



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, JULY 12, 2022 at 6:00 P.M.

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

Convene Meeting in Open Session

1. Discuss Appointment to Fill a Vacancy for an Unexpired Term for a Council Representative Position on the Highland Village Community Development Corporation (4B)
2. Receive a Presentation and Discuss the General Fund Budget for Fiscal Year 2022-2023
3. Receive a Presentation and Discuss Traffic Data for FM 407 and FM 2499
4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for July 12, 2022

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

CLOSED SESSION
Training Room

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

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

6. Call Meeting to Order
7. Prayer led by Councilmember Tom Heslep
8. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Tom Heslep:
"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

9. **Visitor Comments** *(Anyone wishing to address the City Council must complete a Speakers' Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)*
10. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415** the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety
 - **Swearing in Ceremony for Officer Shane Lemoine**
11. **City Manager/Staff Reports**

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

CONSENT AGENDA

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

12. **Consider approval of Minutes of the Regular City Council Meeting held on June 28, 2022 and of the Special Joint Workshop held on June 30, 2022**
13. **Receive Budget Reports for Period ending May 31, 2022**
14. **Consider Resolution 2022-3006 authorizing a Task Order with SAZ Infrastructure for Concrete Panel Repairs**

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)**

16. Consider Resolution 2022-3005 appointing a Member to Fill a Vacancy for an Unexpired Term for a Council Representative Position on the Highland Village Community Development Corporation

LATE WORK SESSION

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

17. 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.)
18. 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 8TH DAY OF JULY 2022 NOT LATER THAN 5:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the _____ day of _____, 2022 at _____
am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 07/12/2022

SUBJECT: Discuss Appointment to Fill a Vacancy on the Highland Village Community Development Corporation

PREPARED BY: Angela Miller, City Secretary

COMMENTS:

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

Former Deputy Mayor Pro Tem Barbara Fleming was appointed to a City Representative position on the Highland Village Community Development Corporation in September 2021, for a term expiring on September 30, 2023. As a result of the May 7, 2022 General Election, Mrs. Fleming is no longer serving on City Council. Therefore, a vacancy now exists on the Highland Village Community Development Corporation for a City Representative position.

The Council may take this time to discuss an appointment to fill the vacancy on the Highland Village Community Development Corporation, for the term expiring on September 30, 2023. There is an item on the Action Agenda tonight for Council to take formal action to fill the vacancy, or Council may choose to delay filling this vacancy until September when other appointments are made to City boards and commissions.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 2

MEETING DATE: 07/12/2022

SUBJECT: Discuss the General Fund Budget for Fiscal Year 2022-2023

PREPARED BY: Ken Heerman, Assistant City Manager

COMMENTS

City staff will provide information relating to the General Fund Budget for Fiscal Year 2022-2023.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 3

MEETING DATE: 07/12/2022

SUBJECT: Discuss Traffic Data for FM 2499 and FM 407

PREPARED BY: Doug Reim, Chief of Police

COMMENTS

City staff will provide traffic data for FM 407 and FM 2499.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 07/12/2022

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Angela Miller, City Secretary

COMMENTS

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

- Swearing in Ceremony for Officer Shane Lemoine

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 07/12/2022

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on June 28, 2022 and of the Special Joint Workshop held on June 30, 2022

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 June 28, 2022 and of the Special Joint Workshop held on June 30, 2022.



**MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JUNE 28, 2022**

EARLY WORK SESSION

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

Roll Call

Present:	Daniel Jaworski	Mayor
	Michael Lombardo	Mayor Pro Tem
	Shawn Nelson	Councilmember
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Brian A. Fiorenza	Councilmember
Absent:	Jon Kixmiller	Deputy Mayor Pro Tem
Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Ingrid Rex	Deputy City Secretary/Records Coordinator
	Doug Reim	Police Chief
	Jason Collier	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Receive an Update from the Presiding Judge of the Highland Village Municipal Court of Record

Highland Village Municipal Court Judge Colette Sallas provided her professional experience in becoming an attorney and a municipal judge. Judge Sallas has served as the Municipal Court Judge for Highland Village since 2016. Besides serving as the Presiding Judge in Highland Village and Pilot Point, she is also an Associate Judge in Little Elm. Judge Sallas is also a Denton County Court-appointed attorney for various organizations.

Judge Sallas spoke about the importance of professional, fair and ethical interactions with the public in Municipal Court. Young defendants who are still in high school are

encouraged to participate in the Teen Court Program that is geared to helping them learn from their past behavior so as not to become repeat offenders.

Judge Sallas provided an update on the Court's use of Video Magistrate, a web-based program that allows the Judge to complete the Probable Cause Affidavit with a prisoner within the required 24-hour period via an internet video conference call. The City has a single video license used by Judge Sallas, who is on call and available to the Highland Village Police Department 24-hours a day. Judge Sallas is paid only for the hours that her services as a judge are needed. In response to Mayor Jaworski's question on the length of time it takes to process a warrant for a blood draw, Judge Sallas explained that it took half an hour at minimum.

2. Discuss the Denton Central Appraisal District (DCAD) Annual Budget, Report from Western Valuation and Consulting, and Related Correspondence from the Denton County Judge

Due to time constraints, this item was moved to Late Work Session.

3. Review the Capital Improvement Program (CIP) Budget for Fiscal Year 2022-2023

Assistant City Manager Ken Heerman reported that the City Charter calls for submission to Council of a five-year capital budget which provides an opportunity for Council to see a multi-year outlook for planning purposes and also provides the framework for consideration of the current year's budget and resulting tax rate. Capital improvement projects are non-operational "big-ticket" items typically funded by outside funding sources such as debt issuance, grants, or lease/purchase arrangements.

Mr. Heerman explained that a five-year outlook will be developed with the capital program recommendations, and will be included with the proposed FY 2022-2023 Budget. Mr. Heerman presented an update on existing projects from previous bond programs. In looking ahead, Mr. Heerman identified FY 2023, 2025 and 2028/2028 as potential debt opportunities that are timed to coincide with reduction in the scheduled debt service for projects Copperas Branch Park improvements. With the City nearing build-out, capital improvements will primarily be in the areas of parks, streets/drainage, and utility infrastructure.

Mr. Heerman highlighted that the uncertainty in the overall economy, coupled with State legislative action in past session that limits property tax revenue growth in cities, has necessitated a disciplined approach to manage growth in operations cost and reduction in overall debt-service load. Budget discussions will continue at each meeting through July and August.

4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for June 28, 2022

No items were discussed.

Mayor Jaworski announced Council would meet in Closed Session and read Agenda Items #5(a) and #5(b).

CLOSED SESSION

Council convened into Closed Session at 7:05 p.m.

5. **Hold a Closed Meeting in accordance with the following Sections of the Texas Government Code:**
 - (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**
 - (b) **Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the Highland Village Municipal Court Judge**

Council concluded Closed Session at 7:51 p.m. and returned to Early Work Session, which was immediately adjourned.

OPEN SESSION

6. **Call Meeting to Order**

Mayor Daniel Jaworski called the meeting to order at 7:58 p.m.

Roll Call

Present:	Daniel Jaworski Michael Lombardo Shawn Nelson Tom Heslep Robert A. Fiester Brian A. Fiorenza	Mayor Mayor Pro Tem Councilmember Councilmember Councilmember Councilmember
Absent:	Jon Kixmiller	Deputy Mayor Pro Tem
Staff Members:	Paul Stevens Ken Heerman Kevin Laughlin Ingrid Rex Doug Reim Jason Collier Scott Kriston Phil Lozano Jana Onstead Laurie Mullens Andrew Boyd	City Manager Assistant City Manager City Attorney Deputy City Secretary/Records Coordinator Police Chief Assistant Fire Chief Public Works Director Parks and Recreation Director Human Resources Director Marketing & Communications Director Media Specialist

7. **Prayer led by Councilmember Shawn Nelson**

Councilmember Nelson gave the invocation.

8. **Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Shawn Nelson**

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

9. **Visitor Comments**

The following persons spoke:

Mark Solow (730 Oak Hollow Lane) - Mr. Solow asked if there was a limit to the number of questions he could submit online through the "Speak Up Highland Village" website that would be addressed during the upcoming Joint Workshop with City Council and Planning and Zoning Commission on Thursday, June 30th.

As a 29-year Highland Village resident, Mr. Solow stated he would like Highland Village to remain a village and that he is opposed to apartments being developed at The Shops at Highland Village as they will bring increased traffic to the already-congested intersection of FM 2499 and FM 407.

Jean Bassinger (210 Edgewood Drive) - Mrs. Bassinger thanked the City Council for making Highland Village a great place to live with its country feel and expressed her desire that it should stay that way. She reminded Councilmembers that the votes recorded by citizens for or against specific items presented at the community meeting "Our Village, Our Vision" on recommended updates to the City's Master Plan should be used to guide decision-making by the City for future planned developments. She expressed her opposition to the building of apartments at The Shops at Highland Village stating that it is in direct opposition to the core City values presented at "Our Village, Our Vision".

Mrs. Bassinger presented a copy (not original signature sheets) of a petition with signatures of Highland Village residents and citizens from neighboring cities expressing their opposition to apartments at The Shops at Highland Village.

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 Jaworski reminded residents of the upcoming Joint Workshop with City Council and the Planning and Zoning Commission that would be held on Thursday, June 30th at 6:00 p.m. to receive a presentation from Poag Shopping Centers and discuss possible development of the property at The Shops of Highland Village. He reminded the audience and viewers that the workshop is for informational purposes and, although there would be no opportunity for visitor comments, residents could submit questions and comments via the City's website on the "Speak Up HV" page.

11. **City Manager/Staff Reports**

City Manager Paul Stevens stated the workshop on June 30th would also be streamed live so residents could watch from the comfort of their homes. He also reported that questions submitted online at "Speak Up HV" would be passed on to the developer so that they could address the questions.

- **The Village Report**

The Village Report featured summer safety tips from the Highland Village Fire Department and also provided an update on the resurfacing of the Doubletree Ranch Park splash pad. Sections of the Splash Pad will remain closed during the month of July as patchwork and sealing work continues on the damaged areas. Mayor Jaworski highlighted the opening of *Awesome Times*, a new restaurant specializing in burgers, located in The Bowery in Highland Village.

CONSENT AGENDA

Mayor Pro Tem Lombardo suggested moved Agenda Item #18 up to the Consent Agenda; Mayor Jaworski moved the item.

12. Consider approval of Minutes of the Regular City Council Meeting held on June 14, 2022
13. Consider Ordinance 2022-1294 amending Chapter 4 “Animal Control” of the Code of Ordinances ” by Amending Section 4.01.003 “Fee Schedule” Relating to the Reduction, Refund, or Waiver of Fees; and Retitling and Amending Section 4.05.005 “Keeping of Chickens and Roosters” by Changing the Word “Bird” to “Fowl” and Establishing Exceptions to the Distance Requirements for Coop, Cage or Pen Locations (2nd and final read)
14. Receive the Capital Improvement Program (CIP) for Fiscal Year 2022-2023
15. Receive Budget Reports for Period ending April 30, 2022
16. Consider Resolution 2022-3003 authorizing a Task Order with Schaumburg & Polk, Inc. to provide Professional Engineering Services for the Sandero Drive, Bexar Drive, Victoria Drive and Malibu Drive Water Lines Project
18. Consider Resolution 2022-3004 Reappointing the Presiding Judge to the City of Highland Village Municipal Court of Record

Motion by Councilmember Fiester, seconded by Mayor Pro Tem Lombardo, to approve Consent Agenda Items #12 through #16 and #18. Motion carried 6-0.

ACTION AGENDA

17. Take action, if any, on Matters discussed in Closed Session in accordance with the following Sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed
 - (b) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the Highland Village Municipal Court Judge

NO ACTION TAKEN

No action was taken on Item #17(a) or #17(b).

18. Consider Resolution 2022-3004 Reappointing the Presiding Judge to the City of Highland Village Municipal Court of Record

This item was moved to Consent Agenda.

LATE WORK SESSION

19. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given.

Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)

Councilmember Nelson requested regular updates from the City Manager regarding progress on the Comprehensive Plan updates, primarily aligned to opportunity areas and potential planning and zoning changes.

20. **Discuss the Denton Central Appraisal District (DCAD) Annual Budget, Report from Western Valuation and Consulting, and Related Correspondence from the Denton County Judge**

The Denton Central Appraisal District's annual budget and operations assessment conducted by Western Valuation and Consulting was previously provided to City Council for review. Upon review of the DCAD annual budget, Denton County area taxing entities may take action to disapprove the proposed budget. Denton County Judge Andy Eads requested that Denton County taxing entities review and provide comments and/or consider taking action by Resolution on DCAD's proposed FY 2022-2023 budget. It was noted that neither the Commissioners Court nor the cities/taxing entities have jurisdiction over their County's Central Appraisal District, which is governed by a Board of Directors and answerable to the Texas Comptroller of Public Accounts.

Mayor Jaworski explained the purpose of the discussion is to see if consensus is reached as a Council to provide a resolution showing either a vote of confidence or lack thereof in DCAD and providing this resolution to the DCAD Board of Directors to show community support, along with other area cities, for changes based on the feedback provided through the resolutions submitted. Councilmember Fiester asked Mayor Jaworski to confirm that any action taken by the City Council in a resolution to either approve or disapprove DCAD's budget would simply be a recommendation from the City to Denton County and this action would have no impact on the City. Mayor Jaworski confirmed this, stating any resolution presented would be non-binding.

Mayor Pro Tem Lombardo asked what was the overall finding of the audit report conducted by Western Valuation and Consulting. Mayor Jaworski voiced he thought it highlighted a lack of confidence in the current leadership of Chief Appraiser Ms. Hope McClure and in her ability to lead the organization, with the second major area of concern being the shortage of staff.

Councilmember Heslep asked for clarification regarding methods proposed in evaluating commercial properties and stated he would prefer to have more detail on some of these methods before he could give a vote of confidence. He also noted concern with areas of the report that questioned Ms. McClure's leadership. Councilmember Fiorenza concurred with Councilmember Heslep's evaluation and expressed his concerns with other issues experienced by the District, namely the computer system transition that failed. He also remarked on the payroll numbers in the budget that lacked specificity with many positions (supervisors, managers and appraisers) each having the exact same salary in every category. His review of the report led him to lack confidence in the accuracy of the District's reporting and of the District in general.

Mayor Jaworski stated that Deputy Mayor Pro Tem Kixmiller was not able to attend tonight's Council meeting but had sent an email to the Mayor and the City Manager expressing confidence in the DCAD budget and also his agreement that the District was experiencing a shortage of staff.

The Mayor asked Assistant City Manager Ken Heerman to provide his comments on the DCAD budget. Mr. Heerman commented that the majority of their budget is personnel. The payroll figures that were the same were for vacant positions. He found that DCAD's budget for staff was grossly under the metric comparison of other County Appraisal Districts, which the report highlighted needed to be addressed. He found that the budget increase they presented was around 17% (in comparison, our City's increase from last year to this year is 15%), most of which was for personnel, which he felt was a reasonable request. With regards to Councilmember Heslep's remark concerning commercial property appraisals, Mr. Heerman explained that Appraisal Districts are tasked with following State law when it comes to appraisal of commercial property, with methods can be challenging especially regarding comparison appraisals. He did state that the report showed that in compliance to State standards, DCAD scored very well. He concluded that from a budget perspective, it appears to be reasonable given what they are trying to achieve with the increase in personnel.

Councilmember Fiorenza asked Mr. Heerman if he felt that the District's estimate for 18 new positions is adequate to handle the demand for services. Mr. Heerman answered that this is a necessary first step in the right direction and that additional staff will continue to be needed in the coming years. Councilmember Fiester agreed that the request for 18 new positions was a modest request. Councilmember Heslep added that, to attract 18 qualified appraisers, the salaries would need to be competitive due to the high demand for both residential and commercial appraisers. Councilmember Fiorenza expressed concern that there first needs to be an effective management team in place to manage the planned increase in staff.

Councilmember Fiester expressed his view that he was in favor of giving the DCAD Board of Directors the opportunity to implement the suggested changes included in the audit report and to review the situation after one year. Mayor Jaworski stated he did not believe that the Central Appraiser showed a willingness to implement the identified changes in the audit report. He stated he is basing his comment on the presentation that Ms. McClure made to the DCAD Board of Directors at their recent meeting in which she made no reference to whether she would consider the recommended changes identified in the audit report. City Manager Stevens agreed that he noticed no reference to the report in her presentation.

Mayor Jaworski asked if there was Council consensus to submit a resolution regarding DCAD's proposed budget. The original deadline requested by Judge Eads for the submission of any resolutions was July 23, 2022. However, Lewisville ISD has asked the DCAD Board of Directors to extend the deadline from to August 23, 2022 for voting on the budget, so the deadline may be extended to the latter date.

Councilmember Lombardo expressed that the problems DCAD are currently having are not new and that they have now reached the level of involvement by County Commissioners. He is in agreement with Mayor Jaworski to submit a resolution of no confidence. Councilmember Nelson added that in the reports from DCAD, he is not seeing a plan of action to execute the much needed changes to address the problems identified. Councilmember Heslep felt that DCAD does a poor job of educating the citizens on how the property appraisal process works and consequently he expressed that he has no confidence in the District's operations. Councilmember Fiorenza agreed that he is in agreement with staff putting together a resolution of no confidence in the District.

20. Adjournment

Mayor Jaworski adjourned the meeting at 8:40 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

DRAFT



**MEETING MINUTES
SPECIAL JOINT WORKSHOP OF THE
HIGHLAND VILLAGE CITY COUNCIL AND
PLANNING AND ZONING COMMISSION
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
THURSDAY, JUNE 30, 2022**

Convene Meeting in Open Session

The Highland Village City Council and the Planning and Zoning Commission met in a special joint workshop on the 30th day of June, 2022.

1. Call Meeting to Order – City Council

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

Roll Call

Present:	Daniel Jaworski	Mayor
	Michael Lombardo	Mayor Pro Tem
	Shawn Nelson	Councilmember
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember (arrived at 6:04 p.m.)
	Brian Fiorenza	Councilmember

Absent:	Jon Kixmiller	Deputy Mayor Pro Tem
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Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Jason Collier	Assistant Fire Chief
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

2. Call Meeting to Order – Planning and Zoning Commission

Chairman Guy Skinner called the meeting to order at 6:00 p.m.

Present:	Guy Skinner	Chairman
	Jared Christianson	Commissioner
	Dale Butler	Commissioner
	Denver Kemery	Vice Chairman
	Michael George	Commissioner

Brent Myers Alternate Commissioner
Cindy Richter Alternate Commissioner

Staff Members: Scott Kriston Public Works Director
 Autumn Aman Community Development Coord
 Kim Huntley Community Services Assistant

3. Receive a Presentation and Discuss Possible Development of Property at The Shops of Highland Village located at 1701 Shoal Creek

Mayor Jaworski thanked everyone for attending and announced the workshop is for informational purposes only. He added that with no formal submission or application having been made to the City, no action will be taken by City Council or the Planning & Zoning Commission at tonight's meeting. He also reported the community was provided an opportunity to submit questions for the presenter and for the City to address. He stated that some of the questions for the City would be best explored and answered if an application is made.

Mayor Jaworski stated some of the questions submitted related to traffic on FM 407 and FM 2499, which are managed by Texas Department of Transportation (TxDOT), and capacity of the City's water and sewer system. He reported that TxDOT's planning documents currently show traffic has not met their capacity triggers for these roadways. Regarding the City's water and wastewater system, the systems were designed to provide for max build out population of approximately 18,000 people. Mayor Jaworski added that the City would work with any future development to ensure there is enough capacity in the water and wastewater systems.

Mr. Joshua Pogue, President and CEO of Pogue Shopping Centers (Pogue SC) reported Pogue SC took over The Shops at Highland Village (The Shops) in January 2020. Due to a shift in online shopping and with the COVID pandemic, the traditional retail market has since changed resulting in many fashion retailers closing. Mr. Pogue stated the shift today is more about food/beverage establishments, services and experiences that you cannot get online. Mr. Pogue presented a 2007 and 2021 comparison of ecommerce sales, use of smart phones, Amazon sales, use of Netflix and US movie box office sales.

Mr. Pogue reported Pogue SC had concerns that AMC would not renew their building lease, and began looking at other options for the site. Additionally, retail tenants had voiced the need for additional foot traffic. Since then, AMC has indicated they want to stay long-term. However, in looking at how to increase the viability of existing retail at The Shops, Pogue SC and AEW Capital, owner of The Shops, began looking at mixed-use developments and potentially applying that concept at The Shops. Since that would require construction of a multi-family development, Pogue SC and AEW Capital searched for a suitable developer and selected Texas-based Presidium.

In order to receive input and feedback, Mr. Pogue reported hosting meetings in October 2021 with the Rolling Hills HOA and Highland Village residents on proposed construction of a multi-family development at The Shops. At that time, two (2) phases were presented. However, since AMC has indicated they are staying at The Shops, Mr. Pogue reported his team is only looking to develop phase one.

Mr. Sean Chatlos, Vice President from AEW Capital, provided an overview of the company's financial portfolio. Presidium President of Development, Mr. Mark Farrell reported the company is a real estate developer, owner and operator with properties

throughout the US. Renderings of other Presidium properties were presented along with conceptual renderings of the multi-family development proposed for The Shops. Mr. Farrell reported a 4-story, 280-unit complex, with a hidden parking garage is proposed. Approximately 70% of the units would be 1-bedroom, with the remaining being 2-bedroom units. Mr. Farrell stated the units would have an upscale finish out and would feature the latest technology. He anticipates residents to be 25 to 40 year old professionals and possibly some empty nesters as well, with higher-income levels who would frequent The Shops for its shopping, food/beverage and entertainment options.

Kimley-Horn Professional Engineer Mr. Jonathan Kerby provided information from a traffic study that was performed for the project. He reported counts were collected in November 2021 when school was in session and included four different intersections:

- Village Parkway at Live Oak Lane/Marketplace Lane
- Village Parkway at FM 407
- Chinn Chapel Road at FM 407
- Existing site access along Chinn Chapel Road and Village Parkway

Mr. Kerby reported the Town of Flower Mound and TxDOT were working on proposed intersection improvements at FM 2499 and FM 407, which would provide added capacity at the intersection. He added that the proposed improvements are expected to be in place prior to completed construction of the multi-family building.

Several members of the City Council and Planning & Zoning Commission asked what other alternative(s) were considered. Mr. Pogue reported office space, a hotel, townhomes, and senior housing were also considered.

Concerns raised during the meeting included increased traffic; availability of ample parking for retail; impact on the City services such as public safety, water and sewer; and the impact to residents in the neighboring Rolling Hills subdivision. The following concerns were also raised:

- The examples of existing multi-family properties shown in the presentation were located in urban areas that did not include a retail component like The Shops
- Would Pogue SC and AEW Capital want to construct an additional multi-family building if AMC decides to leave
- Consideration of other locations within The Shops for the multi-family building that would minimize effect of nearby residents

4. Adjournment – City Council

Mayor Jaworski adjourned the meeting at 8:22 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

5. Adjournment – Planning and Zoning Commission

Chairman Skinner adjourned the meeting at 8:22 p.m.

Guy Skinner, Chair

ATTEST:

Autumn Aman, Community Development Coordinator

DRAFT

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 07/12/2022

SUBJECT: Receive Budget Reports for Period Ending May 31, 2022

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 May represents the eighth 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 May 31, 2022.

General Fund Summary

FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 12,251,582	\$ 12,251,582	\$ 11,923,660	\$ (327,922)	97%
Sales Tax	3,258,820	3,258,820	1,824,243	(1,434,577)	56%
Franchise Fees	1,555,749	1,555,749	748,307	(807,442)	48%
Licensing & Permits	355,988	355,988	247,635	(108,353)	70%
Park/Recreation Fees	241,200	241,200	102,554	(138,646)	43%
Public Safety Fees	567,630	567,630	379,253	(188,377)	67%
Rents	171,961	171,961	125,378	(46,583)	73%
Municipal Court	88,000	88,000	63,690	(24,310)	72%
Interest Income	40,000	40,000	24,523	(15,477)	61%
Miscellaneous	262,350	262,350	69,826	(192,524)	27%
Total Revenues	\$ 18,793,280	\$ 18,793,280	\$ 15,509,069	\$ (3,284,211)	83%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Total Available Resources	\$ 19,327,280	\$ 19,327,280	\$ 15,509,069	\$ (3,818,211)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 909,587	\$ 909,587	\$ 523,049	\$ 386,538	58%
Finance (includes Mun. Court)	1,410,191	1,410,191	912,776	497,415	65%
Human Resources	647,581	647,581	263,081	384,501	41%
City Secretary Office	418,364	418,364	269,441	148,923	64%
Information Services	1,305,818	1,305,818	744,607	561,212	57%
Marketing and Communications	431,124	431,124	280,856	150,268	65%
Police	5,356,591	5,356,591	3,277,297	2,079,294	61%
Fire	3,664,322	3,664,322	2,531,775	1,132,547	69%
Community Services	427,995	427,995	260,964	167,031	61%
Streets/Drainage	1,613,676	1,613,676	820,567	793,110	51%
Maintenance	1,340,823	1,340,823	807,873	532,950	60%
Parks	2,461,535	2,461,535	1,319,128	1,142,407	54%
Recreation	611,913	611,913	245,164	366,750	40%
Total Expenditures	\$ 20,599,521	\$ 20,599,521	\$ 12,256,576	\$ 8,342,945	59%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 516,947	\$ 516,947	\$ 237,857	\$ 279,090	46%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000	\$ -	16,000	0%
Total Expenditures	\$ 20,615,521	\$ 20,615,521	\$ 12,256,576	\$ 8,358,945	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	7,228,611	8,268,987	8,268,987
+ Net Increase (Decrease)	(1,288,241)	(1,288,241)	3,252,493
Ending Fund Balance	\$ 5,940,370	\$ 5,940,370	\$ 11,521,480

General Fund Expenditure Summary

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired

66.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 14,019,805	\$ 14,019,805	\$ 8,659,470	\$ 5,360,335	62%
Services / Supplies	6,062,769	6,062,769	3,359,249	2,703,519	55%
Capital	516,947	516,947	237,857	279,090	46%
	\$ 20,599,521	\$ 20,599,521	\$ 12,256,576	\$ 8,342,945	59%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,937,809	\$ 9,937,809	\$ 6,035,024	\$ 3,902,785	61%
<i>Employee Benefits</i>	4,081,996	4,081,996	2,624,446	1,457,550	64%
<i>Total Personnel</i>	\$ 14,019,805	\$ 14,019,805	\$ 8,659,470	\$ 5,360,335	62%
Services / Supplies					
<i>Professional Services</i>	\$ 2,190,317	\$ 2,190,317	\$ 1,246,777	\$ 943,539	57%
<i>Employee Development</i>	378,391	378,391	175,652	202,739	46%
<i>Office Supplies / Equipment</i>	1,375,069	1,375,069	858,334	516,735	62%
<i>Utilities</i>	333,950	333,950	203,132	130,818	61%
<i>Other</i>	1,785,042	1,785,042	875,354	909,688	49%
<i>Total Services / Supplies</i>	\$ 6,062,769	\$ 6,062,769	\$ 3,359,249	\$ 2,703,519	55%
Capital					
<i>Equipment / Vehicles</i>	\$ 516,947	\$ 516,947	\$ 237,857	\$ 279,090	46%
<i>Total Capital</i>	\$ 516,947	\$ 516,947	\$ 237,857	\$ 279,090	46%
Total General Fund Expenditure Summary	\$ 20,599,521	\$ 20,599,521	\$ 12,256,576	\$ 8,342,945	59%

General Fund Revenue

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired

66.7%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 12,251,582	\$ 12,251,582	\$ 11,923,660	\$ (327,922)	97%
Sales Tax	3,258,820	3,258,820	1,824,243	(1,434,577)	56%
Franchise Fees	1,555,749	1,555,749	748,307	(807,442)	48%
Licensing & Permits	355,988	355,988	247,635	(108,353)	70%
Park/Recreation Fees	241,200	241,200	102,554	(138,646)	43%
Public Safety Fees	567,630	567,630	379,253	(188,377)	67%
Rents	171,961	171,961	125,378	(46,583)	73%
Municipal Court	88,000	88,000	63,690	(24,310)	72%
Interest Income	40,000	40,000	24,523	(15,477)	61%
Miscellaneous	262,350	262,350	69,826	(192,524)	27%
Total Revenues	\$ 18,793,280	\$ 18,793,280	\$ 15,509,069	\$ (3,284,211)	83%

City Manager Office FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired

66.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 375,451	\$ 375,451	\$ 244,627	\$ 130,824	65%
Services / Supplies	534,136	534,136	278,422	255,714	52%
Capital	-	-	-	-	0%
	\$ 909,587	\$ 909,587	\$ 523,049	\$ 386,538	58%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 301,068	\$ 301,068	\$ 196,056	\$ 105,012	65%
<i>Employee Benefits</i>	74,383	74,383	48,571	25,812	65%
<i>Total Personnel</i>	\$ 375,451	\$ 375,451	\$ 244,627	\$ 130,824	65%
Services / Supplies					
<i>Professional Services</i> <i>(City-wide legal - \$130,260)</i>	\$ 457,500	\$ 457,500	\$ 262,896	\$ 194,604	57%
<i>Employee Development</i>	16,295	16,295	10,559	5,736	65%
<i>Supplies / Equipment</i>	10,053	10,053	4,967	5,086	49%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	-	50,288	0%
<i>Total Services / Supplies</i>	\$ 534,136	\$ 534,136	\$ 278,422	\$ 255,714	52%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 909,587	\$ 909,587	\$ 523,049	\$ 386,538	58%

Finance Department FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 897,457	\$ 897,457	\$ 559,232	\$ 338,225	62%
Services / Supplies	512,734	512,734	353,544	159,190	69%
Capital	-	-	-	-	0%
	\$ 1,410,191	\$ 1,410,191	\$ 912,776	\$ 497,415	65%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 645,118	\$ 645,118	\$ 399,755	\$ 245,363	62%
<i>Employee Benefits</i>	252,339	252,339	159,477	92,862	63%
<i>Total Personnel</i>	\$ 897,457	\$ 897,457	\$ 559,232	\$ 338,225	62%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$168,832 / DCAD - \$85,400)</i>	\$ 485,119	485,119	\$ 342,590	\$ 142,529	71%
<i>Employee Development</i>	17,661	17,661	6,737	10,924	38%
<i>Supplies / Equipment</i>	9,954	9,954	4,217	5,737	42%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 512,734	\$ 512,734	\$ 353,544	\$ 159,190	69%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total Finance Department	\$ 1,410,191	\$ 1,410,191	\$ 912,776	\$ 497,415	65%

Human Resources

FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 481,233	\$ 481,233	\$ 208,870	\$ 272,363	43%
Services / Supplies	166,348	166,348	54,211	112,137	33%
Capital	-	-	-	-	0%
	\$ 647,581	\$ 647,581	\$ 263,081	\$ 384,501	41%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 347,041	\$ 347,041	\$ 149,538	\$ 197,503	43%
<i>Employee Benefits</i>	134,192	134,192	59,332	74,860	44%
<i>Total Personnel</i>	\$ 481,233	\$ 481,233	\$ 208,870	\$ 272,363	43%

Services / Supplies					
<i>Professional Services</i>	\$ 76,083	\$ 76,083	\$ 29,412	\$ 46,671	39%
<i>Employee Development</i>	76,865	76,865	22,562	54,303	29%
<i>Supplies / Equipment</i>	975	975	978	(3)	100%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	12,425	12,425	1,258	11,167	10%
<i>Total Services / Supplies</i>	\$ 166,348	\$ 166,348	\$ 54,211	\$ 112,137	33%

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

Total Human Resources	\$ 647,581	\$ 647,581	\$ 263,081	\$ 384,501	41%
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City Secretary Office FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 247,745	\$ 247,745	\$ 172,781	\$ 74,964	70%
Services / Supplies	170,619	170,619	96,660	73,959	57%
Capital	-	-	-	-	-
	\$ 418,364	\$ 418,364	\$ 269,441	\$ 148,923	64%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 179,065	\$ 179,065	\$ 115,892	\$ 63,173	65%
<i>Employee Benefits</i>	68,680	68,680	56,888	11,791	83%
Total Personnel	\$ 247,745	\$ 247,745	\$ 172,781	\$ 74,964	70%

Services / Supplies					
<i>Professional Services</i>	\$ 44,800	\$ 44,800	\$ 8,296	\$ 36,504	19%
<i>Employee Development</i> <small>(City Council related \$38,392)</small>	60,268	60,268	32,451	27,817	54%
<i>Supplies / Equipment</i>	16,301	16,301	6,663	9,638	41%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	49,250	49,250	49,250	-	100%
Total Services / Supplies	\$ 170,619	\$ 170,619	\$ 96,660	\$ 73,959	57%

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

Total City Secretary Office	\$ 418,364	\$ 418,364	\$ 269,441	\$ 148,923	64%
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Information Services FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 775,946	\$ 775,946	\$ 477,416	\$ 298,530	62%
Services / Supplies	344,872	344,872	159,038	185,834	46%
Capital	185,000	185,000	108,153	76,847	0%
	\$ 1,305,818	\$ 1,305,818	\$ 744,607	\$ 561,212	57%

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

Personnel					
<i>Salaries / Wages</i>	\$ 568,237	\$ 568,237	\$ 351,314	\$ 216,923	62%
<i>Employee Benefits</i>	207,709	\$ 207,709	126,102	81,607	61%
Total Personnel	\$ 775,946	\$ 775,946	\$ 477,416	\$ 298,530	62%

Services / Supplies					
<i>Professional Services</i>	\$ 171,730	171,730	\$ 97,668	\$ 74,062	57%
<i>Employee Development</i>	28,112	28,112	5,807	22,305	21%
<i>Supplies / Equipment</i>	3,360	3,360	3,379	(19)	101%
<i>Utilities</i>	42,800	42,800	12,116	30,684	28%
<i>Other (Data Processing)</i>	98,870	98,870	40,068	58,802	41%
Total Services / Supplies	\$ 344,872	\$ 344,872	\$ 159,038	\$ 185,834	46%

Capital					
<i>Equipment / Vehicles - Phone system / Network Storage Device</i>	185,000	185,000	108,153	76,847	0%
Total Capital	\$ 185,000	\$ 185,000	\$ 108,153	\$ 76,847	0%

Total City Information Services	\$ 1,305,818	\$ 1,305,818	\$ 744,607	\$ 561,212	57%
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Marketing and Communications FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 323,938	\$ 323,938	\$ 206,419	\$ 117,519	64%
Services / Supplies	107,186	107,186	74,437	32,749	69%
Capital	-	-	-	-	0%
	\$ 431,124	\$ 431,124	\$ 280,856	\$ 150,268	65%

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

Personnel					
<i>Salaries / Wages</i>	\$ 227,453	\$ 227,453	\$ 143,500	\$ 83,953	63%
<i>Employee Benefits</i>	96,484	\$ 96,484	62,919	33,566	65%
<i>Total Personnel</i>	\$ 323,938	\$ 323,938	\$ 206,419	\$ 117,519	64%

<i>Professional Services</i>	\$ 77,891	\$ 77,891	\$ 56,030	\$ 21,861	72%
<i>Employee Development</i>	6,795	6,795	2,341	4,454	34%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	22,500	22,500	16,066	6,434	71%
<i>Total Services / Supplies</i>	\$ 107,186	\$ 107,186	\$ 74,437	\$ 32,749	69%

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

Total Marketing and Communications	\$ 431,124	\$ 431,124	\$ 280,856	\$ 150,268	65%
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Police Department FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,873,785	\$ 4,873,785	\$ 2,942,279	\$ 1,931,506	60%
Services / Supplies	482,806	482,806	270,944	211,862	56%
Capital	-	-	64,074	(64,074)	0%
	\$ 5,356,591	\$ 5,356,591	\$ 3,277,297	\$ 2,079,294	61%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,556,249	3,556,249	\$ 2,107,032	\$ 1,449,216	59%
<i>Employee Benefits</i>	1,317,536	1,317,536	835,247	482,290	63%
Total Personnel	\$ 4,873,785	\$ 4,873,785	\$ 2,942,279	\$ 1,931,506	60%

Services / Supplies					
<i>Professional Services</i>	\$ 226,150	\$ 226,150	\$ 133,248	\$ 92,902	59%
<i>Employee Development</i>	45,339	45,339	18,795	26,544	41%
<i>Supplies / Equipment</i>	133,715	133,715	78,585	55,130	59%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$53,842)</i>	77,602	77,602	40,317	\$ 37,285	52%
Total Services / Supplies	\$ 482,806	\$ 482,806	\$ 270,944	\$ 211,862	56%

Capital					
<i>Equipment / Vehicles</i>		-	64,074	(64,074)	0%
Total Capital	\$ -	\$ -	\$ 64,074	\$ (64,074)	0%

Total Police Department	\$ 5,356,591	\$ 5,356,591	\$ 3,277,297	\$ 2,079,294	61%
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Fire Department FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,870,525	\$ 2,870,525	\$ 1,873,885	\$ 996,640	65%
Services / Supplies	793,797	793,797	657,890	135,907	83%
Capital	-	-	-	-	0%
	\$ 3,664,322	\$ 3,664,322	\$ 2,531,775	\$ 1,132,547	69%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,970,413	<u>1,970,413</u>	\$ 1,266,484	\$ 703,929	64%
<i>Employee Benefits</i>	<u>900,112</u>	<u>900,112</u>	<u>607,401</u>	292,711	67%
<i>Total Personnel</i>	\$ 2,870,525	\$ 2,870,525	\$ 1,873,885	\$ 996,640	65%

Services / Supplies					
<i>Professional Services</i>	\$ 128,271	\$ 128,271	\$ 92,258	\$ 36,012	72%
<i>Employee Development</i> <i>(Training - \$52,950)</i>	69,340	69,340	40,398	28,942	58%
<i>Supplies / Equipment</i>	168,695	168,695	102,336	66,359	61%
<i>Utilities</i>	1,850	1,850	1,251	599	68%
<i>Other</i> <i>(Safety Programs)</i>	<u>425,641</u>	<u>425,641</u>	<u>421,647</u>	3,994	99%
<i>Total Services / Supplies</i>	\$ 793,797	\$ 793,797	\$ 657,890	\$ 135,907	83%

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

<i>Total Fire Department</i>	\$ 3,664,322	\$ 3,664,322	\$ 2,531,775	\$ 1,132,547	69%
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Community Services FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,477	\$ 401,477	\$ 251,124	\$ 150,353	63%
Services / Supplies	26,518	26,518	9,840	16,678	37%
Capital	-	-	-	-	0%
	\$ 427,995	\$ 427,995	\$ 260,964	\$ 167,031	61%

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

Personnel					
<i>Salaries / Wages</i>	\$ 285,381	285,381	\$ 179,619	\$ 105,762	63%
<i>Employee Benefits</i>	116,096	116,096	71,505	44,591	62%
<i>Total Personnel</i>	\$ 401,477	\$ 401,477	\$ 251,124	\$ 150,353	63%

Services / Supplies					
<i>Professional Services</i>	\$ 9,200	9,200	\$ 3,796	5,404	41%
<i>Employee Development</i>	7,380	7,380	2,397	4,984	32%
<i>Supplies / Equipment</i>	9,118	9,118	3,647	5,471	40%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
<i>Total Services / Supplies</i>	\$ 26,518	\$ 26,518	\$ 9,840	\$ 16,678	37%

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

<i>Total Building Operations</i>	\$ 427,995	\$ 427,995	\$ 260,964	\$ 167,031	61%
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Streets Division FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired

66.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 829,014	\$ 829,014	\$ 523,307	\$ 305,707	63%
Services / Supplies	756,662	756,662	268,126	488,536	35%
Capital	28,000	28,000	29,134	(1,134)	104%
	\$ 1,613,676	\$ 1,613,676	\$ 820,567	\$ 793,110	51%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 571,111	\$ 571,111	\$ 348,010	\$ 223,101	61%
<i>Employee Benefits</i>	257,903	257,903	175,297	82,606	68%
Total Personnel	\$ 829,014	\$ 829,014	\$ 523,307	\$ 305,707	63%
Services / Supplies					
<i>Professional Services</i>	\$ 70,716	70,716	\$ 13,794	\$ 56,922	20%
<i>Employee Development</i>	11,321	11,321	6,487	4,834	57%
<i>Supplies / Equipment</i>	46,975	46,975	17,295	29,680	37%
<i>Utilities (Streetlights)</i>	86,000	86,000	63,912	22,088	74%
<i>Other (Street Maintenance)</i>	541,650	541,650	166,638	375,012	31%
Total Services / Supplies	\$ 756,662	\$ 756,662	\$ 268,126	\$ 488,536	35%
Capital					
<i>Equipment / Vehicles</i>	28,000	28,000	29,134	(1,134)	104%
Total Capital	\$ 28,000	\$ 28,000	\$ 29,134	\$ (1,134)	104%
Total Streets	\$ 1,613,676	\$ 1,613,676	\$ 820,567	\$ 793,110	51%

Maintenance Division FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired

66.7%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 379,653	\$ 379,653	\$ 246,317	\$ 133,336	65%
Services / Supplies	880,295	880,295	561,557	318,738	64%
Capital	80,875	80,875	-	80,875	0%
	\$ 1,340,823	\$ 1,340,823	\$ 807,873	\$ 532,950	60%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 263,639	263,639	\$ 166,251	\$ 97,387	63%
<i>Employee Benefits</i>	116,014	116,014	80,066	35,949	69%
<i>Total Personnel</i>	\$ 379,653	\$ 379,653	\$ 246,317	\$ 133,336	65%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 68,648	\$ 68,648	\$ 48,713	\$ 19,935	71%
<i>Employee Development</i>	3,380	3,380	1,422	1,958	42%
<i>Supplies / Equipment</i>	639,287	639,287	458,371	180,916	72%
<i>Utilities</i>	70,000	70,000	53,050	16,950	76%
<i>Other</i>	98,980	98,980	-	\$ 98,980	0%
<i>Total Services / Supplies</i>	\$ 880,295	\$ 880,295	\$ 561,557	\$ 318,738	64%

Capital					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	80,875	80,875	-	80,875	0%
<i>Total Capital</i>	\$ 80,875	\$ 80,875	-	\$ 80,875	0%
Total Maintenance	\$ 1,340,823	\$ 1,340,823	\$ 807,873	\$ 532,950	60%

Parks Division FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,372,917	\$ 1,372,917	\$ 848,490	\$ 524,427	62%
Services / Supplies	865,546	865,546	434,142	431,404	50%
Capital	<u>223,072</u>	<u>223,072</u>	<u>36,496</u>	<u>186,576</u>	<u>16%</u>
	\$ 2,461,535	\$ 2,461,535	\$ 1,319,128	\$ 1,142,407	54%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 867,582	<u>867,582</u>	\$ 531,001	\$ 336,581	61%
<i>Employee Benefits</i>	<u>505,335</u>	<u>505,335</u>	<u>317,488</u>	<u>187,847</u>	<u>63%</u>
Total Personnel	\$ 1,372,917	\$ 1,372,917	\$ 848,490	\$ 524,427	62%

Services / Supplies					
<i>Professional Services</i>	\$ 374,209	\$ 374,209	\$ 158,074	\$ 216,135	42%
<i>Employee Development</i>	24,470	24,470	22,437	2,033	92%
<i>Supplies / Equipment</i>	331,986	331,986	177,651	154,335	54%
<i>Utilities</i>	133,300	133,300	72,804	60,496	55%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>3,175</u>	<u>(1,594)</u>	<u>201%</u>
Total Services / Supplies	\$ 865,546	\$ 865,546	\$ 434,142	\$ 431,404	50%

Capital					
<i>Equipment / Vehicles</i>	223,072	223,072	36,496	186,576	16%
Total Capital	223,072	223,072	36,496	186,576	16%

Total Parks	\$ 2,461,535	\$ 2,461,535	\$ 1,319,128	\$ 1,142,407	54%
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Recreation Division FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 190,663	\$ 190,663	\$ 104,724	\$ 85,939	55%
Services / Supplies	421,250	421,250	140,440	280,810	33%
Capital	-	-	-	-	0%
	<u>\$ 611,913</u>	<u>\$ 611,913</u>	<u>\$ 245,164</u>	<u>\$ 366,750</u>	40%

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

Personnel					
<i>Salaries / Wages</i>	\$ 155,453	\$ 155,453	\$ 80,571	\$ 74,881	52%
<i>Employee Benefits</i>	35,211	35,211	24,153	11,058	69%
Total Personnel	<u>\$ 190,663</u>	<u>\$ 190,663</u>	<u>\$ 104,724</u>	<u>\$ 85,939</u>	55%

Services / Supplies					
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	11,165	11,165	3,260	7,905	29%
<i>Supplies / Equipment</i>	4,650	4,650	244	4,406	5%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	405,435	405,435	136,935	268,500	34%
Total Services / Supplies	<u>\$ 421,250</u>	<u>\$ 421,250</u>	<u>\$ 140,440</u>	<u>\$ 280,810</u>	33%

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

Total Recreation	<u>\$ 611,913</u>	<u>\$ 611,913</u>	<u>\$ 245,164</u>	<u>\$ 366,750</u>	40%
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Equipment Replacement / Capital Schedule FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	185,000	185,000	108,153	76,847	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	-	-	64,074	(64,074)	0%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	28,000	28,000	29,134	(1,134)	104%
Maintenance Capital Outlay	80,875	80,875	-	80,875	0%
City Parks Capital Outlay	223,072	223,072	36,496	186,576	16%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 516,947	\$ 516,947	\$ 237,857	\$ 279,090	46%

Utility Fund Revenues

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (117,358)	\$ (64,643)	64%
<i>Charges / Penalties</i>	88,200	88,200	52,721	35,479	60%
Total Fees	\$ (93,800)	\$ (93,800)	\$ (64,637)	\$ (29,163)	69%

Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ 225	\$ (225)	0%
Total Licenses & Permits	\$ -	\$ -	\$ 225	\$ (225)	0%

Charges for Services

<i>Water Sales</i>	\$ 5,330,200	\$ 5,330,200	\$ 2,845,491	\$ 2,484,709	53%
<i>Sewer Sales</i>	4,419,688	4,419,688	2,833,141	1,586,547	64%
<i>Inspection Fees</i>	4,000	4,000	3,445	555	86%
Total Charges for Service	\$ 9,753,888	\$ 9,753,888	\$ 5,682,077	\$ 4,071,811	58%

Interest

<i>Interest (Operations)</i>	\$ 10,000	\$ 10,000	\$ 5,162	\$ 4,838	52%
<i>Interest (Capital Projects)</i>	12,000	12,000	6,956	5,044	58%
Total Interest	\$ 22,000	\$ 22,000	\$ 12,118	\$ 9,882	55%

Impact Fees

<i>Impact Fees</i>	\$ 185,000	\$ 185,000	\$ 148,866	\$ 36,134	80%
Total Impact Fees	\$ 185,000	\$ 185,000	\$ 148,866	\$ 36,134	80%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 6,403	\$ (1,403)	128%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 6,403	\$ (1,403)	128%

Total Utility Fund Revenues	\$ 9,872,088	\$ 9,872,088	\$ 5,785,053	\$ 4,087,035	59%
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Utility Division FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,847,472	\$ 1,847,472	\$ 1,084,213	\$ 763,260	59%
Services / Supplies	6,369,651	6,369,651	3,835,275	2,534,376	60%
Capital	181,000	181,000	19,053	161,947	11%
Total Utility Division	\$ 8,398,124	\$ 8,398,124	\$ 4,938,541	\$ 3,459,583	59%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,226,451	\$ 1,226,451	\$ 695,754	\$ 530,698	57%
<i>Employee Benefits</i>	621,021	621,021	388,459	232,562	63%
Total Personnel	\$ 1,847,472	\$ 1,847,472	\$ 1,084,213	\$ 763,260	59%

Services / Supplies					
<i>Professional Services</i>	\$ 255,655	\$ 255,655	\$ 250,940	\$ 4,715	98%
<i>Employee Development</i>	63,705	63,705	30,372	33,334	48%
<i>Supplies / Equipment</i>	77,262	77,262	38,103	39,159	49%
<i>Utilities</i>	375,136	375,136	243,511	131,625	65%
<i>Other (Well Lot Maintenance)</i>	1,018,150	1,018,150	739,329	278,821	73%
Sub-Total - Operations Services / Supplies	\$ 1,789,908	\$ 1,789,908	\$ 1,302,255	\$ 487,654	73%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,258	\$ 5,258	\$ 4,981	\$ 277	95%
<i>UTRWD - Water Volume Cost</i>	974,940	974,940	502,268	472,673	52%
<i>UTRWD - Water Demand Charges</i>	1,399,395	1,399,395	813,846	585,549	58%
<i>UTRWD - Sewer Effluent Volume Rate</i>	595,660	595,660	276,632	319,028	46%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,371,595	1,371,595	800,097	571,498	58%
<i>UTRWD - HV Sewer Line to UTRWD</i>	232,895	232,895	135,197	97,698	58%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,579,743	\$ 4,579,743	\$ 2,533,020	\$ 2,046,723	55%

Total Services / Supplies	\$ 6,369,651	\$ 6,369,651	\$ 3,835,275	\$ 2,534,376	60%
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Capital					
<i>Equipment / Vehicles</i>	181,000	181,000	19,053	161,947	11%
Total Capital	\$ 181,000	\$ 181,000	\$ 19,053	\$ 161,947	11%

Total Utility Division - Operations	\$ 8,398,124	\$ 8,398,124	\$ 4,938,541	\$ 3,459,583	59%
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Utility Fund Working Capital FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	\$ 5,330,200	\$ 5,330,200	\$ 2,845,491	\$ 2,484,709	53%
Sewer Sales	4,419,688	4,419,688	2,833,141	1,586,547	64%
Other Fees / Charges	97,200	97,200	62,794	34,406	65%
Electronic Payment Credit	(182,000)	(182,000)	(117,358)	(64,643)	64%
Interest	10,000	10,000	5,162	4,838	52%
Total Revenues	\$ 9,675,088	\$ 9,675,088	\$ 5,629,231	\$ 4,045,857	58%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	\$432,634	\$432,634	\$ 284,824	\$ 147,811	66%
Operations	3,204,746	3,204,746	2,101,643	1,103,103	66%
UTRWD	4,579,743	4,579,743	2,533,020	2,046,723	55%
Debt Service	1,223,913	1,223,913	1,172,876	51,037	96%
Capital Projects	-	-	-	-	0%
Equipment Replace / Capital	181,000	181,000	19,053	161,947	11%
Total Expenditures	\$ 9,622,037	\$ 9,622,037	\$ 6,111,417	\$ 3,510,620	64%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Transfers In (Applied Impact Fees)	\$ 150,000	\$ 150,000		\$ 150,000	0%
Operating Transfers Out / Utility Capital Projects	-	-	-	-	0%
Operating Transfers Out / General Fund	(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
Net Increase/Decrease	(266,949)	(266,949)	(482,186)
Beginning Working Capital			
Operations	2,257,782	2,132,093	2,132,093
Available Impact Fees	1,205,234	1,207,251	1,207,251
Total Available Working Capital	\$ 3,463,016	\$ 3,339,344	\$ 3,339,344
Ending Working Capital			
Operations	1,990,833	1,865,144	1,649,907
Designated Capital Project	-	-	-
Available Impact Fees	1,240,234	1,242,251	1,356,117
Total Available Working Capital	\$ 3,231,067	\$ 3,107,395	\$ 3,006,024

Impact Fees			
Beginning Balance	1,205,234	1,207,251	1,207,251
+ Collections	185,000	185,000	148,866
- Applied to offset Debt Service	(150,000)	(150,000)	-
Ending Balance	1,240,234	1,242,251	1,356,117

*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 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 501,700	\$ 501,700	\$ 396,882	\$ 104,818	79%
<i>Annual Park Passes</i>	53,500	53,500	40,373	13,127	75%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	30	30	3	27	9%
Total Revenues	\$ 555,230	\$ 555,230	\$ 437,258	\$ 117,972	79%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 218,925	218,925	\$ 136,377	\$ 82,548	62%
<i>Services / Supplies</i>	269,681	269,681	82,581	187,100	31%
<i>Capital</i>	115,900	115,900	-	115,900	0%
Total Expenditures	\$ 604,506	\$ 604,506	\$ 218,959	\$ 385,547	36%

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>	\$ 528,497	\$ 587,522	\$ 587,522
<i>+ Net Increase (Decrease)</i>	(49,276)	(49,276)	218,299
Ending Fund Balance	\$ 479,221	\$ 538,246	\$ 805,821

Debt Service Fund

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,050,934	\$ 2,050,934	\$ 1,985,929	\$ 65,005	97%
<i>Interest Income</i>	250	250	583	(333)	233%
Total Revenues	\$ 2,051,184	\$ 2,051,184	\$ 1,986,513	\$ 64,671	97%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,310,000	\$ 2,310,000	\$ 2,075,000	\$ 235,000	90%
<i>Interest Payments</i>	533,292	533,292	404,315	128,977	76%
<i>Paying Agent Fees</i>	3,000	3,000	881	2,119	29%
Total Expenditures	\$ 2,846,292	\$ 2,846,292	\$ 2,480,197	\$ 366,095	87%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	810,357	810,357	755,961	\$ 54,396	93%
<i>Proceeds from Refunding Debt</i>	-	-	12,144,061	(12,144,061)	0%
<i>Debt Issuance Cost</i>	-	-	(117,812)	117,812	0%
<i>Payment to Escrow Agent</i>	-	-	(11,880,000)	11,880,000	0%
Total Financing Sources	\$ 810,357	\$ 810,357	\$ 902,210	\$ (91,853)	111%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 132,928	\$ 137,976	\$ 137,976
<i>+ Net Increase (Decrease)</i>	15,249	15,249	408,526
Ending Fund Balance	\$ 148,177	\$ 153,225	\$ 546,502

Capital Projects Fund

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	42,115	(42,115)	0%
Interest Income	18,000	18,000	30,209	(12,209)	168%
Total Revenues	\$ 18,000	\$ 18,000	\$ 72,324	\$ (54,324)	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2022 GO Bond (Parks/Streets/Drainage)	3,669,094	3,669,094	1,105,078	2,564,016	30%
2022 Bond Issue (Streets)	1,522,744	1,522,744	1,029,898	492,846	68%
2022 Bond Issue (Parks)	2,146,350	2,146,350	75,179	2,071,171	4%
Total Expenditures	\$ 3,669,094	\$ 3,669,094	\$ 1,105,078	\$ 2,564,016	30%

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds	\$ 15,263,400	\$ 15,263,400	\$ 14,240,000	\$ 1,023,400.00	0%
Bond Discount / Premium	-	-	1,271,899	(1,271,899)	0%
Debt Issuance	-	-	(248,499)	248,499	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
Total Financing Sources	\$ 15,263,400	\$ 15,263,400	\$ 15,263,400	\$ 0	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning fund balance	\$ 2,589,485	\$ 2,384,916	\$ 2,384,916
+Net Increase (Decrease)	11,612,306	11,612,306	14,230,647
Ending Fund Balance	\$ 14,201,791	\$ 13,997,222	\$ 16,615,563

Drainage Utilities FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ 10,000	10,000	\$ 5,047	\$ 4,953	0%
<i>Drainage Fee Receipts</i>	510,000	510,000	316,950	193,050	62%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	200	200	297	(97)	149%
Total Revenues	\$ 520,200	\$ 520,200	\$ 322,294	\$ 197,906	62%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 348,912	\$ 348,912	\$ 226,033	\$ 122,879	65%
<i>Services / Supplies</i>	153,635	153,635	65,972	87,663	43%
<i>Capital</i>	30,000	30,000	73,914	(43,914)	246%
Total Expenditures	\$ 532,547	\$ 532,547	\$ 365,919	\$ 166,628	69%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 382,738	\$ 394,943	\$ 394,943
<i>+ Net Increase (Decrease)</i>	(12,347)	(12,347)	(43,625)
Ending Fund Balance	\$ 370,391	\$ 382,596	\$ 351,318

Park Development Fee Fund FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 100	\$ 100	\$ 45	\$ 89	0%
<i>Community Park Fees</i>	-	-	851	(851)	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 100	\$ 100	\$ 896	\$ (796)	0%

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

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 80,126	\$ 80,974	\$ 80,974
<i>+ Net Increase (Decrease)</i>	100	100	896
Ending Fund Balance	\$ 80,226	\$ 81,074	\$ 81,870

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ -	-
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	80,226	81,119
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 80,226	\$ 81,119

Public Safety Special Revenue Fund

FY 2021/2022 Budget

YEAR TO DATE MAY

Percent of Budget Year Transpired	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 25,600	\$ 25,600	\$ 26,351	\$ (751)	103%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	9,009	(5,409)	250%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 9,009	\$ (5,409)	250%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 25,806	\$ 40,972	\$ 40,972
+ Net Increase (Decrease)	-	-	17,341
Ending Fund Balance	\$ 25,806	\$ 40,972	\$ 58,313

Municipal Court Technology Fee Fund FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,800	\$ 2,800	\$ 1,844	956	66%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 3,836	\$ 3,836	\$ 8,123	\$ (4,287)	212%
<i>Total Expenditures</i>	\$ 3,836	\$ 3,836	\$ 8,123	\$ (4,287)	0%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 14,771	\$ 15,378	\$ 15,378
<i>+ Net Increase (Decrease)</i>	(1,036)	(1,036)	(6,279)
<i>Ending Fund Balance</i>	\$ 13,735	\$ 14,342	\$ 9,099

Municipal Court Building Security Fund FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,800	\$ 2,800	\$ 2,206	\$ 594	79%

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	\$ 40,797	\$ 40,992	\$ 40,992
+ Net Increase (Decrease)	2,800	2,800	2,206
Ending Fund Balance	\$ 43,597	\$ 43,792	\$ 43,198

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

	<i>Actual</i> 2019-2020	<i>Actual</i> 2020-2021	<i>Budget</i> 2021-2022	<i>YTD</i> 2021-2022
Beginning Fund Balance	\$ 98,100	\$ 109,678	\$ 356,702	\$ 356,702
Revenues				
4B Sales Tax	1,381,630	1,532,222	1,560,000	863,634
Park Fees (Rental)	18,276	42,080	59,000	35,892
Linear Park Fees	24,108	-		
Miscellaneous Income	-	1,000	-	1,475
Interest Income	633	60	55	253
Total	\$ 1,424,647	\$ 1,575,362	\$ 1,619,055	\$ 901,255
Expenditures				
<i>Personnel</i>	330,860	302,812	321,334	188,849
Services / Supplies	215,531	193,044	402,427	133,791
Reimburse GF (Support Functions)	28,000	28,000	28,000	
Reimburse GF (Debt Service)	808,286	804,482	810,357	755,961
Total Non-Capital Expenditures	\$ 1,382,677	\$ 1,328,338	\$ 1,562,118	\$ 1,078,601
Capital				
Projects Funded Directly	30,392		17,281	-
Transfer to 4B Capital Projects	\$ 30,392	\$ -	\$ 17,281	\$ -
Equipment		-	-	
Net Increase / (Decrease)	11,578	247,024	39,656	(177,346)
Working Capital Balance	\$ 109,678	\$ 356,702	\$ 396,358	\$ 179,356

PEG Fee Fund FY 2021/2022 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	66.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 35,000	\$ 35,000	\$ 17,602	\$ 17,398	50%
Total Revenues	\$ 35,000	\$ 35,000	\$ 17,602	\$ 17,398	50%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	11,000	11,000	7,123	3,877	65%
<i>Capital</i>	8,400	8,400	5,446	2,954	0%
Total Expenditures	\$ 19,400	\$ 19,400	\$ 12,569	\$ 6,831	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%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 125,060	\$ 123,564	\$ 123,564
<i>+Net Increase (Decrease)</i>	15,600	15,600	5,033
Ending Fund Balance	\$ 140,660	\$ 139,164	\$ 128,597

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14	MEETING DATE:	07/12/2022
SUBJECT:	Consider Resolution 2022-3006 authorizing a task order with SAZ Infrastructure for concrete pavement repairs	
PREPARED BY:	Scott Kriston, Director of Public Works	

BACKGROUND:

The City of Highland Village has a pavement management program and typically, overlays identified asphalt roadways on an annual basis to maintain asphalt roadway infrastructure and increase their longevity. City staff also targets for repair existing concrete roadways that have shown pavement deterioration and/or pavement failures. City staff has identified several concrete streets that are exhibiting panel failure. Staff targeted concrete panels located in the Briarhill, Castlewood and Highland Shores Subdivisions. Streets Operations budgeted \$100,000.00 for concrete panel repairs/replacements.

The City of Lewisville executed their second optional annual renewal for the concrete repair agreement with SAZ Infrastructure effective on September 16, 2021. The contract is a unit price contract that allows Lewisville to request concrete panel repairs on a task order basis that identifies the street panels to be repaired or replaced as well as sidewalk replacement / construction. City Administration has extended the Agreement between Highland Village and SAZ Infrastructure as authorized by previous council action dated September 28, 2021.

IDENTIFIED NEED/S:

The City of Highland Village desires to make several concrete panel street repairs in the Briarhill, Castlewood and Highland Shores Subdivisions.

OPTIONS & RESULTS:

The concrete panel replacement will provide additional longevity and ride quality to the concrete pavement structures.

PROGRESS TO DATE: (if appropriate)

In September, 2021, the City extended a unit price contract with SAZ Infrastructure for concrete panel replacements through the City's cooperative purchasing agreement with the City of Lewisville, which contract ended on September 15, 2020 with two annual renewable options. The City of Lewisville has exercised its second renewal option City Administration has done the same. The concrete panel replacements previously performed by SAZ for the City under the contract have been satisfactory. City staff has identified additional concrete panels that require repair.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Funding through the General fund.

RECOMMENDATION:

Approve Resolution 2022-3006 authorizing a task order with SAZ Infrastructure for concrete pavement repairs.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING A TASK ORDER WITH SAZ INFRASTRUCTURE FOR CONCRETE PANEL REPAIRS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, City Administration recommends a task order be executed pursuant to the City's agreement with SAZ Infrastructure to authorize the replacement of failing concrete panels within the Briarhill, Castlewood and Highland Shores Subdivisions for a cost of \$76,866.29; and

WHEREAS, the City Council finds it to be in the public interest to concur in the foregoing recommendation.

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

SECTION 1. The City Manager is hereby authorized to execute a task order pursuant to the City's agreement with SAZ Infrastructure to perform concrete panel replacements on streets within the Briarhill, Castlewood and Highland Shores Subdivisions in the amount of \$76,866.29.

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

PASSED AND APPROVED THIS THE 12TH DAY OF JULY 2022.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:7/7/2022:130492)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 07/12/2022

SUBJECT: Consider Resolution 2022-3005 Appointing a Council Representative to Fill a Vacancy on the Board of Directors of the Highland Village Community Development Corporation

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

City ordinance states that Council shall make annual appointments to the City's boards and commissions no later than the second regularly scheduled Council meeting in September. Citizens interested in volunteering their time to serve on one of the City's boards or commissions may submit an application to the City Secretary's Office for consideration by Council.

The annual appointments are for terms of two years, unless an individual is appointed to fill a vacancy. A "term year" is from October 1st until September 30th of the following year. The terms expire on the 30th day of September of the second year. In the case of a vacancy, the Council shall appoint a replacement to fill the unexpired term.

As a result of the May 7, 2022 General Election, there is one (1) vacancy on the Board of Directors of the Highland Village Community Development Corporation for a Council Representative.

IDENTIFIED NEED/S:

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

Former Deputy Mayor Pro Tem Barbara Fleming was previously appointed to serve as a Council Representative position on the HVDC Board. As a result of the May 7, 2022 General Election, Mrs. Fleming is no longer serving on City Council. Therefore, a vacancy now exists on the HVDC Board for a Council Representative position.

PROGRESS TO DATE: (if appropriate)

Council discussed filling the vacancy earlier tonight during Early Work Session.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve Resolution 2022-3005 appointing a Council Representative to the Highland Village Community Development Corporation Board of Directors.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2022-3005

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

WHEREAS, the City Council of the City of Highland Village desires to make an appointment to the Highland Village Community Development Corporation to fill a vacancy for an unexpired term.

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

SECTION 1. The following person is hereby appointed to the indicated position on the Board of Directors of the Highland Village Community Development Corporation with a term ending as indicated below:

Name	Place	Expiration
_____	Council Representative	September 30, 2023

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

PASSED AND APPROVED THIS THE 12TH DAY OF JULY 2022.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:6/22/2022:130252)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 07/12/2022

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

PREPARED BY: Angela Miller, City Secretary

COMMENTS

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



UPCOMING MEETINGS

July 12, 2022	Regular City Council Meeting - 7:30 pm
July 18, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
July 19, 2022	Planning & Zoning Commission Meeting – 7:00 pm
July 26, 2022	Highland Village Community Development – 4:30 pm
July 26, 2022	Regular City Council Meeting - 7:00 pm
August 4, 2022	Zoning Board of Adjustment Meeting - 6:00 pm
August 9, 2022	Regular City Council Meeting - 7:00 pm
August 15, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
August 16, 2022	Planning & Zoning Commission Meeting – 7:00 pm
August 23, 2022	Regular City Council Meeting - 7:00 pm
September 1, 2022	Zoning Board of Adjustment Meeting - 6:00 pm
September 5, 2022	City Office Closed in Observance of Labor Day
September 13, 2022	Regular City Council Meeting - 7:00 pm
September 19, 2022	Parks & Recreation Advisory Board Meeting – 6:00 pm
September 20, 2022	Planning & Zoning Commission Meeting – 7:00 pm
September 27, 2022	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.