



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, AUGUST 8, 2023 at 6:00 P.M.

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

Convene Meeting in Open Session

1. Discuss the Utility Fund Budget and Follow Up Discussion on Special Revenue Funds and General Funds Budget for Fiscal Year 2023-2024
2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for August 8, 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)

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

4. Call Meeting to Order
5. Prayer led by Mayor Pro Tem Jon Kixmiller
6. Pledge of Allegiance to the U.S. and Texas flags led by Mayor Pro Tem Jon Kixmiller: *"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
8. **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.)*
9. **City Manager/Staff Reports**

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

CONSENT AGENDA

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

10. **Consider approval of Minutes of the Regular City Council Meeting held on July 25, 2023**
11. **Receive Budget Reports for Period ending June 30, 2023**
12. **Receive Investment Report for Quarter ending June 30, 2023**

ACTION AGENDA

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)**
14. **Consider Ordinance 2023-1304 amending the Highland Village Code of Ordinances, Chapter 12 “Offenses and Nuisances” by repealing Article 12.02 “Minors” relating to the City’s Juvenile Curfew Regulations (1st of two reads)**

15. Consider Ordinance 2023-1305 adopting Amendments to the Fiscal Year 2022-2023 Budget (*1st of two reads*)
16. Consider the Ad Valorem Tax Rate for Year 2023 and Set a Public Hearing Date on the Proposed Fiscal Year 2023-2024 Budget and Proposed Tax Rate
17. Consider Resolution 2023-3079 suspending the September 1, 2023 effective date of CoServ Gas, LTD's requested Rate Change; approving Cooperation with Other Cities in the CoServ Service Area Regarding the Hiring of Legal and Consulting Services to Negotiate with CoServ and Direct any Necessary Litigation and Appeals

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 4TH DAY OF AUGUST 2023 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 899-5132 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: 08/08/2023

**SUBJECT: Discuss the Utility Fund Budget and Follow Up Discussion on
the General Fund Budget for Fiscal Year 2023-2024**

PREPARED BY: Ken Heerman, Assistant City Manager

COMMENTS

City staff will present information on the Utility Fund Budget and will follow up on the General Fund Budget for Fiscal Year 2023-2024.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 7

MEETING DATE: 08/08/2023

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.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 08/08/2023

SUBJECT: Consider approval of Minutes of the Regular City Council Meeting held on July 25, 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 contact the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff can 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 July 25, 2023.



**MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, JULY 25, 2023**

EARLY WORK SESSION

Mayor Jaworski called the meeting to order at 6:03 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Mayor Pro Tem
	Kevin Cox	Councilmember
	Shawn Nelson	Councilmember
	Rhonda Hurst	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Deputy Mayor Pro Tem

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Jason Collier	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Brian Norton	Deputy Director of Parks & Trails
	Kim Lopez	Human Resources Director
	Heather Miller	Assistant Finance Director
	Mike McWhorter	Staff Accountant
	Laurie Mullens	Marketing & Communications Director

1. Discuss Special Revenue Funds and Follow Up Discussion on the General Fund Budget for Fiscal Year 2023-2024

Assistant City Manager Ken Heerman presented a budget overview for the Special Revenue Funds for the current fiscal year and projections for next fiscal year.

Debt Service Fund – A tax note is proposed for Fiscal Year 2024 to accommodate the purchase of large capital equipment, which is a short-term debt issuance limited to a seven (7) year maturity. Identified equipment was presented, along with projections through Fiscal Year 2029.

Corps Leased Parks Fund – Revenues are expected to grow in future years with the addition of the proposed cabins at Pilot Knoll Park. Fiscal Year 2024 includes expenditures for the following:

- Micro-paving roads at Pilot Knoll and Copperas Branch Parks - \$209,000
- Adding flex base at Copperas Branch Park - \$55,000

Drainage Utility Fund – Includes expenditures for the following:

- Storm Water Master Plan Update - \$77,000 (carried over from last year)
- Storm Sewer System General MS4 Permit Plan - \$14,000 (TCEQ requires every 5 years)
- Drainage Maintenance (detention /retention) Projects - \$138,000
- Collection Systems Maintenance - \$32,000
- Transfer to cover last year Capital purchase of skid steer - \$70,000
- RTV Replacement

A drainage fee increase is anticipated for Fiscal Year 2025 - 2026

Municipal Court, Park Development Fee, and Public Safety Funds were also reviewed with no significant changes.

HV Community Development Corporation - Mr. Heerman provided an update on current year projections and reported a favorable ending fund balance. Supplemental requests for next fiscal year include:

- Converting kitchen at Doubletree Ranch Park to a party room that is available for rentals - \$60,000
- Preliminary design services for FM 407 Village Connector - \$65,000
- Change to in-house mowing of trails and ROW, adding two (2) positions and initial essential equipment - \$9,362

Mr. Heerman also presented information on the proposed Fiscal Year 2023-2024 budget, including projections through Fiscal Year 2028. He added there are no new capital projects identified for Fiscal Year 2024. An update on park and street projects that were included in the 2018 General Obligation Bond Program and in the 2021 Bond Issuance was provided, along with future Capital Projects for Streets and Parks through Fiscal Year 2027.

Public Works Director Scott Kriston reviewed the following two (2) resident requested projects that were presented at the July 11, 2023 City Council meeting, and asked for direction from Council on these requests; these could be considered in conjunction with TxDOT future FM 2499 expansion:

- FM 2499 Turn Lane at Northwood - \$180,000
- Signal / Intersection Improvements at FM 2499 and Live Oak - \$210,000; this amount is an engineering and construction estimate to add a protected left turn for both east and west bound lanes

Councilmember Hurst asked if there was any data to support the need for the improvements at FM 2499 and Live Oak. Mr. Kriston reported only crash data that is collected internally and TxDOT traffic count data is available at this time. Councilmember Nelson suggested studying the issue to see if there are any alternatives. He added that with additional traffic and growth, this might warrant inclusion with the future FM 2499 expansion project. Councilmember Fiester asked the cost for a study, perhaps a lower impact signal study on the timing of the lights; Mr. Kriston reported that has not been costed yet, but he estimated \$50,000. Consensus is to request a study. City Manager Paul Stevens suggested discussing with TxDOT also to receive their input regarding a study; Mr. Kriston will contact TxDOT.

Mr. Heerman presented a calendar of upcoming budget related discussion/action, which will continue through August and September.

2. Receive a Presentation and Discuss the First Responders Monument Project

Parks and Recreation Director Lozano reported an item to approve the bid for the construction of the First Responders Monument Project was tabled at the July 11, 2023 City Council meeting, with Council requesting additional information. The project was a Mayor initiative to honor Highland Village residents and employees who served as first responders for Police, Fire and Dispatch. The project would have a similar look and feel to the Veterans monument. The proposed monument site is the circular area located just outside of the Police Department.

Renderings/concept plans and construction plans were presented. Mr. Lozano explained the project also includes expansion of the Veterans monument and amenity station upgrades. An itemized cost breakdown was presented; the project would be funded by the City's contingency funds. Councilmember Hurst asked if this would deplete the contingency fund. Mr. Heerman reported it would not and also explained there is still a fund balance in the budget so there would not be a shortage should Council wish to move forward with the project. Councilmembers voiced concerns of no prior discussion or input about the project until the July 11, 2023 Council meeting, why the project was not included as a supplemental in the current year budget or in next year's proposed budget, and lack of community input/engagement. Mayor Jaworski stated he spoke with friends and neighbors of a First Responders Monument prior to the May 2022 election and that he brought the idea forward to City staff over that summer, and then discussed the project further with City staff and the Police and Fire Chiefs. In the fall of 2022, McAdams provided preliminary design services, then bids were solicited/received and the project was brought for Council consideration at their previous meeting.

3. Receive a Presentation and Discuss the Use of Micro-Mobility Vehicles in Highland Village

Chief Reim reported the number of scooter riders grew near the end the last school year, with some scooter-related accidents occurring throughout the City. Shortly thereafter, a working group was created to address scooter safety and to review City ordinances relating to scooters. The working group consisted of members from the Police Department, Fire Department, Parks and Recreation Department, Marketing and Communications Department, and Council.

Upon meeting, Chief Reim reported it became apparent that micromobility vehicles should also be addressed, as it includes bicycles, e-bikes, electric skateboards and electric scooters. He provided an update on items discussed and reviewed by the working group, and stated they are asking Council for direction regarding helmets, specifically if they should be required, age, and use with which devices. Results of a recent safety survey of Highland Village residents was presented, indicating a higher percentage are in favor of requiring/recommending helmets for those using an electric scooter, electric bike or other micromobility device. The survey also showed a majority in favor of all people under eighteen (18) years wear a helmet when using a scooter, electric bike or other micromobility device.

Due to time constraints, Mayor Jaworski announced discussion on Agenda Item #3 would continue during Late Work Session.

4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for July 25, 2023

No items were discussed.

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

CLOSED SESSION

Council convened into Closed Session at 7:37 p.m.

5. Hold a Closed Meeting in accordance with the following Sections of the Texas Government Code:

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

Council concluded Closed Session at 8:00 p.m.; Early Work Session was immediately adjourned.

OPEN SESSION

6. Call Meeting to Order

Mayor Jaworski called the meeting to order at 8:05 p.m.

Roll Call

Present:	Daniel Jaworski	Mayor
	Jon Kixmiller	Mayor Pro Tem
	Kevin Cox	Councilmember
	Shawn Nelson	Councilmember
	Rhonda Hurst	Councilmember
	Robert Fiester	Councilmember
	Brian A. Fiorenza	Deputy Mayor Pro Tem

Staff Members:	Paul Stevens	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Jason Collier	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Brian Norton	Deputy Director of Parks & Trails
	Kim Lopez	Human Resources Director
	Laurie Mullens	Marketing & Communications Director

7. Prayer led by Mayor Daniel Jaworski

Mayor Jaworski gave the invocation.

8. Pledge of Allegiance to the U.S. and Texas flags led by Mayor Daniel Jaworski

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

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

With school starting on August 9, Mayor Jaworski reminded everyone to be aware of school zones.

- **Swearing In Ceremony for Officer Todd Spillman**

Chief Reim swore in Officer Todd Spillman.

10. **Visitor Comments**

Tammy Thigpen (482 Sellmeyer Lane) – Ms. Thigpen voiced concern on the cost of the First Responders Monument project. With increase in tax revenue deemed necessary to maintain standard of life, she stated proper fiscal responsibility is to scrap the monument and to save the money. Ms. Thigpen stated she is for our first responders being recognized, but has heard Highland Village is a training ground where first responders move on to work in other cities. She further stated that, if asked, first responders would appreciate an increase in pay, vests and guns that allow them to keep Highland Village the third safest, rather than a granite monument.

Jean Bassinger (210 Edgewood Drive) – Mrs. Bassinger stated it was great to hear the conversation and dialogue exchange taking place during Early Work Session relating to the First Responders Monument. She stated she is opposed to accepting the contract for the project, but not opposed to honoring first responders. Rather she is opposed to how the project came to be and that this seems to be a pattern she noticed a long time ago, and referenced the Transit Oriented Development (TOD) near her neighborhood where plans were made behind closed doors and only revealed to the citizens as was necessary. Mrs. Bassinger added that this situation was done backwards, rather than going to the citizens first and also getting feedback from first responders. Moving forward, she voiced concern that a contract for the project was just made public to Council, residents and first responders two (2) weeks ago. She added that the same thing is happening with the parking issue at The Shops. Mrs. Bassinger stated she did not have an issue with the parking; however, she read in the paper that there are parking spots that are going to be put in, and a road being put in. She voiced concern that information is being put out to the public, and then stating it has to get accepted by the Planning & Zoning Commission, then the citizens are the last to know. She pointed out this is backwards, and what is being done is the same as what is happening with federal and state government by deciding things behind closed doors.

Cindy Richter (3408 Wimbledon Drive) – Ms. Richter stated she admires the thought of creating a First Responders Monument, but feels the cost is too high and that these funds could be used for supplies. She suggested getting citizens involved to hold a fundraiser to fund the project.

Jimmy Bassinger (210 Edgewood Drive) – Mr. Bassinger voiced concern regarding the money already spent for engineering and architectural services relating to the First Responders Monument without Council approval/knowledge and is a bad precedent. He

also stated first responders in Highland Village have legitimate needs for equipment. He added there is a lot of satisfaction and recognition that comes with the jobs, and that just because other cities have memorials does not mean every city has to have one. With recent discussion regarding the lack of future revenue, he stated expenses need to be looked at very closely moving ahead, especially with a project that will have ongoing associated costs. If the citizens were interested in a memorial, he suggested the citizens take up private funding to cover the cost of the memorial. He added that he would like the City to live within its budget and to take care of basic needs, to keep taxes low so he can continue to live here, and to provide the current first responders with the equipment and salary they need to keep the citizens of Highland Village safe.

Gayle Nurre (4003 Brooks Court) – Ms. Nurre responded with “ditto” when called upon to speak.

Shawn Vernon (212 Edgewood Drive) – Regarding the First Responders Memorial project, Mr. Vernon stated he thinks the project is a good idea but voiced concern that the cost for the irrigation is too high and recommended having outside voices, other outside business owners or residents review the contracts. Regarding scooter safety, Mr. Vernon stated safety is paramount. He added that when it comes to any fines, you cannot govern the State of Texas and that we can only govern ourselves. He added that if a resident from a neighboring city uses a public pathway through Highland Village and were to receive a fine for not wearing a helmet, it is absurd to think the parent would pay the fine.

Jessica Escue (1870 Juniper Lane, Lewisville) – Ms. Escue reported there are ducks living at Unity Park and that children have harassed some. She also reported some of the ducks are injured due to hooks and/or fishing line left behind at the pond. Ms. Escue shared a recent incident involving an injured duck that she was able to recover and provide for emergency veterinary services to treat an injury. Because the City’s animal control staff cited that the ducks living at Unity Park are considered wildlife, Ms. Escue stated she was denied assistance by the City to catch the duck. Once the duck was caught, she reported treatment was initially refused on the pretext that the duck has been living as a wild animal. Therefore, she claimed the duck as her pet so the duck could receive treatment for removal to two actively-lined fishhooks, one from the ducks bill and a second hook in the ducks crop. Ms. Escue requested the City apply for a federal depredation permit allowing the removal of the ducks, which would allow for lawful and safe relocations. She also requested the City temporarily suspend fishing at the pond until this could occur, and to also enforce valid fishing permits and ensure underage children are supervised while fishing at Unity Park.

11. City Manager/Staff Reports

City Manager Paul Stevens provided the following information:

- Residents interested in serving on one of the City’s boards/commissions should submit an application to the city secretary’s office or online through the City’s website by July 31.
- The Highland Village Road entrance to northbound I-35E is now open.
- Work will begin soon on replacement of the sanitary sewer line at Highland Village Road and Edgewood; crews will mobilize later this week to start on replacing water lines in the Village Estates area.
- Facility security upgrades are taking place at city hall; the contractor is currently working on installing some new security measures in the Municipal Court/Utility Billing area. Once that work is complete, the contractor will move to the Community Services side.

- **Presentation of the Nonprofit of the Year Video**

The 2022 Nonprofit of the Year video was shown. Lovepacs Lewisville was selected as the 2022 Nonprofit of the Year during the joint Highland Village Business Association and Flower Mound and Lewisville Area Chambers of Commerce luncheon.

CONSENT AGENDA

12. **Consider approval of Minutes of the Regular City Council Meeting held on July 11, 2023**
13. **Consider Ordinance 2023-1303 amending the City's Comprehensive Zoning Ordinance and Zoning Map by amending the Development and Use Regulations relating to Signage Criteria for the Building located on Lot 3R, Block A, The District of Highland Village, commonly known as 2570 Justin Road, Building C (2nd and final read)**
14. **Consider Resolution 2023-3077 authorizing Task Orders with SAZ Infrastructure for Concrete Pavement Repairs**
15. **Consider Resolution 2023-3078 receiving an Annual Report from the Highland Village Community Development Corporation and approving the Annual Updates to the Facilities Development Capital Improvement Program (FDCIP)**

Motion by Mayor Pro Tem Kixmiller, seconded by Councilmember Fiester, to approve Consent Agenda Items #12 through #15. Motion carried 7-0.

ACTION AGENDA

16. **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.

17. **Consider Resolution 2023-3076 authorizing a Contract for Construction Services with C. Green Scaping, LP for the First Responders Monument Project
FAILED (1 – 7)**

Parks and Recreation Director Lozano reported Council tabled this item at their July 11, 2023 meeting, and requested additional information. Mr. Lozano reported the park amenity station at the Municipal Center needs to be updated with new features and landscape and would include the addition of a First Responders Monument. The project includes:

- Installation of the First Responders Monument
- Installation of new landscape and lighting
- Installation of new site amenities to include picnic tables, benches, and trash receptacles
- Modification of the Veterans Memorial site to allow for expansion

Councilmember Fiester stated the project is not simply a First Responders Monument, rather other items are also included with the project, and asked for a break out of the other items and asked if it is possible to include those as a Supplemental Request. Mr. Lozano explained the modifications of the Veterans Memorial site is also included and would provide for a pathway behind the Veterans Memorial that would allow the opportunity to place more honoree plaques on the back of the existing stones. This would also allow for additional stones as well.

If the First Responders Monument were not approved, Mayor Jaworski asked about the other items included with the project. Mr. Lozano reported staff could look at including the new landscaping with future landscape projects and that the proposed new site amenities could be included with a future bond package that would also address the remaining four (4) amenity stations. He added that since this is all located on the trail system, it could even be part of a trail initiative. Mr. Lozano stated he is most concerned with space availability on the Veterans Monument.

Motion by Councilmember Fiester, seconded by Mayor Jaworski, to approve Resolution 2023-3076 authorizing a contract for construction services with C. Green Scaping, LP for the First Responders Monument Project. Motion failed with the following 1-7 vote:

Ayes – Jaworski

Nays – Nelson, Cox, Kixmiller, Fiester, Fiorenza and Hurst

LATE WORK SESSION

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

Councilmember Hurst requested a discussion or presentation regarding what is being done to address pedestrian/driver safety and traffic control during The Cheesecake Factory construction, as dumpsters are in front of the businesses and there is no signage letting people know alternate pathways.

Mayor Pro Tem Kixmiller requested Animal Control Officer Fiddes receive the information provided by Ms. Escue during tonight's Visitor Comments.

Mayor Jaworski announced that due to time constraints, continuation of Early Work Session would now resume, with Council returning to the Training Room to continue their discussion on Agenda Item #3.

- 3. Receive a Presentation and Discuss the Use of Micro-Mobility Vehicles in Highland Village**

Chief Reim presented a proposed fine schedule, which would be enforceable even if a violation occurred by someone that resides outside of Highland Village. The violation would be a Class C and could be addressed through the Highland Village Municipal Court.

Chief Reim reported he would like to replace the City's current scooter ordinance with a micromobility ordinance. The following are items still needing to be addressed with the working group:

- Definitions

- Penalties
- Combining or Adding additional City ordinances within the micromobility ordinance, including golf carts in the future and clean up to keep all related topics together within the Code of Ordinances
- Draft ordinance to be presented to City Attorney
- Presentation to Council with two (2) reads to follow – a draft will be provided to Council ahead of this to receive their feedback/comments

A future education/safety course would cover rules of the road, and would be presented at all Highland Village schools, reaching approximately 2,100 students. Chief Reim reported a follow up safety course would initially be offered monthly and then quarterly thereafter.

Regarding helmets, Chief Reim recommended requiring helmets for ages 17 and under. He will check on the different categories/ratings for helmets in order to determine what would be appropriate. The education process regarding the use/requirement to wear a helmet would be a high priority in relation to helmet enforcement. Regarding helmets, Mayor Pro Tem Kixmiller reminded everyone to think of various scenarios when they review future ordinance draft(s). As an example, he used a three (3) year old on a push scooter, as a push scooter is considered a micromobility device. With that, he suggested only making helmets mandatory when using electric vehicles.

An item will also be included to address number of riders allowed on a bike or scooter as being limited to the number of riders designed for the device.

Aside from golf carts, devices will be allowed on sidewalks/trails with roadway use limited to what is allowed by state law.

Mr. Lozano added there will also be signage, wayfinding, and trail markers to be developed later to help with this initiative as well.

19. Adjournment

Mayor Jaworski adjourned the meeting at 9:33 p.m.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 08/08/2023

SUBJECT: Receive Budget Reports for Period Ending June 30, 2023

PREPARED BY: Mike McWhorter, Budget & Accounting Administrator

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 June represents the ninth 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 June 30, 2023.

General Fund Summary

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 13,167,831	\$ (50,895)	100%
Sales Tax	3,643,905	3,643,905	2,190,648	(1,453,257)	60%
Franchise Fees	1,543,490	1,543,490	810,026	(733,464)	52%
Licensing & Permits	343,945	343,945	195,592	(148,353)	57%
Park/Recreation Fees	173,800	173,800	109,007	(64,793)	63%
Public Safety Fees	685,913	685,913	579,191	(106,722)	84%
Rents	179,919	179,919	136,024	(43,895)	76%
Municipal Court	91,800	91,800	84,793	(7,007)	92%
Interest Income	146,160	146,160	352,924	206,764	241%
Miscellaneous	249,500	249,500	227,933	(21,567)	91%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 17,853,967	\$ (2,423,191)	88%

Other Sources

Transfers In	\$ 534,000	\$ 534,000		\$ (534,000)	0%
Sale of Assets	\$ -		\$ 21,200	\$ 21,200	0%

Total Available Resources	\$ 20,811,158	\$ 20,811,158	\$ 17,875,167	\$ (2,936,000)	
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 612,372	\$ 612,372	\$ 543,481	\$ 68,891	89%
Finance (includes Mun. Court)	1,431,563	1,431,563	1,110,350	321,214	78%
Human Resources	608,654	608,654	358,607	250,047	59%
City Secretary Office	456,383	456,383	319,944	136,439	70%
Information Services	1,254,727	1,254,727	902,978	351,749	72%
Marketing and Communications	454,086	454,086	349,930	104,156	77%
Police	5,811,852	5,811,852	3,858,610	1,953,242	66%
Fire	3,381,562	3,381,562	2,300,269	1,081,293	68%
Community Services	385,049	385,049	312,166	72,883	81%
Streets/Drainage	1,640,845	1,640,845	970,785	670,061	59%
Maintenance	2,175,296	2,175,296	1,381,378	793,918	64%
Parks	2,529,285	2,529,285	1,713,977	815,308	68%
Recreation	601,065	601,065	368,007	233,057	61%
Total Expenditures	\$ 21,342,739	\$ 21,342,739	\$ 14,490,481	\$ 6,852,258	68%

Capital Summary

(Included in totals above - summary information only)

Equipment Replacement	\$ 390,900	\$ 390,900	\$ 96,669	\$ 294,231	25%
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Other Uses

Transfers Out	\$ 16,000	\$ 16,000		16,000	0%
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Total Expenditures	\$ 21,358,739	\$ 21,358,739	\$ 14,490,481	\$ 6,868,258	
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Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	7,077,867	8,228,716	8,228,716
+ Net Increase (Decrease)	(547,581)	(547,581)	3,384,686
Ending Fund Balance	\$ 6,530,286	\$ 6,530,286	\$ 11,613,402

General Fund Expenditure Summary

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 14,632,172	\$ 14,632,172	\$ 10,179,958	\$ 4,452,214	70%
Services / Supplies	6,319,667	6,319,667	4,213,855	2,105,812	67%
Capital	390,900	390,900	96,669	294,231	25%
	\$ 21,342,739	\$ 21,342,739	\$ 14,490,481	\$ 6,852,258	68%

- - - Detail - - -

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

<i>Salaries / Wages</i>	\$ 10,354,377	\$ 10,354,377	\$ 7,243,903	\$ 3,110,474	70%
<i>Employee Benefits</i>	4,277,796	4,277,796	2,936,055	1,341,741	69%
Total Personnel	\$ 14,632,172	\$ 14,632,172	\$ 10,179,958	\$ 4,452,214	70%

Services / Supplies

<i>Professional Services</i>	\$ 2,009,115	\$ 2,009,115	\$ 1,627,670	\$ 381,445	81%
<i>Employee Development</i>	385,511	385,511	207,241	178,270	54%
<i>Office Supplies / Equipment</i>	1,969,182	1,969,182	1,332,882	636,300	68%
<i>Utilities</i>	406,410	406,410	232,819	173,591	57%
<i>Other</i>	1,549,449	1,549,449	813,243	736,206	52%
Total Services / Supplies	\$ 6,319,667	\$ 6,319,667	\$ 4,213,855	\$ 2,105,812	67%

Capital

<i>Equipment / Vehicles</i>	\$ 390,900	\$ 390,900	\$ 96,669	\$ 294,231	25%
Total Capital	\$ 390,900	\$ 390,900	\$ 96,669	\$ 294,231	25%

Total General Fund Expenditure Summary	\$ 21,342,739	\$ 21,342,739	\$ 14,490,481	\$ 6,852,258	68%
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General Fund Revenue

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 13,218,726	\$ 13,218,726	\$ 13,167,831	\$ (50,895)	100%
Sales Tax	3,643,905	3,643,905	2,190,648	(1,453,257)	60%
Franchise Fees	1,543,490	1,543,490	810,026	(733,464)	52%
Licensing & Permits	343,945	343,945	195,592	(148,353)	57%
Park/Recreation Fees	173,800	173,800	109,007	(64,793)	63%
Public Safety Fees	685,913	685,913	579,191	(106,722)	84%
Rents	179,919	179,919	136,024	(43,895)	76%
Municipal Court	91,800	91,800	84,793	(7,007)	92%
Interest Income	146,160	146,160	352,924	206,764	241%
Miscellaneous	249,500	249,500	227,933	(21,567)	91%
Total Revenues	\$ 20,277,158	\$ 20,277,158	\$ 17,853,967	\$ (2,423,191)	88%

City Manager Office FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 392,754	\$ 392,754	\$ 321,568	\$ 71,186	82%
Services / Supplies	219,618	219,618	221,913	(2,295)	101%
Capital	-	-	-	-	0%
	\$ 612,372	\$ 612,372	\$ 543,481	\$ 68,891	89%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 315,900	\$ 315,900	\$ 252,835	\$ 63,065	80%
<i>Employee Benefits</i>	76,853	76,853	68,732	8,121	89%
Total Personnel	\$ 392,754	\$ 392,754	\$ 321,568	\$ 71,186	82%
Services / Supplies					
<i>Professional Services</i> <i>(City-wide legal - \$98,500)</i>	\$ 148,500	148,500	\$ 205,153	\$ (56,653)	138%
<i>Employee Development</i>	15,100	15,100	7,479	7,622	50%
<i>Supplies / Equipment</i>	5,730	5,730	5,022	708	88%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency + Data Processing)</i>	50,288	50,288	4,260	46,028	8%
Total Services / Supplies	\$ 219,618	\$ 219,618	\$ 221,913	\$ (2,295)	101%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total City Manager	\$ 612,372	\$ 612,372	\$ 543,481	\$ 68,891	89%

Finance Department

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 923,680	\$ 923,680	\$ 694,907	\$ 228,773	75%
Services / Supplies	507,883	507,883	415,442	92,441	82%
Capital	-	-	-	-	0%
	\$ 1,431,563	\$ 1,431,563	\$ 1,110,350	\$ 321,214	78%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 677,246	\$ 677,246	\$ 505,356	\$ 171,891	75%
<i>Employee Benefits</i>	246,434	246,434	189,552	56,883	77%
Total Personnel	\$ 923,680	\$ 923,680	\$ 694,907	\$ 228,773	75%
Services / Supplies					
<i>Professional Services</i> (City-wide liability insurance - \$184,223 / DCAD - \$97,000)	\$ 465,083	465,083	\$ 398,261	\$ 66,822	86%
<i>Employee Development</i>	13,794	13,794	9,880	3,914	72%
<i>Supplies / Equipment</i>	7,757	7,757	4,463	3,294	58%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Data Processing Equipment + Supplies)</i>	21,249	21,249	2,838	18,411	0%
Total Services / Supplies	\$ 507,883	\$ 507,883	\$ 415,442	\$ 92,441	82%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Finance Department	\$ 1,431,563	\$ 1,431,563	\$ 1,110,350	\$ 321,214	78%

Human Resources

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 444,243	\$ 444,243	\$ 280,362	\$ 163,881	63%
Services / Supplies	164,411	164,411	78,245	86,166	48%
Capital	-	-	-	-	0%
	\$ 608,654	\$ 608,654	\$ 358,607	\$ 250,047	59%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 336,772	\$ 336,772	\$ 208,879	\$ 127,893	62%
<i>Employee Benefits</i>	107,471	107,471	71,483	35,988	67%
Total Personnel	\$ 444,243	\$ 444,243	\$ 280,362	\$ 163,881	63%
Services / Supplies					
<i>Professional Services</i>	\$ 77,610	\$ 77,610	\$ 38,634	\$ 38,976	50%
<i>Employee Development</i>	72,901	72,901	38,378	34,523	53%
<i>Supplies / Equipment</i>	1,475	1,475	570	905	39%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	12,425	12,425	663	11,762	5%
Total Services / Supplies	\$ 164,411	\$ 164,411	\$ 78,245	\$ 86,166	48%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Human Resources	\$ 608,654	\$ 608,654	\$ 358,607	\$ 250,047	59%

City Secretary Office

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 274,043	\$ 274,043	\$ 208,546	\$ 65,497	76%
Services / Supplies	182,340	182,340	111,398	70,942	61%
Capital	-	-	-	-	-
	\$ 456,383	\$ 456,383	\$ 319,944	\$ 136,439	70%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 188,563	\$ 188,563	\$ 144,118	\$ 44,445	76%
<i>Employee Benefits</i>	85,480	85,480	64,428	21,052	75%
Total Personnel	\$ 274,043	\$ 274,043	\$ 208,546	\$ 65,497	76%

Services / Supplies					
<i>Professional Services</i>	\$ 53,900	\$ 53,900	\$ 17,021	\$ 36,879	32%
<i>Employee Development</i> <i>(City Council related \$42,704)</i>	59,639	59,639	35,200	24,439	59%
<i>Supplies / Equipment</i>	16,301	16,301	6,677	9,624	41%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	52,500	52,500	52,500	-	100%
Total Services / Supplies	\$ 182,340	\$ 182,340	\$ 111,398	\$ 70,942	61%

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

Total City Secretary Office	\$ 456,383	\$ 456,383	\$ 319,944	\$ 136,439	70%
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Information Services

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 794,436	\$ 794,436	\$ 590,821	\$ 203,615	74%
Services / Supplies	460,291	460,291	312,158	148,133	68%
Capital	-	-	-	-	0%
	\$ 1,254,727	\$ 1,254,727	\$ 902,978	\$ 351,749	72%

- - - Detail - - -

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

Salaries / Wages	\$ 596,234	\$ 596,234	\$ 441,593	\$ 154,641	74%
Employee Benefits	198,202	198,202	149,228	48,975	75%
Total Personnel	\$ 794,436	\$ 794,436	\$ 590,821	\$ 203,615	74%

Services / Supplies

Professional Services	\$ 197,464	197,464	\$ 171,765	\$ 25,699	87%
Employee Development	27,270	27,270	6,411	20,859	24%
Supplies / Equipment	3,760	3,760	615	3,145	16%
Utilities	115,260	115,260	21,849	93,411	19%
Other (Data Processing)	116,537	116,537	111,517	5,020	96%
Total Services / Supplies	\$ 460,291	\$ 460,291	\$ 312,158	\$ 148,133	68%

Capital

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

Total City Information Services	\$ 1,254,727	\$ 1,254,727	\$ 902,978	\$ 351,749	72%
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Marketing and Communications FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 337,083	\$ 337,083	\$ 258,562	\$ 78,521	77%
Services / Supplies	117,003	117,003	91,368	25,635	78%
Capital	-	-	-	-	0%
	\$ 454,086	\$ 454,086	\$ 349,930	\$ 104,156	77%

- - - Detail - - -

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

Salaries / Wages	\$ 240,215	\$ 240,215	\$ 185,681	\$ 54,534	77%
Employee Benefits	96,869	\$ 96,869	72,881	23,987	75%
Total Personnel	\$ 337,083	\$ 337,083	\$ 258,562	\$ 78,521	77%

Professional Services	\$ 83,808	\$ 83,808	\$ 68,160	\$ 15,648	81%
Employee Development	6,845	6,845	2,244	4,601	33%
Supplies / Equipment	-	-	-	-	0%
Utilities	-	-	-	-	0%
Other (Special Events)	26,350	26,350	20,964	5,386	80%
Total Services / Supplies	\$ 117,003	\$ 117,003	\$ 91,368	\$ 25,635	78%

Capital

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

Total Marketing and Communications	\$ 454,086	\$ 454,086	\$ 349,930	\$ 104,156	77%
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Police Department

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 5,229,121	\$ 5,229,121	\$ 3,413,402	\$ 1,815,719	65%
Services / Supplies	572,731	572,731	445,208	127,523	78%
Capital	10,000	10,000	-	10,000	0%
	\$ 5,811,852	\$ 5,811,852	\$ 3,858,610	\$ 1,953,242	66%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 3,753,300	3,753,300	\$ 2,494,759	\$ 1,258,542	66%
<i>Employee Benefits</i>	1,475,821	1,475,821	918,643	557,178	62%
Total Personnel	\$ 5,229,121	\$ 5,229,121	\$ 3,413,402	\$ 1,815,719	65%

Services / Supplies					
<i>Professional Services</i>	\$ 289,454	\$ 289,454	\$ 260,416	\$ 29,038	90%
<i>Employee Development</i>	45,339	45,339	31,846	13,493	70%
<i>Supplies / Equipment</i>	130,091	130,091	75,215	54,876	58%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$91,542)</i>	107,847	107,847	77,732	\$ 30,115	72%
Total Services / Supplies	\$ 572,731	\$ 572,731	\$ 445,208	\$ 127,523	78%

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	\$ 3,858,610	\$ 1,953,242	66%
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Fire Department FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,966,826	\$ 2,966,826	\$ 2,063,167	\$ 903,659	70%
Services / Supplies	414,736	414,736	237,102	177,634	57%
Capital	-	-	-	-	0%
	\$ 3,381,562	\$ 3,381,562	\$ 2,300,269	\$ 1,081,293	68%

- - - Detail - - -

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

Salaries / Wages	\$ 2,029,874	2,029,874	\$ 1,428,622	\$ 601,252	70%
Employee Benefits	936,952	936,952	634,544	302,407	68%
Total Personnel	\$ 2,966,826	\$ 2,966,826	\$ 2,063,167	\$ 903,659	70%

Services / Supplies

Professional Services	\$ 130,011	\$ 130,011	\$ 105,472	\$ 24,539	81%
Employee Development (Training - \$52,950)	68,490	68,490	43,507	24,983	64%
Supplies / Equipment	172,585	172,585	80,585	92,000	47%
Utilities	1,850	1,850	1,291	559	70%
Other (Safety Programs)	41,800	41,800	6,249	35,551	15%
Total Services / Supplies	\$ 414,736	\$ 414,736	\$ 237,102	\$ 177,634	57%

Capital

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

Total Fire Department	\$ 3,381,562	\$ 3,381,562	\$ 2,300,269	\$ 1,081,293	68%
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Community Services

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 351,104	\$ 351,104	\$ 267,605	\$ 83,499	76%
Services / Supplies	33,945	33,945	44,561	(10,616)	131%
Capital	-	-	-	-	0%
	\$ 385,049	\$ 385,049	\$ 312,166	\$ 72,883	81%

- - - Detail - - -

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

Salaries / Wages	\$ 250,628	250,628	\$ 186,585	\$ 64,043	74%
Employee Benefits	100,476	100,476	81,020	19,456	81%
Total Personnel	\$ 351,104	\$ 351,104	\$ 267,605	\$ 83,499	76%

Services / Supplies

Professional Services	\$ 8,000	8,000	\$ 31,803	(23,803)	398%
Employee Development	16,852	16,852	8,478	8,374	50%
Supplies / Equipment	9,093	9,093	4,280	4,813	47%
Utilities	-	-	-	-	0%
Other	-	-	-	-	0%
Total Services / Supplies	\$ 33,945	\$ 33,945	\$ 44,561	\$ (10,616)	131%

Capital

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

Total Building Operations	\$ 385,049	\$ 385,049	\$ 312,166	\$ 72,883	81%
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Streets Division

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 861,548	\$ 861,548	\$ 613,041	\$ 248,508	71%
Services / Supplies	779,297	779,297	357,744	421,553	46%
Capital	-	-	-	-	0%
	\$ 1,640,845	\$ 1,640,845	\$ 970,785	\$ 670,061	59%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 593,300	\$ 593,300	\$ 416,571	\$ 176,728	70%
<i>Employee Benefits</i>	268,249	268,249	196,469	71,779	73%
Total Personnel	\$ 861,548	\$ 861,548	\$ 613,041	\$ 248,508	71%
Services / Supplies					
<i>Professional Services</i>	\$ 77,816	77,816	\$ 15,908	\$ 61,908	20%
<i>Employee Development</i>	12,981	12,981	3,769	9,212	29%
<i>Supplies / Equipment</i>	60,850	60,850	16,635	44,215	27%
<i>Utilities (Streetlights)</i>	86,000	86,000	67,356	18,644	78%
<i>Other (Street Maintenance)</i>	541,650	541,650	254,075	287,575	47%
Total Services / Supplies	\$ 779,297	\$ 779,297	\$ 357,744	\$ 421,553	46%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Streets	\$ 1,640,845	\$ 1,640,845	\$ 970,785	\$ 670,061	59%

Maintenance Division

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 402,114	\$ 402,114	\$ 297,758	\$ 104,356	74%
Services / Supplies	1,576,282	1,576,282	1,083,620	492,662	69%
Capital	196,900	196,900	-	196,900	0%
	\$ 2,175,296	\$ 2,175,296	\$ 1,381,378	\$ 793,918	64%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 273,056	273,056	\$ 202,100	\$ 70,957	74%
<i>Employee Benefits</i>	129,057	129,057	95,658	33,399	74%
Total Personnel	\$ 402,114	\$ 402,114	\$ 297,758	\$ 104,356	74%
Services / Supplies					
<i>Professional Services</i>	\$ 80,260	\$ 80,260	\$ 56,426	\$ 23,834	70%
<i>Employee Development</i>	3,340	3,340	1,527	1,813	46%
<i>Supplies / Equipment</i>	1,200,204	1,200,204	910,160	290,044	76%
<i>Utilities</i>	70,000	70,000	58,356	11,644	83%
<i>Other (Capital Lease Payments)</i>	222,478	222,478	57,151	\$ 165,327	0%
Total Services / Supplies	\$ 1,576,282	\$ 1,576,282	\$ 1,083,620	\$ 492,662	69%
Capital					
<i>Equipment / Vehicles</i>	196,900	196,900	-	196,900	0%
Total Capital	\$ 196,900	\$ 196,900	\$ -	\$ 196,900	0%
Total Maintenance	\$ 2,175,296	\$ 2,175,296	\$ 1,381,378	\$ 793,918	64%

Parks Division

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,448,044	\$ 1,448,044	\$ 1,030,040	\$ 418,003	71%
Services / Supplies	917,241	917,241	587,268	329,973	64%
Capital	<u>164,000</u>	<u>164,000</u>	<u>96,669</u>	<u>67,331</u>	<u>59%</u>
	\$ 2,529,285	\$ 2,529,285	\$ 1,713,977	\$ 815,308	68%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 937,220	<u>937,220</u>	\$ 671,986	\$ 265,234	72%
<i>Employee Benefits</i>	<u>510,823</u>	<u>510,823</u>	<u>358,054</u>	<u>152,769</u>	<u>70%</u>
<i>Total Personnel</i>	\$ 1,448,044	\$ 1,448,044	\$ 1,030,040	\$ 418,003	71%

Services / Supplies

<i>Professional Services</i>	\$ 397,209	\$ 397,209	\$ 258,777	\$ 138,432	65%
<i>Employee Development</i>	28,465	28,465	15,163	13,302	53%
<i>Supplies / Equipment</i>	356,686	356,686	228,195	128,491	64%
<i>Utilities</i>	133,300	133,300	83,967	49,333	63%
<i>Other</i>	<u>1,581</u>	<u>1,581</u>	<u>1,165</u>	<u>416</u>	<u>74%</u>
<i>Total Services / Supplies</i>	\$ 917,241	\$ 917,241	\$ 587,268	\$ 329,973	64%

Capital

<i>Equipment / Vehicles</i>	164,000	164,000	96,669	67,331	59%
<i>Total Capital</i>	164,000	164,000	96,669	67,331	59%

Total Parks	\$ 2,529,285	\$ 2,529,285	\$ 1,713,977	\$ 815,308	68%
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Recreation Division FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 207,176	\$ 207,176	\$ 140,180	\$ 66,996	68%
Services / Supplies	373,889	373,889	227,828	146,061	61%
Capital	20,000	20,000	-	20,000	0%
	\$ 601,065	\$ 601,065	\$ 368,007	\$ 233,057	61%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 162,068	\$ 162,068	\$ 104,818	\$ 57,250	65%
<i>Employee Benefits</i>	45,108	45,108	35,362	9,746	78%
<i>Total Personnel</i>	\$ 207,176	\$ 207,176	\$ 140,180	\$ 66,996	68%
Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ (127)	\$ 127	0%
<i>Employee Development</i>	14,495	14,495	3,360	11,135	23%
<i>Supplies / Equipment</i>	4,650	4,650	465	4,185	10%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	354,744	354,744	224,129	130,615	63%
<i>Total Services / Supplies</i>	\$ 373,889	\$ 373,889	\$ 227,828	\$ 146,061	61%
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	\$ 368,007	\$ 233,057	61%

Equipment Replacement / Capital Schedule

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	-	-	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	96,669	67,331	59%
City Recreation Capital Outlay	20,000	20,000	-	20,000	0%
Total Expenditures	\$ 390,900	\$ 390,900	\$ 96,669	\$ 294,231	25%

Utility Fund Revenues

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired	75.0%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (189,000)	\$ (189,000)	\$ (134,825)	\$ (54,175)	71%
<i>Charges / Penalties</i>	88,250	88,250	57,720	30,530	65%
Total Fees	\$ (100,750)	\$ (100,750)	\$ (77,105)	\$ (23,645)	77%

Licenses & Permits

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

Charges for Services

<i>Water Sales</i>	\$ 5,483,922	\$ 5,483,922	\$ 3,340,956	\$ 2,142,966	61%
<i>Sewer Sales</i>	4,626,689	4,626,689	3,191,018	1,435,671	69%
<i>Inspection Fees</i>	4,000	4,000	670	3,330	17%
Total Charges for Service	\$ 10,114,611	\$ 10,114,611	\$ 6,532,644	\$ 3,581,967	65%

Interest

<i>Interest (Operations)</i>	\$ 68,000	\$ 68,000	\$ 213,494	\$ (145,494)	314%
<i>Interest (Capital Projects)</i>	6,000	6,000	33,733	(27,733)	562%
Total Interest	\$ 74,000	\$ 74,000	\$ 247,227	\$ (173,227)	334%

Impact Fees

<i>Impact Fees</i>	\$ 50,000	\$ 50,000	\$ 10,896	\$ 39,104	22%
Total Impact Fees	\$ 50,000	\$ 50,000	\$ 10,896	\$ 39,104	22%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 7,399	\$ (2,399)	148%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 7,399	\$ (2,399)	148%

Total Utility Fund Revenues	\$ 10,142,861	\$ 10,142,861	\$ 6,721,061	\$ 3,421,800	66%
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Utility Division

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired **75.0%**

- - - Summary - Operations - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,818,060	\$ 1,818,060	\$ 1,374,140	\$ 443,920	76%
Services / Supplies	6,837,971	6,837,971	4,579,546	2,258,425	67%
Capital	20,000	20,000	110,749	(90,749)	554%
Total Utility Division	\$ 8,676,032	\$ 8,676,032	\$ 6,064,436	\$ 2,611,596	70%

- - - Detail - Operations - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	\$ 1,238,673	\$ 1,238,673	\$ 942,820	\$ 295,854	76%
Employee Benefits	579,387	579,387	431,321	148,066	74%
Total Personnel	\$ 1,818,060	\$ 1,818,060	\$ 1,374,140	\$ 443,920	76%
Services / Supplies					
Professional Services	\$ 286,743	\$ 286,743	\$ 179,690	\$ 107,053	63%
Employee Development	67,255	67,255	74,745	(7,490)	111%
Supplies / Equipment	78,762	78,762	39,038	39,724	50%
Utilities	375,136	375,136	234,983	140,153	63%
Other (Well Lot Maintenance)	1,197,954	1,197,954	526,938	671,016	44%
Sub-Total - Operations Services / Supplies	\$ 2,005,850	\$ 2,005,850	\$ 1,055,395	\$ 950,456	53%
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	793,841	326,131	71%
UTRWD - Water Demand Charges	1,463,010	1,463,010	1,062,439	400,571	73%
UTRWD - Sewer Effluent Volume Rate	622,955	622,955	417,214	205,741	67%
UTRWD - Capital Charge Joint Facilities	1,389,179	1,389,179	1,041,884	347,295	75%
UTRWD - HV Sewer Line to UTRWD	231,735	231,735	203,505	28,230	88%
UTRWD - Wtr Transmission - Opus Develop	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,832,121	\$ 4,832,121	\$ 3,524,151	\$ 1,307,970	73%
Total Services / Supplies	\$ 6,837,971	\$ 6,837,971	\$ 4,579,546	\$ 2,258,425	67%
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	\$ 8,676,032	\$ 8,676,032	\$ 6,064,436	\$ 2,611,596	70%

Utility Fund Working Capital FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	\$ 5,483,922	\$ 5,483,922	\$ 3,340,956	\$ 2,142,966	61%
Sewer Sales	4,626,689	4,626,689	3,191,018	1,435,671	69%
Other Fees / Charges	97,250	97,250	65,789	31,461	68%
Electronic Payment Credit	(189,000)	(189,000)	(134,825)	(54,175)	71%
Interest	68,000	68,000	213,494	(145,494)	314%
Total Revenues	\$ 10,086,861	\$ 10,086,861	\$ 6,676,432	\$ 3,410,429	66%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	\$ 456,661	\$ 456,661	\$ 347,486	\$ 109,175	76%
Operations	3,367,250	3,367,250	2,082,050	1,285,200	62%
UTRWD	4,832,121	4,832,121	3,524,151	1,307,970	73%
Debt Service	1,011,709	1,011,709	880,036	131,673	87%
Capital Projects	-	-	-	-	0%
Equipment Replace / Capital	20,000	20,000	110,749	(90,749)	554%
Total Expenditures	\$ 9,687,741	\$ 9,687,741	\$ 6,944,471	\$ 2,743,269	72%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Net Increase/Decrease	(70,880)	(70,880)	(268,039)
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	3,046,906	3,046,906	2,849,746
Designated Capital Project	-	-	-
Available Impact Fees	1,182,718	1,182,718	1,282,718
Total Available Working Capital	\$ 4,229,624	\$ 4,229,624	\$ 4,132,464

<u>Impact Fees</u>			
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)	-
Ending Balance	1,182,718	1,182,718	1,282,718

*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 JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 601,550	\$ 601,550	\$ 438,349	\$ 163,201	73%
<i>Annual Park Passes</i>	64,000	64,000	55,365	8,635	87%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	30	30	5,921	(5,891)	19736%
Total Revenues	\$ 665,580	\$ 665,580	\$ 499,635	\$ 165,945	75%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 222,990	222,990	\$ 130,790	\$ 92,200	59%
<i>Services / Supplies</i>	458,841	458,841	111,259	347,582	24%
<i>Capital</i>	55,000	55,000	-	55,000	0%
Total Expenditures	\$ 736,831	\$ 736,831	\$ 242,050	\$ 494,781	33%

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	\$ 770,032	\$ 770,032
<i>+ Net Increase (Decrease)</i>	(71,251)	(71,251)	257,585
Ending Fund Balance	\$ 668,741	\$ 698,781	\$ 1,027,617

Debt Service Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

<i>Percent of Budget Year Transpired</i>	75.0%
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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	\$ 2,094,221	\$ 12,329	99%
<i>Interest Income</i>	15,000	15,000	17,436	(2,436)	116%
<i>Total Revenues</i>	\$ 2,121,550	\$ 2,121,550	\$ 2,111,657	\$ 9,893	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ -	100%
<i>Interest Payments</i>	1,028,131	1,028,131	530,991	497,140	52%
<i>Paying Agent Fees</i>	3,000	3,000	1,326	1,674	44%
<i>Total Expenditures</i>	\$ 2,631,131	\$ 2,631,131	\$ 2,132,318	\$ 498,813	81%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	537,581	537,581	438,366	\$ 99,215	82%
<i>Proceeds from Refunding Debt</i>	-	-		-	0%
<i>Debt Issuance Cost</i>	-	-		-	0%
<i>Payment to Escrow Agent</i>	-	-		-	0%
<i>Total Financing Sources</i>	\$ 537,581	\$ 537,581	\$ 438,366	\$ 99,215	82%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 87,355	\$ 93,470	\$ 93,470
<i>+ Net Increase (Decrease)</i>	28,000	28,000	417,705
<i>Ending Fund Balance</i>	\$ 115,355	\$ 121,470	\$ 511,175

Capital Projects Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	2,100	(2,100)	0%
Interest Income	190,000	190,000	311,638	(121,638)	164%
Total Revenues	\$ 190,000	\$ 190,000	\$ 313,738	\$ (123,738)	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks)	1,033,531	1,033,531	885,702	147,829	86%
2021 Bond Issue (Parks)	1,564,035	1,564,035	316,570	1,247,465	20%
2021 Bond Issue (Streets)	5,730,000	5,730,000	193,977	5,536,023	3%
Total Expenditures	\$ 8,327,566	\$ 8,327,566	\$ 1,396,248	\$ 6,931,318	17%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 15,796,600	\$ 15,888,870	\$ 15,888,870
<i>+Net Increase (Decrease)</i>	(8,137,566)	(8,137,566)	(1,082,511)
Ending Fund Balance	\$ 7,659,034	\$ 7,751,304	\$ 14,806,359

Drainage Utilities

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

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	359,969	150,031	71%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	1,500	1,500	7,037	(5,537)	469%
Total Revenues	\$ 521,500	\$ 521,500	\$ 367,006	\$ 154,494	70%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 367,162	\$ 367,162	\$ 271,611	\$ 95,552	74%
<i>Services / Supplies</i>	253,635	253,635	131,888	121,748	52%
<i>Capital</i>	70,000	70,000	-	70,000	0%
Total Expenditures	\$ 690,797	\$ 690,797	\$ 403,498	\$ 287,299	58%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 331,511	\$ 333,079	\$ 333,079
<i>+ Net Increase (Decrease)</i>	(169,297)	(169,297)	(36,492)
Ending Fund Balance	\$ 162,214	\$ 163,782	\$ 296,587

Park Development Fee Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 300	\$ 300	\$ 2,688	(2,388)	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	\$ 2,688	\$ (2,388)	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	\$ 82,401	\$ 82,401
<i>+ Net Increase (Decrease)</i>	300	300	2,688
Ending Fund Balance	\$ 82,424	\$ 82,701	\$ 85,089

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	85,389
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 82,424	\$ 85,389

Public Safety Special Revenue Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 37,600	37,600	\$ 22,222	\$ 15,378	59%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	13,600	13,600	48,982	(35,382)	360%
Capital	-	-		(48,982)	0%
Total Expenditures	\$ 13,600	\$ 13,600	\$ 48,982	\$ (35,382)	360%

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	\$ 76,966	\$ 76,966
+ Net Increase (Decrease)	2,000	2,000	(26,760)
Ending Fund Balance	\$ 51,172	\$ 78,966	\$ 50,206

Municipal Court Technology Fee Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 2,800	\$ 2,800	\$ 1,986	814	71%

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	\$ 15,542	\$ 15,542
+ Net Increase (Decrease)	(1,600)	(1,600)	(1,614)
Ending Fund Balance	\$ 13,944	\$ 13,942	\$ 13,928

Municipal Court Building Security Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 3,000	\$ 3,000	\$ 2,426	\$ 574	81%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 43,992	\$ 44,110	\$ 44,110
+ Net Increase (Decrease)	3,000	3,000	2,426
Ending Fund Balance	\$ 46,992	\$ 47,110	\$ 46,536

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

	<i>Actual 2020-2021</i>	<i>Actual 2021-2022</i>	<i>Budget 2022-2023</i>	<i>YTD 2022-2023</i>
Beginning Fund Balance	\$ 109,678	\$ 356,702	\$ 650,602	\$ 650,602
Revenues				
4B Sales Tax	1,532,222	1,730,003	1,739,289	1,031,349
Park Fees (Rental)	42,080	42,482	85,000	61,494
Linear Park Fees	-	-	-	-
Miscellaneous Income	1,000	2,593	-	-
Interest Income	60	1,475	500	23,339
Total	\$ 1,575,362	\$ 1,776,553	\$ 1,824,789	\$ 1,116,182
Expenditures				
Personnel	302,812	308,473	331,609	218,069
Services / Supplies	193,044	335,823	407,678	152,987
Reimburse GF (Support Functions)	28,000	-	-	-
Reimburse GF (Debt Service)	804,482	838,357	565,581	438,366
Total Non-Capital Expenditures	\$ 1,328,338	\$ 1,482,653	\$ 1,304,868	\$ 809,422
Capital				
Equipment	-	-	287,000	71,226
Net Increase / (Decrease)	247,024	293,900	232,921	235,534
Working Capital Balance	\$ 356,702	\$ 650,602	\$ 883,523	\$ 886,136

PEG Fee Fund

FY 2022/2023 Budget

YEAR TO DATE JUNE

Percent of Budget Year Transpired

75.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 24,000	\$ 24,000	\$ 15,523	\$ 8,477	65%
<i>Total Revenues</i>	\$ 24,000	\$ 24,000	\$ 15,523	\$ 8,477	65%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,000	7,000	1,543	5,457	22%
<i>Capital</i>		-		-	0%
<i>Total Expenditures</i>	\$ 7,000	\$ 7,000	\$ 1,543	\$ 5,457	22%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 133,578	\$ 143,589	\$ 143,589
<i>+Net Increase (Decrease)</i>	17,000	17,000	13,979
<i>Ending Fund Balance</i>	\$ 150,578	\$ 160,589	\$ 157,568

CITY OF HIGHLAND VILLAGE

COUNCIL BRIEFING

AGENDA# 12	MEETING DATE: 08/08/2023
SUBJECT: Investment Report for the Quarter Ending June 30, 2023	
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 March 31, 2023 through June 30, 2023 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures July 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 July 1, 2023)
- Wells Fargo DDA (Demand Deposit Account that matures July 1, 2023 collateralized by pledged securities held in custody by the Bank of New York Mellon)
- Southside MMA (Money Market Account that matures July 1, 2023, collateralized by pledged securities held in custody by the Federal Home Loan Bank)
- InterBank MMA (Money Market Account that matures July 1, 2023, fully insured by the Federal Deposit Insurance Corporation)
- InterBank ICS (Insured Cash Sweep that matures July 1, 2023, fully insured by the Federal Deposit Insurance Corporation)
- 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)
- Wallis Bank CD (Certificate of Deposit that matures November 9, 2023 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis Bank CD (Certificate of Deposit that matures February 9, 2024 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)
- Wallis Bank CD (Certificate of Deposit that matures May 9, 2024 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

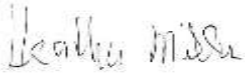
This information reports that the beginning market value for all cash and investments was \$42,172,354 and the ending market value on June 30, 2023 was \$39,744,808. The average yield for the quarter ending June 30, 2023 in pooled, demand deposit, negotiable order of withdrawal, and money market accounts (4.96%) is less than the six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at March 31, 2023 was \$19,967,805 and the ending balance on June 30, 2023 was \$19,380,018 or 49% of the City's total portfolio. The weighted average maturity of the City's portfolio on June 30, 2023 is 78 days.

The average total portfolio yield for the quarter ending June 30, 2023 was 4.61%.

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>
June 30, 2023	\$39,744,808	\$39,744,808
March 31, 2023	\$42,172,354	\$42,172,354

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 June 30, 2023.



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

June 30, 2023

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	March 31, 2023			June 30, 2023		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
MMA/NOW/Pools	4.56%	\$ 19,967,805	\$ 19,967,805	4.96%	\$ 19,380,018	\$ 19,380,018
Securities/CDs	4.15%	22,204,549	22,204,549	4.27%	20,364,790	20,364,790
Totals	4.34%	\$ 42,172,354	\$ 42,172,354	4.61%	\$ 39,744,808	\$ 39,744,808

Current Quarter Average Yield (1)

Total Portfolio	4.61%
Rolling Three Month Treasury	5.28%
Rolling Six Month Treasury	5.08%
TexPool	5.05%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	3.92%
Rolling Three Month Treasury	4.75%
Rolling Six Month Treasury	4.57%
TexPool	4.55%

Interest Earnings (Approximate)

Quarterly Interest	\$443,183
Fiscal Year-to-Date Interest	\$968,209

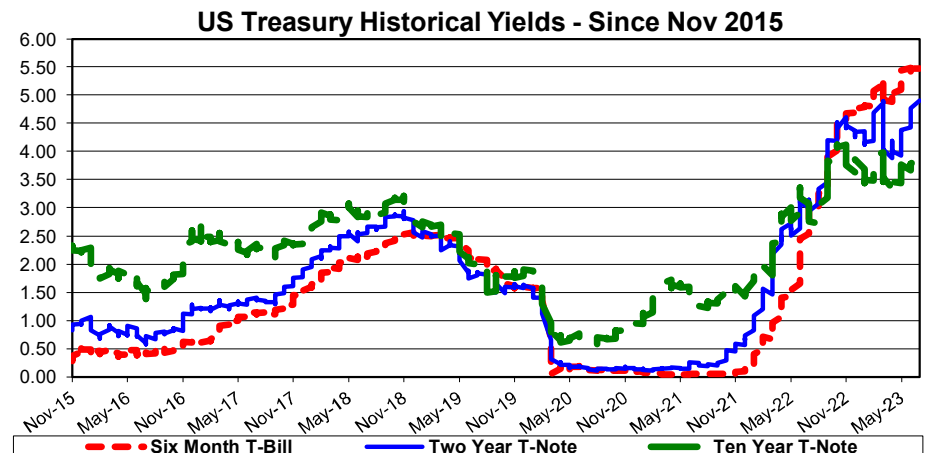
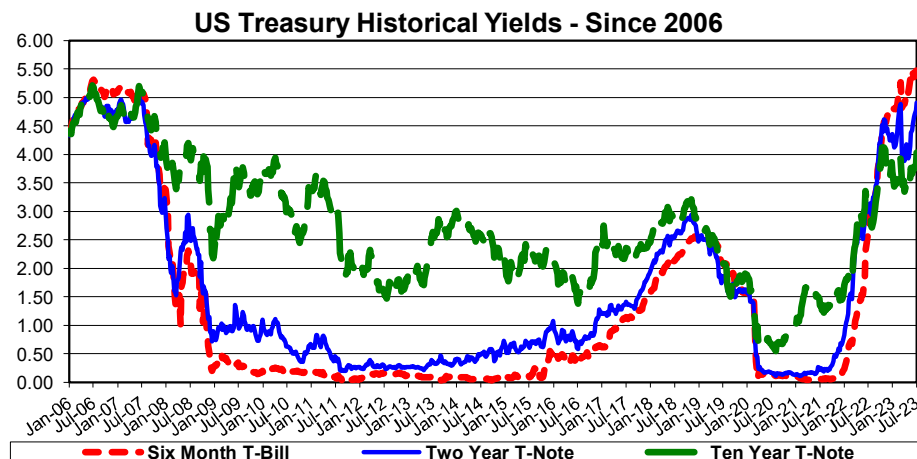
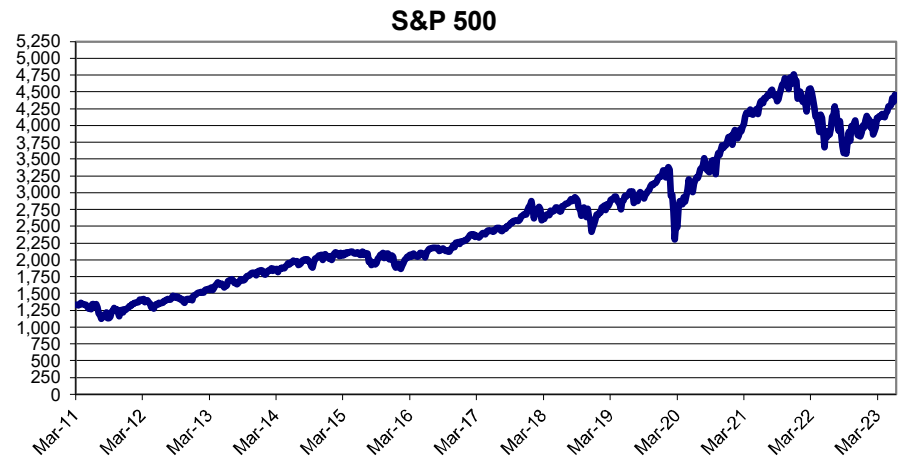
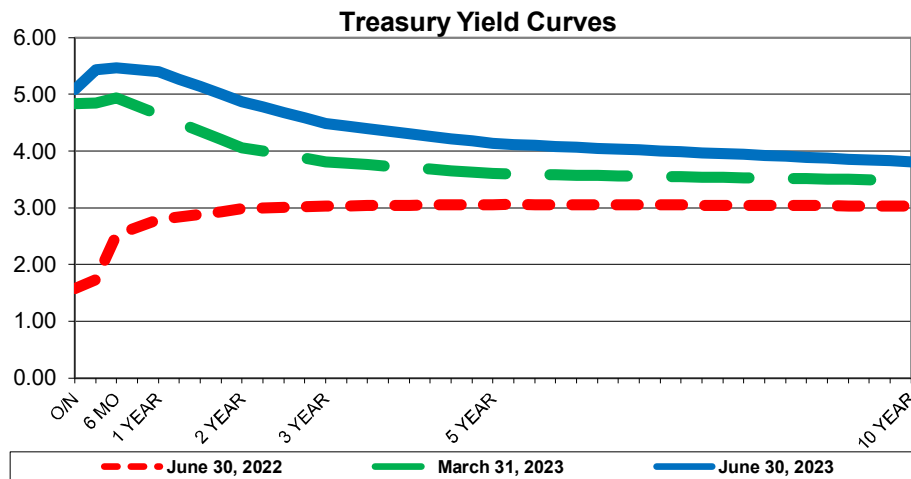
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(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

6/30/2023

The Federal Open Market Committee (FOMC) paused and kept the Fed Funds target range 5.00% - 5.25% June 14th (Effective Fed Funds are trading +/-5.08%). Another increase is projected after the July 25-26 meeting. First quarter 2023 GDP (Final) recorded 2.0%. June Non-Farm Payroll added 209k new jobs, below the 230k projection. The three month average declined to 244k. The S&P Stock Index continues moderate increases, trading +/-4,400. The yield curve rose from last month but remains steeply inverted with the expectation of future FOMC rate decreases. Crude Oil trades over +/- \$70 per barrel. Inflation declined slightly but is still over the FOMC 2% target (Core PCE +/-4.6% and CPI +/-5.3%). The Ukrainian/Russian war and Middle East conflicts increase market anxiety.



Investment Holdings

June 30, 2023

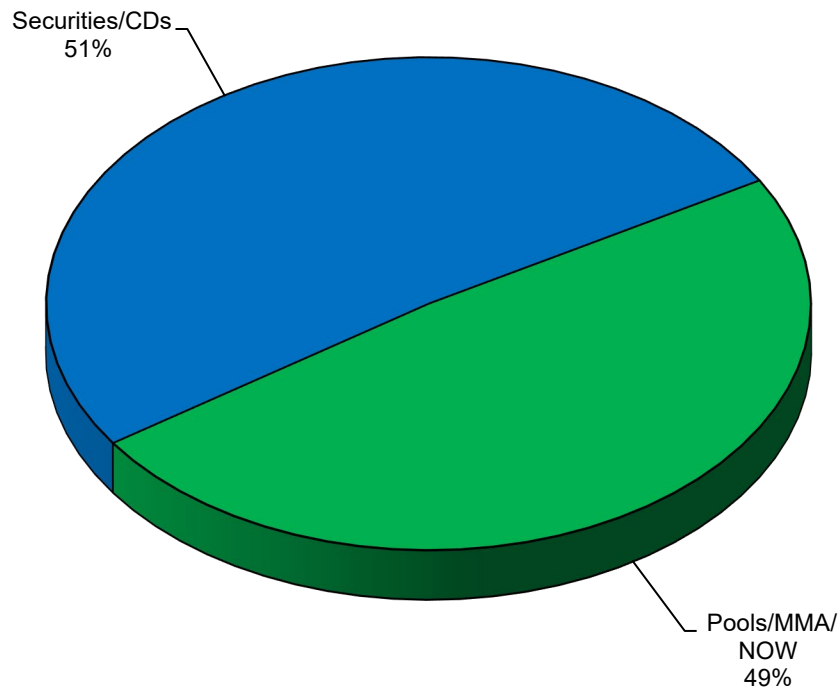
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Wells Fargo DDA (3)		1.13%	07/01/23	06/30/23	962,918	962,918	1.00	962,918	1	1.13%
Southside MMA		5.28%	07/01/23	06/30/23	2,597,699	2,597,699	1.00	2,597,699	1	5.28%
InterBank MMA		5.38%	07/01/23	06/30/23	150,647	150,647	1.00	150,647	1	5.38%
InterBank IntraFi MMA		5.39%	07/01/23	06/30/23	3,830,366	3,830,366	1.00	3,830,366	1	5.39%
TexPool	AAAm	5.05%	07/01/23	06/30/23	7,326,667	7,326,667	1.00	7,326,667	1	5.05%
TexSTAR	AAAm	5.08%	07/01/23	06/30/23	4,511,721	4,511,721	1.00	4,511,721	1	5.08%
East West Bank CD		3.15%	07/20/23	07/20/22	3,606,082	3,606,082	100.00	3,606,082	20	3.15%
East West Bank CD		3.05%	08/02/23	08/02/22	3,606,079	3,606,079	100.00	3,606,079	33	3.05%
Wallis Bank CD		4.82%	11/09/23	02/09/23	4,552,888	4,552,888	100.00	4,552,888	132	4.91%
Wallis Bank CD		4.85%	02/09/24	02/09/23	4,553,217	4,553,217	100.00	4,553,217	224	4.94%
Wallis Bank CD		4.77%	05/09/24	02/09/23	4,046,524	4,046,524	100.00	4,046,524	314	4.86%
					\$ 39,744,808	\$ 39,744,808		\$ 39,744,808	78	4.61%
									(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.

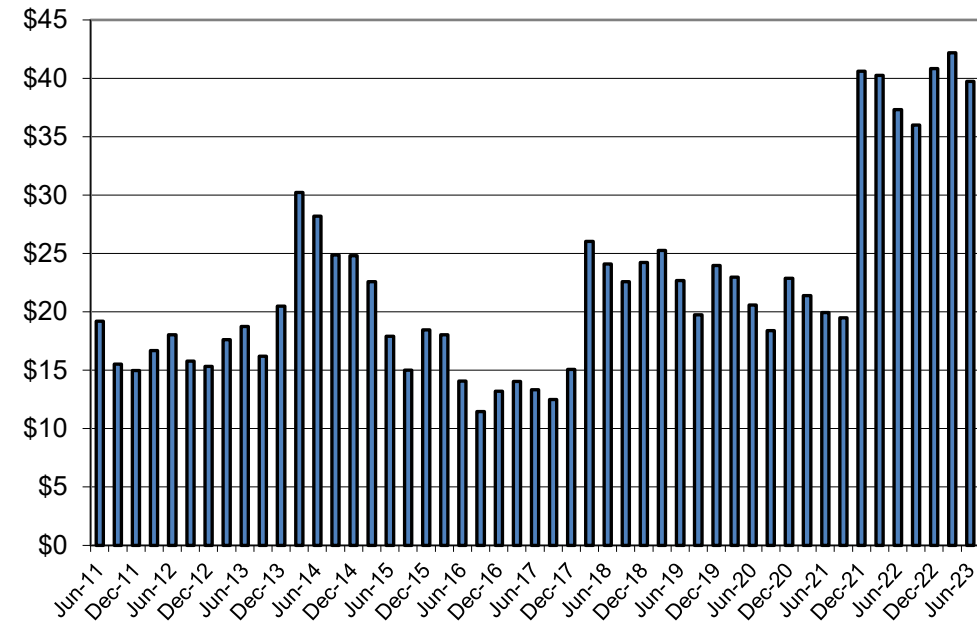
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

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

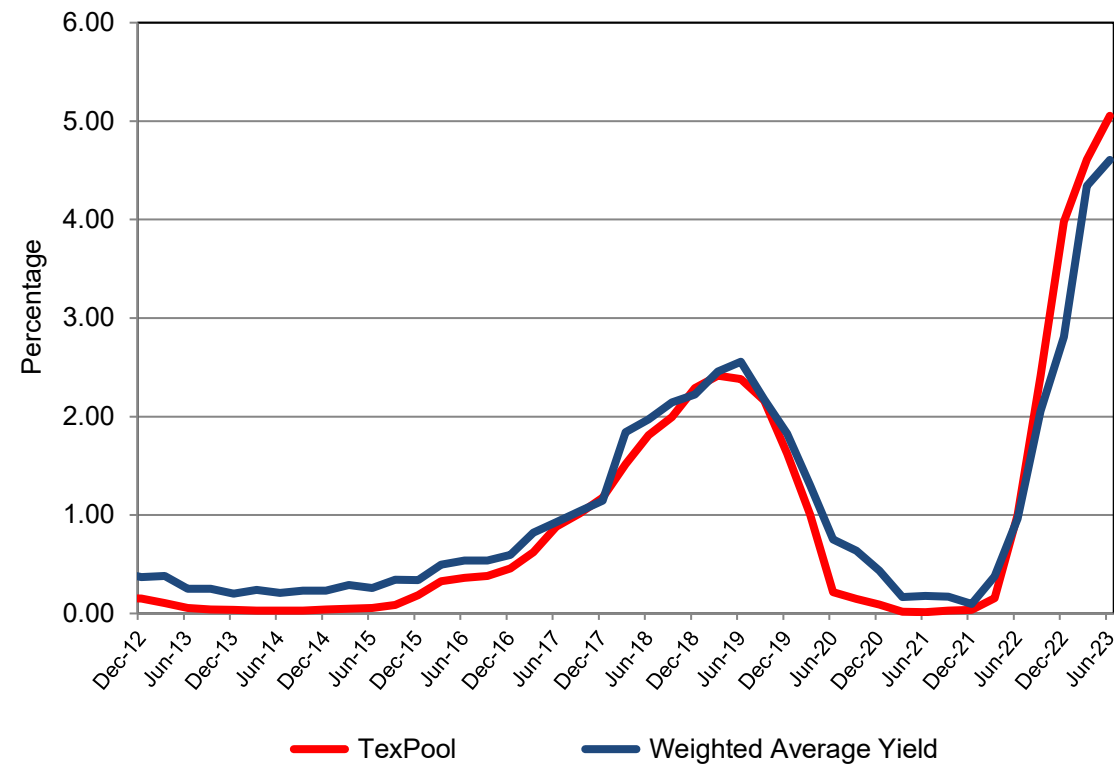
Portfolio Composition



Total Portfolio (Millions)



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 03/31/23	Increases	Decreases	Book Value 06/30/23	Market Value 03/31/23	Change in Market Value	Market Value 06/30/23
Wells Fargo DDA	1.13%	07/01/23	\$ 783,647	\$ 179,271	\$ —	\$ 962,918	\$ 783,647	\$ 179,271	\$ 962,918
Southside MMA	5.28%	07/01/23	2,565,330	32,369	—	2,597,699	2,565,330	32,369	2,597,699
InterBank MMA	5.38%	07/01/23	150,614	33	—	150,647	150,614	33	150,647
InterBank IntraFi MMA	5.39%	07/01/23	3,779,631	50,735	—	3,830,366	3,779,631	50,735	3,830,366
TexPool	5.05%	07/01/23	5,221,148	2,105,519	—	7,326,667	5,221,148	2,105,519	7,326,667
TexSTAR	5.08%	07/01/23	7,467,435	—	(2,955,714)	4,511,721	7,467,435	(2,955,714)	4,511,721
East West Bank CD	3.01%	06/16/23	2,047,911	—	(2,047,911)	—	2,047,911	(2,047,911)	—
East West Bank CD	3.15%	07/20/23	3,577,874	28,208	—	3,606,082	3,577,874	28,208	3,606,082
East West Bank CD	3.05%	08/02/23	3,578,763	27,316	—	3,606,079	3,578,763	27,316	3,606,079
Wallis Bank CD	4.91%	11/09/23	4,500,000	52,888	—	4,552,888	4,500,000	52,888	4,552,888
Wallis Bank CD	4.94%	02/09/24	4,500,000	53,217	—	4,553,217	4,500,000	53,217	4,553,217
Wallis Bank CD	4.86%	05/09/24	4,000,000	46,524	—	4,046,524	4,000,000	46,524	4,046,524
TOTAL/AVERAGE	4.61%		\$ 42,172,354	\$ 2,576,079	\$ (5,003,625)	\$ 39,744,808	\$ 42,172,354	\$ (2,427,546)	\$ 39,744,808

Allocation by Fund
June 30, 2023
Book and Market Value

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 440,832	\$ —	\$ —	\$ —	\$ —	\$ —
Replacement Reserve	492,765	—	—	—	—	—
Operations	3,383,140	—	—	291,945	—	—
Impact Fees	260,570	—	—	932,428	—	—
2018 CO Utility Capital Projects	—	37,851	—	—	100,432	809,012
American Rescue Plan Act	—	1,837,000	—	—	—	—
Sub Total	\$ 4,577,308	\$ 1,874,851	\$ —	\$ 1,224,372	\$ 100,432	\$ 809,012
General Funds						
Operations	\$ 41,535	\$ 1,025,162	\$ —	\$ 1,373,326	\$ 50,216	\$ 3,021,354
Pooled Cash	—	—	889,535	—	—	—
Pooled Cash Credit Card Clearing	—	—	73,384	—	—	—
Interest & Sinking	441,159	68,524	—	—	—	—
Drainage Utility	195,580	—	—	—	—	—
Sub Total	\$ 678,274	\$ 1,093,685	\$ 962,918	\$ 1,373,326	\$ 50,216	\$ 3,021,354
General Capital Project Funds						
Park Development	\$ 85,088	\$ —	\$ —	\$ —	\$ —	\$ —
2021 CO Capital Projects	—	1,530,273	—	—	—	—
Sub Total	\$ 85,088	\$ 1,530,273	\$ —	\$ —	\$ —	\$ —
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ —	\$ 6,601	\$ —	\$ —	\$ —	\$ —
Operations	947,612	—	—	—	—	—
Sub Total	\$ 947,612	\$ 6,601	\$ —	\$ —	\$ —	\$ —
HV Community Development Funds						
Operations	\$ 1,038,384	\$ —	\$ —	\$ —	\$ —	\$ —
HV CDC TXDot Mitigation	—	6,312	—	—	—	—
Sub Total	\$ 1,038,384	\$ 6,312	\$ —	\$ —	\$ —	\$ —
Totals	\$ 7,326,667	\$ 4,511,721	\$ 962,918	\$ 2,597,699	\$ 150,647	\$ 3,830,366

Allocation by Fund
June 30, 2023
Book and Market Value

(Continued)

Utility Funds	Certificate of Deposit					Total	Interest This Quarter
	07/20/2023	08/02/2023	11/09/2023	02/09/2024	05/09/2024		
Interest & Sinking	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 440,832	\$ 3,400
Replacement Reserve	—	—	—	—	—	492,765	6,035
Operations	—	—	—	—	—	3,675,085	32,961
Impact Fees	—	—	—	—	—	1,192,998	14,678
2018 CO Utility Capital Projects	—	—	—	—	—	947,294	12,556
American Rescue Plan Act	—	—	—	—	—	1,837,000	28,504
Sub Total	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 8,585,975	\$ 98,133
General Funds							
Operations	\$ 1,030,309	\$ —	\$ 2,023,506	\$ 2,023,652	\$ 2,023,262	\$ 12,612,322	\$ 170,011
Pooled Cash	—	—	—	—	—	889,535	—
Pooled Cash Credit Card Clearing	—	—	—	—	—	73,384	—
Interest & Sinking	—	—	—	—	—	509,683	5,965
Drainage Utility	—	—	—	—	—	195,580	2,499
Sub Total	\$ 1,030,309	\$ —	\$ 2,023,506	\$ 2,023,652	\$ 2,023,262	\$ 14,280,503	\$ 178,475
General Capital Project Funds							
Park Development	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 85,088	\$ 1,042
2021 CO Capital Projects	2,575,773	3,606,079	2,529,382	2,529,565	2,023,262	14,794,334	149,236
Sub Total	\$ 2,575,773	\$ 3,606,079	\$ 2,529,382	\$ 2,529,565	\$ 2,023,262	\$ 14,879,422	\$ 150,278
Corp Leased Park Funds							
Corp LeasedTXDot Mitigation	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 6,601	\$ 81
Operations	—	—	—	—	—	947,612	5,713
Sub Total	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 954,213	\$ 5,794
HV Community Development Funds							
Operations	\$ —	—	\$ —	\$ —	\$ —	\$ 1,038,384	\$ 10,425
HVDCD TXDot Mitigation	—	—	—	—	—	6,312	78
Sub Total	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 1,044,695	\$ 10,503
Totals	\$ 3,606,082	\$ 3,606,079	\$ 4,552,888	\$ 4,553,217	\$ 4,046,524	\$ 39,744,808	\$ 443,183

Allocation by Fund
March 31, 2023
Book and Market Value

Utility Funds	TexPool	TexSTAR	Wells Fargo DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA
Interest & Sinking	\$ 183,834	\$ —	\$ —	\$ —	\$ —	\$ —
Replacement Reserve	486,730	—	—	—	—	—
Operations	2,353,817	—	—	288,307	—	—
Impact Fees	246,615	—	—	920,809	—	—
2018 CO Utility Capital Projects	—	94,352	—	—	100,410	797,436
American Rescue Plan Act	—	3,457,703	—	—	—	—
Sub Total	\$ 3,270,997	\$ 3,552,055	\$ —	\$ 1,209,116	\$ 100,410	\$ 797,436
General Funds						
Operations	\$ 525,891	\$ 2,711,909	\$ —	\$ 1,356,214	\$ 50,205	\$ 2,982,195
Pooled Cash	—	—	772,270	—	—	—
Pooled Cash Credit Card Clearing	—	—	11,377	—	—	—
Interest & Sinking	394,988	67,679	—	—	—	—
Drainage Utility	216,188	—	—	—	—	—
Sub Total	\$ 1,137,067	\$ 2,779,588	\$ 783,647	\$ 1,356,214	\$ 50,205	\$ 2,982,195
General Capital Project Funds						
Park Development	\$ 84,046	\$ —	\$ —	\$ —	\$ —	\$ —
2018 GO Capital Projects	—	—	—	—	—	—
2021 CO Capital Projects	—	1,123,038	—	—	—	—
Sub Total	\$ 84,046	\$ 1,123,038	\$ —	\$ —	\$ —	\$ —
Corp Leased Park Funds						
Corp LeasedTXDot Mitigation	\$ —	\$ 6,520	\$ —	\$ —	\$ —	\$ —
Sub Total	\$ —	\$ 6,520	\$ —	\$ —	\$ —	\$ —
HV Community Development Funds						
Operations	\$ 729,038	\$ —	\$ —	\$ —	\$ —	\$ —
HVCDC TXDot Mitigation	—	6,234	—	—	—	—
Sub Total	\$ 729,038	\$ 6,234	\$ —	\$ —	\$ —	\$ —
Totals	\$ 5,221,148	\$ 7,467,435	\$ 783,647	\$ 2,565,330	\$ 150,614	\$ 3,779,631

Allocation by Fund
March 31, 2023
Book and Market Value

(Continued)

Utility Funds	Certificate of Deposit						Total	Interest This Quarter
	06/16/2023	07/20/2023	08/02/2023	11/09/2023	02/09/2024	05/09/2024		
Interest & Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,834	\$ 4,545
Replacement Reserve	-	-	-	-	-	-	486,730	5,302
Operations	-	-	-	-	-	-	2,642,124	8,375
Impact Fees	-	-	-	-	-	-	1,167,424	13,399
2018 CO Utility Capital Projects	-	-	-	-	-	-	992,198	11,478
American Rescue Plan Act	-	-	-	-	-	-	3,457,703	37,650
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,930,014	\$ 80,749
General Funds								
Operations	\$ 1,023,956	\$ 1,022,250	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 15,672,619	\$ 124,591
Pooled Cash	-	-	-	-	-	-	772,270	-
Pooled Cash Credit Card Clearing	-	-	-	-	-	-	11,377	-
Interest & Sinking	-	-	-	-	-	-	462,667	10,199
Drainage Utility	-	-	-	-	-	-	216,188	2,480
Sub Total	\$ 1,023,956	\$ 1,022,250	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 17,135,121	\$ 137,270
General Capital Project Funds								
Park Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,046	\$ 915
2018 GO Capital Projects	-	-	-	-	-	-	\$ -	913
2021 CO Capital Projects	1,023,956	2,555,625	3,578,763	2,500,000	2,500,000	2,000,000	\$ 15,281,381	78,297
Sub Total	\$ 1,023,956	\$ 2,555,625	\$ 3,578,763	\$ 2,500,000	\$ 2,500,000	\$ 2,000,000	\$ 15,365,428	\$ 80,125
Corp Leased Park Funds								
Corp LeasedTXDot Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,520	\$ 71
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,520	\$ 71
HV Community Development Funds								
Operations	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ 729,038	\$ 6,962
HVCDC TXDot Mitigation	-	-	-	-	-	-	6,234	68
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 735,272	\$ 7,030
Totals	\$ 2,047,911	\$ 3,577,874	\$ 3,578,763	\$ 4,500,000	\$ 4,500,000	\$ 4,000,000	\$ 42,172,354	\$ 305,244

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 08/08/2023

SUBJECT: Consider Ordinance 2023-1304 amending the Highland Village Code of Ordinances, Chapter 12 "Offenses and Nuisances" by repealing Article 12.02 "Minors"

PREPARED BY: Doug Reim, Chief of Police

BACKGROUND:

The 88th Texas Legislature approved House Bill 1819, which amends the Texas Local Government Code effective September 1, 2023. This amendment in part adds Section 370.007 prohibiting political subdivisions from adopting or enforcing an order, ordinance, or other measure that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age.

IDENTIFIED NEED/S:

Highland Village has an existing juvenile curfew ordinance, which is impacted by this change. A repeal of Highland Village Code of Ordinances Article 12.02 "Minors", is required in order to conform to the new state law.

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve the first read of Ordinance 2023-1304 amending the Highland Village Code of Ordinances, Chapter 12, by repealing Article 12.02 relating to the City's juvenile curfew regulations.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2023-1304

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF HIGHLAND VILLAGE CHAPTER 12 "OFFENSES AND NUISANCES" BY REPEALING ARTICLE 12.02 "MINORS"; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, during its regular session, the 88th Texas Legislature approved House Bill 1819, which, among other things, amends the Texas Local Government Code effective September 1, 2023, by adding Section 370.007 which prohibits political subdivisions from adopting or enforcing an order, ordinance, or other measure that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to amend the Code of Ordinances of the City of Highland Village to conform to state law by repealing the City's juvenile curfew ordinance.

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

SECTION 1. Chapter 12 "Offenses and Nuisances" Article 12.02 "Minors" of the Code of Ordinances of the City of Highland Village is repealed.

SECTION 2. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the ordinances of the City of Highland Village, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 3. Should any article, paragraph, subdivision, clause or provision of this ordinance, or the Code of Ordinances of the City of Highland Village as hereby amended be adjudged or held invalid or unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so declared to be invalid or unconstitutional.

SECTION 4. This Ordinance shall take effect on September 1, 2023, from and after its passage and the publication of the caption as the law and Charter in such cases provide.

SECTION 5. 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 FIRST READING ON AUGUST 8, 2023.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE,
TEXAS, ON SECOND READING ON THIS AUGUST 22, 2023.**

APPROVED:

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY

Kevin B. Laughlin, City Attorney

CITY OF HIGHLAND VILLAGE

COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 08/08/2023

**SUBJECT: Consider Ordinance 2023-1305 on First Reading
Authorizing Amendments to the Fiscal Year 2022-2023
Budget**

**PREPARED BY: Mike McWhorter, Budget and Accounting
Administrator**

BACKGROUND:

Each department is responsible for not exceeding the amounts budgeted in each of three categories – Personnel, Services/Supplies, and Capital. Category subtotals of departmental expenditures thus provide the level of budgetary control. Should a need arise for reallocation between categories or between departments, budget amendments are then presented for Council consideration.

IDENTIFIED NEED/S:

This is the first amendment presented to Council this fiscal year. This amendment mirrors the year-end projections detailed in the budget discussions. Some of the proposed adjustments reflect encumbrances from FY 2021-2022 that will actually be paid in FY 2022-2023. This amendment is to ensure sufficient appropriation for the year-end projections. In total, projected expenditures of \$20,500,436 are \$842,393 under the original budget of \$21,342,739. Projected revenues of \$20,574,532 reflect an increase of \$481,374 from the original budget. The projected FY 2023 year-end fund balance is \$9,188,912 – exceeding the original budgeted projected amount by \$2,658,626, largely due to the actual FY 2022 fund balance exceeding projections. The presented amendments primarily ensure sufficient appropriation for each category; however, not every deviation from the budget amount is enumerated.

General Fund

Primary factors comprising the majority of the requested increased budget appropriation:

- Personnel budget changes in various departments are suggested to address factors incurred during the year that were not known when budgeted, such as mid-year adjustments, personnel changes, unanticipated overtime, insurance coverage election, etc. Also, some personnel expenditures are budgeted in a single department, such as incentive pay, with actual expenditures charged to the respective departments. Current year projected totals for personnel provide a \$820,542 favorable payroll variance for the City largely stemming from turnover in the Fire, Police, and Street departments.
- Expenditures other than personnel are adjusted by a collective total of \$365,000. A large portion of this was related to four items:

- In the Maintenance Department, electrical repairs to City Hall \$153,900 (offset by corresponding insurance proceeds) and the leasing program with Enterprise replacing more vehicles than anticipated (increased by \$100,000) to catch up with the overall replacement schedule following supply chain shortages in the preceding years.
- The City Manager budget reflected an increase for additional public meetings and consultations for the completion of the Comprehensive Plan totaling \$50,000.
- \$30,000 in adjustment to Police for the Axon Bodycam contract, and an additional \$20,000 for electrical/HVAC/plumbing upgrades to the animal shelter
- An additional \$40,000 in expenditure to Community Services for additional Planning/Review services

Other suggested amendments are to reflect minor changes in the actual expense compared to the budgeted amount.

For the other funds, a collective total additional appropriation amount of (\$10,000) is suggested:

- Utility Fund
 - Utility Administration - \$10,000 in expense from fees associated with increased utilization of credit cards, offset by said credit cards contributing to revenue.
 - Utility Operations - \$111,000 receipt of valve exerciser truck ordered in previous year.

Individual allocations are detailed in the worksheets attached to this briefing.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Budgetary changes to Fund Balance are detailed on the request worksheet following.

RECOMMENDATION:

Council to approve the first read of Ordinance 2023-1305 adopting amendments to the Fiscal Year 2022-2023 Budget.

Budget Amendment Request Worksheet

Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase / Decrease
City Manager	Personnel	392,754	434,754	42,000
City Manager	Services / Supplies	219,618	269,618	50,000
Finance	Personnel	923,680	958,680	35,000
Comunication/Marketing	Personnel	337,083	362,083	25,000
City Secretary	Personnel	274,043	284,043	10,000
Information Technology	Personnel	794,436	824,436	30,000
Police	Personnel	5,229,121	4,709,121	(520,000)
Police	Services / Supplies	572,731	622,731	50,000
Fire	Personnel	2,966,826	2,791,826	(175,000)
Community Services	Personnel	351,104	361,104	10,000
Community Services	Services / Supplies	33,945	73,945	40,000
Streets	Personnel	861,548	826,548	(35,000)
Maintenance	Services / Supplies	1,576,282	1,796,282	220,000
Recreation	Services / Supplies	373,889	378,889	5,000
General Fund Balance			Net Change	(213,000)
Reason For Request				
Personnel (Various departments) – Actual charges vary from budget resulting from various issues: employee changes in selected insurance coverage, retirements (pmt of accrued balances), certifications, promotions, etc).				
City Manager Services / Supplies - \$50,000 == Related to expenditures for Comp Plan update.				
Police Services / Supplies - \$50,000 == Animal shelter upgrades/ Axon Body Cams contract.				
Community Services Services / Supplies - \$40,000 == Increased plan / review services				
Maintenance Services / Supplies - \$220,000 == Increased cost of utilities, City Hall electrical repair, and catch-up of Enterprise lease program				
Recreation Services / Supplies - \$5,000 == Deposit for securing band for the Concert in the Park program				
General Fund			Net Change \$ -213,000	

Budget Amendment Request Worksheet

Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase / Decrease
Utility Administration	Services / Supplies	456,661	466,661	10,000
Utility Operations	Capital	20,000	131,000	111,000
			Net Change	121,000
Reason For Request				
Utility Administration Services / Supplies - \$10,000 == Increased CC utilization				
Utility Operations Capital - \$100,000 == Receipt of valve exerciser truck ordered in previous year				
Utility Fund			Net Change	121,000

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2023-1305

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ADOPTING AMENDMENTS TO THE FISCAL YEAR 2022-2023 BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Highland Village, Texas, has lawfully adopted a budget for fiscal year 2022-2023 ("2022-2023 Budget"); and

WHEREAS, the City Manager has prepared, as required by Article VI, Section 6.08 of the City Charter, an amendment to certain appropriations and expenditures in the 2022-2023 Budget, and has submitted same to the City Council for its review and approval, a copy of which is attached to this Ordinance; and

WHEREAS, the City Council of the City of Highland Village has determined that this budget amendment is necessary and appropriate to preserve and protect the health, safety and welfare of the citizens of the City of Highland Village as well as other persons in the City.

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

SECTION 1. The amendments to the 2022-2023 Budget, attached hereto as Exhibit "A" and incorporated herein by reference, are hereby authorized, approved, and adopted.

SECTION 2. If any section, subsection, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect, and to this end, the provisions of this Ordinance are declared severable.

SECTION 3. This Ordinance shall take effect immediately from and after its passage on second reading.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE FIRST READING, THIS THE 8th DAY OF AUGUST 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:8/4/2023:4890-6937-6629)

**Ordinance No. 2023-1305
Exhibit "A"**

Budget Amendment Request Worksheet

Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase / Decrease
City Manager	Personnel	392,754	434,754	42,000
City Manager	Services / Supplies	219,618	269,618	50,000
Finance	Personnel	923,680	958,680	35,000
Comunication/Marketing	Personnel	337,083	362,083	25,000
City Secretary	Personnel	274,043	284,043	10,000
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Community Services	Personnel	351,104	361,104	10,000
Community Services	Services / Supplies	33,945	73,945	40,000
Streets	Personnel	861,548	826,548	(35,000)
Maintenance	Services / Supplies	1,576,282	1,796,282	220,000
Recreation	Services / Supplies	373,889	378,889	5,000
General Fund Balance			Net Change	(213,000)
Reason For Request				
Personnel (Various departments) – Actual charges vary from budget resulting from various issues: employee changes in selected insurance coverage, retirements (pmt of accrued balances), certifications, promotions, etc).				
City Manager Services / Supplies - \$50,000 == Related to expenditures for Comp Plan update.				
Police Services / Supplies - \$50,000 == Animal shelter upgrades/ Axon Body Cams contract.				
Community Services Services / Supplies - \$40,000 == Increased plan / review services				
Maintenance Services / Supplies - \$220,000 == Increased cost of utilities, City Hall electrical repair, and catch-up of Enterprise lease program				
Recreation Services / Supplies - \$5,000 == Deposit for securing band for the Concert in the Park program				
General Fund			Net Change \$ -213,000	

Ordinance No. 2023-1305
Exhibit "A"

Budget Amendment Request Worksheet
Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase / Decrease
Utility Administration	Services / Supplies	456,661	466,661	10,000
Utility Operations	Capital	20,000	131,000	111,000
			Net Change	121,000
Reason For Request				
Utility Administration Services / Supplies - \$10,000 == Increased CC utilization				
Utility Operations Capital - \$100,000 == Receipt of valve exerciser truck ordered in previous year				
Utility Fund			Net Change	121,000

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 08/08/2023

SUBJECT: Consider the Ad Valorem Tax Rate for Tax Year 2023 and Consider Setting a Public Hearing Date of September 12, 2023 on the Proposed Fiscal Year 2023/2024 Budget and Tax Rate

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

Truth in Taxation requires a public hearing, preceded by certain required public notice of the public hearing and the proposed real property tax rate before implementing a property tax rate if a rate is **considered** which will exceed the lower of the Voter Approved Tax Rate or the No New Revenue Tax Rate. The No New Revenue Tax Rate is generally equal to the prior year's taxes divided by the current taxable value of properties that were also on the tax roll in the prior year. The Voter Approved Tax Rate essentially provides a ceiling for the M&O portion of the tax rate (3.5% above the No New Revenue M&O rate). There is also provision to increase this rate by applying all or a portion of any unused increment rate (the three-year rolling sum of the difference between the adopted tax rate and voter-approved tax rate). Any tax rate adopted above such rate would require an election.

IDENTIFIED NEED/S:

While the proposed tax rate, limited by the Voter Approved Rate threshold, will be reduced from last year's rate, it will still exceed the No New Revenue rate of \$.485019. The available unused increment amount from FY 2020 of \$.01606 was available to add to the Voter Approved Rate calculation the past two years, but is no longer available as this tax year falls outside the applicable three year window. The FY 2024 Voter Approved Rate calculation provides a reduced rate of \$.501394. As this rate exceeds the No New Revenue Tax Rate of \$.485019, the Council must schedule one public hearing on the proposed tax rate before taking action to adopt the rate.

OPTIONS & RESULTS:

This vote does not commit Council to a tax rate; however, the Council cannot ultimately adopt a tax rate that exceeds the rate that is proposed in the motion approved by the Council. In other words, the tax rate in the Ordinance adopting the tax rate for Tax Year 2023 to fund the Fiscal Year 2023-24 budget can be less than the rate contained in the motion approved at tonight's meeting, but cannot be greater than said rate. Staff recommendation is for Council to consider a motion at tonight's meeting that proposes adoption of a tax rate of \$.501394, which represents the voter approved rate, so that notices to that effect can be published in accordance with state law. Council will set the tax rate at a subsequent meeting following adoption of the budget.

The City Charter and state law require conducting one public hearing on the budget. Staff suggests that this public hearing be combined with the public hearing on the tax rate.

Suggested Calendar:

- August 22nd (Regular Council Meeting)
 - Discuss Utility Fund
- September 8th
 - Post recommended budget on City Web site
- September 12th (Regular Council Meeting)
 - Presentation of City Manager Recommended Budget
 - Public Hearing on tax rate and budget
 - 1st read on budget and tax rate ordinances
- September 19th (Special Called Council Meeting – Tax Code requires vote on adopting the tax rate no later than 7 days following public hearing)
 - 2nd read on budget and tax rate ordinances

RECOMMENDATION:

To approve the following motion:

I move that \$0.501394 per \$100 valuation be proposed for adoption as the City's Ad Valorem tax rate for the 2023 tax year and set September 12, 2023, as the date for holding the public hearing to receive public comment on said tax rate and the 2023-2024 Fiscal Year budget.

CITY OF HIGHLAND VILLAGE

COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 08/08/2023

SUBJECT: Consider Resolution 2023-3079 Suspending the July 28, 2023 Effective Date of CoServ Gas, LTD.'s Requested Increase

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

On July 28, 2023, CoServ Gas, Ltd. ("CoServ"), pursuant to Subchapter C of Chapter 104 of the Gas Utility Regulatory Act, filed its Statement of Intent to change gas rates at the Railroad Commission of Texas ("RRC") and in all municipalities exercising original jurisdiction within its service area, effective September 1, 2023. Service in Highland Village includes the Shops of Highland Village and homes in the Rolling Hills and Highland Oaks subdivisions.

IDENTIFIED NEED/S:

CoServ is seeking to increase its gas rates on a system-wide basis by \$10,314,726, which is an increase of 7.5% including gas costs, or 27.3% excluding gas costs. CoServ is also requesting: (1) new depreciation rates for distribution and general plant; (2) a prudence determination for capital investment; (3) specification of the factors to be used in any Interim Rate Adjustment Filing the Company makes pursuant to Texas Utilities Code § 104.302; and (4) a surcharge on customer bills to recover the reasonable rate case expenses associated with the filing of this statement of intent.

The City's intent is to participate in a coalition of cities served by CoServ to more efficiently represent the interests of the affected residents in similar manner as that used to address Atmos rate filings.

OPTIONS & RESULTS:

The resolution suspends the September 1, 2023 effective date of the CoServ's rate increase for the maximum period permitted by law to allow the City, working in conjunction with other similarly situated cities with original jurisdiction served by CoServ, to evaluate the filing, to determine whether the filing complies with the law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. **If the City fails to take some action regarding the filing before the effective date, CoServ's rate request is deemed approved.**

The resolution authorizes the City to participate in a coalition of cities served by CoServ in order to more efficiently represent the interests of the City and their citizens. It also authorizes

the hiring of Thomas L. Brocato with the law firm of Lloyd Gosselink Rochelle and Townsend to represent the City in this matter. By law, CoServ must reimburse the cities for their reasonable rate case expenses. Legal counsel and consultants approved by Cities will present their invoices to Cities which will then seek reimbursement from CoServ. The City will not incur liability for payment of rate case expenses by adopting a suspension resolution.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to approve Resolution No. 2023-3079, as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2023-3079

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, SUSPENDING THE SEPTEMBER 1, 2023 EFFECTIVE DATE OF COSERV GAS, LTD.'S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH OTHER CITIES IN THE COSERV SERVICE AREA REGARDING THE HIRING OF LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH COSERV AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; REQUIRING REIMBURSEMENT OF THE STEERING COMMITTEE OF CITIES SERVED BY COSERV GAS' RATE CASE EXPENSES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on or about July 28, 2023, CoServ Gas Ltd ("CoServ" or "Company"), pursuant to Gas Utility Regulatory Act § 104.102 filed with the City of Highland Village ("City") a Statement of Intent to change gas rates in all municipalities exercising original jurisdiction within its service area, effective September 1, 2023; and

WHEREAS, the City is a gas utility customer and a regulatory authority under the Gas Utility Regulatory Act ("GURA") and under Chapter 104, § 104.001 et seq. of GURA has exclusive original jurisdiction over CoServ's rates, operations, and services within the City; and

WHEREAS, in order to maximize the efficient use of resources and expertise, it is reasonable for the City to cooperate with other cities in conducting a review of the Company's application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company and direct any necessary litigation; and

WHEREAS, it is not possible for the City to complete its review of CoServ's filing by the September 1, 2023, effective date proposed in CoServ's Statement of Intent; and

WHEREAS, the City will need an adequate amount of time to review and evaluate CoServ's rate application to enable the City to adopt a final decision as a local regulatory authority with regard to CoServ's requested rate increase; and

WHEREAS, GURA § 104.107 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days; and

WHEREAS, GURA § 103.022 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility.

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

SECTION 1. The findings and recitations set out in the preamble of this Resolution are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes.

SECTION 2. The September 1, 2023, effective date of the rate request submitted by CoServ on July 28, 2023, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

SECTION 3. The City is authorized to cooperate with other cities in the CoServ service area, CoServ Gas Cities, and subject to the right to terminate employment at any time, hereby authorizes the hiring of Thomas L. Brocato of the law firm of Lloyd Gosselink Rochelle and Townsend, P.C. and consultants, to review CoServ's filing, negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Railroad Commission.

SECTION 4. The City's reasonable rate case expenses shall be reimbursed by CoServ.

SECTION 5. It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 6. That a copy of this Resolution shall be sent to CoServ, care of Charles D. Harrell, CoServ Gas Ltd., 7701 South Stemmons, Corinth, Texas 76210-1842, and to Thomas Brocato, counsel for CoServ Gas Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725 (tbrocato@lglawfirm.com).

SECTION 7. This Resolution shall be and become effective from and after its adoption.

PASSED AND APPROVED THIS THE 25TH DAY OF JULY 2023.

Daniel Jaworski, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:8/3/2023:4887-9512-8948)

I, Angela Miller, City Secretary of the City of Highland Village, Texas, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Highland Village, Texas, at its regular meeting held of the 8th day of August, 2023, as the same appears in the records of this office.

IN TESTIMONY WHEREOF, I subscribe my name hereto officially under the corporate seal of the City of Highland Village, Texas, this ____ day of August 2023.

City Secretary for the
City of Highland Village, Texas

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 18

MEETING DATE: 08/08/2023

**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

August 8, 2023	Regular City Council Meeting - 7:00 pm
August 15, 2023	Planning & Zoning Commission Meeting – 7:00 pm
August 21, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
August 22, 2023	Regular City Council Meeting - 7:30 pm
September 4, 2023	City Offices Closed for Labor Day
September 7, 2023	Zoning Board of Adjust Meeting – 7:00 pm
September 12, 2023	Regular City Council Meeting - 7:00 pm
September 18, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
September 19, 2023	Planning & Zoning Commission Meeting – 7:00 pm
September 26, 2023	Regular City Council Meeting - 7:00 pm
October 5, 2023	Zoning Board of Adjust Meeting – 7:00 pm
October 10, 2023	Regular City Council Meeting - 7:00 pm
October 16, 2023	Parks & Recreation Advisory Board Meeting – 6:00 pm
October 17, 2023	Planning & Zoning Commission Meeting – 7:00 pm
October 24, 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.