
CITY COUNCIL

AGENDA# 15

MEETING DATE: 01/28/2020

SUBJECT: Conduct Public Hearing and Consider an Ordinance Granting a Conditional Use Permit (C.U.P.) for an Amusement Arcade business to be located in an approximately 4,188 square foot area of Lot 1R, Block A, The District of Highland Village, commonly known as 2630 FM 407, #106, Highland Village, TX. (First Read Ordinance No. 2020-1270)

PREPARED BY: Autumn Aman, Community Development Coordinator

BACKGROUND:

An application was received for a Conditional Use Permit (C.U.P.) for an amusement arcade business to be located in approximately 4,188 square foot lease space in The District of Highland Village. The applicant is proposing to utilize the space for a business consisting of an area for playing electronic games.

IDENTIFIED NEED/S:

The use of this building for this type of business, amusement arcade, requires the approval of a Conditional Use Permit in accordance with the City of Highland Village Comprehensive Zoning Ordinance in a Retail Zoning District. Public Hearings are required prior to considering an application for a Conditional Use Permits. All notification requirements have been satisfied. As of the date of this briefing, January 22, 2020, staff has received no calls or written comments as a result of the public hearing notices.

OPTIONS & RESULTS:

Options are to (1) approve as submitted, (2) approve with modifications, or (3) deny the request. The City Council may also postpone any action in order to receive any additional information which it requests be presented.

PROGRESS TO DATE: (if appropriate)

City staff has reviewed the application and all staff comments have been addressed by the applicant. The applicant will be present to address any questions or comments the City Council may have.

At the January 21, 2020, Planning and Zoning meeting, the Commission recommended sending the ordinance forward for approval as presented with a vote of 4 in favor and 1 opposed.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

This will have no impact on budget. A draft ordinance has been prepared by the City Attorney and is included with this briefing.

RECOMMENDATION:

The City Council should review the applicant's request and consider the recommendation made by the Planning and Zoning Commission prior to taking any action on the First reading of Ordinance No. 2020-1270.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2020-1270

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, GRANTING A CONDITIONAL USE PERMIT (C.U.P.) FOR AN AMUSEMENT ARCADE FOR A 4,188 SQUARE FOOT AREA OF A BUILDING LOCATED ON LOT 1R, BLOCK A, THE DISTRICT OF HIGHLAND VILLAGE, SAID PROPERTY BEING MORE COMMONLY KNOWN AS 2630 FM 407, #106; APPROVING A SITE PLAN; PROVIDING FOR TERMINATION ON ABANDONMENT OR DISCONTINUANCE OF THE CONDITIONAL USE; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS 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 situated in the affected area, and in the vicinity thereof, and in the exercise of its legislative discretion, and upon a finding that the proposed conditional use is consistent with the standards for approval set forth in Section 12.3 of the Comprehensive Zoning Ordinance of the City of Highland Village, Texas, the City Council has concluded that the Comprehensive Zoning Ordinance and Zoning District Map of the City of Highland Village, Texas, 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. The Comprehensive Zoning Ordinance of the City of Highland Village, Texas, as amended ("Zoning Ordinance"), shall be further amended by granting a Conditional Use Permit (C.U.P.) for an Amusement Arcade for a 4,188 square foot portion of a building located on Lot 1R, Block A, The District of Highland Village, City of Highland Village, Denton County, Texas, and more commonly known as 2630 FM 407, #106, Highland Village, Texas ("the Property"), the location of the Property being depicted in Exhibit "A," attached hereto and incorporated herein by reference.

SECTION 2. If the use of the Property for the purpose of operating an Amusement Arcade (a) does not commence before the first anniversary of the effective date of this Ordinance or (b) is discontinued or abandoned for a period of six (6) consecutive months, such use shall not resume and this Ordinance and the Conditional Use Permit granted herein shall be deemed to have terminated. For purposes of this Section 2, whether or not the required use has been discontinued or abandoned shall be determined in the same manner as the abandonment or discontinuance of a non-conforming use as set forth in Section 7 of the Zoning Ordinance, as amended.

SECTION 3. All ordinances of the City of Highland Village related to the use and development of the Property 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.

SECTION 7. 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 28TH DAY OF JANUARY, 2020, 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 _____, 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

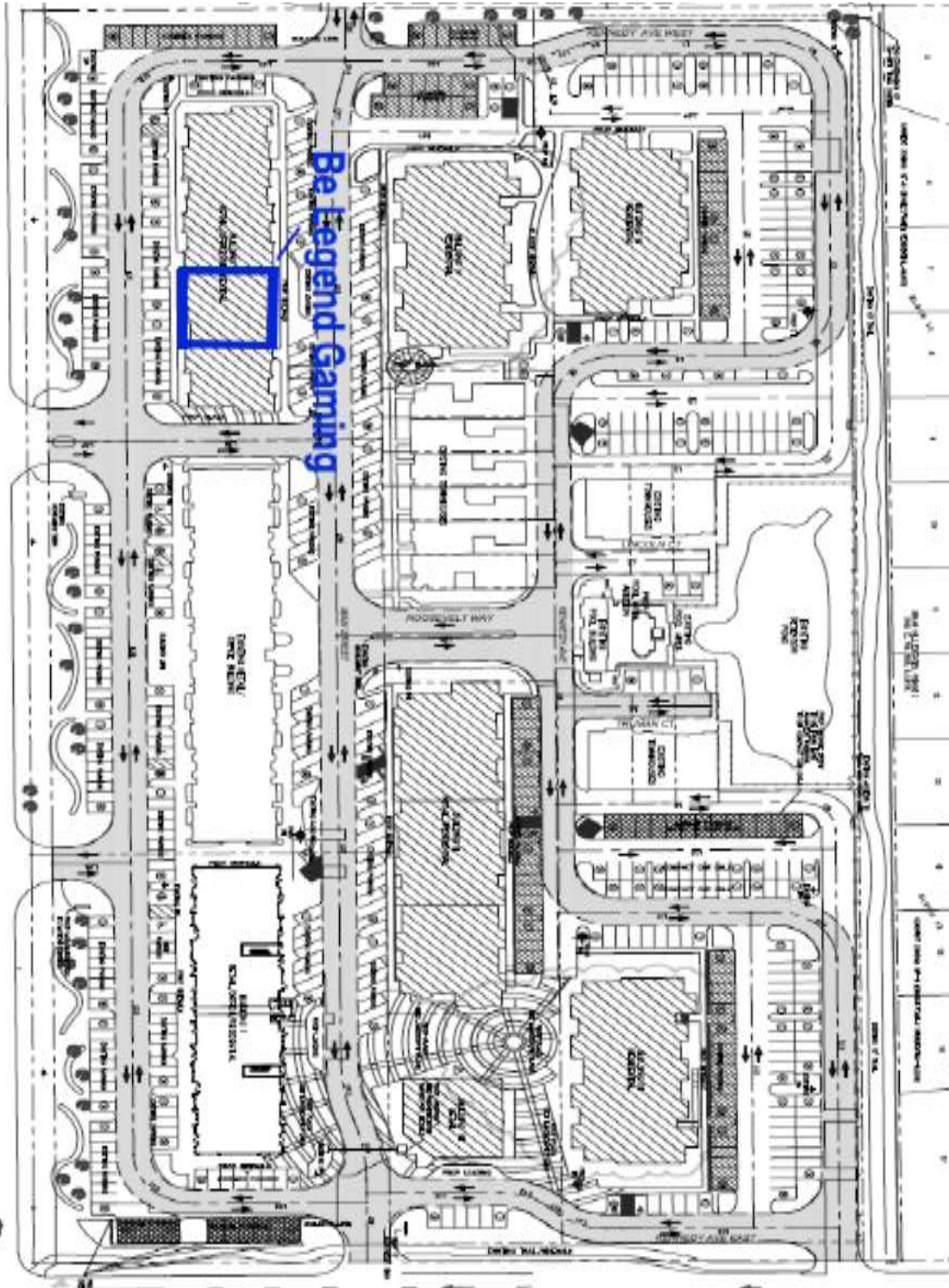
Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/10/2020:113172)

ORDINANCE NO. 2020-1270
EXHIBIT "A"
PROPERTY LOCATION AND SITE PLAN
THE DISTRICT OF HIGHLAND VILLAGE



CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 01/28/2020

SUBJECT: Consider Resolution 2020-2869 Authorizing Negotiation and Execution of a Contract with Coats Landscape Systems, LLC, DBA ForeverLawn Texas for Purchase and Installation of Synthetic Turf Surfacing for the Kids Kastle Playground Project

PREPARED BY: Phil Lozano Director of Parks and Recreation

BACKGROUND:

On November 1, 2019, Mr. Lozano presented to the City Council playground surfacing options for the new Kids Kastle Playground (“the Project”). Mr. Lozano stated he preferred a unitary surface that would satisfy the Council’s intent of providing an all-inclusive and all-abilities surface for the new playground. Council discussed the various options and expressed a consensus to bid a unitary surfacing for the entire play area.

Bids for the Project were received on January 9, 2020, from two vendors. City administration reviewed the amounts of the base bid and the amounts bid for the three alternates. Only one bidder, ForeverLawn Texas, satisfied the bid specification. Totals for each contractor are provided in the table below:

Company	Base Bid	Alternate Bid 1	Alternate Bid 2	Alternate Bid 3	Total
	Furnish and Install Critical Fall Height Synthetic Turf 4’, 6’ 8’, & 10’. With Mobilization, Bonds, & Insurance	Furnish and Install Critical Fall Height Synthetic Turf 5’, 7’, 9’, & 11’. With Mobilization, Bonds, & Insurance.	Furnish Two Days of Light Grading With Skid Loader	Furnish and Install 12” X 12” Steel Reinforced Concrete Border	Alternate Bid 1, 2, & 3
ForeverLawn	\$235,026.10	\$247,579.35	\$8,350.00	\$17,498.00	\$273,427.35
Whrilix	\$216,359.21	\$238,462.71	\$2,627.00	\$18,200.00	\$259,289.71

IDENTIFIED NEED/S:

The City is in need of a unitary surface for the new community build Kids Kastle playground at Unity Park.

OPTIONS & RESULTS:

The City Council may proceed with awarding the bid, delay the award, or not award and reject both bids. A delay in awarding the bid may result in the Project not being complete and delay in opening of the Kids Kastle playground.

PROGRESS TO DATE:

Bids have been received from two vendors for the installation of the playground surfacing for the Project. ForeverLawn was the only vendor that satisfied the required specifications.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The Funds for the Project will be provided from the Bond Proceeds from the November 7, 2017 Bond Election and Private Donations. The cost to furnish and install the playground surfacing for the Project is \$273,427.35.

RECOMMENDATION:

To approve Resolution 2020-2869.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2869

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT WITH COATS LANDSCAPE SYSTEMS, LLC, DBA FOREVERLAWN Texas FOR THE PURCHASE AND INSTALLATION OF SYNTHETIC TURF SURFACING FOR THE KIDS KASTLE PLAYGROUND PROJECT, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having solicited, received, and reviewed the bids to furnish and install synthetic turf surfacing for the Kids Kastle Playground Project (the "Project"), has determined that ForeverLawn Texas is the sole bidder that satisfied the required specifications in an amount of \$273,427.35, inclusive of Bid Mobilization, Bonds, and Insurance, Bid Alternate No 1, Bid Alternate No 2, Bid Alternate No 3 and recommends awarding a contract for the Project to said bidder; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to accept the recommendation of the City administration and authorize the above-described contract; and

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

SECTION 1. The City Manager is hereby authorized to negotiate and execute a contract for the purchase and installation services with Coats Landscape Systems, LLC, DBA ForeverLawn Texas relating to the Project, inclusive of Bid Alternate No 1, Bid Alternate No 2, Bid Alternate No 3, and Mobilization, Bonds and Insurance for a fee in the amount of \$273,427.35, and, subject to applicable state laws, city policies, and, in the event change order(s) result in an increase in the contract amount, the availability of funds for such purpose, to negotiate and sign such change order(s) to said contract as the City Manager determines to be in the best interest of the City.

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

PASSED AND APPROVED this the 28th day of January 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/21/2020:113279)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17	MEETING DATE: 01/28/2020
SUBJECT:	State Racial Profiling Report, CCP 2.132
PREPARED BY:	Doug Reim, Chief of Police

BACKGROUND:

Effective September 1, 2001, the Texas Legislature passed Senate Bill 1074, which statutorily defined and prohibited racial profiling and set forth provisions for the implementation of policies, education and training programs, and the collection and reporting of certain information regarding racial profiling relating to motor vehicle stops by Texas Law Enforcement Authorities.

IDENTIFIED NEED/S:

This law requires each law enforcement agency in the state to adopt a written policy on racial profiling and prohibit its practice. Each local law enforcement agency is required to submit a report containing the information compiled during the previous calendar year to the governing body of each county or municipality served by the agency in a manner approved by the agency NLT March 1st.

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

Policy prohibiting racial profiling in place. Required data captured electronically via Brazos Technology. Mobile video storage capacity allows for 90 day archival. Required racial profiling training and local report completed.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

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

RECOMMENDATION:

Staff recommends acceptance of annual Racial Profiling report for the period January 1 – December 31, 2019.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 01/28/2020

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

PREPARED BY: Karen McCoy, 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

January 28, 2020	Regular City Council Meeting – 7:30 pm
February 6, 2020	Zoning Board of Adjustment Meeting - 6:00 pm
February 11, 2020	Regular City Council Meeting - 7:30 pm
February 17, 2020	Parks & Recreation Advisory Board Meeting - 6:00 pm
February 18, 2020	Planning & Zoning Commission Meeting – 7:00 pm
February 25, 2020	Regular City Council Meeting - 7:30 pm
March 5, 2020	Zoning Board of Adjustment Meeting - 6:00 pm
March 10, 2020	Regular City Council Meeting - 7:30 pm
March 16, 2020	Parks & Recreation Advisory Board Meeting - 6:00 pm
March 17, 2020	Planning & Zoning Commission Meeting – 7:00 pm
March 24, 2020	Regular City Council Meeting - 7:30 pm
April 2, 2020	Zoning Board of Adjustment Meeting - 6:00 pm
April 14, 2020	Regular City Council Meeting - 7:30 pm

Note – The Zoning Board of Adjustment, Parks & Recreation Advisory Board, and the Planning & Zoning Commission meetings are held monthly, IF NEEDED. Please visit www.highlandvillage.org or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen McCoy, Administrative Assistant - City Secretary Office