



A G E N D A

**REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, FEBRUARY 9, 2021, at 6:00 P.M.**

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the public will not be allowed to attend the City Council meeting in person. Members of the public may view the City Council meeting live at no cost via the following Internet link: www.highlandvillage.org/HVTV.

Any person wishing to provide comments on any matter to be considered on this agenda may email such comments to the City Secretary at citysecretary@highlandvillage.org by 1:00 p.m. on Tuesday, February 9, 2021.

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

- 1. Receive an Update on the Copperas Branch Park Master Plan**
- 2. Follow Up Discussion on the City's Legislative Program for the 87th Texas Legislative Session**
- 3. Clarification of Consent or Action Items listed on the February 9, 2021 City Council Meeting Agenda**

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

**CLOSED SESSION
City Council Chambers**

- 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)**
 - (b) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary**

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

5. **Call Meeting to Order**
6. **Prayer led by Mayor Pro Tem Mike Lombardo**
7. **Pledge of Allegiance to the U.S. and Texas flags led by Mayor Pro Tem Mike Lombardo: “Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”**
8. **Visitor Comments** *(Any person wishing to provide comments on any matter to be considered on this agenda should email such comments to the City Secretary by 1:00 p.m. on Tuesday, February 9, 2021. 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.)*
9. **City Manager/Staff Reports**
 - **COVID-19 Update**
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**

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

CONSENT AGENDA

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

11. **Consider approval of Minutes of the Regular City Council Meeting held on January 26, 2021**
12. **Consider Resolution 2021-2928 approving the City's Legislative Program for the 87th Texas Legislative Session**
13. **Consider Resolution 2021-2929 amending Resolution 2021-2927 calling a General Municipal Election to be held on May 1, 2021 for the Purpose of Electing Councilmembers to Places 3, 5 and 7 to provide for the Conduct of Early Voting on Sunday, April 25, 2021**
14. **Consider Resolution 2021-2930 authorizing a Cooperative Purchasing Agreement with City of Midlothian, Texas, for the Purchase of Goods and Services**

15. Consider Resolution 2021-2931 authorizing the Purchase of Christmas Decorations from The Decor Group, Inc. through the City's Cooperative Purchasing Agreement with The Interlocal Purchasing System (TIPS)
16. Receive Investment Report for Quarter Ending December 31, 2020
17. Receive Budget Reports for Period Ending December 31, 2020

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 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary
19. Receive Highland Village Police Department's Annual Compliance Report under the Texas Code of Criminal Procedure (CCP) Section 2.131 through 2.138 prohibiting Racial Profiling

LATE WORK SESSION

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

20. Receive an Update on Parks and Recreation Department Operations
21. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)
22. 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 5TH DAY OF FEBRUARY 2021 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the _____ day of _____, 2021 at
_____ am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 02/09/2021

SUBJECT: Receive an Update on the Copperas Branch Park Master Plan

PREPARED BY: Phil Lozano, Parks and Recreation Director

COMMENTS

City staff and consultant Brad Moulton with la terra studio will provide an update on the Copperas Branch Master Plan.

CITY OF HIGHLAND VILLAGE

COUNCIL BRIEFING

AGENDA# 2

MEETING DATE: 02/09/2021

SUBJECT: 2021 State Legislative Program

**PREPARED BY: Paul Stevens, City Manager
Laurie Mullens, Director of Marketing and Communication**

COMMENTS:

The 87th Texas Legislature began on January 12 and is expected to consider legislation on a wide range of issues with a direct impact on municipal government in general and on Highland Village. This session promises to be very unique for many reasons. There is a new Speaker of the House and the session will be conducted with COVID-19 protocols in place. Lawmakers will have to pass a budget with revenues estimated to be \$1 billion less than the last session, redraw district lines and address the pandemic, just to name a few of the challenges. City Staff has prepared the City's legislative program, setting the city's priorities and key issues for the 87th Texas legislative session. The Legislative Program is included in this packet for Council review and approval. Generally, Staff and Council present the City's legislative program to our legislators at Denton County Days. The Legislative Program is included in this packet for Council review and approval. Once adopted, we will share the City's legislative program with our legislators.

The common theme to all six categories is Highland Village's belief that cities are the level of government most connected to, and thus most accountable to, the people they serve; as a result, the state should recognize and preserve local authority and support cities in their mission of providing quality local services to all Texans.

Within each broad Legislative Agenda topic, there is a list giving the city's position on multiple sub-topics, some of them very specific to legislation filed for this session or in previous sessions. Because the legislative priorities are represented by six main topics, there is flexibility to allow emerging legislative issues to be addressed through one or more of those topics.

Several changes have been made based on the discussion at the January 26 meeting.

A statement about redistricting and the city's support of being in one House District has been added:

Redistricting of State House and Senate Districts, a very important subject to the City of Highland Village, will be addressed during the 87th Legislative Session. Our community is only 5.5 square miles with a population of 15,820 people, yet it is represented by two House Districts. Highland Village is a very homogeneous city and would be better served by having one State Representative. The City of Highland

Village is very supportive of a redistricting plan that would result in the city being within one House District.

The other legislative priorities are divided into six main categories and changes are noted:

1. Local Authority – Public Right of Ways

A question was asked about an item under this category that would include provisions to hold appraisal districts accountable for reporting deadlines. At present, no legislation has been submitted that would address this issue. Depending on how well appraisal districts do in meeting deadlines during this year's budget process, it may facilitate discussion for the next session. I would recommend we remove this item.

2. Local Revenue Caps, Revenue Reduction and Online Sales Tax

No changes

3. Public Safety

We removed the item relating to a statewide prohibition on holding or operating a phone or electronic communications device while operating a motor vehicle.

The following item was added to this section:

Support any legislation that provides new direct or grant funding from the state to further fund local police agencies and other efforts that enhance local police agencies.

4. Transportation and DCTA

The item supporting the implementation of the Texas Bullet Train High Speed Rail Project was removed.

There were two items related to DCTA. The first was support of legislation that would authorize DCTA to enter into public private partnerships to encourage private developments around transit projects on land adjacent to or owned by DCTA. In speaking with Raymond Suarez, Chief Executive Officer of DCTA, this is an item they will not pursue this legislative session. More research will be done prior to the 88th session and may be brought back at that point.

The other DCTA item was the following: "Support efforts that would enhance the ability of transit authorities and metropolitan planning organizations to leverage new and evolving technologies, implement innovative mobility solutions, and improve connectivity to meet the changing transportation needs and demands of Denton County, north Texas and residents statewide."

The intent of this item is more of a broad-based policy statement but there are times when new technologies and approaches can be a big benefit to transit authorities but due to conflicts with other policies, they aren't eligible for Federal Transportation Authority (FTA) reimbursement. DCTA would like to see consideration given when new technologies and approaches are available, the opportunity is there to utilize them without financial hardship.

5. Water

No changes.

6. Parks Funding

No changes.

This item is for informational purposes; there is an item on the consent agenda for formal action relating to the 2021 Legislative Program.

Redistricting of state House and Senate Districts, a very important subject to the City of Highland Village, will be addressed during the 87th Legislative Session. Our community is only 5.5 square miles with a population of 15,820 people, yet is represented by two House Districts. Highland Village is a very homogeneous city and would be better served by having one State Representative. The City of Highland Village is very supportive of a redistricting plan that would result in the city being located within one House District.

Our other legislative priorities are divided into six main categories: 1. Local Authority – Public Right of Ways, 2. Local Revenue Caps, Revenue Reduction and Online Sales Tax, 3. Public Safety, 4. Transportation & DCTA, 5. Water, and 6. Parks Funding. The common theme to all six categories is Highland Village's belief that cities are the level of government most connected to, and thus most accountable to, the people they serve; as a result, the state should recognize and preserve local authority and support cities in their mission of providing quality local services to all Texans.

Within each broad Legislative Agenda topic, there is a list giving the city's position on multiple sub-topics, some of them very specific to legislation filed for this session or in previous sessions. Because the legislative priorities are represented by six main topics, there is flexibility to allow emerging legislative issues to be addressed through one or more of those topics.

Local Authority – Public Right of Ways

Cities are the level of government that is closest to the people it serves, and therefore are the level of government best able to identify the needs of a community and appropriate means to address those needs. While state government should be a resource for cities, decision-making authority should be placed at the municipal level whenever reasonable.

Some corporate interests continue to seek exemptions from local control over public rights-of-way. Highland Village will fight at the state and federal levels to preserve municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use. The public should not be asked to subsidize for-profit businesses by allowing those business free use of public property (including rights-of-way) to generate their profit. Access charges for using a public right-of-way are in essence a rental payment for property, similar to rent a business might pay for office space or lease payments for major equipment. It is an expected cost of doing business and should be treated as such. Reducing the ability of cities to maintain rights-of-way, or to collect reasonable payments for commercial use of rights-of-way, would transfer an unfair economic burden to taxpayers in violation of long-standing Texas legal standards.

- Opposing any legislation that would erode local authority over land uses
- Opposing any legislation that would erode or invalidate a city's ability to establish and enforce reasonable business regulations
- Supporting continuation of existing eminent domain authority and related tools used for planning and development of projects serving a valid public purpose

- Opposing any legislation that would change the current two dates per year on which local elections can be held, unless it is to give cities additional flexibility
- Preserving municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use
- Maintaining the ability of municipal government to participate in utility rate cases on behalf of their residents
- *New* - Opposing any legislation that would further erode local control related to retirement issues for municipal employees
- *New* - Support legislation protecting the ability of local government officials to use public funds to communicate with legislators and state agencies on matters of public interest, as well as pay membership dues to organizations that hire lobbyists
- *New* - Support the repeal of HB-2439, enacted during the 2019 Legislature, which excessively and arbitrarily prohibited cities from regulating building products, materials, or methods used in the construction of residential and commercial structures
- ~~*New* - Support legislation that would amend state requirements to create a more efficient and reasonable schedule for developing the city budget, including provisions that would hold appraisal districts accountable for reporting deadlines~~

Local Revenue Caps, Revenue Reduction & Online Sales Tax

Highland Village has operated in a fiscally conservative manner for years. In 2017 a Community Service Survey was conducted. We found overall the residents in the City of Highland Village have a very good appreciation and satisfaction towards the many aspects the City has to offer. Respondents expressed high levels of satisfaction with the service provided by different departments especially from the Police Department, Parks and Recreation, and the Fire Department. And more than half of the respondents (65%) are satisfied with the level of City services received in return for what residents are paying in property taxes. Applying an arbitrary statewide solution to a perceived problem that is not typical of the majority of Texas cities would go against the stated desires of Highland Village residents.

Cities provide the majority of government services that impact millions of Texans every day; yet, unlike other parts of the country, Texas cities receive minimal funding from the federal and state government. As such, cities should not be expected to provide a wide range of important services and also to serve as a fund-raising arm for the state. To the extent possible, local revenue should primarily benefit local taxpayers. Highland Village opposes any measure that would re-direct existing local revenue to the state, or would impose unfunded mandates that create additional work for cities without new funding. This includes opposing any new or expanded fees that would be collected by local municipal courts on behalf of the state.

Certificates of Obligations, CO's provide cities and counties the flexibility to issue debt on a shorter timeline. This enables them to take advantage of favorable interest rates or an opportunity to acquire a property, to make emergency repairs after a disaster, or to address a critical public need without having to wait for the next uniform election date on the calendar. There is sufficient accountability, as voters have the option to petition for an election on whether the certificates should be issued. And the bar was set relatively low for the petition requirements to call an election. The process for issuing debt, by law, has extraordinary levels of transparency and accountability. Texas cities need to maintain flexibility in financing public improvements because every city has different needs and resources.

Assessing sales tax on both physical and online retailers creates a level playing field for the businesses; exempting certain types of businesses from those levies would give them an unfair competitive advantage with long-term negative impacts on commercial properties across Texas. The original reasons for exempting online purchases from sales tax are no longer valid because online retail sales have become a well-established and thriving marketplace that no longer needs a public subsidy. For these and other reasons, the 2018 U.S. Supreme Court ruling that sanctioned online sales tax collection should be honored and no effort should be made to permanently eliminate sales tax for online transactions. We call on the State Comptroller to work with cities on a fair and equitable way to distribute the local share of online sales taxes collected. We also ask the Comptroller to review the excessive fees currently being charged to cities for processing of sales tax collections and seek to adopt a fee structure that better reflects the cost of the service being provided.

- Opposing any measure that would re-direct existing local revenue to the state
- Opposing any legislation that would increase or expand appraisal caps
- Opposing any legislation that would erode local taxing authority, including measures that would create new obstacles to funding sources or that would restrict the use of existing revenue streams
- Opposing any legislation that would erode the concept of “true market” appraisals
- Supporting legislation that would close the “dark box” loophole being used by some large retailers to artificially devalue commercial properties for tax purposes
- Opposing any increased state fees, or reallocation of existing fees, on municipal court fines and proceedings, or any legislation that would have the effect of requiring municipal courts to collect revenue for the state
- Opposing any legislation that would permanently eliminate sales tax for online transactions
- Opposing any legislation that would create new sales tax exemptions, expand current exemptions, or expand the annual “sales tax holiday”
- Supporting measures that would expand allowable uses of PEG fee revenue

- Maintain Certificates of Obligations (CO's) as a viable financing mechanism

Public Safety

Police, Fire, and Emergency Medical Services are among the most important services a city provides its residents. Those services often represent the majority of a municipality's budget. State agencies and resources can be valuable, but should not be applied in such a way as to interfere with local efforts.

- ~~Enacting a statewide prohibition on holding or operating a phone or electronic communications device while operating a motor vehicle~~
- Providing adequate funding of state law enforcement agencies on public lakes
- Discontinuing the redirection of dedicated telephone taxes to purposes other than 911 services
- Opposing efforts to legalize recreational use of marijuana in Texas
- Making it an offense for a person to post on a publicly accessible website the residence address or telephone number of an individual the actor knows is a public servant or a member of a public servant's family or household
- Seeking assistance from the state in the form of opt-in programs to help local governments protect electronic data bases from criminal breach, including state funding mechanisms to assist with cybersecurity priorities
- Opposing proposed state and federal regulations that would increase the maximum size of long-haul trucks on public highways
- Opposing legislation that would permit first responders other than certified peace officers to carry a firearm while on the job
- *New* - Support new direct or grant funding from the state for crisis intervention, de-escalation, and implicit bias training for certified peace officers
- *New* - Support new direct or grant funding from the state for multi-disciplinary crisis response teams
- *New* - Support legislation that would standardize "Use of Force" policies in Texas using the Texas Best Practices Recognition program as a model
- *New – Support any legislation that provides new direct or grant funding from the state to further fund local police agencies and any other efforts that enhance local police agencies*
- *New* - Support legislation that would amend worker's compensation insurance coverage for public safety personnel to include COVID-19 as a compensable illness when the illness is contracted in the line of duty

Transportation & DCTA

Transportation is a key factor in the future viability of our community. Roads provide a vital network that connects Highland Village to the region and the state. Effective public transit options represent a responsible and reliable way to provide workers with access to employment centers.

Interstate 35E through Dallas and Denton counties is one of the most congested highways in Texas, causing delays that negatively impact tens of thousands of Texas commuters and have a dampening impact on current and prospective business development. A comprehensive reconstruction of I-35E is planned, but only the smaller first phase has been funded. That work was completed in early 2017. The larger second phase has not been scheduled nor funded at this time. The economic vitality of communities along I-35E, including Highland Village, relies on an interstate with sufficient capacity and safety measures. Full funding for the second phase of I-35E construction should be considered a top priority.

- Identifying and securing full and timely funding for the second phase of Interstate 35E reconstruction
- ~~Supporting implementation of the Texas Bullet Train High-Speed Rail Project connecting Dallas-Fort Worth with Houston~~
- Providing increased and consistent state funding to build and maintain a high-quality, efficient highway system
- Ending the diversion of transportation revenues to non-transportation purposes
- Increasing state investment in public transit, including regional rail service
- Providing greater flexibility for cities to fund local transportation projects, including potential new state funding sources for important local and regional roads
- Preserving municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use
- Opposing legislation that impedes local authorities from adopting, implementing, or considering ordinances that regulate traffic controls and safety in their communities
- ~~New - Seek introduction and passage of legislation that would explicitly authorize DCTA to enter into public-private partnerships to encourage private investment in developments around transit projects on land adjacent to or owned by DCTA.~~
- *New* - Support efforts that would enhance the ability of transit authorities and metropolitan planning organizations to leverage new and evolving technologies, implement innovative mobility solutions, and improve connectivity to meet the changing transportation needs and demands of Denton County, north Texas and residents statewide.

Water

Future viability requires the ability to provide for the long-term water supply needs of residents and businesses in Highland Village, North Texas and statewide. This must include both maintaining current water supplies and developing new water sources.

- Opposing any legislation that would undermine city original jurisdiction, and oppose any efforts to make local water rates subject to approval by any state agency
- Establishing and enforcing water conservation standards at the local level, not at the state or federal level unless adequate ongoing funding is provided
- Opposing state “tap fees” or other state fees on municipal water systems
- Fully funding the State Water Plan, and creating future state funding sources
- Opposing any legislation that might restrict Highland Village’s ability to continue providing a safe and reliable local water supply
- Working with the state, regional partners and other cities to identify and secure options for new water sources

Park Funding

Public parks are popular recreation options for Texans, but multiple studies also have shown that a well-maintained park system has positive economic impact on a community and on a state. Reduced state funding of parks not only threatens the viability of state parks, it has a direct negative impact on local parks that Texans value and love.

- Encouraging the state to adequately fund maintenance and operation of state parks, recreation areas, natural areas and monuments; and ensuring those facilities are widely and readily available to the public
- Expanding state and federal funding to assist with creating, maintaining and operating local parks. Dedicating sporting goods sales tax revenues for use in state and local parks that would directly benefit parks, recreation, open space, trails and tourism
- Ensuring that parks and recreation agencies are included as eligible partners and beneficiaries in any strategy or guideline aimed at benefiting healthy lifestyles, increasing physical activity, conservation, or preservation
- Restoring full funding to the Local Park Grant Program
- Expanding options for parks, recreation, open space and trails on utility corridors, to include waiving all liability for those purposes to the utilities

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 02/09/2021

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

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

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 02/09/2021

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on January 26, 2021

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 26, 2021.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JANUARY 26, 2021**

EARLY WORK SESSION

Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m. and announced pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the meeting is being conducted using social distancing practices. Members of the public are not allowed to attend the City Council meeting in person, but may view the City Council meeting live at no cost via www.highlandvillage.org/HVTV.

In addition, she reported any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, January 26, 2021.

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
	Daniel Jaworski	Councilmember

Staff Members:	Paul Stevens	City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Jason Collier	Assistant Fire Chief
	Travis Nokes	Assistant Fire Chief
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Receive an Update on Fire Department Operations

Chief Thomson provided an overview of the department's accomplishments and goals, staffing level, equipment, performance data and response times. The Fire Department is made up of 22 full-time employees. The department is collaborating with the Town of Flower Mound and City of Lewisville to explore partnering on a joint fire training facility

project. Upcoming initiatives include completion of the comprehensive Texas Department of State Health Services Provider Audit and Inspection, the Insurance Services Office (ISO) Property Protection Classification Regrading, earning the Texas Fire Chiefs Best Practices Recognition, and working to provide access to a City/Department based COVID-19 Vaccination Clinic.

2. Receive a Presentation and Discuss the City's Legislative Program for the 87th Texas Legislative Session

City Manager Paul Stevens reported the 87th Texas Legislature convened this month and is expected to consider legislation on a wide range of issues with a direct impact on municipal government in general and on Highland Village. City staff prepared the City's Legislative Program for Council review. Once the Legislative Program is set by Council, City staff will provide the information to our legislators.

Mr. Stevens added that a common theme to all categories in the proposed Legislative Program is Highland Village's belief that cities are the level of government most connected to, and thus most accountable to, the people they serve. As a result, the state should recognize and preserve local authority and support cities in their mission of providing quality local services to all Texans.

Mr. Stevens presented the proposed legislative priorities for Highland Village, which were divided into six main categories. Council received clarification on some items and due to time constraints, further discussion on the Program was continued with Agenda Item #14.

3. Clarification of Consent or Action Items listed on the January 26, 2021 City Council Meeting Agenda

No items were discussed.

Early Work Session concluded at 7:04 p.m.

CLOSED SESSION

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

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

Council did not meet in Closed Session.

OPEN SESSION

5. Call Meeting to Order

Mayor Charlotte J. Wilcox called the meeting to order at 7:05 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
Daniel Jaworski	Councilmember

Staff Members:	Paul Stevens	City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

6. Prayer led by Councilmember Jon Kixmiller

Mayor Wilcox gave the invocation.

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

Mayor Wilcox led the Pledge of Allegiance to the U.S. and Texas flags.

8. Visitor Comments

Mayor Wilcox stated any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, January 26, 2021. City Secretary Angela Miller reported no visitor comments were received.

9. City Manager/Staff Reports

- **COVID-19 Update**

Fire Chief Mike Thomson provided the COVID-19 update and reported on the Denton County Health Department's vaccination process and encouraged residents to sign up on the Vaccine Interest List.

- **Foodie Friday Video**

The Foodie Friday video featured Berries & Batter.

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

Mayor Wilcox announced the Lewisville Area Chamber of Commerce awarded Assistant Fire Chief Travis Nokes and honored Sergeant Dennis Oliver with the Monthly First Responder Award.

- **Swearing in Video of Police Officer Zane Bluford**

A swearing in video was presented for Officer Zane Bluford.

CONSENT AGENDA

Councilmember Jaworski requested Agenda Item #14 be moved to the Action Agenda; Mayor Wilcox moved the item.

11. **Consider approval of Minutes of the Regular City Council Meeting held on January 12, 2021**
12. **Consider Ordinance 2021-1280 adopting Non-Substantive Amendments to the Code of Ordinances, Chapter 26 “Subdivision and Site Development Regulations,” Exhibit A “Subdivision Ordinance,” relating to Subsections E and F of Section 2.7 “Replatting” to Correct Certain Scrivener Errors (2nd and final read)**
13. **Consider Resolution 2021-2927 ordering a General Municipal Election to be held on May 1, 2021 for the Purpose of Electing Councilmembers to Places 3, 5 and 6; authorizing a Joint Election with other Denton County Political Subdivisions; and authorizing a Contract for Election Services with Denton County**
14. **Consider Resolution 2021-2928 approving the City’s Legislative Program for the 87th Texas Legislative Session – THIS ITEM WAS MOVED TO THE ACTION AGENDA**

Motion by Deputy Mayor Pro Tem Fleming, seconded by Mayor Pro Tem Lombardo, to approve Consent Agenda Items #11 through #13. Motion carried 7-0.

ACTION AGENDA

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

No action was taken on this item.

14. **Consider Resolution 2021-2928 approving the City’s Legislative Program for the 87th Texas Legislative Session**

NO ACTION

Discussion regarding the City’s proposed Legislative Program was started during Early Work Session for Agenda Item #2, however due to time constraints was continued during the Regular Session Meeting with Agenda Item #14.

City Manager Paul Stevens reviewed the six (6) main categories included in the proposed Legislative Program. Council discussed the proposed Legislative Program and came to a consensus on the following:

Local Authority – Public Right of Ways

Council discussed the proposed provision to create a more efficient and reasonable schedule for developing city budgets, including provisions to hold appraisal districts accountable to reporting deadlines. **Consensus** – This provision will be removed, however the next budget process will be monitored and included in the City's Legislative Program for the 88th Legislative Session, if needed.

Local Revenue Caps, Revenue Reduction and Online Sales Tax – Leave as presented

Public Safety

Council recalled prior meeting discussions regarding distracted drivers and the use of a phone or electronic communications device while operating a motor vehicle. **Consensus** – Remove this item regarding a statewide prohibition on holding/operating a phone or electronic communications device while operating a motor vehicle.

Council discussed concerns of defunding local police agencies and any future unfunded state-mandates requiring additional training for law enforcement personnel. Several Councilmembers also discussed including an item in support of funding our local police agencies. **Consensus** – Addition of an item of support for any legislation that would provide State funding for local police agencies and/or other efforts that would enhance local police agencies.

Transportation & DCTA

Councilmembers voiced concern with the item supporting the Texas Bullet Train High-Speed Rail Project. **Consensus** – Remove the item supporting the project.

Councilmembers asked for clarification regarding the two (2) proposed items relating to DCTA. Mr. Stevens will contact DCTA staff to get clarification and will update Council at their next meeting.

Water – Leave as presented

Parks Funding – Leave as presented

With redistricting being addressed during this Legislative Session, Council discussed its effect on Highland Village. While the city is relatively small, two House Districts represent Highland Village. Council consensus is to include a statement of support for a redistricting plan that would result in Highland Village being served by one House District.

Council did not take action on this item; it will be considered at the February 9, 2021 City Council meeting.

LATE WORK SESSION

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

statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)

No items were discussed.

17. Adjournment

Mayor Wilcox adjourned the meeting at 7:46 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE

COUNCIL BRIEFING

AGENDA#	12	MEETING DATE:	02/09/2021
SUBJECT:	Consider Resolution 2021-2928 approving the City's Legislative Program for the 87th Texas Legislative Session		
PREPARED BY:	Paul Stevens, City Manager Laurie Mullens, Director of Marketing & Communication		

BACKGROUND:

The 87th Texas Legislature began on January 12 and is expected to consider legislation on a wide range of issues with a direct impact on municipal government in general and on Highland Village. This session promises to be very unique for many reasons. There is a new Speaker of the House and the session will be conducted with COVID-19 protocols in place. Lawmakers will have to pass a budget with revenues estimated to be \$1 billion less than the last session, redraw district lines and address the pandemic, just to name a few of the challenges. City Staff has prepared the City's legislative program, setting the city's priorities and key issues for the 87th Texas legislative session. The Legislative Program is included in this packet for Council review and approval. Once adopted, we will share the City's legislative program with our legislators.

IDENTIFIED NEED/S:

Based on the discussion at the January 26 meeting, we added a statement about redistricting and the city's support of being in one House District.

The other legislative priorities are divided into six main categories:

1. Local Authority – Public Right of Ways
2. Local Revenue Caps, Revenue Reduction and Online Sales Tax
3. Public Safety
4. Transportation and DCTA
5. Water
6. Parks Funding

The common theme to all six categories is Highland Village's belief that cities are the level of government most connected to, and thus most accountable to, the people they serve; as a result, the state should recognize and preserve local authority and support cities in their mission of providing quality local services to all Texans.

OPTIONS & RESULTS:

Within each broad Legislative Agenda topic, there is a list giving the city's position on multiple sub-topics, some of them very specific to legislation filed for this session or in previous sessions. Because the legislative priorities are represented by six main topics, there is

flexibility to allow emerging legislative issues to be addressed through one or more of those topics.

RECOMMENDATION:

Provide comments and/or approval of the Legislative Program.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2928

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS APPROVING THE CITY'S LEGISLATIVE PROGRAM FOR THE 87TH TEXAS LEGISLATURE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the 87th Texas Legislature which convened in January 2021, and its committees will consider many issues and take action affecting the City of Highland Village; and

WHEREAS, the City Council of the City of Highland Village desires and finds it to be in the public interest to adopt its 2021 State Legislative Program for the 87th Texas Legislature.

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

SECTION 1. The City of Highland Village's 2021 Legislative Program for the 87th Texas Legislature, attached hereto as Exhibit "A" and incorporated herein by reference, is adopted and approved.

SECTION 2. The Mayor, City Councilmembers, City Manager, and their designees are authorized to communicate the items included in the City's Legislative Program to the members of the Texas Legislature.

SECTION 3. The Mayor and City Manager are authorized to sign any and all letters, petitions, and/or other documents on behalf of the City in order to promote the City's Legislative Program.

SECTION 4. This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED this the 9th day of February, 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:2/3/2021:120212)

Resolution No. 2021-2928
Exhibit "A"

Redistricting of state House and Senate Districts, a very important subject to the City of Highland Village, will be addressed during the 87th Legislative Session. Our community is only 5.5 square miles with a population of 15,820 people, yet is represented by two House Districts. Highland Village is a very homogeneous city and would be better served by having one State Representative. The City of Highland Village is very supportive of a redistricting plan that would result in the city being located within one House District.

Our other legislative priorities are divided into six main categories: 1. Local Authority – Public Right of Ways, 2. Local Revenue Caps, Revenue Reduction and Online Sales Tax, 3. Public Safety, 4. Transportation & DCTA, 5. Water, and 6. Parks Funding. The common theme to all six categories is Highland Village's belief that cities are the level of government most connected to, and thus most accountable to, the people they serve; as a result, the state should recognize and preserve local authority and support cities in their mission of providing quality local services to all Texans.

Within each broad Legislative Agenda topic, there is a list giving the city's position on multiple sub-topics, some of them very specific to legislation filed for this session or in previous sessions. Because the legislative priorities are represented by six main topics, there is flexibility to allow emerging legislative issues to be addressed through one or more of those topics.

Local Authority – Public Right of Ways

Cities are the level of government that is closest to the people it serves, and therefore are the level of government best able to identify the needs of a community and appropriate means to address those needs. While state government should be a resource for cities, decision-making authority should be placed at the municipal level whenever reasonable.

Some corporate interests continue to seek exemptions from local control over public rights-of-way. Highland Village will fight at the state and federal levels to preserve municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use. The public should not be asked to subsidize for-profit businesses by allowing those business free use of public property (including rights-of-way) to generate their profit. Access charges for using a public right-of-way are in essence a rental payment for property, similar to rent a business might pay for office space or lease payments for major equipment. It is an expected cost of doing business and should be treated as such. Reducing the ability of cities to maintain rights-of-way, or to collect reasonable payments for commercial use of rights-of-way, would transfer an unfair economic burden to taxpayers in violation of long-standing Texas legal standards.

- Opposing any legislation that would erode local authority over land uses
- Opposing any legislation that would erode or invalidate a city's ability to establish and enforce reasonable business regulations
- Supporting continuation of existing eminent domain authority and related tools used for planning and development of projects serving a valid public purpose

- Opposing any legislation that would change the current two dates per year on which local elections can be held, unless it is to give cities additional flexibility
- Preserving municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use
- Maintaining the ability of municipal government to participate in utility rate cases on behalf of their residents
- *New* - Opposing any legislation that would further erode local control related to retirement issues for municipal employees
- *New* - Support legislation protecting the ability of local government officials to use public funds to communicate with legislators and state agencies on matters of public interest, as well as pay membership dues to organizations that hire lobbyists
- *New* - Support the repeal of HB-2439, enacted during the 2019 Legislature, which excessively and arbitrarily prohibited cities from regulating building products, materials, or methods used in the construction of residential and commercial structures

Local Revenue Caps, Revenue Reduction & Online Sales Tax

Highland Village has operated in a fiscally conservative manner for years. In 2017 a Community Service Survey was conducted. We found overall the residents in the City of Highland Village have a very good appreciation and satisfaction towards the many aspects the City has to offer. Respondents expressed high levels of satisfaction with the service provided by different departments especially from the Police Department, Parks and Recreation, and the Fire Department. And more than half of the respondents (65%) are satisfied with the level of City services received in return for what residents are paying in property taxes. Applying an arbitrary statewide solution to a perceived problem that is not typical of the majority of Texas cities would go against the stated desires of Highland Village residents.

Cities provide the majority of government services that impact millions of Texans every day; yet, unlike other parts of the country, Texas cities receive minimal funding from the federal and state government. As such, cities should not be expected to provide a wide range of important services and also to serve as a fund-raising arm for the state. To the extent possible, local revenue should primarily benefit local taxpayers. Highland Village opposes any measure that would re-direct existing local revenue to the state, or would impose unfunded mandates that create additional work for cities without new funding. This includes opposing any new or expanded fees that would be collected by local municipal courts on behalf of the state.

Certificates of Obligations, CO's provide cities and counties the flexibility to issue debt on a shorter timeline. This enables them to take advantage of favorable interest rates or an opportunity to acquire a property, to make emergency repairs after a disaster, or to address a critical public need without having to wait for the next uniform election date on the calendar. There is sufficient accountability, as voters have the option to petition for an election on whether the certificates should be issued. And the bar

was set relatively low for the petition requirements to call an election. The process for issuing debt, by law, has extraordinary levels of transparency and accountability. Texas cities need to maintain flexibility in financing public improvements because every city has different needs and resources.

Assessing sales tax on both physical and online retailers creates a level playing field for the businesses; exempting certain types of businesses from those levies would give them an unfair competitive advantage with long-term negative impacts on commercial properties across Texas. The original reasons for exempting online purchases from sales tax are no longer valid because online retail sales have become a well-established and thriving marketplace that no longer needs a public subsidy. For these and other reasons, the 2018 U.S. Supreme Court ruling that sanctioned online sales tax collection should be honored and no effort should be made to permanently eliminate sales tax for online transactions. We call on the State Comptroller to work with cities on a fair and equitable way to distribute the local share of online sales taxes collected. We also ask the Comptroller to review the excessive fees currently being charged to cities for processing of sales tax collections and seek to adopt a fee structure that better reflects the cost of the service being provided.

- Opposing any measure that would re-direct existing local revenue to the state
- Opposing any legislation that would increase or expand appraisal caps
- Opposing any legislation that would erode local taxing authority, including measures that would create new obstacles to funding sources or that would restrict the use of existing revenue streams
- Opposing any legislation that would erode the concept of “true market” appraisals
- Supporting legislation that would close the “dark box” loophole being used by some large retailers to artificially devalue commercial properties for tax purposes
- Opposing any increased state fees, or reallocation of existing fees, on municipal court fines and proceedings, or any legislation that would have the effect of requiring municipal courts to collect revenue for the state
- Opposing any legislation that would permanently eliminate sales tax for online transactions
- Opposing any legislation that would create new sales tax exemptions, expand current exemptions, or expand the annual “sales tax holiday”
- Supporting measures that would expand allowable uses of PEG fee revenue
- Maintain Certificates of Obligations (CO's) as a viable financing mechanism

Public Safety

Police, Fire, and Emergency Medical Services are among the most important services a city provides its residents. Those services often represent the majority of a municipality's budget. State agencies and resources can be valuable, but should not be applied in such a way as to interfere with local efforts.

- Providing adequate funding of state law enforcement agencies on public lakes
- Discontinuing the redirection of dedicated telephone taxes to purposes other than 911 services
- Opposing efforts to legalize recreational use of marijuana in Texas
- Making it an offense for a person to post on a publicly accessible website the residence address or telephone number of an individual the actor knows is a public servant or a member of a public servant's family or household
- Seeking assistance from the state in the form of opt-in programs to help local governments protect electronic data bases from criminal breach, including state funding mechanisms to assist with cybersecurity priorities
- Opposing proposed state and federal regulations that would increase the maximum size of long-haul trucks on public highways
- Opposing legislation that would permit first responders other than certified peace officers to carry a firearm while on the job
- *New* - Support new direct or grant funding from the state for crisis intervention, de-escalation, and implicit bias training for certified peace officers
- *New* - Support new direct or grant funding from the state for multi-disciplinary crisis response teams
- *New* - Support legislation that would standardize "Use of Force" policies in Texas using the Texas Best Practices Recognition program as a model
- *New* – Support any legislation that provides new direct or grant funding from the state to further fund local police agencies and any other efforts that enhance local police agencies
- *New* - Support legislation that would amend worker's compensation insurance coverage for public safety personnel to include COVID-19 as a compensable illness when the illness is contracted in the line of duty

Transportation & DCTA

Transportation is a key factor in the future viability of our community. Roads provide a vital network that connects Highland Village to the region and the state. Effective public transit options represent a responsible and reliable way to provide workers with access to employment centers.

Interstate 35E through Dallas and Denton counties is one of the most congested highways in Texas, causing delays that negatively impact tens of thousands of Texas commuters and have a dampening impact on current and prospective business development. A comprehensive reconstruction of I-35E is planned, but only the smaller first phase has been funded. That work was completed in early 2017. The larger second phase has not been scheduled nor funded at this time. The economic vitality of communities along I-35E, including Highland Village, relies on an interstate with sufficient capacity and safety measures. Full funding for the second phase of I-35E construction should be considered a top priority.

- Identifying and securing full and timely funding for the second phase of Interstate 35E reconstruction
- Providing increased and consistent state funding to build and maintain a high-quality, efficient highway system
- Ending the diversion of transportation revenues to non-transportation purposes
- Increasing state investment in public transit, including regional rail service
- Providing greater flexibility for cities to fund local transportation projects, including potential new state funding sources for important local and regional roads
- Preserving municipal authority to manage and maintain public rights-of-way, including the right to seek adequate compensation for their use
- Opposing legislation that impedes local authorities from adopting, implementing, or considering ordinances that regulate traffic controls and safety in their communities
- *New* - Support efforts that would enhance the ability of transit authorities and metropolitan planning organizations to leverage new and evolving technologies, implement innovative mobility solutions, and improve connectivity to meet the changing transportation needs and demands of Denton County, north Texas and residents statewide.

Water

Future viability requires the ability to provide for the long-term water supply needs of residents and businesses in Highland Village, North Texas and statewide. This must include both maintaining current water supplies and developing new water sources.

- Opposing any legislation that would undermine city original jurisdiction, and oppose any efforts to make local water rates subject to approval by any state agency
- Establishing and enforcing water conservation standards at the local level, not at the state or federal level unless adequate ongoing funding is provided
- Opposing state “tap fees” or other state fees on municipal water systems

- Fully funding the State Water Plan, and creating future state funding sources
- Opposing any legislation that might restrict Highland Village's ability to continue providing a safe and reliable local water supply
- Working with the state, regional partners and other cities to identify and secure options for new water sources

Park Funding

Public parks are popular recreation options for Texans, but multiple studies also have shown that a well-maintained park system has positive economic impact on a community and on a state. Reduced state funding of parks not only threatens the viability of state parks, it has a direct negative impact on local parks that Texans value and love.

- Encouraging the state to adequately fund maintenance and operation of state parks, recreation areas, natural areas and monuments; and ensuring those facilities are widely and readily available to the public
- Expanding state and federal funding to assist with creating, maintaining and operating local parks. Dedicating sporting goods sales tax revenues for use in state and local parks that would directly benefit parks, recreation, open space, trails and tourism
- Ensuring that parks and recreation agencies are included as eligible partners and beneficiaries in any strategy or guideline aimed at benefiting healthy lifestyles, increasing physical activity, conservation, or preservation
- Restoring full funding to the Local Park Grant Program
- Expanding options for parks, recreation, open space and trails on utility corridors, to include waiving all liability for those purposes to the utilities

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 02/09/2021

SUBJECT: Consider Resolution 2021-2929 amending Resolution 2021-2927 calling a General Municipal Election to be held on May 1, 2021 for the Purpose of Electing Persons to the Office of Councilmembers Places 3, 5 and 7 to provide for the Conduct of Early Voting on Sunday, April 25, 2021

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

Pursuant to Resolution 2021-2927 approved on January 26, 2021, the City Council called for a General Municipal Election to be held on May 1, 2021, to elect persons to the office of City Council in Places 3, 5 and 7. After approval of Resolution 2021-2927, the Denton County Election Administrator advised entities participating in the joint election on May 1, 2021, that early voting would take place on Sunday, April 25, 2021, in addition to the dates identified in Resolution 2021-2927.

IDENTIFIED NEED/S:

Resolution 2021-2929 amends previous Council action to include Sunday, April 25, 2021 to the dates for early voting.

OPTIONS & RESULTS:

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

The City's General Election is funded in the fiscal year 2020-2021 budget.

RECOMMENDATION:

To approve Resolution No. 2021-2929.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2929

A RESOLUTION AMENDING RESOLUTION NO. 2021-2927 CALLING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 1, 2021 FOR THE PURPOSE OF ELECTING PERSONS TO THE OFFICE OF COUNCILMEMBERS PLACES 3, 5 AND 7 TO PROVIDE FOR THE CONDUCT OF EARLY VOTING ON SUNDAY, APRIL 25, 2021; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Resolution No. 2021-2927 approved on January 26, 2021, the City Council called for a general election to be held on May 1, 2021, to be held for the election of Councilmembers 3, 5, and 7; and

WHEREAS, after the approval of Resolution No. 2021-2927, the Denton County Election Administrator advised entities participating in the joint election on May 1, 2021, that early voting will take place on Sunday, April 25, 2021, in addition to the dates identified in Resolution No. 2021-2927; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to amend Resolution No. 2021-2927 to provide for early voting in the City's general election on April 25, 2021, in accordance with the times established by the Denton County Election Administrator.

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

Section 1. Section 5 of Resolution No. 2021-2827 is amended to read as follows:

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 A111, Denton, Texas 76208 beginning on April 19, 2021 and continuing through April 27, 2021 at the times set forth below:

Early Election Dates

Times When Polls Are Open

Monday through Saturday
April 19 – April 24, 2021

8:00 a.m. – 5:00 p.m.

Sunday, April 25, 2021

11:00 a.m. – 4:00 p.m.

Monday and Tuesday
April 26 – April 27, 2021

7:00 a.m. – 7:00 p.m.

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

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

Early Election Dates

Times When Polls Are Open

Monday through Saturday
April 19 – April 24, 2021

8:00 a.m. – 5:00 p.m.

Sunday, April 25, 2021

11:00 a.m. – 4:00 p.m.

Monday and Tuesday
April 26 – April 27, 2021

7:00 a.m. – 7:00 p.m.

Section 2. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED this the 9th day of February 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/4/21:120509)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 02/09/2021

SUBJECT: Consider Resolution 2021-2930 authorizing an Interlocal Cooperation Agreement for Cooperative Purchasing with the City of Midlothian

PREPARED BY: Michael Thomson, Fire Chief

BACKGROUND:

Chapter 791 of the Texas Government Code (also known as the “Interlocal Cooperation Act”) allows local governments to enter into cooperative purchasing agreements with each other in order to allow them to take advantage of volume purchasing and other favorable terms for goods and services that a single entity may not otherwise be able to obtain if bidding as a single purchaser. The City has for many years been a party to a variety of cooperative purchasing agreement with various entities such as the Texas Local Government Purchasing Cooperative., the City of Lewisville, the Town of Flower Mound, and TML and has utilized them for several commodity purchases and contractor services. Because the City does not have a designated purchasing director, conducting purchases through cooperative purchasing entities allows the City to save on personnel costs and resources that existing personnel would otherwise be required to spend on preparing bid and proposal documents for major and even minor purchases. Making purchases through cooperative purchasing entities also shortens the time needed to make such purchases by having all of the work preparing bid documents and soliciting, receiving, evaluating, and awarding bids has already being conducted and completed by the purchasing cooperative.

In order to receive the best possible pricing for the Fire Department’s emergency medical supplies and equipment, staff reviews the pricing available through all purchasing co-ops to determine the best price for supplies and equipment that is in the public’s best interest. The City of Midlothian presently contracts with a vendor who sells such supplies and equipment at favorable prices.

IDENTIFIED NEED/S:

Enter into a cooperative purchasing agreement with the City of Midlothian in order to allow the Fire Department to take advantage of favorable pricing for certain medical supplies and equipment and well as to allow each city generally to take advantage of other favorable contracts which each city may have with their respective vendors.

OPTIONS & RESULTS:

Authorizing execution of an agreement with the City of Midlothian will allow greater opportunities to achieve costs savings on the purchase of emergency medical supplies and equipment as well as other goods and services from time to time. The City of Midlothian

would likewise have the opportunity to take advantage of favorable agreements the City of Highland Village has with its vendors.

PROGRESS TO DATE: (if appropriate)

The City has received a standard Interlocal Cooperation Agreement for Cooperative Purchasing from the City of Midlothian, which has been reviewed and approved as to form by the City Attorney. A resolution authorizing the proposed agreement has also been prepared.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None

RECOMMENDATION:

To approve Resolution No. 2021-2930 as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2930

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING A COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF MIDLOTHIAN, TEXAS, FOR PURCHASE OF GOODS AND SERVICES, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, in order to allow local governments to take advantage of better prices relating to volume purchasing of goods and services, Chapter 791 of the Texas Government Code authorizes cities and other local governments to enter into cooperative purchasing agreements with other local governments; and

WHEREAS, the City Council of the City of Highland Village finds it to be in the public interest to enter into such an agreement with the City of Midlothian, Texas.

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

SECTION 1. The City Manager is hereby authorized to negotiate and execute a cooperative purchasing agreement pursuant to Chapter 791 of the Texas Government Code with the City of Midlothian, Texas.

SECTION 2. That this Resolution shall take effect immediately upon passage.

PASSED AND APPROVED THIS 9TH DAY OF FEBRUARY 2021.

Charlotte J. Wilcox, Mayor

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/4/21:102514)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 02/09/2021

SUBJECT: Consider Resolution 2021-2931 Authorizing Purchase of Christmas Decorations from The Decor Group, Inc. through the City's Cooperative Purchasing Agreement with The Interlocal Purchasing System (TIPS)

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

On May 14, 2018, the City Council approved funding for a new Christmas event at Doubletree Ranch Park, named Christmas at The Ranch. The event included reindeer, food vendors, activities for the kids, entertainment, jump houses, Santa Clause, the Grinch, and decorations inside the barn and out in the park.

This year the event was canceled due to COVID, which provided an opportunity to purchase more decorations and reduce the cost of purchasing decorations for next year. The budgeted amount for the event was \$71,960.00, of which \$14,036.00 was earmarked for decorations. This purchase is well within the original budget.

IDENTIFIED NEED/S:

Purchase of additional Christmas decorations for Doubletree Ranch in the amount of \$52,708.29.

RECOMMENDATION:

Approve Resolution No. 2021-2931 as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2931

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING THE PURCHASE OF CHRISTMAS DECORATIONS FROM THE DECOR GROUP, INC. THROUGH THE CITY'S COOPERATIVE PURCHASING AGREEMENT WITH THE INTERLOCAL PURCHASING SYSTEM (TIPS); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City Administration, after reviewing various options for the purchase of Christmas decorations for the City's parks and other public areas, recommends purchasing such decorations from "The Decor Group" in the amount of \$52,708.29 through the City's cooperative purchasing agreement with The Interlocal Purchasing System ("TIPS"); and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to authorize such 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 Christmas decorations from "The Decor Group" in the amount of \$52,708.29 through the City's cooperative purchasing agreement with The Interlocal Purchasing System ("TIPS").

SECTION 2. This resolution shall become effective immediately from and after its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THIS THE 9th DAY OF FEBRUARY 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:2/4/2021:120531)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 02/09/2021

SUBJECT: Investment Report for Quarter Ending December 31, 2020

PREPARED BY: Heather Miller, Assistant Finance Director

BACKGROUND:

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

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

The detailed transactions for September 30, 2020 through December 31, 2020 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures January 1, 2021)
- TexSTAR (Texas Short Term Asset Reserve Program, a public funds investment pool, custodial, and depository services are provided by JP Morgan Chase Bank and subsidiary J.P. Morgan Investor Services Co. that matures January 1, 2021)
- Independent DDA (Demand Deposit Account that matures January 1, 2021 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Independent NOW (Negotiable Order of Withdraw that matures January 1, 2021 collateralized by pledged securities held in custody by The Independent Bankers Bank)
- Wells Fargo DDA (Demand Deposit Account that matures January 1, 2021 collateralized by pledged securities held in custody by the Bank of New York Mellon)

- Southside MMA (Money Market Account that matures January 1, 2021, collateralized by pledged securities held in custody by the Federal Home Loan Bank)
- InterBank MMA (Money Market Account that matures January 1, 2021, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures January 1, 2021, fully insured by the Federal Deposit Insurance Corporation)
- Wallis State Bank CD (Certificates of Deposit that matures October 30, 2020 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis State Bank CD (Certificates of Deposit that matures January 29, 2021 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis State Bank CD (Certificates of Deposit that matures January 29, 2021 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

This information reports that the beginning market value for all cash and investments was \$18,402,965 and the ending market value on December 31, 2020 was \$22,887,921. The average yield for the quarter ending December 31, 2020 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (0.14%) is greater than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at September 30, 2020 was \$13,562,151 and the ending balance at December 31, 2020 was \$19,038,933 or 83% of the City's total portfolio. The weighted average maturity of the City's portfolio at December 31, 2020 is 6 days.

The average total portfolio yield for the quarter ending December 31, 2020 was 0.43%.

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

	<u>Book Value</u>	<u>Market Value</u>
September 30, 2020	\$18,402,965	\$18,402,965
December 31, 2020	\$22,887,921	\$22,887,921

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



Heather Miller
Investment Officer



Ken Heerman
Assistant City Manager



Jeff Sun
Staff Accountant

¹Note:

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

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

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

RECOMMENDATION:

Council to receive the Investment Reports for the period ending December 31, 2020.



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

December 31, 2020

Prepared by

Valley View Consulting, L.L.C.

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

Ken Heerman, Assistant City Manager

Heather Miller, Assistant Finance Director

Jeff Sun, Staff Accountant

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

Summary

Quarter End Results by Investment Category:

Asset Type	September 30, 2020			December 31, 2020		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	0.22%	\$ 13,562,151	\$ 13,562,151	0.14%	\$ 19,038,933	\$ 19,038,933
Securities/CDs	1.71%	4,840,815	4,840,815	1.72%	3,848,989	3,848,989
Totals	0.75%	\$ 18,402,965	\$ 18,402,965	0.43%	\$ 22,887,921	\$ 22,887,921

Current Quarter Average Yield (1)

Total Portfolio	0.43%
Rolling Three Month Treasury	0.09%
Rolling Six Month Treasury	0.12%
TexPool	0.09%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	0.43%
Rolling Three Month Treasury	0.09%
Rolling Six Month Treasury	0.12%
TexPool	0.09%

Interest Earnings (Approximate)

Quarterly Interest	\$ 27,667
Fiscal Year-to-Date Interest	\$ 27,667

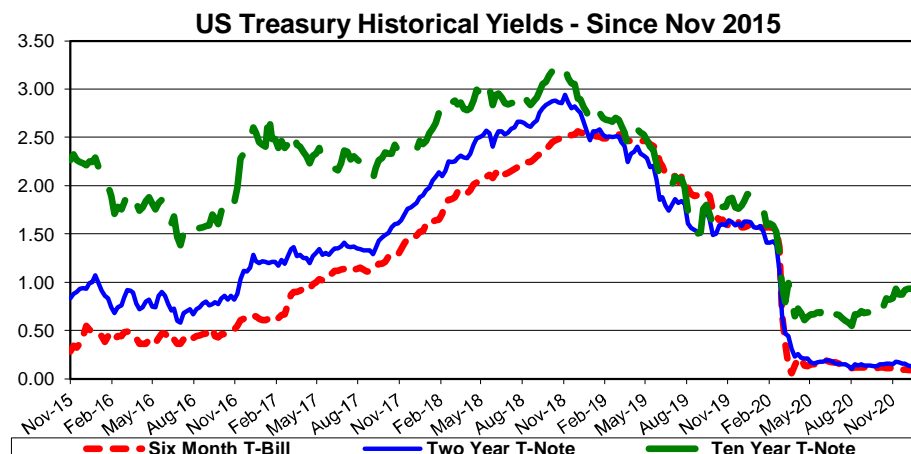
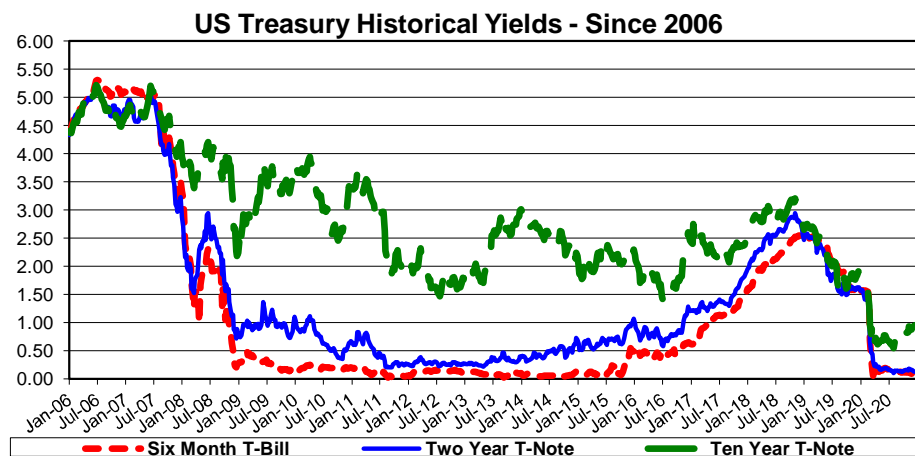
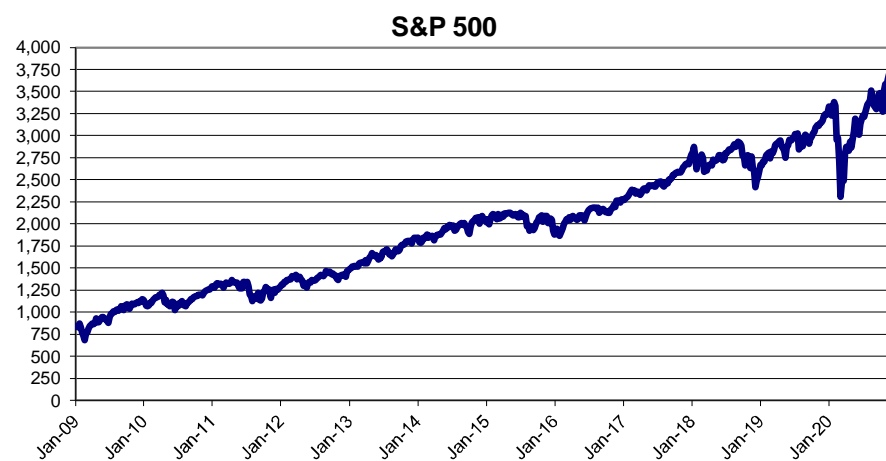
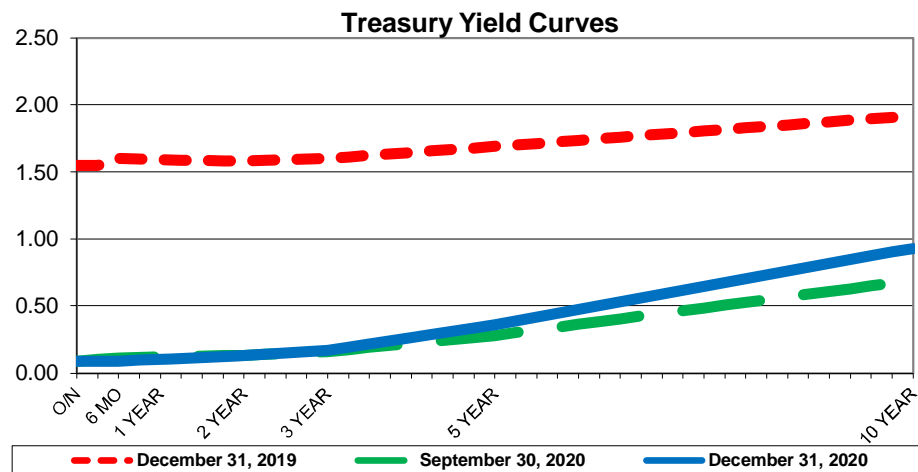
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

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

Economic Overview

12/31/2020

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading +/-0.10%), and projected that reduced rates could remain into 2024. Second estimate of Third Quarter GDP was finalized at +33.4%, but still remains 3.5% below pre-pandemic levels. Crude oil traded above \$50 per barrel. Employment/ Unemployment continues modest improvement. The Stock Markets reached new highs. Housing continues adding positive economic activity. Additional fiscal stimulus passed and was signed by the President. The Yield Curve steepened slightly from last quarter end.



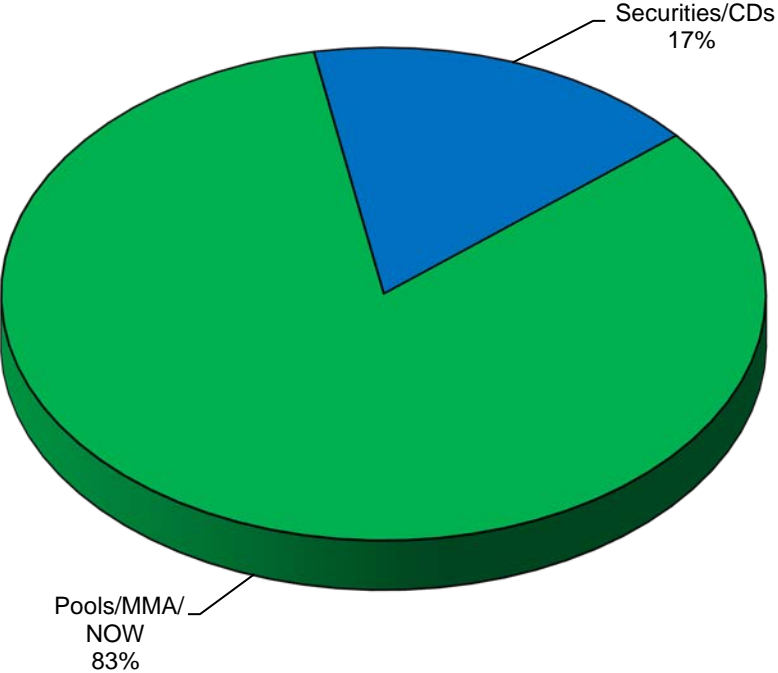
Investment Holdings
December 31, 2020

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Independent DDA		0.35%	01/01/21	12/31/20	\$ 32,642	\$ 32,642	1.00	\$ 32,642	1	0.35%
Independent NOW		0.40%	01/01/21	12/31/20	6,673	6,673	1.00	6,673	1	0.40%
Wells Fargo DDA		0.51%	01/01/21	12/31/20	1,185,338	1,185,338	1.00	1,185,338	1	0.51%
Southside MMA		0.20%	01/01/21	12/31/20	1,483,605	1,483,605	1.00	1,483,605	1	0.20%
InterBank MMA		0.35%	01/01/21	12/31/20	211,960	211,960	1.00	211,960	1	0.35%
InterBank ICS		0.35%	01/01/21	12/31/20	4,080,060	4,080,060	1.00	4,080,060	1	0.35%
TexPool	AAAm	0.09%	01/01/21	12/31/20	3,825,030	3,825,030	1.00	3,825,030	1	0.09%
TexSTAR	AAAm	0.07%	01/01/21	12/31/20	8,213,626	8,213,626	1.00	8,213,626	1	0.07%
WallisBank CD		1.71%	01/29/21	01/30/20	3,848,989	3,848,989	100.00	3,848,989	29	1.72%
					\$ 22,887,921	\$ 22,887,921		\$ 22,887,921	6	0.43%
										(1) (2)

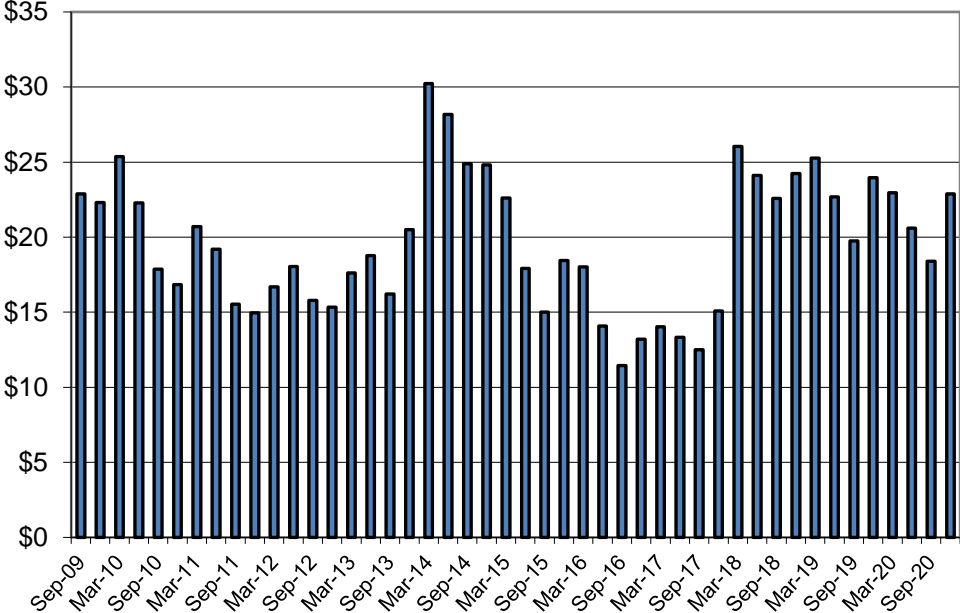
(1) Weighted average life - For purposes of calculating weighted average life, pool and bank account investments are assumed to have a one day maturity.

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

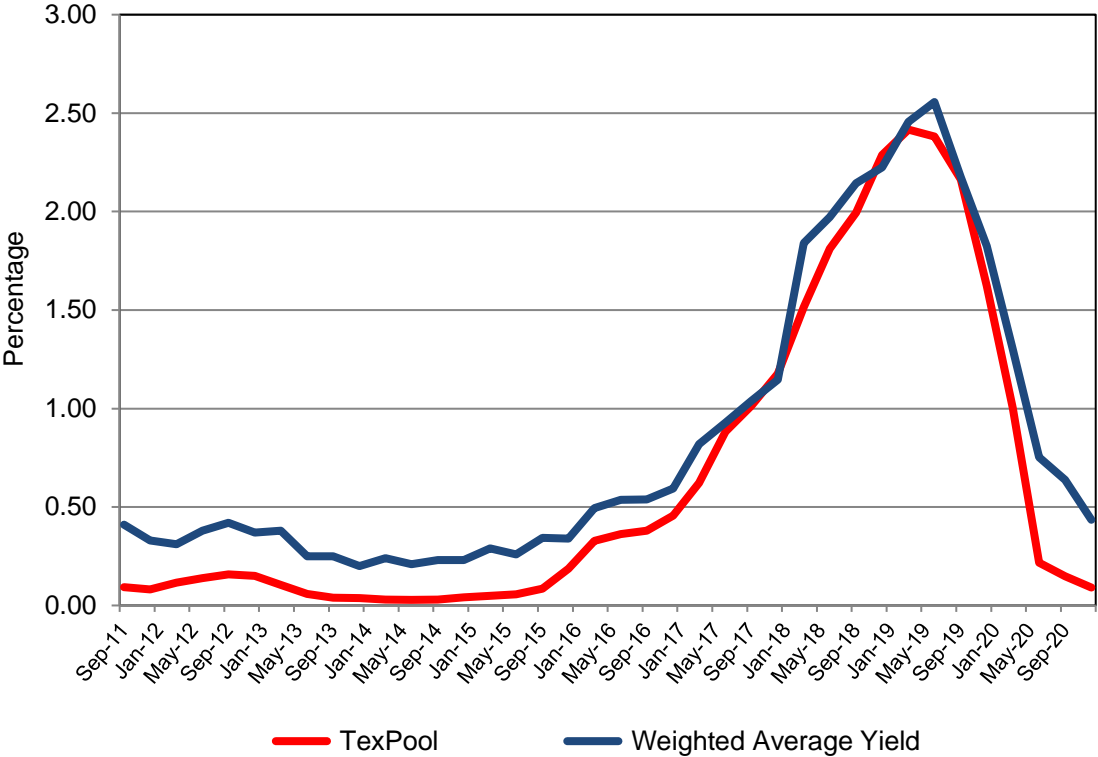
Portfolio Composition



Total Portfolio (Millions)



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/20	Increases	Decreases	Book Value 12/31/20	Market Value 09/30/20	Change in Market Value	Market Value 12/31/20
Independent DDA	0.35%	01/01/21	\$ 23,177	\$ 9,465	\$ —	\$ 32,642	\$ 23,177	\$ 9,465	\$ 32,642
Independent NOW	0.40%	01/01/21	6,667	7	—	6,673	6,667	7	6,673
Wells Fargo DDA	0.51%	01/01/21	787,484	397,853	—	1,185,338	787,484	397,853	1,185,338
Southside MMA	0.20%	01/01/21	1,432,798	50,807	—	1,483,605	1,432,798	50,807	1,483,605
InterBank MMA	0.35%	01/01/21	211,946	13	—	211,960	211,946	13	211,960
InterBank ICS	0.35%	01/01/21	5,075,609	—	(995,549)	4,080,060	5,075,609	(995,549)	4,080,060
TexPool	0.09%	01/01/21	2,599,240	1,225,789	—	3,825,030	2,599,240	1,225,789	3,825,030
TexSTAR	0.07%	01/01/21	3,425,229	4,788,397	—	8,213,626	3,425,229	4,788,397	8,213,626
WallisBank CD	1.68%	10/30/20	1,008,344	—	(1,008,344)	—	1,008,344	(1,008,344)	—
WallisBank CD	1.72%	01/29/21	3,832,470	16,518	—	3,848,989	3,832,470	16,518	3,848,989
TOTAL/AVERAGE	0.43%		\$ 18,402,965	\$ 6,488,850	\$ (2,003,893)	\$ 22,887,921	\$ 18,402,965	\$ 4,484,956	\$ 22,887,921

Allocation by Fund
December 31, 2020
Book and Market Value

Utility Funds	TexPool	TexSTAR	Independent DDA	Independent NOW	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank ICS
Interest & Sinking	\$ 860,763	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
Replacement Reserve	473,767	—	—	—	—	—	—	—
Operations	359,825	—	—	—	—	279,998	—	—
Impact Fees	223,510	—	—	—	—	94,692	—	—
2018 CO Utility Capital Projects	—	535,947	—	—	—	—	100,030	2,258,191
Sub Total	\$ 1,917,865	\$ 535,947	\$ —	\$ —	\$ —	\$ 374,691	\$ 100,030	\$ 2,258,191
General Funds								
Operations	\$ 186,599	\$ 5,845,134	\$ —	\$ 320	\$ —	\$ 1,108,914	\$ 12,901	\$ —
Pooled Cash	—	—	32,642	—	1,185,338	—	—	—
Interest & Sinking	1,140,900	65,923	—	—	—	—	—	—
CARES Act	—	909,903	—	—	—	—	—	—
Drainage Utility	221,013	—	—	—	—	—	—	—
Sub Total	\$ 1,548,512	\$ 6,820,960	\$ 32,642	\$ 320	\$ 1,185,338	\$ 1,108,914	\$ 12,901	\$ —
General Capital Project Funds								
Park Development	\$ 80,106	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
2018 GO Capital Projects	—	850,643	—	—	—	—	99,029	1,821,869
Sub Total	\$ 80,106	\$ 850,643	\$ —	\$ —	\$ —	\$ —	\$ 99,029	\$ 1,821,869
Corp Leased Park Funds								
Corp LeasedTXDot Mitigation	\$ —	\$ 3	\$ —	\$ 6,353	\$ —	\$ —	\$ —	\$ —
Sub Total	\$ —	\$ 3	\$ —	\$ 6,353	\$ —	\$ —	\$ —	\$ —
HV Community Development Funds								
Operations	\$ 278,546	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
HV CDC TXDot Mitigation	—	6,073	—	—	—	—	—	—
Sub Total	\$ 278,546	\$ 6,073	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
Totals	\$ 3,825,030	\$ 8,213,626	\$ 32,642	\$ 6,673	\$ 1,185,338	\$ 1,483,605	\$ 211,960	\$ 4,080,060

**Allocation by Fund
December 31, 2020
Book and Market Value**

(Continued)

	Certificate of Deposit		Interest
Utility Funds	01/29/2021	Total	This Quarter
Interest & Sinking	\$ —	\$ 860,763	\$ 208
Replacement Reserve	—	473,767	138
Operations	—	639,824	260
Impact Fees	810,313	1,128,516	3,583
2018 CO Utility Capital Projects	—	2,894,168	2,210
Sub Total	\$ 810,313	\$ 5,997,037	\$ 6,399
General Funds			
Operations	\$ 3,038,675	\$ 10,192,543	\$ 18,413
Pooled Cash	—	1,217,980	22
Interest & Sinking	—	1,206,823	46
CARES Act	—	909,903	212
Drainage Utility	—	221,013	70
Sub Total	\$ 3,038,675	\$ 13,748,262	\$ 18,763
General Capital Project Funds			
Park Development	\$ —	\$ 80,106	\$ 30
2018 GO Capital Projects	—	2,771,541	2,433
Sub Total	\$ —	\$ 2,851,648	\$ 2,464
Corp Leased Park Funds			
Corp LeasedTXDot Mitigation	\$ —	\$ 6,356	\$ 6
Sub Total	\$ —	\$ 6,356	\$ 6
HV Community Development Funds			
Operations	\$ —	\$ 278,546	\$ 33
HVCDC TXDot Mitigation	—	6,073	1
Sub Total	\$ —	\$ 284,619	\$ 35
Totals	\$ 3,848,989	\$ 22,887,921	\$ 27,667

**Allocation by Fund
September 30, 2020
Book and Market Value**

Utility Funds	TexPool	TexSTAR	Independent DDA	Independent NOW	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank ICS
Interest & Sinking	\$ 661,685	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
Replacement Reserve	473,628	—	—	—	—	—	—	—
Operations	359,720	—	—	—	—	279,843	—	—
Impact Fees	223,831	—	—	—	—	44,657	—	—
2013 CO Utility Capital Projects	—	2,393	—	—	—	—	—	—
2018 CO Utility Capital Projects	—	567,582	—	—	—	—	100,029	2,256,113
Sub Total	\$ 1,718,865	\$ 569,975	\$ —	\$ —	\$ —	\$ 324,500	\$ 100,029	\$ 2,256,113
General Funds								
Operations	\$ 404,826	\$ 1,743,436	\$ —	\$ 320	\$ —	\$ 1,108,298	\$ 12,889	\$ —
Pooled Cash	—	—	23,177	—	787,484	—	—	—
Interest & Sinking	63,668	65,908	—	—	—	—	—	—
CARES Act	—	909,691	—	—	—	—	—	—
Drainage Utility	238,382	—	—	—	—	—	—	—
Sub Total	\$ 706,876	\$ 2,719,034	\$ 23,177	\$ 320	\$ 787,484	\$ 1,108,298	\$ 12,889	\$ —
General Capital Project Funds								
Park Development	\$ 112,658	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
2015 Tax Note Capital Projects	—	—	—	—	—	—	—	—
2018 GO Capital Projects	—	130,145	—	—	—	—	99,028	2,819,496
Sub Total	\$ 112,658	\$ 130,145	\$ —	\$ —	\$ —	\$ —	\$ 99,028	\$ 2,819,496
Corp Leased Park Funds								
Corp LeasedTXDot Mitigation	\$ —	\$ 3	\$ —	\$ 6,347	\$ —	\$ —	\$ —	\$ —
Sub Total	\$ —	\$ 3	\$ —	\$ 6,347	\$ —	\$ —	\$ —	\$ —
HV Community Development Funds								
Operations	\$ 60,842	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
HVDCD TXDot Mitigation	—	6,071	—	—	—	—	—	—
Sub Total	\$ 60,842	\$ 6,071	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
Totals	\$ 2,599,240	\$ 3,425,229	\$ 23,177	\$ 6,667	\$ 787,484	\$ 1,432,798	\$ 211,946	\$ 5,075,609

Allocation by Fund
September 30, 2020
Book and Market Value

(Continued)

Utility Funds	Certificates of Deposit		Total	Interest
	10/30/2020	01/29/2021		This Quarter
Interest & Sinking	\$ —	\$ —	\$ 661,685	\$ 239
Replacement Reserve	—	—	473,628	212
Operations	—	—	639,563	359
Impact Fees	—	806,836	1,075,323	3,536
2013 CO Utility Capital Projects	—	—	2,393	6
2018 CO Utility Capital Projects	—	—	2,923,724	2,313
Sub Total	\$ —	\$ 806,836	\$ 5,776,317	\$ 6,666
General Funds				
Operations	\$ 1,008,344	\$ 3,025,634	\$ 7,303,747	\$ 25,975
Pooled Cash	—	—	810,662	78
Interest & Sinking	—	—	129,576	116
CARES Act	—	—	909,691	156
Drainage Utility	—	—	238,382	44
Sub Total	\$ 1,008,344	\$ 3,025,634	\$ 9,392,057	\$ 26,369
General Capital Project Funds				
Park Development	\$ —	\$ —	\$ 112,658	\$ 93
2015 Tax Note Capital Projects	—	—	—	20
2018 GO Capital Projects	—	—	3,048,669	2,796
Sub Total	\$ —	\$ —	\$ 3,161,327	\$ 2,909
Corp Leased Park Funds				
Corp LeasedTXDot Mitigation	\$ —	\$ —	\$ 6,350	\$ 6
Sub Total	\$ —	\$ —	\$ 6,350	\$ 6
HV Community Development Funds				
Operations	\$ —	\$ —	\$ 60,842	\$ 2
HVCDC TXDot Mitigation	—	—	6,071	3
Sub Total	\$ —	\$ —	\$ 66,913	\$ 4
Totals	\$ 1,008,344	\$ 3,832,470	\$ 18,402,965	\$ 35,954

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 02/09/2021

SUBJECT: Receive Budget Reports for Period Ending December 31, 2020

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 December represents the third report in the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to receive the budget reports for the period ending December 31, 2020.

General Fund Summary

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 6,712,651	\$ (4,814,856)	58%
Sales Tax	2,828,047	2,828,047	227,593	(2,600,454)	8%
Franchise Fees	1,581,265	1,581,265	24,088	(1,557,177)	2%
Licensing & Permits	336,833	336,833	81,991	(254,842)	24%
Park/Recreation Fees	227,745	227,745	33,695	(194,050)	15%
Public Safety Fees	34,100	34,100	5,040	(29,060)	15%
Rents	142,450	142,450	48,479	(93,971)	34%
Municipal Court	111,180	111,180	12,752	(98,428)	11%
Public Safety Charges for Svc	557,555	557,555	157,247	(400,308)	28%
Interest Income	150,000	150,000	6,811	(143,189)	5%
Miscellaneous	140,550	140,550	33,478	(107,072)	24%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 7,343,825	\$ (10,293,407)	42%

Other Sources

Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Total Available Resources	\$ 18,171,232	\$ 18,171,232	\$ 7,343,825	\$ (10,827,407)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 603,533	\$ 603,533	\$ 138,538	\$ 464,995	23%
Finance (includes Mun. Court)	1,345,313	1,345,313	468,539	876,775	35%
Human Resources	565,742	565,742	105,282	460,460	19%
City Secretary Office	398,216	398,216	41,849	356,368	11%
Information Services	1,084,104	1,084,104	330,506	753,599	30%
Marketing and Communications	403,772	403,772	98,627	305,146	24%
Police	5,329,007	5,329,007	1,339,097	3,989,910	25%
Fire	3,126,013	3,126,013	766,568	2,359,446	25%
Community Services	422,845	422,845	119,356	303,489	28%
Streets/Drainage	1,651,199	1,651,199	385,762	1,265,436	23%
Maintenance	1,087,030	1,087,030	302,381	784,649	28%
Parks	2,166,750	2,166,750	607,766	1,558,984	28%
Recreation	564,343	564,343	49,262	515,081	9%
Total Expenditures	\$ 18,747,868	\$ 18,747,868	\$ 4,753,532	\$ 13,994,336	25%

Capital Summary

(Included in totals above - summary information only)

Equipment Replacement	\$ 417,000	\$ 417,000	\$ 255,706	\$ 161,294	61%
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Other Uses

Transfers Out	\$ 36,000	\$ 36,000	\$ -	\$ 36,000	0%
Total Expenditures	\$ 18,783,868	\$ 18,783,868	\$ 4,753,532	\$ 14,030,336	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	5,844,759	5,844,759	5,844,759
+ Net Increase (Decrease)	(612,636)	(612,636)	2,590,293
Ending Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 8,435,052

Unaudited.
Update after
audit.

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
Reserve Fund Balance (15% of Total Expenditures)	\$ 2,812,180	\$ 2,812,180	\$ 713,030
Restricted	11,500	11,500	11,500
Unassigned	2,408,443	2,408,443	7,710,523
Total Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 8,435,052

General Fund Expenditure Summary

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 13,487,531	\$ 13,487,531	\$ 3,256,918	\$ 10,230,613	24%
Services / Supplies	4,843,337	4,843,337	1,240,907	3,602,430	26%
Capital	417,000	417,000	255,706	161,294	61%
	\$ 18,747,868	\$ 18,747,868	\$ 4,753,532	\$ 13,994,336	25%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,627,087	\$ 9,627,087	\$ 2,321,184	\$ 7,305,903	24%
<i>Employee Benefits</i>	3,860,445	3,860,445	935,735	2,924,710	24%
<i>Total Personnel</i>	\$ 13,487,531	\$ 13,487,531	\$ 3,256,918	\$ 10,230,613	24%
Services / Supplies					
<i>Professional Services</i>	\$ 1,736,379	\$ 1,736,379	\$ 560,439	\$ 1,175,940	32%
<i>Employee Development</i>	358,750	358,750	44,038	314,712	12%
<i>Office Supplies / Equipment</i>	1,255,449	1,255,449	364,508	890,941	29%
<i>Utilities</i>	311,408	311,408	84,294	227,114	27%
<i>Other</i>	1,181,351	1,181,351	187,628	993,723	16%
<i>Total Services / Supplies</i>	\$ 4,843,337	\$ 4,843,337	\$ 1,240,907	\$ 3,602,430	26%
Capital					
<i>Equipment / Vehicles</i>	\$ 417,000	\$ 417,000	\$ 255,706	\$ 161,294	61%
<i>Total Capital</i>	\$ 417,000	\$ 417,000	\$ 255,706	\$ 161,294	61%
Total General Fund Expenditure Summary	\$ 18,747,868	\$ 18,747,868	\$ 4,753,532	\$ 13,994,336	25%

General Fund Revenue

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 6,712,651	\$ (4,814,856)	58%
Sales Tax	2,828,047	2,828,047	227,593	(2,600,454)	8%
Franchise Fees	1,581,265	1,581,265	24,088	(1,557,177)	2%
Licensing & Permits	336,833	336,833	81,991	(254,842)	24%
Park/Recreation Fees	227,745	227,745	33,695	(194,050)	15%
Public Safety Fees	34,100	34,100	5,040	(29,060)	15%
Rents	142,450	142,450	48,479	(93,971)	34%
Municipal Court	111,180	111,180	12,752	(98,428)	11%
Public Safety Charges for Svc	557,555	557,555	157,247	(400,308)	28%
Interest Income	150,000	150,000	6,811	(143,189)	5%
Miscellaneous	140,550	140,550	33,478	(107,072)	24%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 7,343,825	\$ (10,293,407)	42%

City Manager Office

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 386,792	\$ 386,792	\$ 88,659	\$ 298,133	23%
Services / Supplies	216,741	216,741	49,879	166,862	23%
Capital	-	-	-	-	0%
	\$ 603,533	\$ 603,533	\$ 138,538	\$ 464,995	23%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 306,308	\$ 306,308	\$ 73,974	\$ 232,334	24%
<i>Employee Benefits</i>	80,484	80,484	14,685	65,800	18%
Total Personnel	\$ 386,792	\$ 386,792	\$ 88,659	\$ 298,133	23%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 140,260	\$ 140,260	\$ 12,604	\$ 127,656	9%
<i>Employee Development</i>	16,140	16,140	1,758	14,382	11%
<i>Supplies / Equipment</i>	10,053	10,053	526	9,527	5%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	50,288	50,288	34,990	15,298	70%
Total Services / Supplies	\$ 216,741	\$ 216,741	\$ 49,879	\$ 166,862	23%

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

Total City Manager	\$ 603,533	\$ 603,533	\$ 138,538	\$ 464,995	23%
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Finance Department

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 873,264	\$ 873,264	\$ 207,680	\$ 665,584	24%
Services / Supplies	472,050	472,050	260,859	211,191	55%
Capital	-	-	-	-	0%
	\$ 1,345,313	\$ 1,345,313	\$ 468,539	\$ 876,775	35%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 628,280	\$ 628,280	\$ 151,019	\$ 477,262	24%
<i>Employee Benefits</i>	244,983	244,983	56,662	188,322	23%
Total Personnel	\$ 873,264	\$ 873,264	\$ 207,680	\$ 665,584	24%
Services / Supplies					
<i>Professional Services</i> (City-wide liability insurance - \$168,832 / DCAD - \$85,400)	\$ 447,610	\$ 447,610	\$ 255,354	\$ 192,256	57%
<i>Employee Development</i>	13,371	13,371	4,632	8,739	35%
<i>Supplies / Equipment</i>	8,069	8,069	873	7,196	11%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Data Processing \$3,000]</i>	3,000	3,000	-	3,000	0%
Total Services / Supplies	\$ 472,050	\$ 472,050	\$ 260,859	\$ 211,191	55%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Finance Department	\$ 1,345,313	\$ 1,345,313	\$ 468,539	\$ 876,775	35%

Human Resources

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 446,765	\$ 446,765	\$ 86,864	\$ 359,901	19%
Services / Supplies	118,977	118,977	18,418	100,559	15%
Capital	-	-	-	-	0%
	\$ 565,742	\$ 565,742	\$ 105,282	\$ 460,460	19%

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

Personnel					
<i>Salaries / Wages</i>	\$ 324,861	\$ 324,861	\$ 60,203	\$ 264,658	19%
<i>Employee Benefits</i>	121,904	121,904	26,661	95,243	22%
Total Personnel	\$ 446,765	\$ 446,765	\$ 86,864	\$ 359,901	19%

Services / Supplies					
<i>Professional Services</i>	\$ 47,670	\$ 47,670	\$ 10,578	\$ 37,092	22%
<i>Employee Development</i>	64,257	64,257	7,490	56,767	12%
<i>Supplies / Equipment</i>	975	975	349	626	36%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,075	6,075	-	6,075	0%
Total Services / Supplies	\$ 118,977	\$ 118,977	\$ 18,418	\$ 100,559	15%

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

Total Human Resources	\$ 565,742	\$ 565,742	\$ 105,282	\$ 460,460	19%
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City Secretary Office

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 229,499	\$ 229,499	\$ 32,338	\$ 197,161	14%
Services / Supplies	168,717	168,717	9,511	159,206	6%
Capital	-	-	-	-	-
	\$ 398,216	\$ 398,216	\$ 41,849	\$ 356,368	11%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 163,794	\$ 163,794	\$ 26,793	\$ 137,001	16%
<i>Employee Benefits</i>	65,705	65,705	5,545	60,160	8%
Total Personnel	\$ 229,499	\$ 229,499	\$ 32,338	\$ 197,161	14%

Services / Supplies					
<i>Professional Services</i>	\$ 51,300	\$ 51,300	\$ 1,038	\$ 50,262	2%
<i>Employee Development</i> <i>(City Council related \$38,392)</i>	54,217	54,217	6,009	48,208	11%
<i>Supplies / Equipment</i>	17,100	17,100	2,464	14,636	14%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	46,100	46,100	-	46,100	0%
Total Services / Supplies	\$ 168,717	\$ 168,717	\$ 9,511	\$ 159,206	6%

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

Total City Secretary Office	\$ 398,216	\$ 398,216	\$ 41,849	\$ 356,368	11%
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Information Services

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 712,321	\$ 712,321	\$ 177,873	\$ 534,448	25%
Services / Supplies	371,783	371,783	75,253	296,530	20%
Capital	-	-	77,380	(77,380)	0%
	\$ 1,084,104	\$ 1,084,104	\$ 330,506	\$ 753,599	30%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
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Personnel

Salaries / Wages	\$ 543,765	\$ 543,765	\$ 131,487	\$ 412,278	24%
Employee Benefits	168,556	168,556	46,386	122,171	28%
Total Personnel	\$ 712,321	\$ 712,321	\$ 177,873	\$ 534,448	25%

Services / Supplies

Professional Services (Maintenance Contracts \$167,110)	\$ 208,610	\$ 208,610	\$ 48,716	\$ 159,894	23%
Employee Development	31,705	31,705	524	31,181	2%
Supplies / Equipment	4,160	4,160	2,321	1,839	56%
Utilities	20,308	20,308	2,296	18,012	11%
Other (Data Processing)	107,000	107,000	21,396	85,604	20%
Total Services / Supplies	\$ 371,783	\$ 371,783	\$ 75,253	\$ 296,530	20%

Capital

Equipment / Vehicles - Network Storage Device (Added via Budget Amendment)	-	-	77,380	(77,380)	0%
Total Capital	\$ -	\$ -	\$ 77,380	\$ (77,380)	0%

Total City Secretary Office	\$ 1,084,104	\$ 1,084,104	\$ 330,506	\$ 753,599	30%
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Marketing and Communications

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 289,268	\$ 289,268	\$ 66,505	\$ 222,763	23%
Services / Supplies	114,504	114,504	32,122	82,382	28%
Capital	-	-	-	-	0%
	\$ 403,772	\$ 403,772	\$ 98,627	\$ 305,146	24%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 217,333	\$ 217,333	\$ 51,320	\$ 166,013	24%
<i>Employee Benefits</i>	71,935	71,935	15,185	56,750	21%
Total Personnel	\$ 289,268	\$ 289,268	\$ 66,505	\$ 222,763	23%
Services / Supplies					
<i>Professional Services</i>	\$ 84,924	\$ 84,924	\$ 26,292	\$ 58,632	31%
<i>Employee Development</i>	7,680	7,680	430	7,250	6%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	21,900	21,900	5,400	16,500	25%
Total Services / Supplies	\$ 114,504	\$ 114,504	\$ 32,122	\$ 82,382	28%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total City Secretary Office	\$ 403,772	\$ 403,772	\$ 98,627	\$ 305,146	24%

Police Department

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,775,377	\$ 4,775,377	\$ 1,160,052	\$ 3,615,325	24%
Services / Supplies	398,630	398,630	177,490	221,140	45%
Capital	155,000	155,000	1,555	153,445	1%
	\$ 5,329,007	\$ 5,329,007	\$ 1,339,097	\$ 3,989,910	25%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 3,494,485	\$ 3,494,485	\$ 853,558	\$ 2,640,927	24%
<i>Employee Benefits</i>	1,280,892	1,280,892	306,494	974,398	24%
Total Personnel	\$ 4,775,377	\$ 4,775,377	\$ 1,160,052	\$ 3,615,325	24%
Services / Supplies					
<i>Professional Services</i>	\$ 143,787	\$ 143,787	\$ 112,292	\$ 31,495	78%
<i>Employee Development</i>	45,339	45,339	3,303	42,036	7%
<i>Supplies / Equipment</i>	141,216	141,216	48,625	92,591	34%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	68,288	68,288	13,269	\$ 55,019	19%
Total Services / Supplies	\$ 398,630	\$ 398,630	\$ 177,490	\$ 221,140	45%
Capital					
<i>Equipment / Vehicles</i>	155,000	155,000	1,555	153,445	1%
Total Capital	\$ 155,000	\$ 155,000	\$ 1,555	\$ 153,445	1%
Total Police Department	\$ 5,329,007	\$ 5,329,007	\$ 1,339,097	\$ 3,989,910	25%

Fire Department FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

--- Summary ---

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,689,052	\$ 2,689,052	\$ 672,892	\$ 2,016,161	25%
Services / Supplies	419,961	419,961	93,676	326,285	22%
Capital	17,000	17,000	-	17,000	0%
	\$ 3,126,013	\$ 3,126,013	\$ 766,568	\$ 2,359,446	25%

--- Detail ---

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
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Personnel

Salaries / Wages	\$ 1,855,182	\$ 1,855,182	\$ 456,330	\$ 1,398,852	25%
Employee Benefits	833,870	833,870	216,561	617,309	26%
Total Personnel	\$ 2,689,052	\$ 2,689,052	\$ 672,892	\$ 2,016,161	25%

Services / Supplies

Professional Services	\$ 122,170	\$ 122,170	\$ 28,910	\$ 93,260	24%
Employee Development (Training - \$52,950)	68,317	68,317	13,880	54,437	20%
Supplies / Equipment	188,624	188,624	27,139	161,485	14%
Utilities	1,800	1,800	561	1,239	31%
Other (Safety Programs)	39,050	39,050	23,187	15,863	59%
Total Services / Supplies	\$ 419,961	\$ 419,961	\$ 93,676	\$ 326,285	22%

Capital

Equipment / Vehicles	17,000	17,000	-	17,000	0%
Total Capital	\$ 17,000	\$ 17,000	\$ -	\$ 17,000	0%

Total Fire Department	\$ 3,126,013	\$ 3,126,013	\$ 766,568	\$ 2,359,446	25%
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Community Services

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,977	\$ 401,977	\$ 116,283	\$ 285,694	29%
Services / Supplies	20,868	20,868	3,073	17,795	15%
Capital	-	-	-	-	0%
	\$ 422,845	\$ 422,845	\$ 119,356	\$ 303,489	28%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
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Personnel

<i>Salaries / Wages</i>	\$ 277,555	\$ 277,555	\$ 81,090	\$ 196,465	29%
<i>Employee Benefits</i>	124,422	124,422	35,193	89,229	28%
Total Personnel	\$ 401,977	\$ 401,977	\$ 116,283	\$ 285,694	29%

Services / Supplies

<i>Professional Services</i>	\$ 7,200	\$ 7,200	\$ 826	6,374	11%
<i>Employee Development</i>	6,230	6,230	395	5,835	6%
<i>Supplies / Equipment</i>	6,618	6,618	1,852	4,766	28%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
Total Services / Supplies	\$ 20,868	\$ 20,868	\$ 3,073	\$ 17,795	15%

Capital

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

Total Building Operations	\$ 422,845	\$ 422,845	\$ 119,356	\$ 303,489	28%
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Streets Division

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 802,489	\$ 802,489	\$ 177,974	\$ 624,515	22%
Services / Supplies	708,710	708,710	114,103	594,607	16%
Capital	<u>140,000</u>	<u>140,000</u>	<u>93,686</u>	<u>46,314</u>	<u>67%</u>
	\$ 1,651,199	\$ 1,651,199	\$ 385,762	\$ 1,265,436	23%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 548,690	\$ 548,690	\$ 120,537	\$ 428,153	22%
<i>Employee Benefits</i>	<u>253,799</u>	<u>253,799</u>	<u>57,437</u>	<u>196,362</u>	<u>23%</u>
<i>Total Personnel</i>	\$ 802,489	\$ 802,489	\$ 177,974	\$ 624,515	22%
Services / Supplies					
<i>Professional Services</i>	\$ 74,466	\$ 74,466	\$ 825	\$ 73,641	1%
<i>Employee Development</i>	10,719	10,719	1,206	9,513	11%
<i>Supplies / Equipment</i>	46,975	46,975	4,413	42,562	9%
<i>Utilities (Streetlights)</i>	86,000	86,000	26,900	59,100	31%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u>490,550</u>	<u>80,758</u>	<u>409,792</u>	<u>16%</u>
<i>Total Services / Supplies</i>	\$ 708,710	\$ 708,710	\$ 114,103	\$ 594,607	16%
Capital					
<i>Equipment / Vehicles</i>	140,000	140,000	93,686	46,314	67%
<i>Total Capital</i>	\$ 140,000	\$ 140,000	\$ 93,686	\$ 46,314	67%
<i>Total Streets</i>	\$ 1,651,199	\$ 1,651,199	\$ 385,762	\$ 1,265,436	23%

Maintenance Division

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 365,535	\$ 365,535	\$ 96,426	\$ 269,109	26%
Services / Supplies	721,495	721,495	205,955	515,540	29%
Capital	-	-	-	-	0%
	\$ 1,087,030	\$ 1,087,030	\$ 302,381	\$ 784,649	28%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
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Personnel

<i>Salaries / Wages</i>	\$ 256,876	\$ 256,876	\$ 67,849	\$ 189,027	26%
<i>Employee Benefits</i>	108,659	108,659	28,577	80,082	26%
Total Personnel	\$ 365,535	\$ 365,535	\$ 96,426	\$ 269,109	26%

Services / Supplies

<i>Professional Services</i>	\$ 69,148	\$ 69,148	\$ 13,507	\$ 55,641	20%
<i>Employee Development</i>	4,480	4,480	631	3,849	14%
<i>Supplies / Equipment</i> (Fuel - \$162,732, Parts / Repairs - \$91,610, Building - \$244,100)	577,867	577,867	174,218	403,649	30%
<i>Utilities</i>	70,000	70,000	17,599	52,401	25%
<i>Other</i>	-	-	-	-	0%
Total Services / Supplies	\$ 721,495	\$ 721,495	\$ 205,955	\$ 515,540	29%

Capital

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

Total Maintenance	\$ 1,087,030	\$ 1,087,030	\$ 302,381	\$ 784,649	28%
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Parks Division

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,309,354	\$ 1,309,354	\$ 332,513	\$ 976,841	25%
Services / Supplies	752,396	752,396	192,167	560,229	26%
Capital	<u>105,000</u>	<u>105,000</u>	<u>83,085</u>	<u>21,915</u>	<u>79%</u>
	\$ 2,166,750	\$ 2,166,750	\$ 607,766	\$ 1,558,984	28%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 839,782	\$ 839,782	\$ 214,695	\$ 625,087	26%
<i>Employee Benefits</i>	<u>469,572</u>	<u>469,572</u>	<u>117,818</u>	<u>351,754</u>	<u>25%</u>
Total Personnel	\$ 1,309,354	\$ 1,309,354	\$ 332,513	\$ 976,841	25%

Services / Supplies

<i>Professional Services</i>	\$ 339,234	\$ 339,234	\$ 49,497	\$ 289,737	15%
<i>Employee Development</i>	25,770	25,770	3,374	22,396	13%
<i>Supplies / Equipment</i>	253,142	253,142	101,728	151,415	40%
<i>Utilities</i>	133,300	133,300	36,938	96,362	28%
<i>Other</i>	<u>950</u>	<u>950</u>	<u>631</u>	<u>319</u>	<u>66%</u>
Total Services / Supplies	\$ 752,396	\$ 752,396	\$ 192,167	\$ 560,229	26%

Capital

<i>Equipment / Vehicles</i>	105,000	105,000	83,085	21,915	79%
Total Capital	105,000	105,000	83,085	21,915	79%

Total Parks	\$ 2,166,750	\$ 2,166,750	\$ 607,766	\$ 1,558,984	28%
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Recreation Division

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 205,838	\$ 205,838	\$ 40,860	\$ 164,978	20%
Services / Supplies	358,505	358,505	8,402	350,103	2%
Capital	-	-	-	-	0%
	\$ 564,343	\$ 564,343	\$ 49,262	\$ 515,081	9%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 170,176	\$ 170,176	\$ 32,329	\$ 137,847	19%
<i>Employee Benefits</i>	35,662	35,662	8,531	27,132	24%
Total Personnel	\$ 205,838	\$ 205,838	\$ 40,860	\$ 164,978	20%
Services / Supplies					
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,525	10,525	407	10,118	4%
<i>Supplies / Equipment</i>	650	650	-	650	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	347,330	347,330	7,995	339,335	2%
Total Services / Supplies	\$ 358,505	\$ 358,505	\$ 8,402	\$ 350,103	2%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Recreation	\$ 564,343	\$ 564,343	\$ 49,262	\$ 515,081	9%

Equipment Replacement / Capital Schedule

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

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	-	-	77,380	(77,380)	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	155,000	155,000	1,555	153,445	1%
Fire Dept Capital Outlay	17,000	17,000	-	17,000	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	140,000	140,000	93,686	46,314	67%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	105,000	105,000	83,085	21,915	79%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 417,000	\$ 417,000	\$ 255,706	\$ 161,294	61%

Utility Fund Revenues

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (37,328)	\$ (144,673)	21%
<i>Charges / Penalties</i>	102,000	102,000	17,547	84,453	17%
Total Fees	\$ (80,000)	\$ (80,000)	\$ (19,780)	\$ (60,220)	25%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 1,020,739	\$ 4,675,424	18%
<i>Sewer Sales</i>	4,402,397	4,402,397	892,379	3,510,018	20%
<i>Inspection Fees</i>	4,100	4,100	1,110	2,990	27%
Total Charges for Service	\$ 10,102,660	\$ 10,102,660	\$ 1,914,228	\$ 8,188,432	19%

Interest

<i>Interest (Operations)</i>	\$ 30,000	\$ 30,000	\$ 1,808	\$ 28,192	6%
<i>Interest (Capital Projects)</i>	20,000	20,000	2,210	17,790	11%
Total Interest	\$ 50,000	\$ 50,000	\$ 4,018	\$ 45,982	8%

Impact Fees

<i>Impact Fees</i>	\$ 184,852	\$ 184,852	\$ 49,610	\$ 135,242	27%
Total Impact Fees	\$ 184,852	\$ 184,852	\$ 49,610	\$ 135,242	27%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 194	\$ 4,806	4%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 194	\$ 4,806	4%

Total Utility Fund Revenues	\$ 10,262,512	\$ 10,262,512	\$ 1,948,269	\$ 8,314,243	19%
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Utility Division

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired 25.0%

--- Summary - Operations ---

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,793,029	\$ 1,793,029	\$ 419,537	\$ 1,373,492	23%
Services / Supplies	6,383,149	6,383,149	1,501,821	4,881,327	24%
Capital	225,000	225,000	-	225,000	0%
Total Utility Division	\$ 8,401,178	\$ 8,401,178	\$ 1,921,358	\$ 6,479,820	23%

--- Detail - Operations ---

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
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Personnel

Salaries / Wages	\$ 1,203,096	\$ 1,203,096	\$ 277,295	\$ 925,801	23%
Employee Benefits	589,933	589,933	142,242	447,692	24%
Total Personnel	\$ 1,793,029	\$ 1,793,029	\$ 419,537	\$ 1,373,492	23%

Services / Supplies

Professional Services	\$ 429,323	\$ 429,323	\$ 39,111	\$ 390,212	9%
Employee Development	63,428	63,428	15,894	47,534	25%
Supplies / Equipment	84,362	84,362	13,772	70,590	16%
Utilities	375,136	375,136	122,254	252,882	33%
Other (Well Lot Maintenance)	953,085	953,085	236,500	716,585	25%
Sub-Total - Operations Services / Supplies	\$ 1,905,334	\$ 1,905,334	\$ 427,531	\$ 1,477,803	22%

Wholesale Water / Wastewater

Note: UTRWD billing reflects a one month delay

UTRWD - Administration Fees	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
UTRWD - Water Volume Cost	903,036	903,036	211,810	691,226	23%
UTRWD - Water Demand Charges	1,365,450	1,365,450	341,363	1,024,088	25%
UTRWD - Sewer Effluent Volume Rate	619,814	619,814	120,196	499,618	19%
UTRWD - Capital Charge Joint Facilities	1,350,870	1,350,870	337,718	1,013,153	25%
UTRWD - HV Sewer Line to UTRWD	233,540	233,540	58,102	175,438	25%
UTRWD - Wtr Transmission - Opus Develop	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,477,815	\$ 4,477,815	\$ 1,074,291	\$ 3,403,524	24%

Total Services / Supplies

Equipment / Vehicles	225,000	225,000	-	225,000	0%
Total Capital	\$ 225,000	\$ 225,000	\$ -	\$ 225,000	0%

Total Utility Division - Operations

	\$ 8,401,178	\$ 8,401,178	\$ 1,921,358	\$ 6,479,820	23%
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Utility Fund Working Capital

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 1,020,739	\$ 4,675,424	18%
<i>Sewer Sales</i>	4,402,397	4,402,397	892,379	3,510,018	20%
<i>Other Fees / Charges</i>	111,100	111,100	18,851	92,249	17%
<i>Electronic Payment Credit</i>	(182,000)	(182,000)	(37,328)	(144,673)	21%
<i>Interest</i>	30,000	30,000	1,808	28,192	6%
Total Revenues	\$ 10,057,660	\$ 10,057,660	\$ 1,896,450	\$ 8,161,210	19%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$417,071	\$417,071	\$ 100,439	\$ 316,632	24%
<i>Operations</i>	3,281,292	3,281,292	746,629	2,534,663	23%
<i>UTRWD</i>	4,477,815	4,477,815	1,074,291	3,403,524	24%
<i>Debt Service</i>	1,228,139	1,228,139	1,250	1,226,889	0%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	225,000	225,000	-	225,000	0%
Total Expenditures	\$ 9,629,317	\$ 9,629,317	\$ 1,922,608	\$ 7,706,709	20%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	108,343	108,343	(26,159)
Beginning Working Capital			
<i>Operations</i>	2,063,070	2,063,070	2,063,070
<i>Available Impact Fees</i>	1,046,951	1,046,951	1,046,951
Total Available Working Capital	\$ 3,110,021	\$ 3,110,021	\$ 3,110,021
Ending Working Capital			
<i>Operations</i>	2,171,413	2,171,413	2,036,911
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,081,803	1,081,803	1,096,561
Total Available Working Capital	\$ 3,253,216	\$ 3,253,216	\$ 3,133,472

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,046,951	1,046,951	1,046,951
+ <i>Collections</i>	184,852	184,852	49,610
- <i>Applied to offset Debt Service</i>	(150,000)	(150,000)	-
<i>Ending Balance</i>	1,081,803	1,081,803	1,096,561

*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 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 538,550	\$ 538,550	\$ 130,951	\$ 407,599	24%
<i>Annual Park Passes</i>	48,000	48,000	740	47,260	2%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	200	200	6	194	3%
Total Revenues	\$ 586,750	\$ 586,750	\$ 131,698	\$ 455,052	22%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 182,245	\$ 182,245	\$ 39,585	\$ 142,660	22%
<i>Services / Supplies</i>	207,218	207,218	26,494	180,724	13%
<i>Capital</i>	-	-	-	-	0%
Total Expenditures	\$ 389,463	\$ 389,463	\$ 66,079	\$ 323,384	17%

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>	\$ 400,022	\$ 400,022	\$ 400,022
<i>+ Net Increase (Decrease)</i>	197,287	197,287	65,619
Ending Fund Balance	\$ 597,309	\$ 597,309	\$ 465,641

Unaudited.
Update after
audit.

Debt Service Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax Revenues	\$2,046,737	\$ 2,046,737	\$ 1,191,834	\$ 854,903	58%
Interest Income	5,000	5,000	46	4,954	1%
Total Revenues	\$ 2,051,737	\$ 2,051,737	\$ 1,191,879	\$ 859,858	58%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Principal Payments	\$ 2,250,000	\$ 2,250,000	\$ -	\$ 2,250,000	0%
Interest Payments	590,220	590,220	-	590,220	0%
Paying Agent Fees	3,000	3,000	1,250	1,750	42%
Total Expenditures	\$ 2,843,220	\$ 2,843,220	\$ 1,250	\$ 2,841,970	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Transfers In (Out) [To 4B]	804,482	804,482	-	\$ 804,482	0%
Proceeds from Refunding Debt	-	-	-	-	0%
Debt Issuance Cost	-	-	-	-	0%
Payment to Escrow Agent	-	-	-	-	0%
Total Financing Sources	\$ 804,482	\$ 804,482	\$ -	\$ 804,482	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 123,770	\$ 123,770	\$ 123,770
+ Net Increase (Decrease)	12,999	12,999	1,190,629
Ending Fund Balance	\$ 136,769	\$ 136,769	\$ 1,314,399

Unaudited.
Update after
audit.

Capital Projects Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	80,000	80,000	14,495	65,505	18%
Interest Income	15,000	15,000	2,433	12,567	16%
Total Revenues	\$ 95,000	\$ 95,000	\$ 16,928	\$ 78,072	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks/Streets/Drainage)	2,771,154	2,771,154	421,251	2,349,903	15%
2018 Bond Issue (Streets)	978,854	978,854	53,108	925,746	5%
2018 Bond Issue (Parks)	1,792,300	1,792,300	368,143	1,424,157	21%
Total Expenditures	\$ 2,771,154	\$ 2,771,154	\$ 421,251	\$ 2,349,903	15%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning fund balance	\$ 2,777,849	\$ 2,777,849	\$ 2,777,849
+Net Increase (Decrease)	(2,676,154)	(2,676,154)	(404,323)
Ending Fund Balance	\$ 101,695	\$ 101,695	\$ 2,373,526

Unaudited.
Update after
audit.

Drainage Utilities

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 5,292	\$ (5,292)	0%
<i>Drainage Fee Receipts</i>	505,000	505,000	104,974	400,026	21%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	70	3,930	2%
Total Revenues	\$ 509,000	\$ 509,000	\$ 110,337	\$ 398,663	22%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 377,298	\$ 377,298	\$ 74,608	\$ 302,690	20%
<i>Services / Supplies</i>	138,385	138,385	39,928	98,457	29%
<i>Capital</i>	30,000	30,000	16,049	13,951	53%
Total Expenditures	\$ 545,683	\$ 545,683	\$ 130,585	\$ 415,098	24%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 36,000	\$ 36,000	\$ -	\$ 66	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
Total Other Sources (Uses)	\$ 20,000	\$ 20,000	\$ -	\$ (15,934)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 295,384	\$ 295,384	\$ 295,384
<i>+ Net Increase (Decrease)</i>	(16,683)	(16,683)	(20,248)
Ending Fund Balance	\$ 278,701	\$ 278,701	\$ 275,136

Unaudited.
Update after
audit.

Park Development Fee Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Interest	\$ -	\$ -	\$ 30	\$ (30)	0%
Community Park Fees	-	-	-	-	0%
Linear Park Fees	-	-	-	-	0%
Neighborhood Park Fees	-	-	-	-	0%
Service Area II	-	-	-	-	0%
Service Area IV	-	-	-	-	0%
Total Revenues	\$ -	\$ -	\$ 30	\$ (30)	0%

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

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 80,081	\$ 80,081	\$ 80,081
+ Net Increase (Decrease)	-	-	30
Ending Fund Balance	\$ 80,081	\$ 80,081	\$ 80,111

Unaudited.
Update after
audit.

Ending Fund Balance Detail	Original Budget	Year to Date
Community Park Fees	\$ -	-
Linear Park Fees	-	-
Neighborhood Park Fees (Area I)	-	-
Neighborhood Park Fees (Area II)	-	80,111
Neighborhood Park Fees (Area IV)	-	-
Total	\$ -	\$ 80,111

Public Safety Special Revenue Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 26,070	\$ 26,070	\$ 20,155	\$ 5,915	77%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	3,817	(217)	106%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 3,817	\$ (217)	106%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(20,000)	(20,000)	-	(20,000)	0%
Total Other Sources (Uses)	\$ (20,000)	\$ (20,000)	\$ -	\$ (20,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 26,499	\$ 26,499	\$ 26,499
+ Net Increase (Decrease)	2,470	2,470	16,338
Ending Fund Balance	\$ 28,969	\$ 28,969	\$ 42,837

Unaudited.
Update after
audit.

Municipal Court Technology Fee Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 441	3,059	13%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 12,525	\$ 12,525	\$ 7,564	\$ 4,961	60%
Total Expenditures	\$ 12,525	\$ 12,525	\$ 7,564	\$ 4,961	60%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 21,911	\$ 21,911	\$ 21,911
+ Net Increase (Decrease)	(9,025)	(9,025)	(7,123)
Ending Fund Balance	\$ 12,886	\$ 12,886	\$ 14,788

Unaudited.
Update after
audit.

Municipal Court Building Security Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,750	\$ 2,750	\$ 523	\$ 2,227	19%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 38,223	\$ 38,223	\$ 38,223
+ Net Increase (Decrease)	2,750	2,750	523
Ending Fund Balance	\$ 40,973	\$ 40,973	\$ 38,746

Unaudited.
Update after
audit.

Highland Village Community Development Corporation
Working Capital Analysis (FY 2021)

	<i>Actual 2018-2019</i>	<i>Actual 2019-2020</i>	<i>Budget 2020-2021</i>	<i>YTD 2020-2021</i>
Beginning Fund Balance	\$ 30,523	\$ 98,102	\$ 70,647	\$ 117,323
Revenues				
4B Sales Tax	1,384,756	1,381,630	1,348,631	113,797
Park Fees (Rental)	54,651	41,854	44,000	6,770
Linear Park Fees	-	-	-	-
Miscellaneous Income	-	-	-	-
Interest Income	734	633	800	35
Total	\$ 1,440,141	\$ 1,424,117	\$ 1,393,431	\$ 120,601
Expenditures				
Personnel	311,612	324,743	370,603	84,477
Services / Supplies	182,692	213,475	208,614	26,079
Reimburse GF (Support Functions)	-	28,000	28,000	
Reimburse GF (Debt Service)	834,827	808,286	804,482	
Total Non-Capital Expenditures	\$ 1,329,131	\$ 1,374,504	\$ 1,411,699	\$ 110,557
Capital				
Engineering	-	-	-	-
Projects Funded Directly	-	30,392	-	-
Transfer to 4B Capital Projects	\$ -	\$ 30,392	\$ -	\$ -
Equipment	43,431	-	-	
Net Increase / (Decrease)	67,579	19,221	(18,268)	10,045
Working Capital Balance	\$ 98,102	\$ 117,323	\$ 52,379	\$ 127,368

PEG Fee Fund

FY 2020/2021 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 42,772	\$ 42,772	\$ -	\$ 42,772	0%
<i>Total Revenues</i>	\$ 42,772	\$ 42,772	\$ -	\$ 42,772	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,600	7,600	295	7,305	4%
<i>Capital</i>	21,000	21,000	18,273	2,727	0%
<i>Total Expenditures</i>	\$ 28,600	\$ 28,600	\$ 18,568	\$ 10,032	65%

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>	\$ 122,098	\$ 122,098	\$ 122,098
<i>+Net Increase (Decrease)</i>	14,172	14,172	(18,568)
<i>Ending Fund Balance</i>	\$ 136,270	\$ 136,270	\$ 103,530

Unaudited.
Update after
audit.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 19

MEETING DATE: 02/09/2021

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

PREPARED BY: Karl Schlichter, Police Commander

BACKGROUND:

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

IDENTIFIED NEED/S:

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

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

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

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

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

RECOMMENDATION:

Staff recommends acceptance of annual Racial Profiling report for the period January 1 – December 31, 2020.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 20

MEETING DATE: 02/09/2021

SUBJECT: Receive an Update on Parks and Recreation Department Operations

PREPARED BY: Phil Lozano, Parks and Recreation Director

COMMENTS

City staff will provide an update on Parks and Recreation Department Operations.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 21

MEETING DATE: 02/09/2021

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

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

This item is on the agenda to allow a Councilmember to inquire about a subject of which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.



UPCOMING MEETINGS

February 9, 2021	Regular City Council Meeting - 7:30 pm
February 15, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
February 16, 2021	Planning & Zoning Commission Meeting – 7:00 pm
February 23, 2021	Regular City Council Meeting - 7:00 pm
March 4, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
March 9, 2021	Regular City Council Meeting - 7:00 pm
March 15, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
March 16, 2021	Planning & Zoning Commission Meeting – 7:00 pm
March 23, 2021	Regular City Council Meeting - 7:00 pm
April 1, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
April 13, 2021	Regular City Council Meeting - 7:00 pm
April 19, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
April 20, 2021	Planning & Zoning Commission Meeting – 7:00 pm
April 27, 2021	Regular City Council Meeting - 7:00 pm

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

By: Karen McCoy, Executive Assistant – City of Highland Village