



**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 22, 2023 at 6:00 P.M.**

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

**Convene Meeting in Open Session**

1. Follow Up Discussion on the Fiscal Year 2023-2024 Budget
2. Receive a Presentation of the recent Highland Village Business Association (HVBA) Resident Survey
3. Receive an Update on the 2023 Annual Board and Commission Appointments
4. Receive a Presentation and Discuss Short Term and Single Family Rental Registration Program
5. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for August 22, 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**

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

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

7. Call Meeting to Order
8. Prayer led by Councilmember Kevin Cox

9. **Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Kevin Cox:**  
*“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”*
10. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
  - **Presentation of a Proclamation designating September as Live United Month**
11. **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.)*
12. **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.

13. **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 (2<sup>nd</sup> and final read)**
14. **Consider Ordinance 2023-1305 adopting Amendments to the Fiscal Year 2022-2023 Budget (2<sup>nd</sup> and final read)**

### **ACTION AGENDA**

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

16. Conduct a Public Hearing and Consider Ordinance 2023-1306 approving Amendments to the Planned Development Regulations applicable to Lot 1, Block A, The Shops at Highland Village, said Property being located in the Marketplace Planned Development – Retail (MPDR) Zoning District by amending the Concept Plan, Illustrative Plan, Signage Criteria, and other regulations to accommodate the construction of additional Parking, Drive, Landscaping, and Signs (*1<sup>st</sup> of two reads*)

**LATE WORK SESSION**

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

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

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 18<sup>TH</sup> DAY OF AUGUST 2023 NOT LATER THAN 8:00 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: 08/22/2023**

**SUBJECT: Follow Up Discussion on the Fiscal Year 2023-2024 Budget**

**PREPARED BY: Ken Heerman, Assistant City Manager**

**COMMENTS**

City staff will follow up with discussions regarding the Fiscal Year 2023-2024 Budget.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 2**

**MEETING DATE: 08/22/2023**

**SUBJECT: Highland Village Business Association Research Findings**

**PREPARED BY: Laurie Mullens, Director of Marketing & Communication**

**BACKGROUND:**

The Highland Village Business Association (HVBA) was established in February 1996 as a way to keep Highland Village businesses informed of road construction projects. The HVBA began holding quarterly lunches and quarterly coffee events to provide City updates, networking opportunities and promotion of local businesses. The HVBA does not charge its members' dues and is open to all Highland Village, Flower Mound, and Lewisville brick and mortar and home-based businesses. Over the last 27 years, the organization has grown significantly with approximately 1000 members.

Previous City Councils made the decision to fund the efforts of the HVBA as a business retention, customer connection and networking opportunity. Efforts of the HVBA are managed and performed by the marketing and communications department. Staff manages a website, thehvba.com, which includes an online business directory and upcoming events for the HVBA, the City and the local nonprofits the City supports as well as Facebook and Instagram pages. Highland Village businesses also receive promotion such as shared social media posts, Business Spotlights, and Virtual Ribbon Cuttings. Videos created are produced at no charge and provided to the business to use in their marketing efforts. Newsletters are sent to the membership monthly or as needed to inform of upcoming events and sponsorship opportunities.

**IDENTIFIED NEED/S:**

Early this year, an HVBA member and Highland Village resident, who is a partner in a research company approached us and offered to conduct a survey for us at no charge. We know the retail and restaurant atmosphere and shopping habits have changed since the pandemic. As we look to the future efforts of the HVBA, we desired input from our residents as to their current opinions of Highland Village businesses; how we can encourage loyalty and patronage of our businesses; what events, amenities or functions would draw them to Highland Village businesses and what amenities they would use along the Village Connection trail.

**PROGRESS TO DATE**

We met with the NewWay Insight team and developed the resident survey. The survey link was shared with residents via The Villager email newsletter, on the City website, in the City Connections utility bill insert, on the HVBA and City social media channels, posted to Nextdoor and written up in the Cross Timbers Gazette and Community Impact newspapers. We received nearly 1500 responses.

**OPTIONS & RESULTS:**

NewWay Insight has provided a report of the survey results along with recommendations.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

Receive the NewWay Insight report and recommendations.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

<b>AGENDA#</b> 3	<b>MEETING DATE:</b> 08/22/2023
<b>SUBJECT:</b>	<b>Provide an Update on Annual Appointments to the City's Boards and Commissions</b>
<b>PREPARED BY:</b>	<b>Angela Miller, City Secretary Ingrid Rex, Deputy City Secretary/Records Coordinator</b>

**COMMENTS**

City ordinance states that each September, Council shall review applications and make appointments to the City's boards and commissions. All appointments are for terms of two years, unless an individual is appointed to fill an unexpired term that exists due to a vacancy. A "term year" shall be from October 1 until the following September 30, with terms expiring on the second year.

Citizens appointed by Council are only allowed to serve four (4) consecutive terms, with the exception of the Board of Directors for the Highland Village Community Development Corporation (4B) whose Articles of Incorporation states that no member shall serve more than three (3) consecutive terms. The Parks and Recreation Advisory Board and the Zoning Board of Adjustment have one member each that has reached their term limit.

Currently serving board/commission members with terms expiring this year were contacted by City staff and given the opportunity to notify the City Secretary's Office if they were interested in being considered for reappointment to the same board, appointment to a different board, or if they no longer wished to serve on a board. In addition, a call for volunteers was advertised in the City's utility bill inserts, Village Newsletters, social media, and on the City's website asking residents interested in volunteering their time by serving on a board or commission to submit an application to be considered for this year's annual appointments.

**There are eighteen (18) positions with terms that expire on September 30, 2023.**

To date, a total of thirty-two (32) applications have been received, which includes the currently serving members who wish to be considered for reappointment:

- Eighteen (18) new applications have been received, with two (2) of those from currently serving board/commission members that want to continue serving on their current board/commission (their terms do not expire this year), but would like to be considered for a board/commission that meets more frequently
- Fourteen (14) applications have been received from currently serving members whose term expires this year and wish to be considered for reappointment:
  - Twelve(12) members would like to be considered for reappointment to their respective board/commission
  - Two (2) members would like to be considered for appointment to a different board/commission

The Planning and Zoning Commission and Zoning Board of Adjustment have one (1)

vacancy each. The vacating members have moved and are no longer residents of Highland Village.

For reference, the following have been included:

Table 1 - a full list of currently serving board members; the highlighted positions have terms that expire this year

Table 2 – a list of all new applicants with their board/commission preferences

Table 3 – a list of currently serving members with their board/commission preferences

During Early Work Session, Council will receive an update from staff and will receive copies of all applications filed for their review and consideration. To provide an opportunity to meet face to face and to facilitate any questions, Council has previously hosted a “Meet and Greet” with the new applicants. Staff proposes September 12, 2023 for a Meet and Greet, with Council making annual appointments at their September 26, 2023 meeting.

No action is required at this time.

<b>TABLE 1 Board Member</b>	<b>Board Choice</b>	<b>Place</b>	<b>Original Appt. Date</b>	<b>Term Expires</b>
<b>BOARD OF ETHICS</b>				
Jordan Wootten	---	N/A	10-2020	09-2024
Megan Pigott	---	N/A	10-2022	09-2024
Kevin McMahan	Different Board	N/A	09-2017	09-2023
Benjamin Somero	Same Board	N/A	09-2017	09-2023
Peter Casey	Same Board	N/A	03-2022	09-2023
<b>HV COMMUNITY DEVELOPMENT CORPORATION (4B)</b>				
Dan Jaworski	---	Council Rep	10-2020	09-2024
Patrick Finch	---	Citizen Rep	10-2022	09-2024
Rick Reekie	---	Citizen Rep	10-2022	09-2024
Jon Kixmiller	Same Board	Council Rep	07-2022	09-2023
Brian Fiorenza	Same Board	Council Rep	05-2023	09-2023
Rhonda Hurst	Same Board	Council Rep	05-2023	09-2023
Karla Limon	Same Board	Citizen Rep	09-2021	09-2023
<b>PARKS AND RECREATION ADVISORY BOARD</b>				
William Irwin	---	Place 1	10-2016	09-2024
Hogan Heathington	---	Place 2	03-2022	09-2024
Mitch O'Brey	---	Place 3	10-2020	09-2024
Kevan Fenderson	Does Not Wish To Serve Again	Place 4	09-2018	09-2023
Kenneth Koonsman	Reached Term Limit	Place 5	09-2017	09-2023
Kathy Wells	Same Board	Alternate Place 1	10-2021	09-2023
Tyler Gump	---	Alternate Place 2	10-2022	09-2024
<b>PLANNING AND ZONING COMMISSION</b>				
Jared Christianson	Same Board	Place 1	10-2020	09-2023
Brent Myers	---	Place 2	10-2021	09-2024
Steve Winkle	---	Place 3	10-2022	09-2024
Denver Kemery	Same Board	Place 4	09-2018	09-2023
Michael George	Same Board	Place 5	10-2020	09-2023
Greg Kohn	Same Board	Alternate Place 1	10-2022	09-2023
VACANT	---	Alternate Place 2		09-2024
<b>ZONING BOARD OF ADJUSTMENT</b>				
VACANT	---	Place 1		09-2023
Jeremy Booker	Same Board	Place 2	10-2019	09-2023
David Smith	Reached Term Limit	Place 3	10-2016	09-2023
Jerry Jones	---	Place 4	10-2019	09-2024
Russell Jackson	---	Place 5	09-2021	09-2024
Kevin Pearson	Different Board	Alternate Place 1	10-2021	09-2023
Collin Roberts	---	Alternate Place 2	10-2022	09-2024
Lou Ann Surratt	---	Alternate Place 3	12-2021	09-2024

**Table 2 - NEW APPLICANT PREFERENCES**

<b>Applicant Name</b>	<b>Ethics Board</b>	<b>Community Dev. Corp (4B)</b>	<b>Parks Board</b>	<b>Planning &amp; Zoning Commission</b>	<b>Zoning Board of Adjustment</b>
ADAMS, Jeffrey				1	
ANDRUS, Leslie	2	3	1	4	5
BARBER, Debbie	3	1	2	4	5
BEAVER, Nevin			1	2	3
BELDEN, Dreanna				1	
BUSCH, Fred			2	1	
FULLER, Jim					1
JACKSON, Russell <small>(currently serves in Place 2 on ZBA)</small>		2		1	3
LEVIN, Jeffrey	4	3	1	5	2
MALONEY, Phil	4	5	3	1	2
PARISH, Alexander	4	2	5	1	3
RAZAVI, Babak	5	3	4	1	2
REEKIE, Rick <small>(currently serves as Citizen Rep. on HVCDC)</small>	5	3	4	1	2
RUSH, Dave		3	1	2	
THROCKMORTON, Douglas			1		2
TUREK, Lucy	5	4	3	1	2
VERNON, Shawn	5	2	4	1	3
WILK, Spencer			1	2	

**Table 3 - CURRENT MEMBER PREFERENCES**

<b>Member Name</b>	<b>Current Service</b>	<b>Interest in Appointment</b>	<b>Ethics Board</b>	<b>HVCDC</b>	<b>Parks Board</b>	<b>P &amp; Z</b>	<b>ZBA</b>
<b>ETHICS BOARD</b>							
Kevin McMahan	Ethics Board	Different Board	2		3	1	
Ben Somero	Ethics Board	Same Board	1	2	3	4	5
Peter Casey	Ethics Board	Same Board	1		2	3	
<b>HVCDC (4B)</b>							
Jon Kixmiller	Council Representative	Same Board		1			
Brian Fiorenza	Council Representative	Same Board		1			
Rhonda Hurst	Council Representative	Same Board		1			
Karla Limon	Citizen Representative	Same Board		1	2	3	
<b>PARKS &amp; RECREATION ADVISORY BOARD</b>							
Kevan Fenderson	Place 4	Does Not Wish to Serve Again					
Ken Koonsman	Place 5	Has Reached Term Limit					
Kathy Wells	Alternate Place 1	Same Board			1	2	3
<b>PLANNING &amp; ZONING COMMISSION</b>							
Jared Christianson	Place 1	Same Board		2		1	3
Denver Kemery	Place 4	Same Board				1	
Michael George	Place 5	Same Board		2	3	1	
Greg Kohn	Alternate Place 1	Same Board	5	4	2	1	3
VACANT	Alternate Place 2						
<b>ZONING BOARD of ADJUSTMENT</b>							
VACANT	Place 1						
Jeremy Booker	Place 2	Same Board				2	1
David Smith	Place 3	Has Reached Term Limit					
Kevin Pearson	Alternate Place 1	Different Board	4	3	1	2	5

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 4**

**MEETING DATE: 08/22/2023**

**SUBJECT: Receive a Presentation and Discuss Short Term and Single  
Family Rental Registration Program**

**PREPARED BY: Paul Stevens, City Manager**

**COMMENTS**

Based on Council request, City staff will provide a presentation on short term rental and single family rental registration program in Highland Village, followed by Council discussion.

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 10**

**MEETING DATE: 08/22/2023**

**SUBJECT: Mayor and Council Reports on Items of Community Interest**

**PREPARED BY: Karen McCoy, Executive Assistant**

**COMMENTS**

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

- Presentation of a Proclamation designating September as Live United Month

# Proclamation

## The City of Highland Village

**Whereas**, United Way of Denton County empowers donors, volunteers, businesses, governments, nonprofits, and community groups to invest in their neighbors for a better Denton County community; and

**Whereas**, United Way of Denton County works with a network of nonprofits across Denton County to address a variety of needs, including feeding those who face food insecurity; preparing children for success in school, work, and life; and connecting those in crisis with resources to stay in their homes, pay their bills and find employment; and

**Whereas**, United Way of Denton County has been identifying Denton County's needs and responding to them for 70 years; and

**Whereas**, United Way of Denton County seeks to increase efficiencies and eliminate redundancies to better meet people's needs through collaborative programs to solve complex socioeconomic problems; and

**Whereas**, United Way of Denton County continues to improve and transform lives across Denton County.

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

**“Live United Month”**

in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 22 day of August 2023.

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Daniel Jaworski, Mayor

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 13**

**MEETING DATE: 08/22/2023**

**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)**

City Council approved the first read of Ordinance 2023-1304 at their meeting held on August 8, 2023.

**BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

N/A

**RECOMMENDATION:**

To approve the second 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 88<sup>th</sup> 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# 14**

**MEETING DATE: 08/22/2023**

**SUBJECT: Consider Ordinance 2023-1305 on Second 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:**

On August 8, 2023, City Council approved the first read of Ordinance 2023-1305.

Council to approve the second 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
<b>General Fund Balance</b>			<b>Net Change</b>	<b>(213,000)</b>
<b>Reason For Request</b>				
<b>Personnel</b> (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).				
<b>City Manager</b> Services / Supplies - \$50,000 == Related to expenditures for Comp Plan update.				
<b>Police</b> Services / Supplies - \$50,000 == Animal shelter upgrades/ Axon Body Cams contract.				
<b>Community Services</b> Services / Supplies - \$40,000 == Increased plan / review services				
<b>Maintenance</b> Services / Supplies - \$220,000 == Increased cost of utilities, City Hall electrical repair, and catch-up of Enterprise lease program				
<b>Recreation</b> 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
			<b>Net Change</b>	<b>121,000</b>
<b>Reason For Request</b>				
<b>Utility Administration</b> Services / Supplies - \$10,000 == Increased CC utilization				
<b>Utility Operations</b> Capital - \$100,000 == Receipt of valve exerciser truck ordered in previous year				
Utility Fund			<b>Net Change</b>	<b>121,000</b>

**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 8<sup>TH</sup> DAY OF AUGUST 2023.**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE SECOND READING, THIS THE 22<sup>ND</sup> DAY OF AUGUST 2023.**

**APPROVED:**

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**Daniel Jaworski, Mayor**

**ATTEST:**

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**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

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**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:**

<b>DEPARTMENT</b>	<b>Category</b>	<b>Current Budget (Annual)</b>	<b>Proposed Budget (Annual)</b>	<b>Increase / Decrease</b>
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
<b>General Fund Balance</b>			<b>Net Change</b>	<b>(213,000)</b>
<b>Reason For Request</b>				
<b>Personnel</b> (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).				
<b>City Manager</b> Services / Supplies - \$50,000 == Related to expenditures for Comp Plan update.				
<b>Police</b> Services / Supplies - \$50,000 == Animal shelter upgrades/ Axon Body Cams contract.				
<b>Community Services</b> Services / Supplies - \$40,000 == Increased plan / review services				
<b>Maintenance</b> Services / Supplies - \$220,000 == Increased cost of utilities, City Hall electrical repair, and catch-up of Enterprise lease program				
<b>Recreation</b> 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"

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

**CITY OF HIGHLAND VILLAGE**  
**CITY COUNCIL**

**AGENDA# 16**

**MEETING DATE: 08/22/2023**

**SUBJECT: Conduct a Public Hearing and Consider Ordinance No. 2023-1306 approving amendments to the Development Regulations of the Marketplace Planned Development District with Retail (MPD-R), as amended, applicable to Lot 1, Block A, The Shops at Highland Village. (First Read Ord. No. 2023-1306)**

**PREPARED BY: Autumn Aman, Community Development Coordinator**

**BACKGROUND**

An application was received requesting an amendment to the regulations relating to the development and use of The Shops at Highland Village. The applicant, MP Shops at Highland Village LLC, property owner, wants to remove the Southern Common Area of the property to allow for an additional (20) parking spaces within the area between Lambeaus' America and Chico's. They are also asking to be allowed to construct (1) gateway arch sign, provide a stage area, benches, new seating, tables with umbrellas, string lighting, and revise the parking spaces on the north side of the common area, in front of the future Cheesecake Factory. Such changes require an amendment to the Concept Plan, sign regulations, and a number of other exhibits that are currently part of the development regulations of Marketplace Planned Development District with Retail (MPD-R) the regulate the development of the subject property.

History - Ordinance No. 05-984, approved November 2005, had been the ordinance primarily governing the development of The Shops, until that ordinance was amended in 2015, by Ordinance No. 2015-1174. Ordinance No. 2015-1174 amended the Concept Plan, Exhibit B, to allow for an amendment to The Southern Common Area, removing the then existing statue and adding a pergola, outdoor fireplace, seating area, bocce ball, etc.

The applicant is requesting the following revisions to the existing PD ordinances:

Amend the subsection titled "General Description" in the section titled "Area 'C' Greenspace and Common Areas" as set forth in Exhibit "B" to Ordinance No. 05-984 by changing the phrase "approximately 23% of the site" to read "approximately 22.5% of the site".

Replace and amended in its entirety the graphic titled "Concept Plan" in Exhibit "B" to Ordinance No. 05-984 for the purpose of revising the parking and pedestrian focal point.

Replace and amend in its entirety Exhibit "D" titled "Illustrative Plan" as set forth in Attachment 1 to Ordinance No. 2015-1174 for the purpose of revising the parking and pedestrian focal point.

Replace and amend in its entirety Exhibit "E" titled "Concept Plan" set forth in Attachment 2 to Ordinance No. 2015-1176 for the purpose of revising the parking and pedestrian focal point.

Amend Exhibit H, Section III titled "Center Identification Signs" to Ordinance No. 2015-1174 by adding a new paragraph 7 to read as follows:

7. One (1) Illuminated or Non Illuminated Gateway Arch Sign may be located north of the intersection of Waller Creek and Cherry Creek. This Gateway Arch Sign will not exceed 25' in height.

Amend Exhibit H to Ordinance No. 2015-1174 by amending in its entirety Exhibit 1 "Location Plan" for the purpose of adding the above mentioned Gateway Arch Sign.

If approved and constructed, the changes in the property as proposed will result in the removal of (12) existing trees, while replanting nine (9) new trees.

Currently there are 25 parking spaces within the northern side of the existing common area, 17 of which will be temporarily removed during construction. When construction is complete, there will be 32 spaces on the northern side of the central aisle and 20 new parking spaces within the new central aisle being requested (former common area), bringing the total number of parking spaces to 52 for a net increase of 27 spaces.

### **IDENTIFIED NEED/S:**

Public hearings are required to be conducted by both Planning and Zoning and City Council. All public hearing notifications requirements have been satisfied.

### **OPTIONS & RESULTS:**

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

### **PROGRESS TO DATE: (if appropriate)**

As of the date of preparation of this briefing, August 17, 2023, staff has received 12 emails opposed to the request and one call inquiring only on the nature of the request.

City Staff and the Fire Department have reviewed the request and have no further comments on the submittal.

At the August 15, 2023, Planning and Zoning Commission meeting, the Commission recommended the City Council approve the Ordinance as presented on a vote of 3 for and 2 against.

### **BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)**

An amendment to the Ordinance is required. A copy of the draft ordinance prepared by the City Attorney is attached.

**RECOMMENDATION:**

Staff recommends the City Council review and consider the recommendation of the Planning and Zoning Commission on the First Read of Ordinance No. 2023-1306.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**ORDINANCE NO. 2023-1306**

**AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND ZONING DISTRICT MAP OF THE CITY OF HIGHLAND VILLAGE AS PREVIOUSLY AMENDED, BY AMENDING THE REGULATIONS APPLICABLE TO THE DEVELOPMENT AND USE OF LOT 1, BLOCK A, THE SHOPS AT HIGHLAND VILLAGE, LOCATED IN THE MARKETPLACE PLANNED DEVELOPMENT DISTRICT WITH RETAIL (MPD-R); INCLUDING AMENDMENTS TO THE CONCEPT PLAN, SIGN REGULATIONS; AND CERTAIN NON-SUBSTANTIVE AMENDMENTS TO CONFORM TO THE FOREGOING; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR NO VESTED INTEREST; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission and the governing body of the City of Highland Village, Texas, in compliance with the laws of the State of Texas and the Ordinances of the City of Highland Village, Texas, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally and to all persons interested and situated in the affected area, and in the vicinity thereof, and in the exercise of its legislative discretion, the City Council has concluded that the Comprehensive Zoning Ordinance and Zoning District Map of the City of Highland Village, Texas, as previously amended, should be further amended as follows:

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

**SECTION 1.** The Comprehensive Zoning Ordinance and Zoning District Map of the City of Highland Village, Texas, as amended, by amending in accordance with Section Two of this Ordinance the regulations relating to the use and development of Lot 1, Block A, The Shops at Highland Village, an addition to the City of Highland Village, Texas, according to the plat thereof recorded in Cabinet Y, Slide 166, Plat Records, Denton County, Texas (“the Property”) which is located in and subject to the regulations of The Marketplace Planned Development District with Retail (MPD-R) established by Ordinance No. 04-943, and amended by Ordinance Nos. 04-962, 05-984, 07-1030, 08-1062, 2014-1160, 2014-1163, 2015-1174, and 2018-1247 (which, to the extent applicable to the Property, are hereafter collectively referred to herein as “The Shops PD Regulations”).

**SECTION 2.** The Shops PD Regulations, to the extent applicable to the Property, are hereby amended as follows:

- A. The first paragraph title “General Description” in the section titled “Area ‘C’ Greenspace and Common Areas” as set forth in Exhibit “B” of Ordinance No. 05-984 is amended to read as follows:

**General Description** - The Greenspace and Common Areas configuration shall include: (1) project perimeter landscape buffering, (2) a community gateway entry monument announcing the entrance to Highland Village, (3) intimate park areas featuring unique landscape and water features, (4) landscape planters in the walking areas throughout the project, and (5) a series of variable width pathways that will provide jogging, walking and access trails on the perimeter of the project to connect the park and retention area with the City's Inland Trail System Master Plan, as set forth in the Marketplace Overlay District Ordinance No. 03-906. Not less than 22.5% of the Property shall consist of areas dedicated to green space, landscape buffers, water features, retention pond, pedestrian trails and park areas.

- B. The graphic titled "Concept Plan" as set forth in Exhibit "B" to Ordinance No. 05-984 is amended to read in its entirety as set forth in Attachment 1, attached hereto and incorporated herein by reference.
- C. Exhibit "D" titled "Illustrative Plan" as set forth in Attachment 1 to Ordinance No. 2015-1174 is amended to read in its entirety as set forth in Attachment 2, attached hereto and incorporated herein by reference.
- D. Exhibit "E" titled "Concept Plan" as set forth in Attachment 2 to Ordinance No. 2015-1174 is amended to read in its entirety as set forth in Attachment 3, attached hereto and incorporated herein by reference.
- E. Revised Exhibit GB as set forth in Attachment 3 to Ordinance No. 2015-1174 are amended to read as set forth in Attachment 4, respectively, attached hereto, and incorporated herein by reference.
- F. Exhibit "H" titled "Signage Criteria" as set forth in Attachment 4 to Ordinance No. 2015-1174 is amended as follows:
  - (1) Add a new Paragraph 7 to Section III "Center Identification Signs" to read as follows:
    - 7. One (1) Illuminated or Non Illuminated Gateway Arch Sign with a height not exceeding twenty-five feet (25') may be located north of the intersection of Waller Creek and Cherry Creek.
  - (2) Amend Exhibit 1 to read in its entirety as set forth in Attachment 5, attached hereto and incorporated herein by reference.
  - (3) Add Exhibit 12 titled "Gateway Arch Details" to read as set forth in Attachment 6, attached hereto and incorporated herein by reference.

**SECTION 3.** All ordinances of the City of Highland Village related to the use and development of the Property heretofore adopted and in effect upon the effective date of this Ordinance are and shall remain in full force and effect except to the extent amended by this Ordinance or to the extent there is an irreconcilable conflict between the provisions of said other ordinance and the provisions of this Ordinance, in which case the provisions of this Ordinance shall be controlling.

**SECTION 4.** Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Comprehensive Zoning Ordinance, as amended hereby, which shall remain in full force and effect.

**SECTION 5.** An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed ,and the former law is continued in effect for this purpose.

**SECTION 6.** Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in Comprehensive Zoning Ordinance as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense.

**SECTION 7.** No person or entity shall acquire any vested interest in this Ordinance or any specific regulations contained herein. This Ordinance and any regulations may be amended or repealed by the City Council of the City of Highland Village, Texas, in the manner provided by law.

**SECTION 8.** This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

**FIRST READ ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2023, BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS.**

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

**APPROVED:**

\_\_\_\_\_  
**Daniel Jaworski, Mayor**

**ATTEST:**

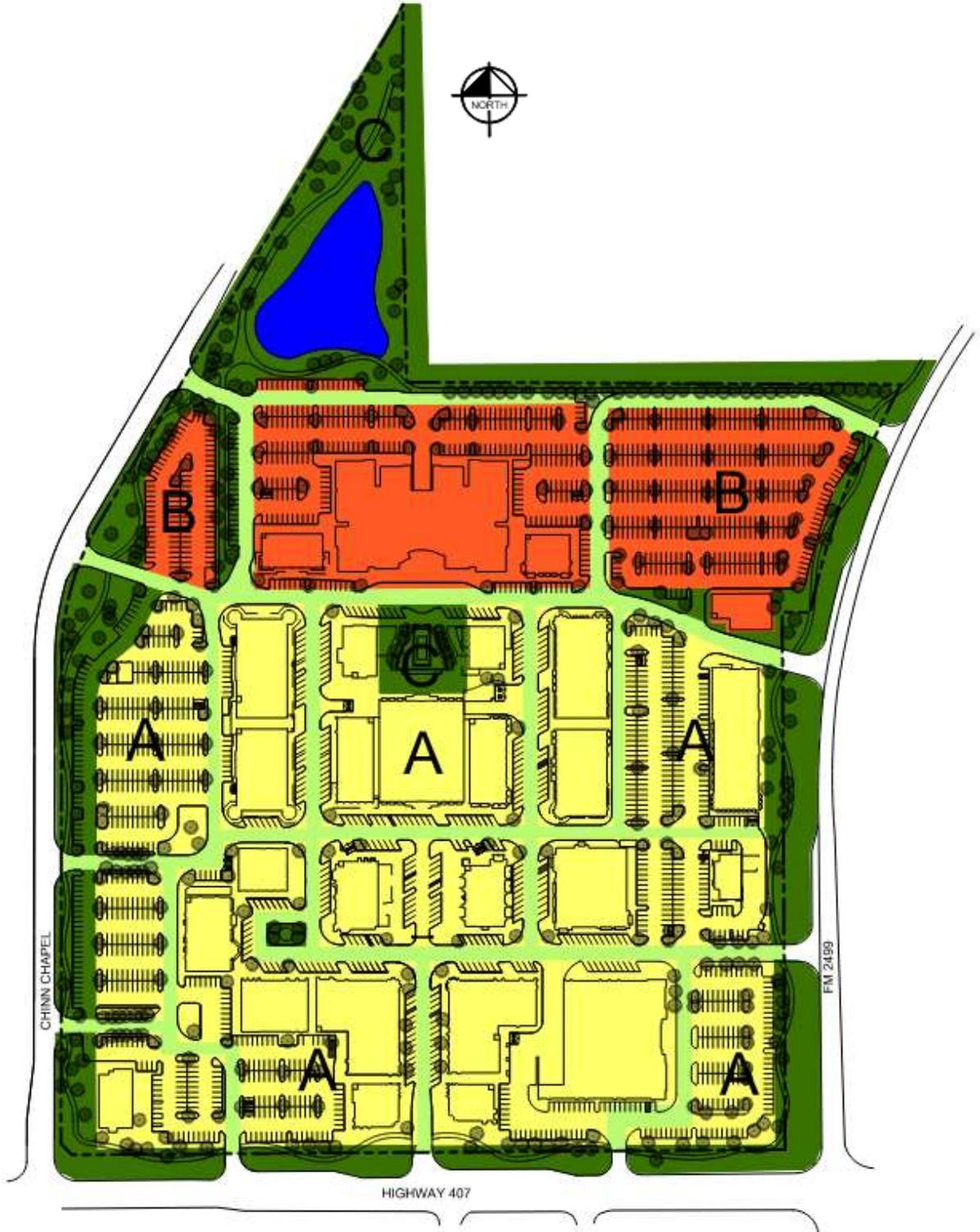
\_\_\_\_\_  
**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**

Ordinance No. 2023-1306  
Attachment 1

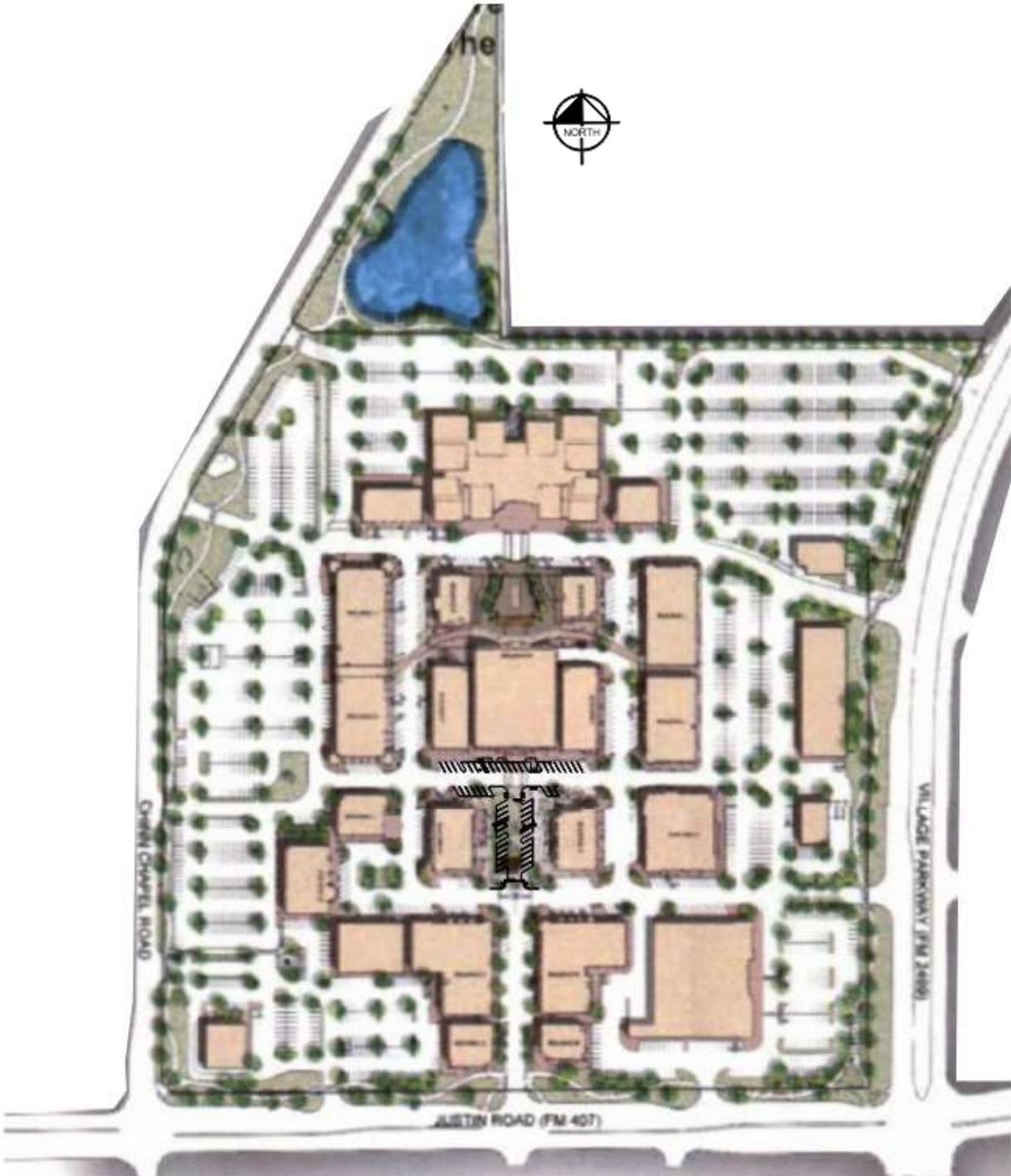
Exhibit "B": Concept Plan (revised \_\_\_\_\_, 2023)



NOT TO SCALE

Ordinance No. 2023-1306  
Attachment 2

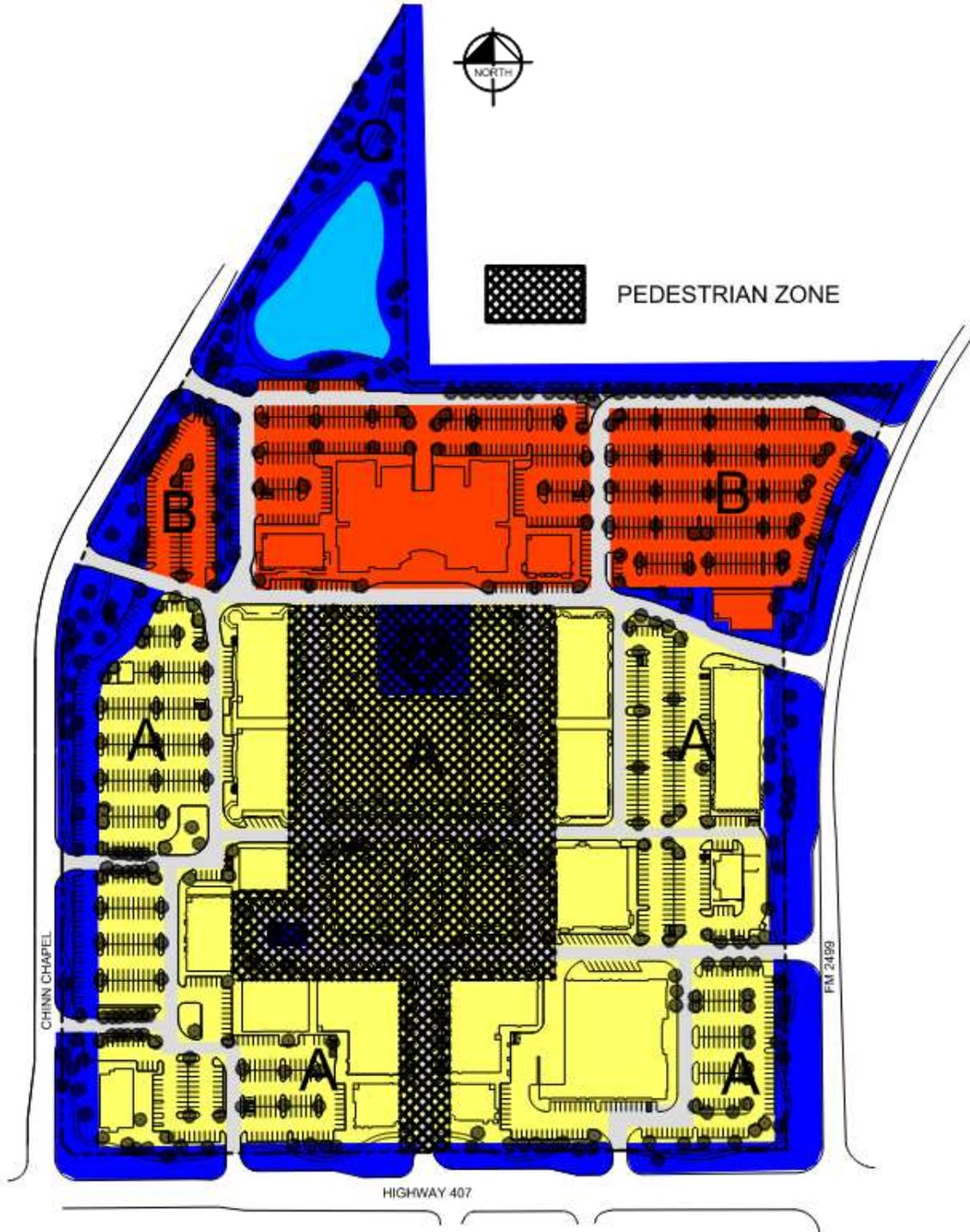
Exhibit "D": Illustrative Plan (revised \_\_\_\_\_, 2023)



NOT TO SCALE

Ordinance No. 2023-1306  
Attachment 3

Exhibit "E": Concept Plan with Pedestrian Zone (revised \_\_\_\_\_, 2023)



NOT TO SCALE

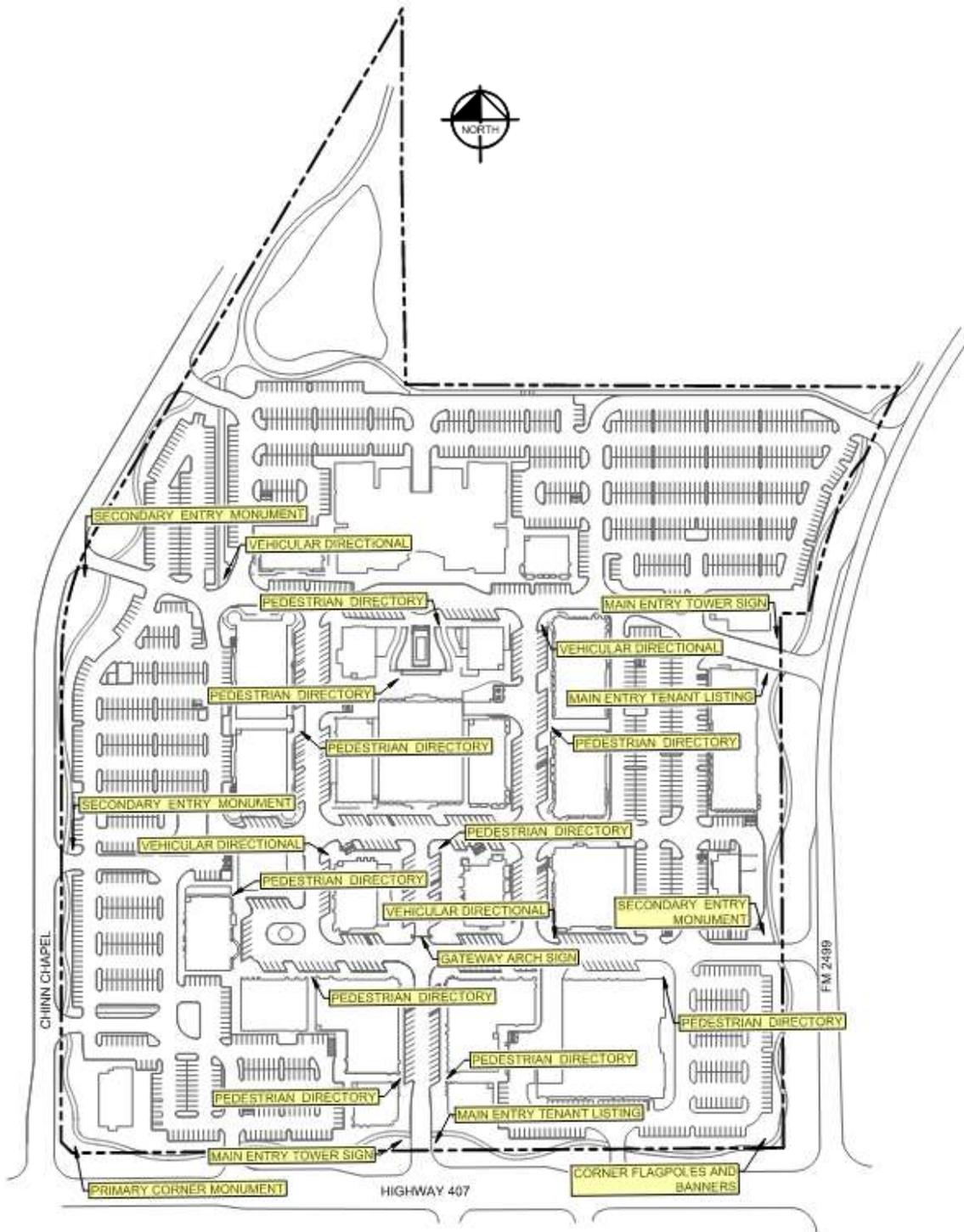
Ordinance No. 2023-1306  
Attachment 4

Exhibit "GB": Location Plan (revised \_\_\_\_\_, 2023)



Ordinance No. 2023-1306  
Attachment 5

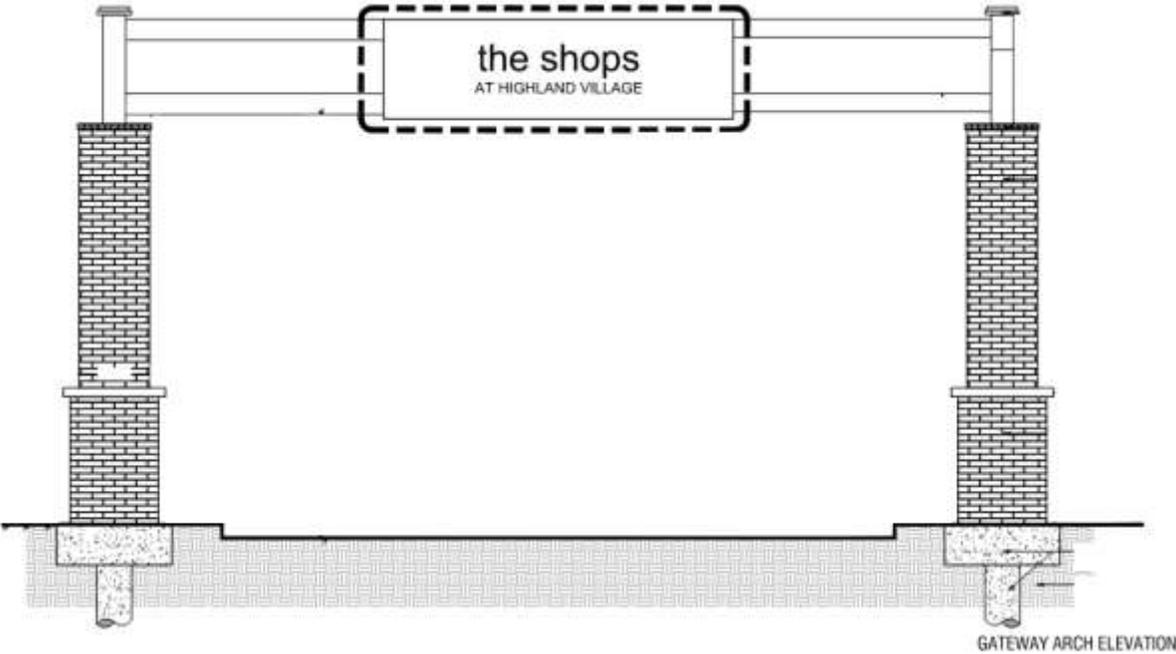
EXHIBIT 1 to Exhibit H: Location Plan (revised \_\_\_\_\_, 2023)



NOT TO SCALE

Ordinance No. 2023-1306  
Attachment 6

Exhibit "12" to Exhibit "H": Location Plan (added \_\_\_\_\_, 2023)



NOT TO SCALE

**CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 17**

**MEETING DATE: 08/22/2023**

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

**PREPARED BY: Paul Stevens, City Manager**

**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.

Additionally, a list of previously requested agenda items is included with this briefing. City staff is seeking direction from Council in prioritizing the list of future agenda items so they can be addressed in a timely manner.

<b>CC Mtg Date</b>	<b>Item Type</b>	<b>Suggested Caption for the item</b>
09/12/23	Early Work Session	Meet and Greet with board/commission applicants
09/12/23	Consent	If needed - Consider 2 <sup>nd</sup> read of Ordinance on Proposed Amendments to the Planned Development Regulations applicable to Lot 1, Block A, The Shops at Highland Village, said Property being located in the Marketplace Planned Development - Retail (MPDR) Zoning District
09/12/23	Consent	Resolution renewing health & dental insurance
09/26/23	Early Work Session	Discuss board/commission appointments
09/26/23	Early or Late Work Session	Kickball Feasibility Study - presented by Halff and Associates
09/26/23	Items of Community Interest	Proclamation - Say No to Bullying Week
09/26/23	Action Agenda	Board/commission Appointments
09/26/23	Action Agenda	Micromobility Ordinance presented for consideration
10/24/23	Early Work Session	Presentations from Nonprofit Organizations
11/14/23	Early Work Session	Discuss Grant Allocations for Nonprofit Organizations
11/14/23	Action Agenda	Grant Allocations for Nonprofit Organizations
Fall		DCTA Update and Grant to study KCS Rail Line for passenger service
	Work Session	Information on creating a Program Similar to the city of Denton Vision Zero ( <a href="https://www.cityofdenton.com/992/Vision-Zero-Denton">https://www.cityofdenton.com/992/Vision-Zero-Denton</a> ) Program that would engage the community. This approach can be scaled and modified for our city's transportation challenges. This can utilize City staff and Highland Village Residents (creation of a transportation committee) to address Transportation Issues (cars, scooters, bikes, etc.) in a proactive, wholistic and data driven manner.

	Work Session	Legislative Update that includes an in depth explanation of the effects of HB 2127 (Death Star Bill)
	Work Session	Holistic view within the community regarding stop signs, traffic calming and other options to solving some of the larger problems rather than a piecemeal approach
	Work Session	<p>Presentation of the DCTA proposed rail station in HV that has been planned since Dec 2019 when the HV Mayor signed the application for a federal grant. The presentation should include:</p> <ul style="list-style-type: none"> <li>• Information of the federal grant application that obligates the City of Highland Village to adopt the DCTA regulations that govern transit-oriented development.</li> <li>• Information on what residential zoning ordinance changes will be required to accommodate high-density housing.</li> <li>• Current statistics of A-train used specifically by citizens of Highland Village</li> <li>• Plans to survey the transportation needs of the Citizens of Highland Village</li> <li>• Plans for a workshop specifically concerning the development and location of the train station in Highland Village for the Citizens</li> </ul>
	Work Session	Review Legislative Session from 2015 and HB 157 in relation to Restructuring/Reallocating our Dedicated Sales Tax
	Work Session	<p>Presentation of employing HB 157 (a bill allowing reallocation of dedicated 2% sales tax) from the 2015 legislative session that allows the reallocation of dedicated sales tax. The information provided should include the following:</p> <ul style="list-style-type: none"> <li>• How one quarter to one half cent dedicated sales tax can support the Highland Village Police and Fire since we are close to build out and every penny matters</li> <li>• The process to allowing the citizens to vote on reallocating up to one half cent of sales tax to better serve the residents of Highland Village</li> </ul>



## **UPCOMING MEETINGS**

<b>August 22, 2023</b>	<b>Regular City Council Meeting - 7:30 pm</b>
<b>September 4, 2023</b>	<b>City Offices Closed for Labor Day</b>
<b>September 7, 2023</b>	<b>Zoning Board of Adjust Meeting – 7:00 pm</b>
<b>September 12, 2023</b>	<b>Regular City Council Meeting - 7:30 pm</b>
<b>September 18, 2023</b>	<b>Parks &amp; Recreation Advisory Board Meeting – 6:00 pm</b>
<b>September 19, 2023</b>	<b>Special City Council Meeting - TBD</b>
<b>September 19, 2023</b>	<b>Planning &amp; Zoning Commission Meeting – 7:00 pm</b>
<b>September 26, 2023</b>	<b>Regular City Council Meeting - 7:00 pm</b>
<b>October 5, 2023</b>	<b>Zoning Board of Adjust Meeting – 7:00 pm</b>
<b>October 10, 2023</b>	<b>Regular City Council Meeting - 7:00 pm</b>
<b>October 16, 2023</b>	<b>Parks &amp; Recreation Advisory Board Meeting – 6:00 pm</b>
<b>October 17, 2023</b>	<b>Planning &amp; Zoning Commission Meeting – 7:00 pm</b>
<b>October 24, 2023</b>	<b>Regular City Council Meeting - 7:00 pm</b>
<b>November 2, 2023</b>	<b>Zoning Board of Adjust Meeting – 7:00 pm</b>
<b>November 14, 2023</b>	<b>Regular City Council Meeting - 7:00 pm</b>

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](http://www.highlandvillage.org) or the City Hall bulletin board for the latest meeting additions and updates.