



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 14, 2023 at 6:00 P.M.

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

Convene Meeting in Open Session

1. Receive an Update on Security Cameras
2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for February 14, 2023

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

CLOSED SESSION
Training Room

3. Hold a Closed Meeting in accordance with the following Sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
 - (b) Section 551.089 – Deliberation regarding Security Devices or Security Audits
 - (c) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary

OPEN SESSION
City Council Chambers – 7:00 P.M.

4. Call Meeting to Order
5. Prayer led by Mayor Pro Tem Mike Lombardo
6. 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."*
7. Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about

upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety

- Presentation of a Proclamation celebrating the Retirement of Odilon Benitez for 27 Years of Service
- Presentation of a Proclamation celebrating the 60th Anniversary of Highland Village

8. City Manager/Staff Reports

- The Village Report

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.)*

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

CONSENT AGENDA

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

10. Consider approval of Minutes of the Regular City Council Meeting held on January 24, 2023
11. Consider Resolution 2023-3045 authorizing the Purchase of Turf Equipment from Professional Turf Products, L.P. through the City's Cooperative Purchasing Agreement with Texas Local Government Purchasing Cooperative (BuyBoard)
12. Consider Resolution 2023-3046 authorizing application to the Texas Parks and Wildlife Department Recreational Trails Grant Program for the Pilot Knoll Park Redevelopment Project
13. Receive Budget Reports for Period ending December 31, 2022
14. Receive Investment Report for Quarter ending December 31, 2022

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)
 - (b) Section 551.089 – Deliberation regarding Security Devices or Security Audits
 - (c) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary

16. Conduct a Public Hearing and Consider Ordinance 2023-1300 adopting the Highland Village Comprehensive Plan Update “Our Village Our Vision” updating the City’s Comprehensive Plan pursuant to the Texas Local Government Code, including a Parks, Recreation and Open Space Master Plan Update, Trail System Master Plan Update, Opportunity Areas for Future Development, FM 407 Trail Corridor and Amenity Plan, and Thoroughfare Plan Update (*1st of two reads*)

17. 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)

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

19. Adjournment

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 10TH DAY OF FEBRUARY 2023 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 _____, 2023 at _____

am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1	MEETING DATE: 02/14/2023
SUBJECT:	Receive an Update on Security Cameras
PREPARED BY:	Doug Reim, Chief of Police

COMMENTS

City staff will present an update on security cameras.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 7

MEETING DATE: 02/14/2023

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

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

- Presentation of a Proclamation celebrating the Retirement of Odilon Benitez for 27 Years of Service
- Presentation of a Proclamation celebrating the 60th Anniversary of Highland Village

Proclamation

The City of Highland Village

Whereas, Odilon Benitez began his career in the Street Department of the City of Highland Village on January 15, 1996 as a Street Technician; and

Whereas, Odilon Benitez advanced to Senior Street Technician and ultimately Street Technician III; and

Whereas, Odilon Benitez is known for his positive attitude and willingness to help no matter the task; and

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

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

Whereas, Odilon Benitez celebrated 27 years of service with the City of Highland Village on January 15, 2023; and

Whereas, Odilon Benitez shall retire from the City of Highland Village on February 24, 2023; and

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

NOW THEREFORE, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby proclaim February 24th as:

“Odilon Benitez Day”

in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 14th day of February 2023.

Daniel Jaworski, Mayor

Proclamation

The City of Highland Village

Whereas, 2023 marks the 60th anniversary of the City of Highland Village; and

Whereas, in the early years, farms and ranches scattered throughout this region; and

Whereas, once Lewisville Lake began to fill, a number of residents of Highland Park came to build their weekend getaways along the lakeshore and were beginning to move here permanently; and

Whereas, on February 14, 1963, an election was held to incorporate the territories composed of Lakewood, Highland Lake, Holiday and Clearwater Additions, to be known as Highland Village. The final vote favored incorporation with 53 votes “for” and 7 votes “opposed”; and

Whereas, at the same election, officers for Mayor and two Commissioners of said Town were also elected, resulting in Robert DuVall as the first Mayor, and Bill Rogers and Steve Paddock elected as the first Aldermen; and

Whereas, Highland Village more than doubled its population during the 1980’s and became a Home Rule city that has continued to modernize and now is home to over 16,000 residents; and

Whereas, special activities have been planned to celebrate the occasion of this anniversary and it is fitting that we should join in the expression of our pride and appreciation for the many civic and economic benefits that our community has enjoyed over the past 60 years because of the growth and prosperity of our city.

NOW THEREFORE, I, Daniel Jaworski, Mayor of the City of Highland Village, do hereby proclaim the year 2023 as:

“CITY OF HIGHLAND VILLAGE’S 60TH ANNIVERSARY”

in the City of Highland Village, and urge all citizens to join with me in commemorating Highland Village’s Diamond Jubilee.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 14th day of February 2023.

Daniel Jaworski, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 02/14/2023

SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on January 24, 2023

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 24, 2023.



**MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JANUARY 24, 2023**

EARLY WORK SESSION

The meeting was called to order by Mayor Jaworski at 6:05 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Deputy Mayor Pro Tem
	Michael Lombardo	Mayor Pro Tem
	Shawn Nelson	Councilmember
	Tom Heslep	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Police Chief
	Jason Collier	Fire Chief
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Receive a Presentation and Discuss the City's Legislative Program for the 88th Texas Legislative Session

With the 88th Texas Legislature having convened earlier this month, City Manager Paul Stevens presented the City's Legislative Program for Council review. He reported there were not a lot of changes since the previous program. He added that the common theme to all categories is 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 discussed removing the reference to increasing state investment in public transit, including regional rail service; consensus was to remove this item. Mr. Stevens reported the change would be made and brought to Council for action at their next meeting. Once the Legislative Program is set by Council, City staff will provide the legislative priorities to our legislators.

2. Continue Discussion of the Comprehensive Plan Updates Draft

Mr. Stevens stated this is an opportunity to follow up and address questions that came up during the previous City Council meeting. Topics included updated sales and property tax revenues relating to the Opportunity Area #1, Peninsula Park and then a general overview.

Opportunity Area #1

McAdams Planning Director Randi Rivera presented an update of the fiscal impact summary for Opportunity Area #1. Ms. Rivera clarified the summary that was presented at the previous Council meeting was based on annual projected tax revenues for a mixed use with predominately high density scenario, estimated at \$8.4 million over 5 years. She reported the fiscal impact summary is now updated to also show annual projected tax revenues for a mixed use with predominately medium density scenario, estimated at \$3.5 million over 5 years. The summary showed a difference of approximately \$2.8 million.

To clarify, Ms. Rivera reported the revenues shown in the fiscal impact summary were not net and did not include costs for city services. Council discussed costs of providing city services. Because costs for city services vary depending on the type of development, Ms. Rivera reported an estimated cost of \$.40 to serve a retail/commercial type use, and a cost of \$1.40 to serve a residential type use. She added that there is a recommendation included with the implementation for the opportunity area plan action items to require a financial impact analysis for any future development applications, which will show revenue and costs for city services. Councilmember Heslep suggested the City select the firm that performs the financial impact analysis, with the cost paid by the applicant. He also requested the cost for city services as he feels that information is key. City Manager Stevens stated it would be difficult to determine as there are so many unknown factors that would be dependent on how the property would be developed, which is why a financial impact summary would be so important.

Deputy Mayor Pro Tem Kixmiller added that his view is that the developer would have to cover infrastructure costs, not the City. He added that the City has not underwritten development in the past and he views development the same moving forward.

During the January 10, 2022 City Council meeting, removal of the use summaries was discussed. Ms. Rivera reported removing the summaries does not help convey the collective vision for the property to future applicants, as it could serve as a guide for developers. She added that its common land use practice throughout the state to have that included in your comprehensive plan.

Relating to Area B, Councilmember Fiorenza stated he would like to remove medium density residential and just leave it residential, as this allows future Council members the opportunity to make a decision at that time. He also voiced concern that Area A may be too small to develop. Since the comprehensive plan does not designate zoning, Councilmember Heslep stated he would be more apt to leave medium density in the plan as future development may still require a zoning change. Councilmember Fiester agreed he would include medium density to serve as a guide or recommendation.

After much discussion, Council provided the following consensus regarding Opportunity Area #1:

- Relating to the annual projected tax revenues chart, leave the four (4) financial categories in the plan as presented at tonight's meeting, which includes: existing

condition, existing zoning, mixed use (medium density) and mixed use (high density).

- Include the Use Summary as presented at tonight's meeting

Opportunity Area #4

Ms. Rivera reported the January 10, 2022 presentation included a specific location that had been identified for a site amenity component. Based on recent discussions, she stated the specific location has been removed in order to allow for more flexibility. A type of site amenity has not been included, but examples could include a focal point, open space area, trail or pond.

Consensus of Council is to still require a site amenity, but to remove its designated location.

Peninsula Park

Mr. Ron Stewart reported some clarity is needed regarding Peninsula Park. While this property has been listed on City maps as a park for some time, it is owned, managed and maintained by the U.S. Army Corps of Engineers (Corps). Although the City has several leases with the Corps for other parks, this area has not been leased and is not maintained by the City. This park is referenced in the update and includes the statement that the City will review options and opportunities to expand the Corps lease to other areas along the lake within the city limits.

Parks and Recreation Director Phil Lozano added that he was recently tasked with getting clarification from the Corps on what options the City has in securing a lease for this property and to get a quote for the fiscal impact to maintain this area, which will be presented to the Parks and Recreation Advisory Board (Board) in February. Mayor Jaworski voiced caution on this topic as it has not yet been presented to the Board. Mayor Pro Tem Lombardo voiced concern regarding the City taking on the improvement costs since the City already maintains and has made improvements to currently leased Corps properties. He asked if the Corps desires to lease this property. Mr. Lozano reported they will consider if the City will address the illegal mowing, tree cutting by residents, illegal boat docks, and unauthorized storing of vessels. For clarification, Mr. Lozano reported the area was included in the last master plan, however has since been removed from the City's park inventory since we do not maintain the area.

Deputy Mayor Pro Tem Kixmiller asked if the public has access to that peninsula. Mr. Lozano reported there is public access within the homeowners association. He added there needs to be further investigation and understanding of what the Corps owns and the access points that are located within the HOA community, and then who manages and maintains those access points leading up to the Corps owned property. Councilmember Heslep reported some nearby homeowners have done some improvements to the area. Mr. Lozano reported he will bring his findings, along with the information included in the Peninsula Park section of the draft, to the February Board meeting for a recommendation, which would then be presented to City Council for consideration.

Council Consensus was to leave the language in the draft at this time.

Mr. Stevens reported the public hearing would be scheduled for the February 14, 2023 City Council meeting.

3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for January 24, 2023

No items were discussed.

Early Work Session concluded at 6:53 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**

The meeting was called to order by Mayor Daniel Jaworski at 7:30 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Deputy Mayor Pro Tem
	Michael Lombardo	Mayor Pro Tem
	Shawn Nelson	Councilmember
	Tom Heslep	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Councilmember

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Police Chief
	Jason Collier	Fire Chief
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

6. **Prayer led by Deputy Mayor Pro Tem Jon Kixmiller**

Mayor Pro Tem Kixmiller gave the invocation.

7. **Pledge of Allegiance to the U.S. and Texas flags led by Deputy Mayor Pro Tem Jon Kixmiller**

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

8. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information**

about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety

Mayor Jaworski congratulated the Marcus High School Cheerleading squad as they competed and won at the Nationals competition held this past weekend. He also thanked a local troop of ten through twelve year old Boy Scouts last night for the opportunity to meet and speak with them.

- **Recognition by The Salvation Army for Participation in their Red Kettle “Ring The Bell” Challenge**

Major Dwayne Durham presented a certificate of appreciation to the City Council for the community’s ongoing support for the Salvation Army’s “Ring the Bell” campaign. The Salvation Army Development Specialist David Feeser was also in attendance.

9. City Manager/Staff Reports

City Manager Paul Stevens reported estimated completion on the Chapel Hill trail extension project is the end of February. He also reported the Highland Village Road sidewalk project is essentially complete, with one section where a bridge is being fabricated, with expected completion also by the end of February.

10. Visitor Comments

The following people spoke:

Gayle Nurre (4003 Brooks Court) – Ms. Nurre stated the citizens of Highland Village have voiced their objection to the comprehensive plan. She voiced concerns regarding education and the impact to Highland Village schools resulting from development of units & homes in Opportunity Areas #1 and #4, and at The Shops, specifically intake hours spent on new students, decreases in school accountability ratings, and the impact on the education and curriculum.

Scott Caldwell (4015 Brooks Court) – Mr. Caldwell stated the community engagement results listed nature and outdoors as the highest rated by residents, however the plans for the opportunity areas seem to place the highest rating on revenue generation. With balancing the budget in the future, you can cut expenses, gain efficiencies and optimize, raise taxes. He would like to see a market analysis that shows there is a demand for this kind of development, particularly for Opportunity Area #1. He also voiced concern in clearing the 26 acres of natural area and wildlife habitat. He asked on his behalf and others in Highland Village is to reconsider the plans in some of the opportunity areas.

The following people did not wish to speak but were in opposition:

Phillip S. Osborne (4019 Brooks Court) – Opposed to Opportunity Zone #1

Valorie Hey (4008 Brooks Court) – Opposed to Comp Plan Area 5

Aubrey L. Gammill (4013 Brooks Court) – Opposed to Area 1 of the Comprehensive Plan

Mary Gammill (4013 Brooks Court) – Opposed to Area 1 of the Comprehensive Plan

Tamara Thigpen (482 Sellmeyer Lane) – Opposed to Agenda Item #2

CONSENT AGENDA

Mayor Pro Tem Lombardo removed Agenda Item #12 for further discussion.

11. Consider approval of Minutes of the Regular City Council Meeting held on January 10, 2023

Motion by Councilmember Fiester, seconded by Councilmember Heslep, to approve Consent Agenda Item #11. Motion carried 7-0.

ACTION AGENDA

12. Consider Resolution 2023-3044 approving the City's Legislative Program for the 88th Texas Legislative Session

APPROVED with MODIFICATION (6 – 1)

Relating to the Transportation & DCTA category, Mayor Pro Tem Lombardo stated he would like to remove the sub-topic for increasing state investment in public transit, including regional rail service.

Motion by Mayor Pro Tem Lombardo, seconded by Deputy Mayor Pro Tem Kixmiller, to approve Resolution 2023-3044, with the removal the sub-topic for increasing state investment in public transit, including regional rail service, relating to the Transportation & DCTA category. Motion carried 6-1 with the following vote:

*Ayes: Jaworski
Kixmiller
Lombardo
Nelson
Heslep
Fiorenza
Nos: Fiester*

13. 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.

LATE WORK SESSION

14. 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.)

Mayor Pro Tem Lombardo asked if there would be a stop sign, controlled or blinking signal light at the entrance for Highland Village Road to northbound IH-35E intersection. City Manager Paul Stevens stated he thought there would be a stop sign as is there currently, with a yield sign for incoming traffic as you enter the northbound ramp.

15. Adjournment

Mayor Jaworski adjourned the meeting at 7:53 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

DRAFT

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 02/14/2023

SUBJECT: Consider Resolution 2023-3045 Authorizing Purchase of Equipment from Professional Turf Products, L.P. through the City's Cooperative Purchasing Agreement with Texas Local Government Purchasing Cooperative "BuyBoard"

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

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

IDENTIFIED NEED/S:

In this fiscal budget year 2022/2023, under the equipment replacement schedule, staff identified the equipment that has met the city's criteria for replacement. Equipment being replaced will be sold at auction.

PROGRESS TO DATE: (if appropriate)

In the process of taking bids as required by state law, City staff found that in working with the Texas Local Government Purchasing Cooperative "BuyBoard", equipment meeting or exceeding all specifications for the equipment could be purchased for the best price. All BuyBoard fees are included in the total prices.

"BUYBOARD obtained the needed turf equipment through Professional Turf Products, L.P.

<u>Division</u>	<u>Quantity</u>	<u>Description</u>	<u>Cost</u>
Parks & Rec.	1	Toro Groundmaster 7200 mower	\$26,200.35
Parks & Rec	1	Kubota HDX Workman Sprayer	\$69,494.67
Parks \$ Rec	1	Shipping charge	<u>\$5,741.70</u>
Total Parks & Rec. Purchase Cost			\$101,436.72

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Approved in FY 2022/2023 Vehicle / Equipment Replacement General Fund Budget.

RECOMMENDATION:

To approve Resolution 2023-3045 authorizing the purchase of turf equipment from Professional Turf Products, L.P. through the City's Cooperative Purchasing Agreement with Texas Local Government Purchasing Cooperative "BuyBoard".

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3045

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING THE PURCHASE OF TURF EQUIPMENT FROM PROFESSIONAL TURF PRODUCTS, L.P. THROUGH THE CITY'S COOPERATIVE PURCHASING AGREEMENT WITH TEXAS LOCAL GOVERNMENT PURCHASING COOPERATIVE (BUYBOARD); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to its review of the City's vehicle and equipment in accordance with the City's replacement policies, City Administration has identified the need to replace two pieces of turf equipment for the Parks and Recreation Department; and

WHEREAS, City Administration, while in the process of soliciting bids in accordance with state law, determined the purchase of the equipment and vehicles that comply with City specifications can be made for the lowest price from Professional Turf Equipment, L.P., through the City's cooperative purchasing agreement with Texas Local Government Purchasing Cooperative ("BuyBoard"); and

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

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

SECTION 1. The City Manager is hereby authorized to purchase, one (1) Workman HDX – Kubota turf spray equipment and one (1) Toro Groundmaster 7200 mower from Professional Turf Products, L.P., through the City's cooperative purchasing agreement with BuyBoard in the amount of \$101,436.72 from funds available in the FY 2022-2023 budget.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON THIS 14TH DAY OF FEBRUARY 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/1/2023:133435)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 02/14/2023

SUBJECT: Consider Resolution 2023-3046 Authorizing of Grant Application to Texas Parks and Wildlife Department Recreational Trails Grant Program for Pilot Knoll Redevelopment Phase 1

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

On September 28, 2021, the City Council approved the Issuances of Certificates of Obligation for construction improvement projects related to Streets and Parks.

- Streets \$8.85 Million
- Parks \$6.413 Million
- Combined total of \$15.263 Million.

Of the \$6.413 Million allocated for Parks, \$90,000 is allocated for a new trail at Pilot Knoll Park. The city is seeking grants from the Texas Parks and Wildlife Department (TPWD) to help with the funding of the trail project.

The Texas Parks and Wildlife Department (TPWD) Recreational Trails Park Grant Program assists local government agencies in developing trails throughout the state. The Program provides 80% Matching grants on a reimbursement base to eligible applicants. The matching maximum amount is \$300K.

Staff sought the assistance of a professional Grant Writer to help with writing the TPWD Local Grant for the trail at Pilot Knoll Park.

IDENTIFIED NEED/S:

Apply and submit a copy of the executed resolution and other required documents for the TPWD Local Grant by February 15, 2023.

OPTIONS & RESULTS:

The resolution will satisfy the TPWD requirement as one of the required documents for grant submission

PROGRESS TO DATE:

A resolution has been drafted for consideration, and staff is gathering the additional required documents in preparation for the grant submission.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve Resolution 2023-3046 authorizing application to the Texas Parks and Wildlife Department Recreational Trails Grant Program for the Pilot Knoll Park Redevelopment Project.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING APPLICATION TO TEXAS PARKS & WILDLIFE DEPARTMENT RECREATIONAL TRAILS GRANT PROGRAM FOR THE PILOT KNOLL PARK REDEVELOPMENT PROJECT - PHASE 1; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, subject to approval of the U.S. Army Corps of Engineers, the City of Highland Village, Texas ("City") desires to construct a new trail at Pilot Knoll Park (the "Pilot Knoll Park Redevelopment Project - Phase 1" or "the Project"); and

WHEREAS, the Project would benefit citizens of the City and Denton County; and

WHEREAS, the State of Texas, acting through the Texas Parks and Wildlife Department (hereinafter the "Department"), under the authority of Section 13.309 of the Parks and Wildlife Code, can provide funding for the Project through the Department's Recreational Trails Grant Program ("the Grant Program") and

WHEREAS, the City is fully eligible to receive assistance under the Grant Program; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to apply to the Department for a grant through the Grant Program.

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

SECTION 1. The City of Highland Village:

- A. certifies that the City is eligible to receive assistance from the Department through the Grant Program for the Project and that notice of the application for the Grant Program has been posted according to local public hearing requirements; and
- B. certifies that the City has current funds available to provide the matching funds available for the Grant Program; and
- C. authorizes and directs the City Manager to act for the City in dealing with the Department for purposes of the Grant Program, including, but limited to, accepting the Grant if awarded, and negotiating and executing on behalf of the City any and all agreements related to the acceptance and use of the Grant, and that the City Manager is hereby officially designated as the City's representative in this regard; and
- D. specifically authorizes the City Manager to make application to the Department concerning the site known as Pilot Knoll Park in the City of Highland Village for use as a park site that is hereby dedicated for public park and recreation purposes for the term of the City's lease with the U.S. Army Corps of Engineers.

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

PASSED AND APPROVED THIS THE 14TH DAY OF FEBRUARY 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/6/2023:133478)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 02/14/2023

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

PREPARED BY: Mike McWhorter, Staff Accountant

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, 2022.

General Fund Summary

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 7,576,856	\$ (5,641,870)	57%
Sales Tax	3,643,905	3,643,905	306,399	(3,337,506)	8%
Franchise Fees	1,543,490	1,543,490	27,185	(1,516,305)	2%
Licensing & Permits	343,945	343,945	61,552	(282,393)	18%
Park/Recreation Fees	173,800	173,800	26,498	(147,302)	15%
Public Safety Fees	685,913	685,913	257,651	(428,262)	38%
Rents	179,919	179,919	55,495	(124,425)	31%
Municipal Court	91,800	91,800	24,375	(67,425)	27%
Interest Income	146,160	146,160	59,104	(87,056)	40%
Miscellaneous	249,500	249,500	11,465	(238,035)	5%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 8,406,580	\$ (11,870,578)	41%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000		\$ (534,000)	0%
Total Available Resources	\$ 20,811,158	\$ 20,811,158	\$ 8,406,580	\$ (12,404,578)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 612,372	\$ 612,372	\$ 200,165	\$ 412,207	33%
Finance (includes Mun. Court)	1,431,563	1,431,563	487,150	944,414	34%
Human Resources	608,654	608,654	115,699	492,955	19%
City Secretary Office	456,383	456,383	91,054	365,329	20%
Information Services	1,254,727	1,254,727	263,014	991,713	21%
Marketing and Communications	454,086	454,086	116,814	337,272	26%
Police	5,811,852	5,811,852	1,402,671	4,409,181	24%
Fire	3,381,562	3,381,562	726,734	2,654,828	21%
Community Services	385,049	385,049	93,952	291,097	24%
Streets/Drainage	1,640,845	1,640,845	270,162	1,370,684	16%
Maintenance	2,175,296	2,175,296	432,434	1,742,862	20%
Parks	2,529,285	2,529,285	496,916	2,032,368	20%
Recreation	601,065	601,065	127,969	473,095	21%
Total Expenditures	\$ 21,342,739	\$ 21,342,739	\$ 4,824,733	\$ 16,518,006	23%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 390,900	\$ 390,900	\$ 212	\$ 390,688	0%

Other Uses					
Transfers Out	\$ 16,000	\$ 16,000		16,000	0%
Total Expenditures	\$ 21,358,739	\$ 21,358,739	\$ 4,824,733	\$ 16,534,006	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	7,077,867	7,077,867	7,077,867
+ Net Increase (Decrease)	(547,581)	(547,581)	3,581,847
Ending Fund Balance	\$ 6,530,286	\$ 6,530,286	\$ 10,659,713

General Fund Expenditure Summary

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 14,632,172	\$ 14,632,172	\$ 3,448,578	\$ 11,183,595	24%
Services / Supplies	6,319,667	6,319,667	1,375,943	4,943,724	22%
Capital	390,900	390,900	212	390,688	0%
	\$ 21,342,739	\$ 21,342,739	\$ 4,824,733	\$ 16,518,006	23%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 10,354,377	\$ 10,354,377	\$ 2,372,228	\$ 7,982,148	23%
<i>Employee Benefits</i>	4,277,796	4,277,796	1,076,349	3,201,447	25%
<i>Total Personnel</i>	\$ 14,632,172	\$ 14,632,172	\$ 3,448,578	\$ 11,183,595	24%
Services / Supplies					
<i>Professional Services</i>	\$ 2,009,115	\$ 2,009,115	\$ 679,498	\$ 1,329,617	34%
<i>Employee Development</i>	385,511	385,511	64,463	321,048	17%
<i>Office Supplies / Equipment</i>	1,969,182	1,969,182	401,428	1,567,754	20%
<i>Utilities</i>	406,410	406,410	63,425	342,985	16%
<i>Other</i>	1,549,449	1,549,449	167,130	1,382,319	11%
<i>Total Services / Supplies</i>	\$ 6,319,667	\$ 6,319,667	\$ 1,375,943	\$ 4,943,724	22%
Capital					
<i>Equipment / Vehicles</i>	\$ 390,900	\$ 390,900	\$ 212	\$ 390,688	0%
<i>Total Capital</i>	\$ 390,900	\$ 390,900	\$ 212	\$ 390,688	0%
Total General Fund Expenditure Summary	\$ 21,342,739	\$ 21,342,739	\$ 4,824,733	\$ 16,518,006	23%

General Fund Revenue

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 7,576,856	\$ (5,641,870)	57%
Sales Tax	3,643,905	3,643,905	306,399	(3,337,506)	8%
Franchise Fees	1,543,490	1,543,490	27,185	(1,516,305)	2%
Licensing & Permits	343,945	343,945	61,552	(282,393)	18%
Park/Recreation Fees	173,800	173,800	26,498	(147,302)	15%
Public Safety Fees	685,913	685,913	257,651	(428,262)	38%
Rents	179,919	179,919	55,495	(124,425)	31%
Municipal Court	91,800	91,800	24,375	(67,425)	27%
Interest Income	146,160	146,160	59,104	(87,056)	40%
Miscellaneous	249,500	249,500	11,465	(238,035)	5%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 8,406,580	\$ (11,870,578)	41%

City Manager Office FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 392,754	\$ 392,754	\$ 111,092	\$ 281,662	28%
Services / Supplies	219,618	219,618	89,073	130,545	41%
Capital	-	-	-	-	0%
	\$ 612,372	\$ 612,372	\$ 200,165	\$ 412,207	33%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 315,900	\$ 315,900	\$ 87,344	\$ 228,556	28%
<i>Employee Benefits</i>	76,853	76,853	23,748	53,106	31%
<i>Total Personnel</i>	\$ 392,754	\$ 392,754	\$ 111,092	\$ 281,662	28%
Services / Supplies					
<i>Professional Services (City-wide legal - \$98,500)</i>	\$ 148,500	148,500	\$ 83,827	\$ 64,673	56%
<i>Employee Development</i>	15,100	15,100	4,871	10,229	32%
<i>Supplies / Equipment</i>	5,730	5,730	375	5,355	7%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	-	50,288	0%
<i>Total Services / Supplies</i>	\$ 219,618	\$ 219,618	\$ 89,073	\$ 130,545	41%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 612,372	\$ 612,372	\$ 200,165	\$ 412,207	33%

Finance Department FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 923,680	\$ 923,680	\$ 218,886	\$ 704,795	24%
Services / Supplies	507,883	507,883	268,264	239,619	53%
Capital	-	-	-	-	0%
	\$ 1,431,563	\$ 1,431,563	\$ 487,150	\$ 944,414	34%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 677,246	\$ 677,246	\$ 155,525	\$ 521,721	23%
<i>Employee Benefits</i>	246,434	246,434	63,361	183,073	26%
Total Personnel	\$ 923,680	\$ 923,680	\$ 218,886	\$ 704,795	24%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$184,223 / DCAD - \$97,000)</i>	\$ 465,083	465,083	\$ 265,434	\$ 199,649	57%
<i>Employee Development</i>	13,794	13,794	1,514	12,280	11%
<i>Supplies / Equipment</i>	7,757	7,757	1,316	6,441	17%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Data Processing Equipment + Supplies)</i>	21,249	21,249	-	21,249	0%
Total Services / Supplies	\$ 507,883	\$ 507,883	\$ 268,264	\$ 239,619	53%

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

Total Finance Department	\$ 1,431,563	\$ 1,431,563	\$ 487,150	\$ 944,414	34%
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Human Resources FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 444,243	\$ 444,243	\$ 90,760	\$ 353,483	20%
Services / Supplies	164,411	164,411	24,939	139,472	15%
Capital	-	-	-	-	0%
	\$ 608,654	\$ 608,654	\$ 115,699	\$ 492,955	19%

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

Personnel					
<i>Salaries / Wages</i>	\$ 336,772	\$ 336,772	\$ 64,582	\$ 272,190	19%
<i>Employee Benefits</i>	107,471	107,471	26,178	81,293	24%
Total Personnel	\$ 444,243	\$ 444,243	\$ 90,760	\$ 353,483	20%

Services / Supplies					
<i>Professional Services</i>	\$ 77,610	\$ 77,610	\$ 9,493	\$ 68,117	12%
<i>Employee Development</i>	72,901	72,901	15,195	57,706	21%
<i>Supplies / Equipment</i>	1,475	1,475	252	1,223	17%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	12,425	12,425	-	12,425	0%
Total Services / Supplies	\$ 164,411	\$ 164,411	\$ 24,939	\$ 139,472	15%

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

Total Human Resources	\$ 608,654	\$ 608,654	\$ 115,699	\$ 492,955	19%
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City Secretary Office FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 274,043	\$ 274,043	\$ 73,297	\$ 200,746	27%
Services / Supplies	182,340	182,340	17,757	164,583	10%
Capital	-	-	-	-	-
	\$ 456,383	\$ 456,383	\$ 91,054	\$ 365,329	20%

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

Personnel					
<i>Salaries / Wages</i>	\$ 188,563	\$ 188,563	\$ 51,152	\$ 137,411	27%
<i>Employee Benefits</i>	85,480	85,480	22,144	63,335	26%
Total Personnel	\$ 274,043	\$ 274,043	\$ 73,297	\$ 200,746	27%

Services / Supplies					
<i>Professional Services</i>	\$ 53,900	\$ 53,900	\$ 3,659	\$ 50,241	7%
<i>Employee Development</i> <small>(City Council related \$42,704)</small>	59,639	59,639	12,259	47,380	21%
<i>Supplies / Equipment</i>	16,301	16,301	1,839	14,462	11%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	52,500	52,500	-	52,500	0%
Total Services / Supplies	\$ 182,340	\$ 182,340	\$ 17,757	\$ 164,583	10%

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

Total City Secretary Office	\$ 456,383	\$ 456,383	\$ 91,054	\$ 365,329	20%
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Information Services FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 794,436	\$ 794,436	\$ 188,643	\$ 605,793	24%
Services / Supplies	460,291	460,291	74,371	385,920	16%
Capital	-	-	-	-	0%
	\$ 1,254,727	\$ 1,254,727	\$ 263,014	\$ 991,713	21%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 596,234	\$ 596,234	\$ 138,934	\$ 457,300	23%
<i>Employee Benefits</i>	198,202	\$ 198,202	49,709	148,494	25%
Total Personnel	\$ 794,436	\$ 794,436	\$ 188,643	\$ 605,793	24%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 197,464	197,464	\$ 63,144	\$ 134,320	32%
<i>Employee Development</i>	27,270	27,270	1,877	25,393	7%
<i>Supplies / Equipment</i>	3,760	3,760	178	3,582	5%
<i>Utilities</i>	115,260	115,260	5,561	109,699	5%
<i>Other (Data Processing)</i>	116,537	116,537	3,611	112,926	3%
Total Services / Supplies	\$ 460,291	\$ 460,291	\$ 74,371	\$ 385,920	16%

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

Total City Information Services	\$ 1,254,727	\$ 1,254,727	\$ 263,014	\$ 991,713	21%
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Marketing and Communications FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 337,083	\$ 337,083	\$ 80,336	\$ 256,748	24%
Services / Supplies	117,003	117,003	36,478	80,525	31%
Capital	-	-	-	-	0%
	\$ 454,086	\$ 454,086	\$ 116,814	\$ 337,272	26%

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

Personnel					
<i>Salaries / Wages</i>	\$ 240,215	\$ 240,215	\$ 56,695	\$ 183,520	24%
<i>Employee Benefits</i>	96,869	\$ 96,869	23,641	73,228	24%
Total Personnel	\$ 337,083	\$ 337,083	\$ 80,336	\$ 256,748	24%

<i>Professional Services</i>	\$ 83,808	\$ 83,808	\$ 20,936	\$ 62,872	25%
<i>Employee Development</i>	6,845	6,845	25	6,820	0%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	26,350	26,350	15,518	10,832	59%
Total Services / Supplies	\$ 117,003	\$ 117,003	\$ 36,478	\$ 80,525	31%

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

Total Marketing and Communications	\$ 454,086	\$ 454,086	\$ 116,814	\$ 337,272	26%
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Police Department FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 5,229,121	\$ 5,229,121	\$ 1,209,257	\$ 4,019,864	23%
Services / Supplies	572,731	572,731	193,413	379,318	34%
Capital	10,000	10,000	-	10,000	0%
	\$ 5,811,852	\$ 5,811,852	\$ 1,402,671	\$ 4,409,181	24%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,753,300	3,753,300	\$ 853,153	\$ 2,900,147	23%
<i>Employee Benefits</i>	1,475,821	1,475,821	356,104	1,119,717	24%
Total Personnel	\$ 5,229,121	\$ 5,229,121	\$ 1,209,257	\$ 4,019,864	23%

Services / Supplies					
<i>Professional Services</i>	\$ 289,454	\$ 289,454	\$ 114,835	\$ 174,619	40%
<i>Employee Development</i>	45,339	45,339	10,423	34,916	23%
<i>Supplies / Equipment</i>	130,091	130,091	40,890	89,201	31%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$91,542)</i>	107,847	107,847	27,266	\$ 80,581	25%
Total Services / Supplies	\$ 572,731	\$ 572,731	\$ 193,413	\$ 379,318	34%

Capital					
<i>Equipment / Vehicles</i>	10,000	10,000	-	10,000	0%
Total Capital	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0%

Total Police Department	\$ 5,811,852	\$ 5,811,852	\$ 1,402,671	\$ 4,409,181	24%
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Fire Department FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,966,826	\$ 2,966,826	\$ 676,597	\$ 2,290,229	23%
Services / Supplies	414,736	414,736	50,137	364,599	12%
Capital	-	-	-	-	0%
	\$ 3,381,562	\$ 3,381,562	\$ 726,734	\$ 2,654,828	21%

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

Personnel					
Salaries / Wages	\$ 2,029,874	<u>2,029,874</u>	\$ 444,676	\$ 1,585,198	22%
Employee Benefits	936,952	<u>936,952</u>	<u>231,921</u>	705,030	25%
Total Personnel	\$ 2,966,826	\$ 2,966,826	\$ 676,597	\$ 2,290,229	23%

Services / Supplies					
Professional Services	\$ 130,011	\$ 130,011	\$ 16,553	\$ 113,458	13%
Employee Development <i>(Training - \$52,950)</i>	68,490	68,490	10,518	57,972	15%
Supplies / Equipment	172,585	172,585	20,479	152,106	12%
Utilities	1,850	1,850	410	1,440	22%
Other <i>(Safety Programs)</i>	41,800	41,800	2,176	39,624	5%
Total Services / Supplies	\$ 414,736	\$ 414,736	\$ 50,137	\$ 364,599	12%

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

Total Fire Department	\$ 3,381,562	\$ 3,381,562	\$ 726,734	\$ 2,654,828	21%
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Community Services FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 351,104	\$ 351,104	\$ 87,875	\$ 263,229	25%
Services / Supplies	33,945	33,945	6,077	27,868	18%
Capital	-	-	-	-	0%
	\$ 385,049	\$ 385,049	\$ 93,952	\$ 291,097	24%

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

Personnel					
<i>Salaries / Wages</i>	\$ 250,628	<u>250,628</u>	\$ 60,577	\$ 190,051	24%
<i>Employee Benefits</i>	100,476	<u>100,476</u>	<u>27,297</u>	73,179	27%
Total Personnel	\$ 351,104	\$ 351,104	\$ 87,875	\$ 263,229	25%

Services / Supplies					
<i>Professional Services</i>	\$ 8,000	8,000	\$ 2,373	5,627	30%
<i>Employee Development</i>	16,852	16,852	2,186	14,666	13%
<i>Supplies / Equipment</i>	9,093	9,093	1,517	7,576	17%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
Total Services / Supplies	\$ 33,945	\$ 33,945	\$ 6,077	\$ 27,868	18%

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

Total Building Operations	\$ 385,049	\$ 385,049	\$ 93,952	\$ 291,097	24%
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Streets Division FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 861,548	\$ 861,548	\$ 224,738	\$ 636,810	26%
Services / Supplies	779,297	779,297	45,424	733,873	6%
Capital	-	-	-	-	#DIV/0!
	\$ 1,640,845	\$ 1,640,845	\$ 270,162	\$ 1,370,684	16%

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

Personnel					
<i>Salaries / Wages</i>	\$ 593,300	\$ 593,300	\$ 143,748	\$ 449,552	24%
<i>Employee Benefits</i>	268,249	268,249	80,990	187,258	30%
Total Personnel	\$ 861,548	\$ 861,548	\$ 224,738	\$ 636,810	26%

Services / Supplies					
<i>Professional Services</i>	\$ 77,816	77,816	\$ 3,188	\$ 74,628	4%
<i>Employee Development</i>	12,981	12,981	1,199	11,782	9%
<i>Supplies / Equipment</i>	60,850	60,850	7,256	53,594	12%
<i>Utilities (Streetlights)</i>	86,000	86,000	16,993	69,007	20%
<i>Other (Street Maintenance)</i>	541,650	541,650	16,787	524,863	3%
Total Services / Supplies	\$ 779,297	\$ 779,297	\$ 45,424	\$ 733,873	6%

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

Total Streets	\$ 1,640,845	\$ 1,640,845	\$ 270,162	\$ 1,370,684	16%
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Maintenance Division FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired

25.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 402,114	\$ 402,114	\$ 105,398	\$ 296,716	26%
Services / Supplies	1,576,282	1,576,282	327,036	1,249,246	21%
Capital	196,900	196,900	-	196,900	0%
	\$ 2,175,296	\$ 2,175,296	\$ 432,434	\$ 1,742,862	20%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 273,056	273,056	\$ 69,773	\$ 203,283	26%
<i>Employee Benefits</i>	129,057	129,057	35,624	93,433	28%
<i>Total Personnel</i>	\$ 402,114	\$ 402,114	\$ 105,398	\$ 296,716	26%

Services / Supplies					
<i>Professional Services</i>	\$ 80,260	\$ 80,260	\$ 14,008	\$ 66,252	17%
<i>Employee Development</i>	3,340	3,340	39	3,301	1%
<i>Supplies / Equipment</i>	1,200,204	1,200,204	276,861	923,343	23%
<i>Utilities</i>	70,000	70,000	14,308	55,693	20%
<i>Other (Capital Lease Payments)</i>	222,478	222,478	21,820	\$ 200,658	0%
<i>Total Services / Supplies</i>	\$ 1,576,282	\$ 1,576,282	\$ 327,036	\$ 1,249,246	21%

Capital					
<i>Equipment / Vehicles</i>	196,900	196,900	-	196,900	0%
<i>Total Capital</i>	\$ 196,900	\$ 196,900	\$ -	\$ 196,900	0%

Total Maintenance	\$ 2,175,296	\$ 2,175,296	\$ 432,434	\$ 1,742,862	20%
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Parks Division FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,448,044	\$ 1,448,044	\$ 333,633	\$ 1,114,411	23%
Services / Supplies	917,241	917,241	163,071	754,170	18%
Capital	<u>164,000</u>	<u>164,000</u>	<u>212</u>	<u>163,788</u>	<u>0%</u>
	\$ 2,529,285	\$ 2,529,285	\$ 496,916	\$ 2,032,368	20%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 937,220	<u>937,220</u>	\$ 212,399	\$ 724,821	23%
<i>Employee Benefits</i>	<u>510,823</u>	<u>510,823</u>	<u>121,233</u>	<u>389,590</u>	<u>24%</u>
<i>Total Personnel</i>	\$ 1,448,044	\$ 1,448,044	\$ 333,633	\$ 1,114,411	23%

Services / Supplies					
<i>Professional Services</i>	\$ 397,209	\$ 397,209	\$ 82,175	\$ 315,034	21%
<i>Employee Development</i>	28,465	28,465	4,257	24,208	15%
<i>Supplies / Equipment</i>	356,686	356,686	50,374	306,312	14%
<i>Utilities</i>	133,300	133,300	26,154	107,146	20%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>111</u>	<u>1,470</u>	<u>7%</u>
<i>Total Services / Supplies</i>	\$ 917,241	\$ 917,241	\$ 163,071	\$ 754,170	18%

Capital					
<i>Equipment / Vehicles</i>	164,000	164,000	212	163,788	0%
<i>Total Capital</i>	164,000	164,000	212	163,788	0%

Total Parks	\$ 2,529,285	\$ 2,529,285	\$ 496,916	\$ 2,032,368	20%
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Recreation Division FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 207,176	\$ 207,176	\$ 48,066	\$ 159,110	23%
Services / Supplies	373,889	373,889	79,903	293,986	21%
Capital	<u>20,000</u>	<u>20,000</u>	<u>-</u>	<u>20,000</u>	<u>0%</u>
	\$ 601,065	\$ 601,065	\$ 127,969	\$ 473,095	21%

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

Personnel					
<i>Salaries / Wages</i>	\$ 162,068	\$ 162,068	\$ 33,669	\$ 128,399	21%
<i>Employee Benefits</i>	<u>45,108</u>	<u>45,108</u>	<u>14,397</u>	<u>30,711</u>	<u>32%</u>
<i>Total Personnel</i>	\$ 207,176	\$ 207,176	\$ 48,066	\$ 159,110	23%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ (127)	\$ 127	0%
<i>Employee Development</i>	14,495	14,495	100	14,395	1%
<i>Supplies / Equipment</i>	4,650	4,650	90	4,560	2%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	<u>354,744</u>	<u>354,744</u>	<u>79,840</u>	<u>274,904</u>	<u>23%</u>
<i>Total Services / Supplies</i>	\$ 373,889	\$ 373,889	\$ 79,903	\$ 293,986	21%

Capital					
<i>Equipment / Vehicles</i>	20,000	20,000	-	20,000	0%
<i>Total Capital</i>	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	0%

<i>Total Recreation</i>	\$ 601,065	\$ 601,065	\$ 127,969	\$ 473,095	21%
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Equipment Replacement / Capital Schedule FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	-	-	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	10,000	10,000	-	10,000	0%
Fire Dept Capital Outlay	-	-	-	-	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	-	-	-	-	0%
Maintenance Capital Outlay	196,900	196,900	-	196,900	0%
City Parks Capital Outlay	164,000	164,000	212	163,788	0%
City Recreation Capital Outlay	20,000	20,000	-	20,000	0%
Total Expenditures	\$ 390,900	\$ 390,900	\$ 212	\$ 390,688	0%

Utility Fund Revenues

FY 2022/2023 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>	\$ (189,000)	\$ (189,000)	\$ (39,495)	\$ (149,505)	21%
<i>Charges / Penalties</i>	88,250	88,250	20,112	68,138	23%
Total Fees	\$ (100,750)	\$ (100,750)	\$ (19,383)	\$ (81,367)	19%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,483,922	\$ 5,483,922	\$ 1,017,247	\$ 4,466,675	19%
<i>Sewer Sales</i>	4,626,689	4,626,689	955,805	3,670,884	21%
<i>Inspection Fees</i>	4,000	4,000	-	4,000	0%
Total Charges for Service	\$ 10,114,611	\$ 10,114,611	\$ 1,973,051	\$ 8,141,560	20%

Interest

<i>Interest (Operations)</i>	\$ 68,000	\$ 68,000	\$ 58,647	\$ 9,353	86%
<i>Interest (Capital Projects)</i>	6,000	6,000	9,698	(3,698)	162%
Total Interest	\$ 74,000	\$ 74,000	\$ 68,345	\$ 5,655	92%

Impact Fees

<i>Impact Fees</i>	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	0%
Total Impact Fees	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	0%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 924	\$ 4,076	18%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 924	\$ 4,076	18%

Total Utility Fund Revenues	\$ 10,142,861	\$ 10,142,861	\$ 2,022,938	\$ 8,119,923	20%
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Utility Division FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,818,060	\$ 1,818,060	\$ 478,825	\$ 1,339,235	26%
Services / Supplies	6,831,471	6,831,471	1,103,209	5,728,263	16%
Capital	20,000	20,000	110,749	(90,749)	554%
Total Utility Division	\$ 8,669,532	\$ 8,669,532	\$ 1,692,783	\$ 6,976,748	20%

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

Personnel					
Salaries / Wages	\$ 1,238,673	\$ 1,238,673	\$ 311,683	\$ 926,990	25%
Employee Benefits	579,387	579,387	167,142	412,245	29%
Total Personnel	\$ 1,818,060	\$ 1,818,060	\$ 478,825	\$ 1,339,235	26%

Services / Supplies					
Professional Services	\$ 286,743	\$ 286,743	\$ 39,254	\$ 247,489	14%
Employee Development	67,255	67,255	41,419	25,837	62%
Supplies / Equipment	78,762	78,762	13,853	64,909	18%
Utilities	375,136	375,136	81,920	293,216	22%
Other (Well Lot Maintenance)	1,191,454	1,191,454	142,854	1,048,600	12%
Sub-Total - Operations Services / Supplies	\$ 1,999,350	\$ 1,999,350	\$ 319,299	\$ 1,680,051	16%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
UTRWD - Administration Fees	\$ 5,270	\$ 5,270	\$ 5,269	\$ 1	100%
UTRWD - Water Volume Cost	1,119,972	1,119,972	187,369	932,603	17%
UTRWD - Water Demand Charges	1,463,010	1,463,010	236,098	1,226,913	16%
UTRWD - Sewer Effluent Volume Rate	622,955	622,955	85,209	537,746	14%
UTRWD - Capital Charge Joint Facilities	1,389,179	1,389,179	231,530	1,157,649	17%
UTRWD - HV Sewer Line to UTRWD	231,735	231,735	38,435	193,300	17%
UTRWD - Wtr Transmission - Opus Develop	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,832,121	\$ 4,832,121	\$ 783,909	\$ 4,048,212	16%

Total Services / Supplies	\$ 6,831,471	\$ 6,831,471	\$ 1,103,209	\$ 5,728,263	16%
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Capital					
Equipment / Vehicles	20,000	20,000	110,749	(90,749)	554%
Total Capital	\$ 20,000	\$ 20,000	\$ 110,749	\$ (90,749)	554%

Total Utility Division - Operations	\$ 8,669,532	\$ 8,669,532	\$ 1,692,783	\$ 6,976,748	20%
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Utility Fund Working Capital FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	\$ 5,483,922	\$ 5,483,922	\$ 1,017,247	\$ 4,466,675	19%
Sewer Sales	4,626,689	4,626,689	955,805	3,670,884	21%
Other Fees / Charges	97,250	97,250	21,036	76,214	22%
Electronic Payment Credit	(189,000)	(189,000)	(39,495)	(149,505)	21%
Interest	68,000	68,000	58,647	9,353	86%
Total Revenues	\$ 10,086,861	\$ 10,086,861	\$ 2,013,240	\$ 8,073,621	20%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	\$ 456,661	\$ 456,661	\$ 114,434	\$ 342,227	25%
Operations	3,360,750	3,360,750	683,691	2,677,059	20%
UTRWD	4,832,121	4,832,121	783,909	4,048,212	16%
Debt Service	1,011,709	1,011,709	-	1,011,709	0%
Capital Projects	-	-	-	-	0%
Equipment Replace / Capital	20,000	20,000	110,749	(90,749)	554%
Total Expenditures	\$ 9,681,241	\$ 9,681,241	\$ 1,692,783	\$ 7,988,457	17%

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 In / Utility Capital Projects		-	\$ 542,450	(542,450)	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)	\$ 692,450	\$ (1,012,450)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
Net Increase/Decrease	85,620	85,620	1,012,907
Beginning Working Capital			
Operations	3,117,785	3,117,785	3,117,785
Available Impact Fees	1,282,718	1,282,718	1,282,718
Total Available Working Capital	\$ 4,400,503	\$ 4,400,503	\$ 4,400,503
Ending Working Capital			
Operations	3,203,406	3,203,406	4,130,692
Designated Capital Project	-	-	-
Available Impact Fees	1,182,718	1,182,718	1,132,718
Total Available Working Capital	\$ 4,386,124	\$ 4,386,124	\$ 5,263,410

Impact Fees			
Beginning Balance	1,282,718	1,282,718	1,282,718
+ Collections	50,000	50,000	-
- Applied to offset Debt Service	(150,000)	(150,000)	(150,000)
Ending Balance	1,182,718	1,182,718	1,132,718

*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 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 601,550	\$ 601,550	\$ 133,903	\$ 467,647	22%
<i>Annual Park Passes</i>	64,000	64,000	475	63,525	1%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	30	30	56	(26)	186%
Total Revenues	\$ 665,580	\$ 665,580	\$ 134,434	\$ 531,146	20%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 222,990	222,990	\$ 43,174	\$ 179,816	19%
<i>Services / Supplies</i>	458,841	458,841	25,809	433,032	6%
<i>Capital</i>	55,000	55,000	-	55,000	0%
Total Expenditures	\$ 736,831	\$ 736,831	\$ 68,983	\$ 667,848	9%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 739,992	\$ 739,992	\$ 739,992
<i>+ Net Increase (Decrease)</i>	(71,251)	(71,251)	65,451
Ending Fund Balance	\$ 668,741	\$ 668,741	\$ 805,443

Debt Service Fund

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,106,550	\$ 2,106,550	\$ 1,204,181	\$ 902,369	57%
<i>Interest Income</i>	15,000	15,000	1,272	13,728	8%
Total Revenues	\$ 2,121,550	\$ 2,121,550	\$ 1,205,454	\$ 916,097	57%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,600,000	\$ 1,600,000	\$ -	\$ 1,600,000	0%
<i>Interest Payments</i>	1,028,131	1,028,131	-	1,028,131	0%
<i>Paying Agent Fees</i>	3,000	3,000	-	3,000	0%
Total Expenditures	\$ 2,631,131	\$ 2,631,131	\$ -	\$ 2,631,131	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	537,581	537,581	-	\$ 537,581	0%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 537,581	\$ 537,581	\$ -	\$ 537,581	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 87,355	\$ 87,355	\$ 87,355
<i>+ Net Increase (Decrease)</i>	28,000	28,000	1,205,454
Ending Fund Balance	\$ 115,355	\$ 115,355	\$ 1,292,809

Capital Projects Fund

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-		-	0%
Interest Income	190,000	190,000	82,410	107,590	43%
Total Revenues	\$ 190,000	\$ 190,000	\$ 82,410	\$ 107,590	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks)	1,033,531	1,033,531		1,033,531	0%
2021 Bond Issue (Parks)	1,564,035	1,564,035	235,131	1,328,904	15%
2021 Bond Issue (Streets)	5,730,000	5,730,000	55,089	5,674,911	1%
Total Expenditures	\$ 8,327,566	\$ 8,327,566	\$ 290,220	\$ 8,037,346	3%

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	\$ 15,796,600	\$ 15,796,600	\$ 15,796,600
+Net Increase (Decrease)	(8,137,566)	(8,137,566)	(207,810)
Ending Fund Balance	\$ 7,659,034	\$ 7,659,034	\$ 15,588,789

Drainage Utilities FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ 10,000	10,000	\$ -	\$ 10,000	0%
<i>Drainage Fee Receipts</i>	510,000	510,000	105,818	404,182	21%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	1,500	1,500	2,058	(558)	137%
Total Revenues	\$ 521,500	\$ 521,500	\$ 107,876	\$ 413,624	21%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 367,162	\$ 367,162	\$ 95,616	\$ 271,547	26%
<i>Services / Supplies</i>	253,635	253,635	18,223	235,413	7%
<i>Capital</i>	70,000	70,000	-	70,000	0%
Total Expenditures	\$ 690,797	\$ 690,797	\$ 113,838	\$ 576,959	16%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 331,511	\$ 331,511	\$ 331,511
<i>+ Net Increase (Decrease)</i>	(169,297)	(169,297)	(5,962)
Ending Fund Balance	\$ 162,214	\$ 162,214	\$ 325,550

Park Development Fee Fund FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 300	\$ 300	\$ 730	(430)	0%
<i>Community Park Fees</i>	-	-		-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 300	\$ 300	\$ 730	\$ (430)	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>	\$ 82,124	\$ 82,124	\$ 82,124
<i>+ Net Increase (Decrease)</i>	300	300	730
Ending Fund Balance	\$ 82,424	\$ 82,424	\$ 82,854

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>	82,424	83,154
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 82,424	\$ 83,154

Public Safety Special Revenue Fund

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 37,600	37,600	\$ 18,307	\$ 19,293	49%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	13,600	13,600	6,000	7,600	0%
Capital	-	-		(6,000)	0%
Total Expenditures	\$ 13,600	\$ 13,600	\$ 6,000	\$ 7,600	44%

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	\$ 49,172	\$ 39,100	\$ 39,100
+ Net Increase (Decrease)	2,000	2,000	12,307
Ending Fund Balance	\$ 51,172	\$ 41,100	\$ 51,407

Municipal Court Technology Fee Fund FY 2022/2023 Budget

YEAR TO DATE DECEMBER

Percent of Budget Year Transpired	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,800	\$ 2,800	\$ 586	2,214	21%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	\$ 4,400	\$ 4,400	\$ 3,600	\$ 800	82%
Total Expenditures	\$ 4,400	\$ 4,400	\$ 3,600	\$ 800	0%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 15,544	\$ 15,544	\$ 15,544
+ Net Increase (Decrease)	(1,600)	(1,600)	(3,014)
Ending Fund Balance	\$ 13,944	\$ 13,944	\$ 12,530

Municipal Court Building Security Fund FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 3,000	\$ 3,000	\$ 716	\$ 2,284	24%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 43,992	\$ 43,992	\$ 43,992
+ Net Increase (Decrease)	3,000	3,000	716
Ending Fund Balance	\$ 46,992	\$ 46,992	\$ 44,708

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

	<i>Actual 2020-2021</i>	<i>Projected 2021-2022</i>	<i>Budget 2022-2023</i>	<i>YTD 2022-2023</i>
Beginning Fund Balance	\$ 109,678	\$ 356,702	\$ 451,066	\$ 451,065
Revenues				
4B Sales Tax	1,532,222	1,693,333	1,739,289	138,894
Park Fees (Rental)	42,080	47,900	85,000	20,660
Linear Park Fees	-	-	-	-
Miscellaneous Income	1,000	1,475	-	-
Interest Income	60	300	500	5,806
Total	\$ 1,575,362	\$ 1,743,008	\$ 1,824,789	\$ 165,360
Expenditures				
<i>Personnel</i>	302,812	315,130	331,609	68,193
Services / Supplies	193,044	428,907	407,678	46,965
Reimburse GF (Support Functions)	28,000	-	-	-
Reimburse GF (Debt Service)	804,482	887,327	565,581	-
Total Non-Capital Expenditures	\$ 1,328,338	\$ 1,631,364	\$ 1,304,868	\$ 115,158
Capital				
Equipment	-	17,281	287,000	-
Net Increase / (Decrease)	247,024	94,363	232,921	50,202
Working Capital Balance	\$ 356,702	\$ 451,065	\$ 683,987	\$ 501,268

PEG Fee Fund

FY 2022/2023 Budget

YEAR TO DATE DECEMBER

<i>Percent of Budget Year Transpired</i>	25.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	0%
Total Revenues	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,000	7,000	195	6,805	3%
<i>Capital</i>		-		-	0%
Total Expenditures	\$ 7,000	\$ 7,000	\$ 195	\$ 6,805	3%

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>	\$ 133,578	\$ 133,578	\$ 133,578
<i>+Net Increase (Decrease)</i>	17,000	17,000	(195)
Ending Fund Balance	\$ 150,578	\$ 150,578	\$ 133,383

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14	MEETING DATE: 02/14/2023
SUBJECT:	Investment Report for Quarter Ending December 31, 2022
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, 2022 through December 31, 2022 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures January 1, 2023)
- 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, 2023)
- Wells Fargo DDA (Demand Deposit Account that matures January 1, 2023 collateralized by pledged securities held in custody by the Bank of New York Mellon)
- Southside MMA (Money Market Account that matures January 1, 2023, collateralized by pledged securities held in custody by the Federal Home Loan Bank)
- InterBank MMA (Money Market Account that matures January 1, 2023, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures January 1, 2023, fully insured by the Federal Deposit Insurance Corporation)

- East West Bank CD (Certificates of Deposit that matures February 2, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures February 8, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures June 16, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures July 20, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- East West Bank CD (Certificate of Deposit that matures August 2, 2023 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 \$35,985,446 and the ending market value on December 31, 2022 was \$40,848,954. The average yield for the quarter ending December 31, 2022 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (3.74%) is less than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at September 30, 2022 was \$16,371,861 and the ending balance on December 31, 2022 was \$21,145,847 or 52% of the City's total portfolio. The weighted average maturity of the City's portfolio on December 31, 2022 is 54 days.

The average total portfolio yield for the quarter ending December 31, 2022 was 2.81%.

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

	<u>Book Value</u>	<u>Market Value</u>
December 31, 2022	\$40,848,954	\$40,848,954
September 30, 2022	\$35,985,446	\$35,985,446

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



Heather Miller
Investment Officer



Ken Heerman
Assistant City Manager

¹Note:

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

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

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

RECOMMENDATION:

Council to receive the Investment Reports for the period ending December 31, 2022.



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

December 31, 2022

Prepared by

Valley View Consulting, L.L.C.

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

Ken Heerman, Assistant City Manager

Heather Miller, Assistant Finance Director

Staff Accountant

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

Summary

Quarter End Results by Investment Category:

Asset Type	September 30, 2022			December 31, 2022		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	2.35%	\$ 16,371,861	\$ 16,371,861	3.74%	\$ 21,145,847	\$ 21,145,847
Securities/CDs	1.81%	19,613,585	19,613,585	1.81%	19,703,107	19,703,107
Totals	2.06%	\$ 35,985,446	\$ 35,985,446	2.81%	\$ 40,848,954	\$ 40,848,954

Current Quarter Average Yield (1)

Total Portfolio	2.81%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
TexPool	3.98%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	2.81%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
TexPool	3.98%

Interest Earnings (Approximate)

Quarterly Interest	\$219,782
Fiscal Year-to-Date Interest	\$219,782

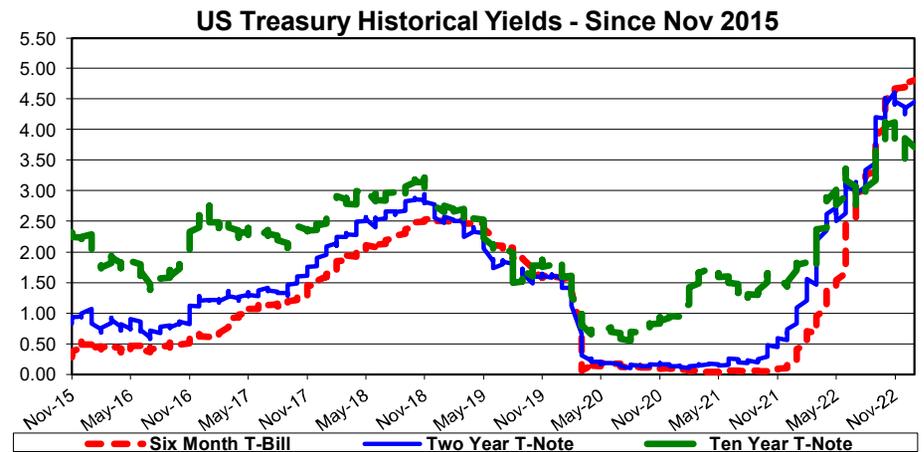
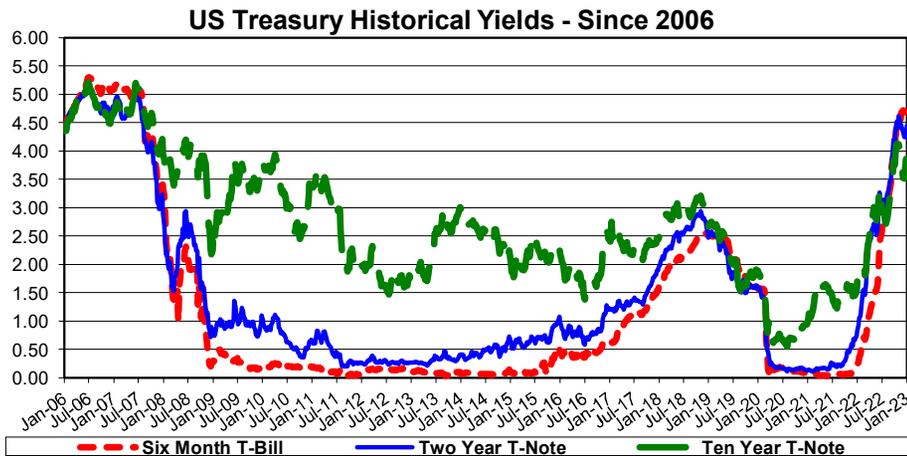
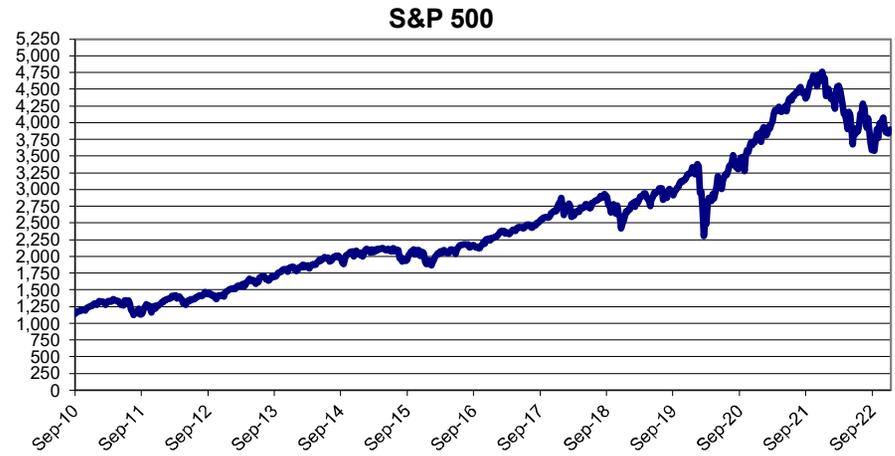
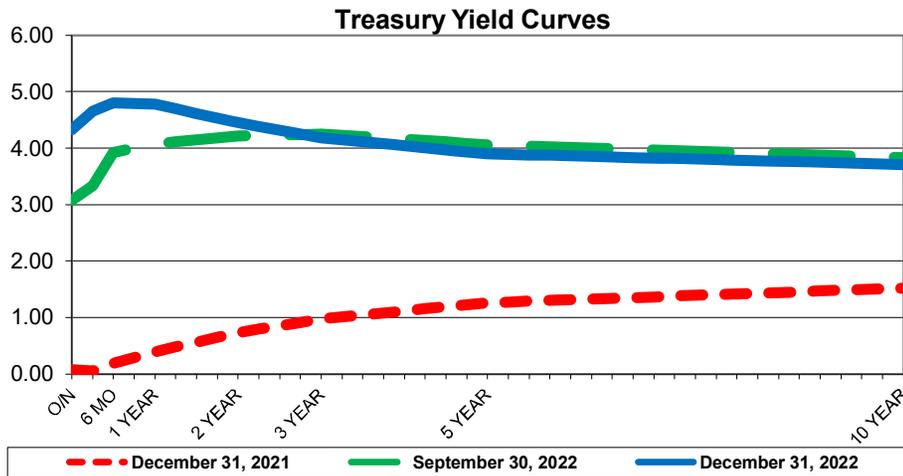
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(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

12/31/2022

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.50% to 4.25% - 4.50% December 14th (Effective Fed Funds are trading +/-4.33%). A 0.25% increase is projected February 1st. Third Quarter GDP jumped to 3.2% in the final number. December Non-Farm Payroll added 223k new jobs with the Three Month Average declining to 247k. Crude oil continues moderating at +/- \$75 per barrel. The Stock Markets drifted between +/-15% to +/-19% below the 2021 peak. The yield curve is fully negatively sloped (3 months to 10 years, with peak yield at 6 months) and continues to indicate lower future interest rates. Inflation remained well over the FOMC 2% target (Core PCE +/-5% and CPI +/-6%). International challenges add to economic uncertainty.



Investment Holdings

December 31, 2022

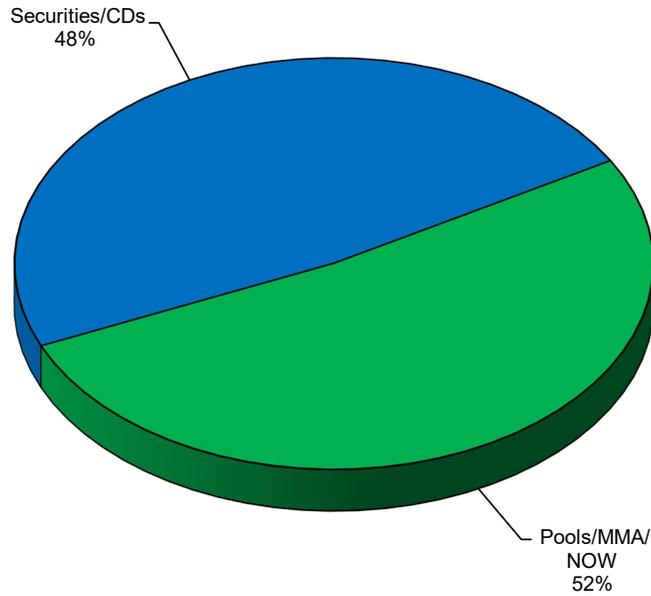
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield	
Wells Fargo DDA (3)		1.17%	01/01/23	12/31/22	2,055,488	2,055,488	1.00	2,055,488	1	1.17%	
Southside MMA		4.09%	01/01/23	12/31/22	2,536,936	2,536,936	1.00	2,536,936	1	4.09%	
InterBank MMA		4.36%	01/01/23	12/31/22	113,558	113,558	1.00	113,558	1	4.36%	
InterBank IntraFi MMA		4.50%	01/01/23	12/31/22	787,737	787,737	1.00	787,737	1	4.50%	
TexPool	AAAm	3.98%	01/01/23	12/31/22	9,771,525	9,771,525	1.00	9,771,525	1	3.98%	
TexSTAR	AAAm	3.97%	01/01/23	12/31/22	5,880,602	5,880,602	1.00	5,880,602	1	3.97%	
East West Bank CD		0.67%	02/02/23	02/02/22	7,042,919	7,042,919	100.00	7,042,919	33	0.67%	
East West Bank CD		0.80%	02/08/23	02/08/22	3,525,175	3,525,175	100.00	3,525,175	39	0.80%	
East West Bank CD		2.99%	06/16/23	06/16/22	2,032,869	2,032,869	100.00	2,032,869	167	3.01%	
East West Bank CD		3.15%	07/20/23	07/20/22	3,550,193	3,550,193	100.00	3,550,193	201	3.15%	
East West Bank CD		3.05%	08/02/23	08/02/22	3,551,951	3,551,951	100.00	3,551,951	214	3.05%	
\$ 40,848,954						\$ 40,848,954		\$ 40,848,954		54	2.81%
									(1)	(2)	

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

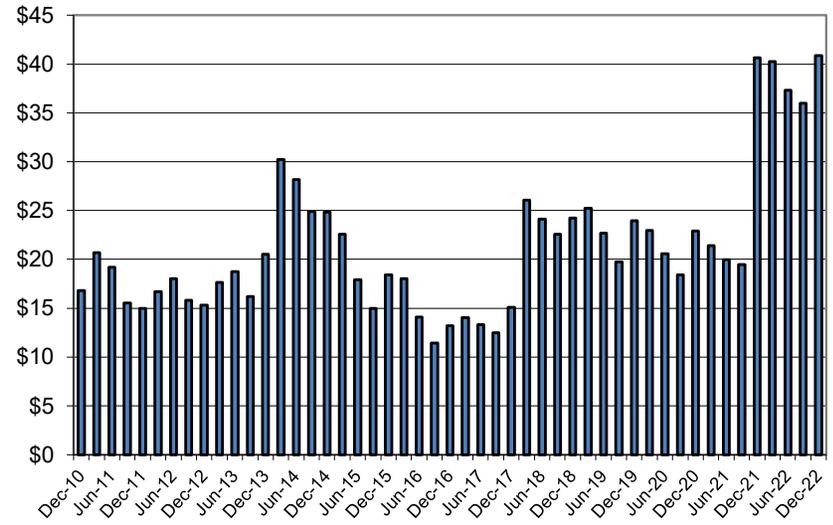
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

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

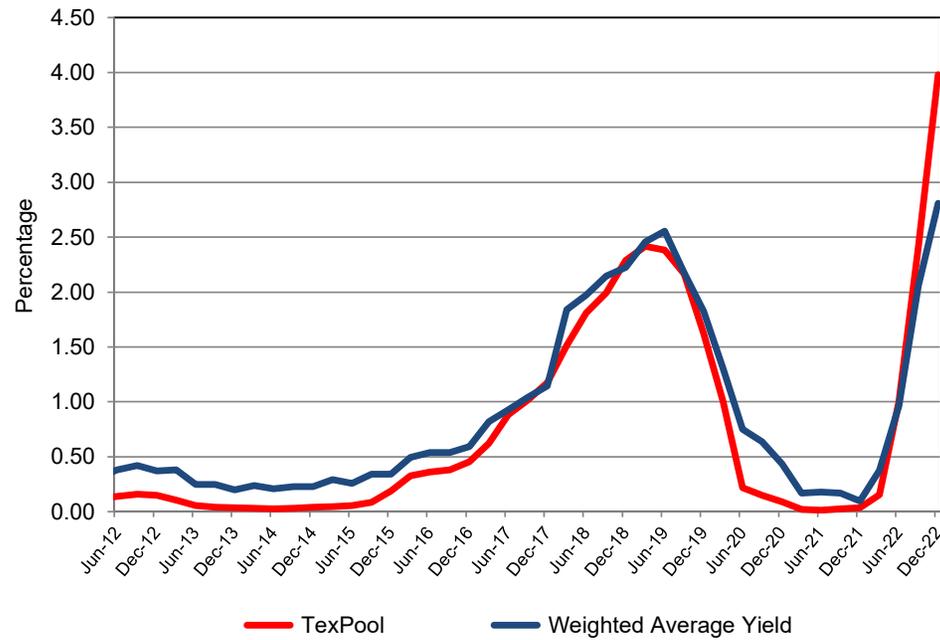
Portfolio Composition



Total Portfolio (Millions)



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/22	Increases	Decreases	Book Value 12/31/22	Market Value 09/30/22	Change in Market Value	Market Value 12/31/22
Wells Fargo DDA	1.17%	01/01/23	\$ 986,739	\$ 1,068,749	\$ -	\$ 2,055,488	\$ 986,739	\$ 1,068,749	\$ 2,055,488
Southside MMA	4.09%	01/01/23	3,010,961	-	(474,025)	2,536,936	3,010,961	(474,025)	2,536,936
InterBank MMA	4.36%	01/01/23	212,515	-	(98,956)	113,558	212,515	(98,956)	113,558
InterBank IntraFi MMA	4.50%	01/01/23	1,116,024	-	(328,287)	787,737	1,116,024	(328,287)	787,737
TexPool	3.98%	01/01/23	3,010,736	6,760,789	-	9,771,525	3,010,736	6,760,789	9,771,525
TexSTAR	3.97%	01/01/23	8,034,887	-	(2,154,284)	5,880,602	8,034,887	(2,154,284)	5,880,602
East West Bank CD	0.67%	02/02/23	7,031,035	11,884	-	7,042,919	7,031,035	11,884	7,042,919
East West Bank CD	0.80%	02/08/23	3,518,074	7,101	-	3,525,175	3,518,074	7,101	3,525,175
East West Bank CD	3.01%	06/16/23	2,017,607	15,262	-	2,032,869	2,017,607	15,262	2,032,869
East West Bank CD	3.15%	07/20/23	3,522,119	28,075	-	3,550,193	3,522,119	28,075	3,550,193
East West Bank CD	3.05%	08/02/23	3,524,750	27,200	-	3,551,951	3,524,750	27,200	3,551,951
TOTAL/AVERAGE	2.81%		\$ 35,985,446	\$ 7,919,060	\$ (3,055,552)	\$ 40,848,954	\$ 35,985,446	\$ 4,863,508	\$ 40,848,954

**Allocation by Fund
December 31, 2022
Book and Market Value**

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 736,110	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	481,429	-	-	-	-	-
Operations	448,077	-	-	285,116	-	-
Impact Fees	393,408	-	-	910,617	-	-
2018 CO Utility Capital Projects	-	116,835	-	-	100,363	787,214
American Rescue Plan Act	-	3,420,053	-	-	-	-
Sub Total	\$ 2,059,024	\$ 3,536,889	\$ -	\$ 1,195,733	\$ 100,363	\$ 787,214
General Funds						
Operations	\$ 5,511,208	\$ 721,718	\$ -	\$ 1,341,203	\$ 13,195	\$ -
Pooled Cash	-	-	2,048,926	-	-	-
Pooled Cash Credit Card Clearing	-	-	6,562	-	-	-
Interest & Sinking	1,191,198	66,942	-	-	-	-
Drainage Utility	207,060	-	-	-	-	-
Sub Total	\$ 6,909,466	\$ 788,660	\$ 2,055,488	\$ 1,341,203	\$ 13,195	\$ -
General Capital Project Funds						
Park Development	\$ 83,131	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	252,283	-	-	(0)	523
2021 CO Capital Projects	-	1,290,155	-	-	-	-
Sub Total	\$ 83,131	\$ 1,542,438	\$ -	\$ -	\$ (0)	\$ 523
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ 6,449	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ 6,449	\$ -	\$ -	\$ -	\$ -
HV Community Development Funds						
Operations	\$ 719,905	\$ -	\$ -	\$ -	\$ -	\$ -
HV CDC TXDot Mitigation	-	6,166	-	-	-	-
Sub Total	\$ 719,905	\$ 6,166	\$ -	\$ -	\$ -	\$ -
Totals	\$ 9,771,525	\$ 5,880,602	\$ 2,055,488	\$ 2,536,936	\$ 113,558	\$ 787,737

**Allocation by Fund
December 31, 2022
Book and Market Value**

(Continued)

Utility Funds	Certificate of Deposit					Total	Interest This Quarter
	02/02/2023	02/08/2023	06/16/2023	07/20/2023	08/02/2023		
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 736,110	\$ 6,414
Replacement Reserve	-	-	-	-	-	481,429	4,231
Operations	-	-	-	-	-	733,193	6,558
Impact Fees	-	-	-	-	-	1,304,025	11,801
2018 CO Utility Capital Projects	-	-	-	-	-	1,004,412	9,698
American Rescue Plan Act	-	-	-	-	-	3,420,053	29,644
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,679,222	\$ 68,345
General Funds							
Operations	\$ -	\$ 3,525,175	\$ 1,016,435	\$ 1,014,341	\$ -	\$ 13,143,275	\$ 59,104
Pooled Cash	-	-	-	-	-	2,048,926	-
Pooled Cash Credit Card Clearing	-	-	-	-	-	6,562	-
Interest & Sinking	-	-	-	-	-	1,258,140	1,272
Drainage Utility	-	-	-	-	-	207,060	2,058
Sub Total	\$ -	\$ 3,525,175	\$ 1,016,435	\$ 1,014,341	\$ -	\$ 16,663,963	\$ 62,435
General Capital Project Funds							
Park Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,131	\$ 730
2018 GO Capital Projects	-	-	-	-	-	252,806	4,458
2021 CO Capital Projects	7,042,919	-	1,016,435	2,535,852	3,551,951	15,437,312	77,951
Sub Total	\$ 7,042,919	\$ -	\$ 1,016,435	\$ 2,535,852	\$ 3,551,951	\$ 15,773,249	\$ 83,140
Corp Leased Park Funds							
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,449	\$ 56
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,449	\$ 56
HV Community Development Funds							
Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719,905	\$ 5,753
HVDCDC TXDot Mitigation	-	-	-	-	-	6,166	53
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 726,071	\$ 5,806
Totals	\$ 7,042,919	\$ 3,525,175	\$ 2,032,869	\$ 3,550,193	\$ 3,551,951	\$ 40,848,954	\$ 219,782

**Allocation by Fund
September 30, 2022
Book and Market Value**

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 719,747	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	477,198	-	-	-	-	-
Operations	447,448	-	-	282,503	-	-
Impact Fees	389,951	-	-	902,274	-	-
2018 CO Utility Capital Projects	-	157,532	-	-	100,224	778,950
American Rescue Plan Act	-	3,390,409	-	-	-	-
Sub Total	\$ 2,034,344	\$ 3,547,941	\$ -	\$ 1,184,777	\$ 100,224	\$ 778,950
General Funds						
Operations	\$ 89,243	\$ 2,956,814	\$ -	\$ 1,826,184	\$ 13,069	\$ -
Pooled Cash	-	-	472,709	-	-	-
Pooled Cash Credit Card Clearing	-	-	514,030	-	-	-
Interest & Sinking	26,678	66,362	-	-	-	-
Drainage Utility	234,413	-	-	-	-	-
Sub Total	\$ 350,334	\$ 3,023,176	\$ 986,739	\$ 1,826,184	\$ 13,069	\$ -
General Capital Project Funds						
Park Development	\$ 82,400	\$ -	\$ -	\$ -	\$ -	\$ -
2018 GO Capital Projects	-	172,291	-	-	99,222	337,074
2021 CO Capital Projects	-	1,278,973	-	-	-	-
Sub Total	\$ 82,400	\$ 1,451,264	\$ -	\$ -	\$ 99,222	\$ 337,074
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ -	\$ 6,393	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ 6,393	\$ -	\$ -	\$ -	\$ -
HV Community Development Funds						
Operations	\$ 543,659	\$ -	\$ -	\$ -	\$ -	\$ -
HV CDC TXDot Mitigation	-	6,113	-	-	-	-
Sub Total	\$ 543,659	\$ 6,113	\$ -	\$ -	\$ -	\$ -
Totals	\$ 3,010,736	\$ 8,034,887	\$ 986,739	\$ 3,010,961	\$ 212,515	\$ 1,116,024

**Allocation by Fund
September 30, 2022
Book and Market Value**

(Continued)

Utility Funds	Certificate of Deposit					Total	Interest
	02/02/2023	02/08/2023	06/16/2023	07/20/2023	08/02/2023		This Quarter
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719,747	\$ 2,995
Replacement Reserve	-	-	-	-	-	477,198	2,431
Operations	-	-	-	-	-	729,951	4,705
Impact Fees	-	-	-	-	-	1,292,225	6,643
2018 CO Utility Capital Projects	-	-	-	-	-	1,036,705	8,015
American Rescue Plan Act	-	-	-	-	-	3,390,409	6,841
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,646,236	\$ 31,630
General Funds							
Operations	\$ -	\$ 3,518,074	\$ 1,008,803	\$ 1,006,320	\$ -	\$ 10,418,507	\$ 46,216
Pooled Cash	-	-	-	-	-	472,709	-
Pooled Cash Credit Card Clearing	-	-	-	-	-	514,030	-
Interest & Sinking	-	-	-	-	-	93,039	1,372
Drainage Utility	-	-	-	-	-	234,413	1,256
Sub Total	\$ -	\$ 3,518,074	\$ 1,008,803	\$ 1,006,320	\$ -	\$ 11,732,698	\$ 48,844
General Capital Project Funds							
Park Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,400	\$ 420
2018 GO Capital Projects	-	-	-	-	-	608,587	5,293
2021 CO Capital Projects	7,031,035	-	1,008,803	2,515,799	3,524,750	15,359,361	61,817
Sub Total	\$ 7,031,035	\$ -	\$ 1,008,803	\$ 2,515,799	\$ 3,524,750	\$ 16,050,348	\$ 67,531
Corp Leased Park Funds							
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,393	\$ 16
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,393	\$ 16
HV Community Development Funds							
Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 543,659	\$ 2,051
HV CDC TXDot Mitigation	-	-	-	-	-	6,113	29
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 549,772	\$ 2,079
Totals	\$ 7,031,035	\$ 3,518,074	\$ 2,017,607	\$ 3,522,119	\$ 3,524,750	\$ 35,985,446	\$ 150,100

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 02/14/2023

SUBJECT: Conduct a Public Hearing and Consider Ordinance 2023-1300 adopting the Highland Village Comprehensive Plan Update “Our Village Our Vision” updating the City’s Comprehensive Plan pursuant to the Texas Local Government Code, including a Parks, Recreation and Open Space Master Plan Update, Trail System Master Plan Update, Opportunity Areas for Future Development, FM 407 Trail Corridor and Amenity Plan, and Thoroughfare Plan Update (1st of two reads)

PREPARED BY: Paul Stevens, City Manager

BACKGROUND:

After over a year long process, we are nearing the adoption of the Comprehensive Plan Update, “Our Village Our Vision.” Numerous meetings have been held with the public, property owners, focus groups. Park Board, Planning and Zoning Commission and City Council. The plan includes an update to the Comprehensive Plan; Parks, Recreation and Open Space Master Plan; Trail System Master Plan Update; Opportunity Areas and the FM 407 Trail Corridor and Amenity Plan.

While much of the time and energy has been spent on the Opportunity Area, there are several other important aspects of the overall plan. It is critical to have updated park and trail plans in order to seek grant funding for future capital projects.

A large component of the plan update is the FM 407 Corridor and Amenity Plan. The intent is to expand the trail system to include the FM 407 corridor with multi-modal uses (pedestrian, bicycles, golf carts) and connectivity between residential and commercial areas. The idea behind the plan is to create more visibility and activation of existing commercial centers (create a sense of place), which would attract people to various retail areas. Enhanced streetscapes and public spaces with experiential elements would be included.

IDENTIFIED NEEDS:

The current Comprehensive Plan was adopted in 1995 with amendments adopted in 1996 and 1997. The Parks, Recreation and Open Space Master Plan was adopted in 2008 and the Comprehensive Trail System Master Plan in 2011. Many factors have changed since that time necessitating updates.

OPTIONS AND RESULTS:

The Texas Local Government Code and Highland Village City Charter requires a public

hearing for modifying the Comprehensive Plan. This meeting will also serve as the first reading of the ordinance adopting the plans.

PROGRESS TO DATE:

Following is a list of the various groups that were engaged throughout the process:

Community Wide Engagement
Staff Leadership
City Staff and Mayor
Community Leadership: Mayor, City Council, Planning and Zoning Commission
Parks and Recreation Staff
Park Board
Focus Groups
Property Owners

BUDGETARY IMPACT/ORDINANCE CHANGE:

The ordinance will update all existing plans and add the FM 407 Trail Corridor and Amenity Plan (Village Connection).

RECOMMENDATION:

To approve the first read of Ordinance 2023-1300 adopting the Highland Village Comprehensive Plan Update “Our Village Our Vision” updating the City’s Comprehensive Plan, including a Parks, Recreation and Open Space Master Plan Update, Trail System Master Plan Update, Opportunity Areas for Future Development, FM 407 Trail Corridor and Amenity Plan, and Thoroughfare Plan Update.

[Our Village Our Vision Comprehensive Plan](#)

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2023-1300

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ADOPTING THE HIGHLAND VILLAGE COMPREHENSIVE PLAN UPDATE “OUR VILLAGE OUR VISION” UPDATING THE CITY OF HIGHLAND VILLAGE COMPREHENSIVE PLAN PURSUANT TO CHAPTER 213 OF THE TEXAS LOCAL GOVERNMENT CODE, INCLUDING A PARKS, RECREATION, AND OPEN SPACE MASTER PLAN UPDATE, TRAIL SYSTEM MASTER PLAN UPDATE, OPPORTUNITY AREAS FOR FUTURE DEVELOPMENT, FM 407 TRAIL CORRIDOR AND AMENITY PLAN, AND THOROUGHFARE PLAN UPDATE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 213 of the Texas Local Government Code, the City Council of the City of Highland Village, previously approved Ordinance No. 03-909 on March 25, 2003 adopting a comprehensive plan for the long term development of the City of Highland Village, Texas, (“the City”) titled *City of Highland Village Comprehensive Plan*, which has been amended by subsequent acts of the City Council (the original comprehensive plan and all subsequent amendments collectively referred to herein as “the Comprehensive Plan, as amended”); and

WHEREAS, as the City nears full build out and older areas of the City are being considered for re-development, the City Council found that it is prudent and in the public interest to review land use development trends within the City and, if necessary, amend and update the Comprehensive Plan, as amended, along with its various components including the Parks, Recreation and Open Space Master Plan, the Trail System Master Plan, and the Thoroughfare Plan; and

WHEREAS, in consultation with City staff, the Planning and Zoning Commission, and the City’s professional land planning consultants, and following numerous meetings and public hearings seeking and receiving input from City’s residents, business owners, developers, and other community stakeholders, an update to the Comprehensive Plan titled *Our Village Our Vision* has been developed and presented to the City Council for consideration; and

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Highland Village, in compliance with the laws of the State of Texas and the ordinances of the City of Highland Village, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the people within the City of Highland Village; and in the exercise of its legislative discretion, have concluded that the Comprehensive Plan, as amended, should be further amended and replaced by the *Our Village Our Vision*.

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

SECTION 1. The Comprehensive Plan, as amended, is hereby further amended in its entirety in accordance with Chapter 213 of the Texas Local Government Code to read as set forth in the document titled the *City of Highland Village Comprehensive Plan – Our Village Our Vision*, inclusive of all of its various components: (i) Parks, Recreation, and Open Space Master Plan

Update, (ii) Trail System Master Plan Update, (iii) Opportunity Areas for Future Development, (iv) FM 407 Trail Corridor And Amenity Plan, and (v) Thoroughfare Plan Update (collectively the "Our Village Our Vision Plan"), the original of which is and shall be retained in the Office of City Secretary and incorporated herein by reference to the number and date of this Ordinance.

SECTION 2. The City Council directs that all boards, commissions and the city staff utilize the information contained within the ***Our Village Our Vision Plan***, as amended from time to time, as a guideline upon which to base development decisions relating to property located within the City and to disseminate that information to all interested parties made subsequent to the effective date of this ordinance.

SECTION 3 Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, which shall remain in full force and effect.

SECTION 4. This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE FIRST READING, THIS THE 14TH DAY OF FEBRUARY 2023.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE SECOND READING, THIS THE _____ DAY OF _____ 2023.

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:2/6/2023:133503)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 02/14/2023

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

PREPARED BY: Doug Reim, Chief of Police

BACKGROUND:

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

IDENTIFIED NEED/S:

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

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

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

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

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

RECOMMENDATION:

Staff recommends acceptance of the annual Racial Profiling report for the period January 1 – December 31, 2022.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 02/14/2023

**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 14, 2023	Regular City Council Meeting - 7:00 pm
February 20, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
February 21, 2023	Planning & Zoning Commission Meeting – 7:00 pm
February 28, 2023	Regular City Council Meeting - 7:00 pm
March 2, 2023	Zoning Board of Adjust Meeting – 7:00 pm
March 14, 2023	Regular City Council Meeting - 7:00 pm
March 20, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
March 21, 2023	Planning & Zoning Commission Meeting – 7:00 pm
March 28, 2023	Regular City Council Meeting - 7:00 pm
April 6, 2023	Zoning Board of Adjust Meeting – 7:00 pm
April 7, 2023	City Offices Closed for the Good Friday Holiday
April 11, 2023	Regular City Council Meeting - 7:00 pm
April 17, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
April 18, 2023	Planning & Zoning Commission Meeting – 7:00 pm
April 25, 2023	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.