



## **A G E N D A**

**REGULAR MEETING OF THE  
HIGHLAND VILLAGE CITY COUNCIL  
HIGHLAND VILLAGE CITY COUNCIL CHAMBERS  
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS  
TUESDAY, JULY 23, 2019, at 6:00 P.M.**

**Convene Meeting in Open Session  
Training Room – 6:00 P.M.**

**EARLY WORK SESSION**

- 1. Discuss the General Fund Budget and Special Revenue Funds for Fiscal Year 2019-2020**
- 2. Receive an Update and Discuss Submission of a Resolution of Support relating to Expansion of Truck Lane Use Restrictions to include additional Corridors throughout the Dallas-Fort Worth Area**
- 3. Clarification of Consent or Action Items listed on Today's City Council Regular Meeting Agenda of July 23, 2019**

**(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**

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

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

- 5. Call to Order**
- 6. Prayer to be led by Councilmember Tom Heslep**
- 7. Pledge of Allegiance to the U.S. and Texas flags to be led by Councilmember Tom Heslep: *“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”***

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**
  - **Presentation of the 2019 Non-Profit of the Year Video**
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**
  - **National Weather Service Recognition of Highland Village as a StormReady Community**

### **CONSENT AGENDA**

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

11. **Consider approval of Minutes of the Regular City Council Meeting held on June 25, 2019**
12. **Consider Resolution 2019-2825 casting the City's Vote for Representation to the Denco Area 9-1-1 District Board of Managers**
13. **Consider Resolution 2019-2826 receiving an Annual Report from the Highland Village Community Development Corporation and Approving the Facilities Development Capital Improvement Program (FDCIP)**
14. **Consider Resolution 2019-2827 awarding and authorizing a Contract with Reynolds Asphalt & Construction Company for the 2019 Asphalt Overlay Project**
15. **Consider Resolution 2019-2828 supporting the Expansion of Truck Lane Use Restrictions to include additional Corridors throughout the Dallas-Fort Worth Area**
16. **Consider Resolution 2019-2829 authorizing the City Manager to Enter into an Interlocal Agreement with Denton County for Collection of Ad Valorem Taxes**
17. **Receive Budget Reports for Period Ending May 31, 2019**

### **ACTION AGENDA**

18. **Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:**
  - (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session**

**Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**

**LATE WORK SESSION**

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

19. Discuss the Schedule for Annual Board and Commission Appointments
20. 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 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.)
21. 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 19<sup>TH</sup> DAY OF JULY, 2019 NOT LATER THAN 5:00 P.M.



**Angela Miller, City Secretary**

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

Removed from posting on the \_\_\_\_\_ day of \_\_\_\_\_, 2019 at \_\_\_\_\_ am / pm by \_\_\_\_\_.

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

**AGENDA# 1**

**MEETING DATE: 07/23/19**

**SUBJECT: Discuss the General Fund Budget and Special Revenue Funds  
for Fiscal Year 2019-2020**

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

**COMMENTS**

City staff will provide information relating to the General Fund Budget and Special Revenue Funds for Fiscal Year 2019-2020.



CITY MANAGER  
1000 Highland Village Road  
Highland Village, TX 75077  
972-899-5131 F 972-317-0237  
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July 23, 2019

Honorable Mayor Charlotte Wilcox and Members of City Council,

It is my pleasure to submit the City of Highland Village Fiscal Year 2019 – 2020 Annual Budget and Program of Services. The annual budget guides the City's plan for providing the services, facilities, and infrastructure that has made Highland Village one of the best places to live in Southern Denton County.

Our Mission Statement and Values provided us excellent framework in stating our City Objectives. A major component for achieving success is our Mission Statement, Values, and City Objectives, which provide a clear direction for not only this Fiscal Year, but in guiding our five-year forecast as well. It is the goal of both Council and staff to maintain our organization and the community as a whole in a positive direction, efficiently providing necessary services for residents. Included within the budget message are our refined Departmental Objectives which reflect the corresponding Values.

In accordance with the Texas Local Government Code and the Charter of the City of Highland Village, the Annual Budget and Program of Services for the Fiscal Year beginning October 1, 2019, and ending September 30, 2020, is constructed for your review and comment and filed with the City Secretary. It presents the revenues and expenditures for each of the City's Departments, as well as the five-year Capital Improvement Program (CIP).

To communicate and facilitate the City's Budget and Program of Services, this budget message is divided into the following sections:

- I. Overview
- II. Mission, Values, City Objectives, and Departmental Objectives
- III. General Fund Budget Highlights
- IV. Financial Assessment
- V. Conclusion

## I. OVERVIEW

Highlighted in this document are the Mission Statement, Values, City Objectives, and Departmental Objectives for the City. Thus providing the direction for growth, operational excellence, a financially sound government, enhanced quality of life, as well as a safe and secure community.

Mayor Wilcox captures the essence of our role in preparing the budget each year:

*“As Mayor of Highland Village, working with City Council and staff, as each decision comes before us I always frame my questions with ‘how will our residents benefit from this?’ It is our goal to be responsible with your money, transparent in how your money is spent, and conscientious of ensuring you, the taxpayer, receive the best service and amenities your money can buy.”*

While there is limited population growth within the City of Highland Village, our assessed valuation growth has been very positive and steady. The estimated assessed valuations from Denton Central Appraisal District (DCAD) for this budget year reflect an increase of 4.9%. The certified tax roll will be available on July 25. The estimated 4.9% is an increase of 0.9% from Fiscal Year 2018 – 2019, providing an additional \$529,321 for Fiscal Year 2019 – 2020. Due to the combination of a solid year end projection along with an increase in our final tax role, we are projecting a Fund Balance of 33%, or \$6,117,360 before supplemental's.

## **II. MISSION, VALUES, CITY OBJECTIVES, AND DEPARTMENTAL OBJECTIVES**

The following assumptions are priorities in our budget development considerations for Fiscal Year 2019 – 2020.

- **Tax Rate Management:** For Fiscal Year 2020, we are estimating the certified tax roll provides an increase of 4.9%. The tax rate is allocated between Maintenance & Operations and Debt Service. We will continue to ensure that all Enterprise Funds, such as the Utility Fund, are covering indirect costs, as well as direct services.
- **Fund Balances:** Our Financial Policies require a minimum of 20% Fund Balance, with a targeted range of 20% to 25%. Our initial projection in the five-year forecast reflects an estimated Fund Balance of approximately 30% for Fiscal Year 2020.
- **Five-Year Forecast:** A focus on the five-year General Fund forecast and CIP shall provide guidance for development initiatives in future years.
- **Budget Process:** Departmental budgets are prepared using the thorough review of a budget software program, which facilitates justification for base budget items and supplemental requests.
- **Salary and Benefits:** Our competitive pay, benefits, and career development structure to attract and retain qualified personnel for Fiscal Year 2019 – 2020 has identified a 4% performance/merit pool increase.

### **MISSION STATEMENT**

We are committed to promoting a spirit of integrity, partnership, and excellence of service for the benefit of our citizens, guests, and neighboring communities; to ensure that Highland Village continues to be a vital and dynamic city with a vision for the future.

### **VALUES**

#### **INTEGRITY**

We are dedicated to a high ethical culture, high moral standards, and honesty in our dealings with the public and each other. We will treat all people with dignity, respect, and fairness.

#### **SERVICE**

We will provide excellent service to the public in the most responsive, efficient, and effective manner.

- We will recognize and understand the needs of our residential and business community and deliver in a manner that meets or exceeds expectations.

## **TEAMWORK**

We value teamwork, empowerment, and a spirit of cooperative effort from all employee levels within the organization and the community. We believe that the employees of the City are our most valuable resource. Each employee's contribution is the key to our success.

- We will provide a work environment that is respectful of all employees, empowering each with the ability to solve problems, and provide support for employees to grow and attain a personal / work life balance.
- We will support and facilitate volunteer activities and social services that provide service to the city and the community.

## **RESPONSIVE**

We will be a responsive city organization, dedicated to maintaining a well-trained and competent workforce to enhance the quality of life in our city.

- We will foster a work force comprised of professional, highly qualified, and customer friendly employees to provide timely and accurate responses to the needs of the community.

## **COMMUNICATION**

We believe in simplicity, accuracy, and clarity in communications with the public and each other. We encourage the open exchange of ideas and information.

- We will work to instill a sense of community with our external and internal customers through multiple two-way communication avenues.

## **ACCOUNTABLE**

We are committed to a financially responsible local government, one that is cost conscious and concerned about the effective and efficient delivery of services to the public.

- We will achieve the highest ethical standards in providing all goods and services, using financial and departmental recognized "best practices."

## **ENTERPRISING**

We value innovation and creativity, and support a culture for change and reasonable risk-taking at all levels of the organization.

- We will innovate by generating creative solutions to problems that will result in improved performance, better outcomes, and higher productivity in our programs and services.

## **DEPARTMENTAL OBJECTIVES WITH CORRESPONDING CORE VALUES**

### **FINANCE DEPARTMENT**

- **Teamwork** In conjunction with Information Services, complete a data conversion of Utility Billing, Municipal Court, and Cash Collections software to the current version.
- **Accountable** Review the EMS fee structure and billing model and recommend changes if necessary to facilitate cost recovery with the objective of achieving fairness to customers.
- **Accountable** Investigate and consider updates to the Finance Department's website to contain disclosures that would qualify the City for the Texas Comptroller of Public Accounts Transparency Stars.
- **Integrity** Implement an audit of targeted cash collection functions throughout the City.

### **Marketing & Communications**

- **Communication** Create opportunities for the public to learn about upcoming City events, recent City news, and updates through the launch of an e-newsletter.
- **Communication** Increase use of Speak Up HV to gather input, inform, and engage residents on City initiatives and projects.
- **Responsive** Improve and encourage dialogue on City communication channels with the public and respond to inquiries in a timely manner.
- **Integrity** Investigate avenues to determine the frequently asked questions of residents and the trending city topics on social media and develop the appropriate messaging to answer resident questions.
- **Teamwork** Educate employees on proper visual and written communication through training and policies.
- **Enterprising** Raise awareness and help promote customer connection to Highland Village restaurants and retailers by implementing findings from market research conducted with local businesses.
- **Service** Work with the Human Resources department to educate and inform employees of City benefits, the wellness program, and fellow employee milestones.
- **Communication** Work with all departments to share public hearing and public notices through social media sites to inform all residents.
- **Accountable** Implement quarterly communication team meetings for all who regularly post to the City website and social media accounts to share and measure communication goals.

### **Human Resources**

- **Integrity** The Human Resources staff is committed to providing support services while keeping high ethical and moral standards in mind.
- **Service** The core function of the Human Resources Department involves providing service; whether it be regarding employment, benefits, professional development, or strategic planning.
- **Teamwork** We are committed to providing an environment that promotes and supports teamwork across departments. Our On the Spot program empowers employees to recognize those who go above and beyond expected duties by providing rewards for a job well done. Our agile performance management system provides a forum for employees to recognize their peers and express appreciation.
- **Responsive** We continuously promote training opportunities to increase the professionalism of employees. An in-house Supervisor Series offered throughout the year

provides all supervisors the knowledge they need to effectively manage their direct reports in accordance with city-wide values and service expectations.

- **Responsive** As a support services department, Human Resources values input at all levels. We rely on employee committees, customer feedback, and we build relationships across all departments and organizational levels to ensure the services we provide are valuable, meaningful, and productive.
- **Communication** Open communication is paramount to a healthy organizational culture. The Human Resources Department continuously strives to provide open and meaningful communication to those we serve, and we encourage the same throughout all departments.
- **Accountable** Providing a fair, comprehensive, and sustainable compensation and benefit package to all employees remains a constant priority.
- **Enterprising** Staff at all levels are encouraged to provide creative solutions to the issues and challenges that arise. Cultivating innovative ways to improve is an ongoing goal, and Human Resources will be paying particular attention to workflows this year to ensure we are performing at the most efficient levels possible.

### City Secretary

- **Teamwork** Continue the migration of paper records in the Public Works Department and Community Service Division to a digital content management program and work with the Information Services Department to create custom workflows to automate the process.
- **Teamwork** Work with departments to identify efficient preservation solutions for official records that will ensure standards and retention periods are maintained as established by provisions of the Local Government Code and the Texas State Library and Archives Commission.
- **Service** Explore and consider updates to improve the public information request process.
- **Communication** Continue to work with the Marketing & Communications Department to raise awareness of opportunities for residents to serve on City boards, commissions, and committees.
- **Responsive** Identify training opportunities to increase knowledge and professionalism of City Secretary staff in order to better meet the needs of our residents.

### Information Services

- **Responsive** Look at the feasibility of redundant internet and back up dispatch at the DenCo 9-1-1 disaster response center.
- **Teamwork** Work with the Parks & Recreation Department to determine the need for additional cameras at Unity Park once the construction of Kids Kastle is complete, as well as to assess the need for additional cameras at Doubletree Ranch Park in the future.
- **Service** Improve and expand the online payment capabilities for online permits.
- **Enterprising** Look at cost effective and innovative ways to help improve the transfer of critical data from Dispatch to the Fire Department.
- **Teamwork** Coordinate with the Police Department to replace the body camera system.
- **Responsive** Replace and upgrade the City's firewall to allow for deep inspections of incoming and outgoing data, as well as to scan additional systems for potential threats.
- **Teamwork** Work with Fire Department to integrate inspections into CityWorks.
- **Service** Work with the Community Services Division to create an online inspection schedule platform.
- **Enterprising** Consider a restaurant inspection app that will streamline the process and disseminate results quicker.
- **Accountable** Work with the Department of Homeland Security to expand our cyber security scans and implement best practices for our public facing applications.

- **Communication** Create senior specific information about cyber fraud to include in The Villager.

## Police Department

- **Integrity** Continue promoting our School Resource Officer (SRO) Program commitment with focused efforts on growing relationships. This will be accomplished by promoting our high ethical culture, high moral standards, and honesty by providing a positive impact on our students, parents, and faculty in our four schools.
- **Service** We will monitor and analyze various response time data for priority service calls to determine how we are doing and if or how we can safely improve upon them.
- **Teamwork** Continue to grow our community programs that instill the spirit, support, and pride between the community and the Police Department through our implemented programs such as the TXFallenPD Tribute Event, Special Olympics Texas (SOTX), and the annual toy drive. These three events put officers, dispatchers, auxiliary members, and command staff into various forums throughout the community and other City Departments while promoting our values and philosophies. The toy drive in 2019 will be the first joint venture with the Fire Department.
- **Responsive** Reinvigorate our Bike Program which has diminished due to promotions and the addition of new department personnel who have not completed their mandatory probationary period.
- **Communication** We will continue to utilize all aspects of social media to monitor citizens' concerns and respond accordingly. Additionally, we will continue to work with the Marketing & Communications Department to provide timely data and information to be shared for the betterment of our community.
- **Accountable** We will continue to maintain community trust by treating all persons with dignity, respect, and fairness. This is accomplished in a number of ways including supervisor oversight, facilitation of transparency, as well as the desire to meet or exceed public expectations with immediate investigation of complaints while continuing to recognize and promote praise and compliments.
- **Enterprising** Have 100% of our selected sworn officer positions certified as Emergency Care Attendants (ECAs).

## Fire Department

- **Accountable** Obtain the Best Practices Designation from the Texas Fire Chiefs Association. This program provides an independent third party evaluation of the department's emergency operations and overall service delivery provided to Highland Village residents.
- **Enterprising** Implement a nationally recognized Incident Command Certification Program and develop a Command Training Center. The training program will provide the Fire Department with a training and certification system that defines the highest standards in incident command practices, while preparing personnel for strategic and tactical emergency incident command operations.
- **Enterprising** Upgrading and augmenting the City's Outdoor Warning Siren System. This will help to ensure the safety of Highland Village residents, visitors, and businesses by giving them as much forewarning as possible during severe weather events.
- **Integrity** The Fire Department is committed to protecting the lives and property of our community through exceptional care and service, while maintaining a culture that encourages integrity, open communication, trust, and ethical behavior.

- **Responsive** Increase our level of training and preparedness by bringing in outside instructors with considerable knowledge and expertise to teach a variety of subjects in group, one-on-one, and shift based training.
- **Service** Leverage technology to improve the department's service delivery by acquiring and implementing an automated Fire Station Alerting system. This system will improve response times, which results in the department providing a higher level of service to our community.
- **Teamwork** Implement a comprehensive holistic Wellness Program for all uniformed fire personnel to assist them in developing and maintaining a high degree of physical and mental health. The program is designed to improve our readiness levels when called upon to work in difficult and taxing conditions, while also improving their overall health and well-being.

### Community Services

- **Enterprising** Implement an online payment option for CityWorks, Permitting, License and Land Use (PLL), which will allow customers to apply and pay for permits online.
- **Accountable** Develop and implement a monthly reporting function for CityWorks PLL for enhanced tracking of all building permits, site plans, concept plans, and Ordinances for potential development within the City.
- **Accountable** Review City building codes for revisions due to recent legislative orders.
- **Service** Review any issues with the solid waste contract with Community Waste Disposal (CWD) in September of 2019.
- **Service** Review proposed developments to allow forward movement to P&Z and City Council for approvals.

### Street Department

- **Teamwork** Inventory and rate all concrete and asphalt streets in Highland Village using the standard manual survey method developed by the Federal Highway Administration.
- **Teamwork** Perform traffic count data collection throughout the City.
- **Accountable** Identify, design, and construct the 2019 Asphalt Overlay Project based on the Condition Pavement Index (CPI) to enhance our street life cycle and repair program.
- **Accountable** Complete the construction of Phase 1 of the 2017 Street Bond Project. As well as design and construct Phases 2 and 3 of the 2017 Street Bond Project.
- **Service** Implement a pavement stripping plan for the City's streets and the Inland Trail System.

### Maintenance Department

- **Accountable** Continue interior enhancements of the rotunda in the Municipal Complex which consists of painting, wall repairs, and mill work.
- **Enterprising** Continue our Energy Efficiency Program which includes the installation and retrofitting of LED lights in the Municipal Complex, replacing all T-8 fluorescent fixtures. Additionally, replace all glass panes that have started to fog due to broken seals.
- **Accountable** Complete the roof replacements in the Parks & Recreation area as part of the hail storm recovery.

## Parks and Recreation Department

- **Teamwork** Work with the Information Services Department to develop and implement a robust facility program for preventative maintenance, major maintenance, and capital replacement cycles for Doubletree Ranch Park and Unity Park.
- **Teamwork** Work with the Marketing & Communications Department to develop a sponsorship packet for Kids Kastle that will engage the community, local business, and regional business for sponsorship opportunities.
- **Accountable** Look at cost recovery strategies where feasible and implement.
- **Accountable** Identify energy cost saving opportunities at our facilities, specifically with lighting and mechanical systems.
- **Communication** Work with the Marketing & Communications Department to improve our brand, create a new department video, and website design.

## Utilities (Water/Wastewater & Drainage)

- **Accountable** Identify and reduce Inflow and Infiltration (I&I) of our wastewater collection system by performing I&I smoke testing of approximately 20% of the collection system.
- **Responsive** Provide professional training both internal and external to all licensed Public Works employees to allow for growth in the industry.
- **Service** Reconstruct the existing sanitary sewer main crossing the KCS RXR in the FM 407 well lot area and replace the failing sewer main in the Village Estates III subdivision.
- **Service** Replace the existing Asbestos Cement (A/C) water mains in the Village Estates III Subdivision.
- **Communication** Continue the storm water education campaign for Highland Village residents.
- **Integrity** Uphold our commitment to environmental programs by performing water quality testing of local streams and creeks.

## III. GENERAL FUND BUDGET HIGHLIGHTS

The General Fund supports all municipal operations with the exception of water, wastewater, and drainage utility operations.

We will receive the certified property tax roll on July 25, at this time the figures reflected are estimates based on non-certified tax rolls. Fiscal Year 2020 estimates project a 4.9% growth in property values from Denton Central Appraisal District. Although it is the largest element of General Fund revenues, property tax is only one of several revenue sources used to fund City operations. Other sources include sales tax, franchise fees, fines, and development fees, charges for service, interest income, and miscellaneous revenue. The tax rate is split between two components – Maintenance & Operations and Debt Service.



## **Community Identity**

- We are currently working with three different development groups on three new single family residential developments that will potentially provide over 100 single family lots for new homes.
- H.B. 2439 that will go in effect September 1, 2019, will challenge us this next year in modifying our development regulations pertaining to exterior finishes for both new commercial and residential developments in maintaining our desired standards with our Look and Feel Overlay Ordinance and our base zoning standards.

## **Public Safety**

- School safety is a priority for everyone, we will work with LISD to enhance our School Resource Officer Program this budget year.
- Our Community Policing model focusing on “Prevention through Citizen Awareness and Involvement” continues to be successful for the Police Department.
- Upgrading and augmenting the City’s Outdoor Warning Sirens System will help ensure the safety of Highland Village residents, visitors, and businesses by giving them as much forewarning as possible during severe weather events.
- The Highland Village Fire Department is a professional organization that delivers unmatched service to citizens, regardless of whether the need is an emergency or a routine event. By obtaining the Best Practices Designation from the Texas Fire Chiefs Association, we will provide that conformation to our residents.

## **Infrastructure**

- In our current CIP for both the General Fund and Enterprise Funds, we have identified facilities and infrastructure that will need to be addressed with growth and development of Highland Village.
- We continue to model our existing water and wastewater systems for Capital Planning for future issuance of Utility Bonds.

## **IV. FINANCIAL ASSESSMENT**

The City of Highland Village continues to be strong financially. Through sound fiscal management over the years, the City has positioned itself well to cope with growth, create a positive atmosphere for economic development, and provide greater flexibility on budgetary issues. The City is able to balance revenues and expenditures while maintaining a high level of service.

### **Fund Balance**

One unrestricted measure of a city’s financial strength is the level of its Fund Balance. The base Fiscal Year 2019 – 2020 General Fund expenditures total \$18,291,222 with \$534,966 identified for supplemental requests. Therefore, the total budgeted amount is \$18,826,188. The ending fund balance of \$5,582,394 represents 30% of Fiscal Year 2020’s projected General Fund expenditures, exceeding the target range of 20% to 25%. (Our Fund Balance will be modified once we receive the certified tax roll from DCAD on July 25.)

## Bond Ratings

The City's bond ratings are further evidence of its financial strength. Standard and Poor's, one of the nation's largest bond rating agencies, upgraded the City to a AAA rating for General Obligation and affirmed the City's bonds are considered to be of excellent investment quality. For General Obligation bonds, the rating agencies commented that the City has a strong economy, strong tax base growth, very strong budgetary flexibility supported by strong financial practices, very strong management and Financial Policies, stable financial performance, as well as solid reserve levels.

## Current-Year Capital Projects

A \$7.15M General Obligation Bond was issued in 2018 to address targeted Street Improvements (\$2.8M) and Parks and Recreation Improvements (\$4.29M).

### ***Parks and Recreation Improvements (\$4.29M)***

#### *Unity Park \$2.54M*

Unity Park is the sole community park and includes multiple amenities for resident use. Improvements include:

- The ponds at Unity Park require dredging to remove accumulated silt as well as improvements to address drainage considerations. (On July 17 bids were opened for the pond improvements, which came in considerably higher than the opinion of probable cost provided by the Engineers of Record at Half Associates, Inc. City Staff will provide an updated plan on addressing funding for all associated park improvements.)
- The Kids Kastle Play Structure was originally constructed in the 1990s as a community build project. Following a fire in the 2000s, it was rebuilt again as a community project. The structure has reached the end of its useful life and is in need of replacement, this time with new recycled plastic materials that will provide increased safety and reduced maintenance. The intent is to approach it as a community build project again. As this is adjacent to the ponds, the playground will be demolished in conjunction with the pond construction to provide economies of scale with the design and required grading for the entire area. Reconstruction of Kids Kastle will proceed immediately following the completion of the pond improvements.
- A section of Unity Park will be redeveloped to add an additional softball field to complement the existing baseball fields.

#### *Other Park Projects*

- Brazos Parking Lot Extension – \$353,000
  - A parking lot was constructed at Brazos Park several years ago to relieve parking on adjacent streets. Popularity of these fields prompted the need to increase the size of the parking area by an additional 50 spaces. This project was completed in February 2019.
- Victoria Park Walking Trail/Track – \$198,000
  - The current walking track is badly cracked and uneven, causing a tripping hazard to patrons. The track will be resurfaced and replaced with a six foot concrete path. The project concept was to rehab the existing walking trail around the perimeter of the park. However, feedback from a resident prompted consideration of a redesign of the trail to traverse through the park to encourage the transition of elimination of organized soccer utilization in lieu of open space, as originally intended for this park. The park is located in an Oncor easement, thus prompting required approval from Oncor for any design changes to the park. Proposals have been submitted to

Oncor, and discussions are in progress to ensure sufficient safety for park patrons in consideration of the existing overhead power lines.

- Highland Village Road Trail Segment – \$922,300
  - Construction of the sidewalk on Highland Village Road from the Municipal Complex to Sellmeyer Lane will increase pedestrian safety and connect residents to amenities along Highland Village Road. A large number of residents adjacent to this section have no access to the Inland Trail System connecting them to Lions Club Park, Lakeside Community Park, and Doubletree Ranch Park. This presents a potential safety issue as people walk Highland Village Road to access these amenities.
- Sunset Point Park – \$162,700
  - Sunset Point Park is classified as a mini park and serves local residents as a neighborhood park site that provides water access to Lewisville Lake. Development will address erosion issues and safety concerns, along with enhanced roadway completion to facilitate emergency vehicle access and turn around capabilities. Public input was solicited on the design for the park in the spring of 2017 and was approved by Council. However, at this time, a reduced-scale project consisting of just the roadway improvements is anticipated to provide the turn-around capability for emergency vehicles. Further development of the park will be re-evaluated for consideration at a later date.

**Street Improvements (\$2.8M)**

The City of Highland Village conducts a Pavement Condition Inventory Survey to determine the priority of streets that need repair, overlay, or full reconstruction. The streets to be addressed with this bond have reached the end of their life cycle and are in need of full reconstruction. They are as follows:

Rosedale Street	Springway Drive
Ranier Court	Mockingbird Drive
Catesby Place	Post Oak Drive
Rockland Drive	Pecan
Hickory Ridge Drive	Raintree Drive
Oak Forest Drive	Greensprings Street
Winding Creek Drive	Duvall Boulevard
Dickinson Drive	Baird Circle
South Clearwater Drive	Donna Circle
Scenic Drive	Savanna Drive

**Debt Service Fund**

This fund is utilized to account for the debt obligations of the City.

**Utility Fund**

A primary and critical task of any City is the provision of water and wastewater service to its residents. To its credit, Highland Village has secured a stable and reliable source for each of

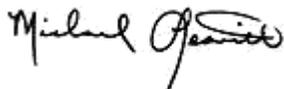
these services through owning and operating five water wells and a subscription with Upper Trinity Regional Water District (UTRWD), which are expected to be sufficient through build-out.

The Utility Fund is an Enterprise Fund that is financed primarily through user charges. Utility rates are maintained to derive sufficient revenues to meet the obligations associated with the provision of water and wastewater services. They are established to pay for delivery and maintenance of water and wastewater to City residents. The structure of the rate is bifocal, with charges associated with wholesale water/wastewater purchases from UTRWD presented as a pass-through charge to residents, and separate rates to address the City's cost of service.

## **V. CONCLUSION**

In preparing the Fiscal Year 2019 – 2019 Annual Budget and Program of Services, it was our goal to develop a budget that will maintain the desired quality of life, while balancing the needs of the residents. This year's budget document represents a collective effort by City Council and City Staff to meet the challenge. In our development of the budget, there are three essential areas that remain our focus in the fundamental understanding of government's role in providing enhanced core services to our residents: policy coordination and implementation between Council and staff; communications; and measurement and evaluation. City Staff will continue to review and evaluate internal operations for opportunities to reduce costs and improve the provision of funded services.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Leavitt".

Michael Leavitt  
City Manager

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

**AGENDA# 2**

**MEETING DATE: 07/23/19**

**SUBJECT: Receive an Update and Discuss Submission of a Resolution of Support relating to Expansion of Truck Lane Use Restrictions to include additional Corridors throughout the Dallas-Fort Worth Area**

**PREPARED BY: Michael Leavitt, City Manager**

**COMMENTS:**

Under the Texas Transportation Code Sections 545.0651 through 545.0653, and Title 43 of the Texas Administrative Code, Sections 25.601 through 25.604, a city, county, or the Texas Department of Transportation (TxDOT) is authorized to restrict through traffic, by class of vehicle, to two or more designated lanes of traffic on certain portions of the designated state highway system, except to pass another vehicle.

Currently, some highways within the Dallas-Fort Worth area have truck lane use restrictions. The Texas Department of Transportation and North Central Texas Council of Governments are presently studying several corridors throughout the Dallas-Fort Worth area to determine if truck lane use restrictions should be expanded to include additional locations, including the portion of IH 35E located adjacent to the City of Highland Village. The Texas Department of Transportation and North Central Texas Council of Governments will conduct a public hearing and are seeking comments from the public and the affected local entities until Monday, August 12, 2019 at 5:00 p.m.

The expansion of such restrictions would improve the mobility and safety of travelers on highways, and City staff recommends supporting the expansion. If Council wishes to take formal action in support of such, a resolution has been included on tonight's regular agenda.

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

**AGENDA# 10**

**MEETING DATE: 07/23/19**

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

**PREPARED BY: Karen Bradley, Administrative Assistant to City Secretary**

**COMMENTS**

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

- National Weather Service Recognition of Highland Village as a StormReady Community

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

**AGENDA# 11**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on June 25, 2019**

**PREPARED BY: Angela Miller, City Secretary**

**BACKGROUND:**

Minutes are approved by a majority vote of Council at the Council meetings and listed on the Consent Agenda.

**IDENTIFIED NEED/S:**

Council is encouraged to call the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff will make suggested changes and the minutes may be left on the Consent Agenda in order to contribute to a time efficient meeting. If the change is substantial in nature, a copy of the suggested change will be provided to Council for consideration prior to the vote.

**OPTIONS & RESULTS:**

The City Council should review and consider approval of the minutes. Council's vote and approval of the minutes reflect agreement with the accuracy of the minutes.

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

The City Manager has reviewed the minutes and given approval to include the minutes in this packet.

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

N/A

**RECOMMENDATION:**

To approve the minutes of the Regular City Council meeting held on June 25, 2019.



**MINUTES OF THE REGULAR MEETING OF THE  
HIGHLAND VILLAGE CITY COUNCIL  
HELD AT THE HIGHLAND VILLAGE MUNICIPAL COMPLEX  
LOCATED AT 1000 HIGHLAND VILLAGE ROAD  
TUESDAY, JUNE 25, 2019**

Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m.

**Roll Call**

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

**EARLY WORK SESSION**

**1. Receive an Update on the Copperas Branch Park Master Plan Project**

Parks and Recreation Director Phil Lozano voiced the importance of community engagement for the project and updated Council on the information received through recent public meetings and on the City's new online engagement tool *Speak Up HV*. He stated the results have been great and that a lot of input has been gathered to date. Marketing and Communications Director Laurie Mullens provided a handout showing a summary of the Kick Off Meeting held in April, the Walk the Park event held in May, and the ideas that have been received through *Speak Up HV*.

**2. Review of Council Goals and Objectives for FY Budget 2019-2020**

City Manager Michael Leavitt reported the mission statement and core values were confirmed last year during the budget process and were used to guide staff in the development of our City and departmental objectives, which serve as a work plan to direct City staff in meeting the needs of Highland Village residents. As we enter into development of the FY 2019-2020 budget, Mr. Leavitt asked the Council to review the previous goals and objectives and let him or the City Secretary know of any changes or revisions for this year.

Councilmember Kixmiller stated he was pleased with the openness of recent budget meetings with City staff, the level of detail provided by the departments, and that most requests were less than the previous year. Mayor Wilcox concurred and stated she appreciated the teamwork and the knowledge and guidance provided by Mr. Leavitt and Assistant City Manager Ken Heerman.

### **3. Review the Capital Improvement Program (CIP) Budget for Fiscal Year 2019-2020**

Mr. Heerman reported the City Charter calls for submission to Council of a five-year capital budget. He then explained that capital improvement projects are non-operational, "big-ticket" items that typically require outside funding sources such as debt issuance, grant, or lease/purchase arrangements. For planning purposes, the five-year capital budget to be presented provides an opportunity for Council to see a multi-year outlook and to provide the framework for consideration of the current year's budget and resulting tax rate.

Mr. Heerman stated that after years of substantial growth and with the city approaching substantial build-out, the community is more settled. Capital improvements relating to basic infrastructure have been widely supported, and improvements related to amenities/improved services, while desired, are viewed in context of affordability. The primary emphasis of the five-year outlook for the past few years has been in controlling on-going operating costs in a context of sustainability within the anticipated revenue base. A focus on staffing has been to maintain existing staffing levels if possible – with emphasis on efficiency and leveraging technology enhancements to not compromise the high level of service that currently exists, with new positions to be evaluated only if a demonstrated need warrants consideration.

Mr. Heerman said the current year of the five-year outlook is being developed as part of the proposed FY 2019-2020 Budget, and is preliminary at this point – to be updated during the budget process this summer. Mr. Heerman provided an update on the City's current capital projects, which include Parks and Public Works projects that were approved in the FY 2018 bond election. Those projects include:

- Street Improvements Project
- Unity Park – includes pond improvements, Kids Kastle play structure and addition of a softball field
- Brazos Park Parking Lot Expansion
- Victoria Park Walking Track
- Highland Village Road Sidewalk – construction from Municipal Complex to Sellmeyer Lane
- Sunset Point Park Improvements

Mr. Heerman reported projections for some of the current park bond projects listed above exceed the available proceeds by approximately \$550,000. City staff and Council will evaluate various options to address this shortfall during the budget process. Mr. Heerman added that a preliminary projection of fund balances show sufficiency to provide this funding, if desired.

Future potential capital projects for consideration were also presented and included: Unity Park Entry Update, Chapel Hill Trail Connection, Lower Sellmeyer Park Improvements, Lions Club Park Improvements, Turpin Park Improvements and Phase II Street Reconstruction Projects. The Unity Park Entry Update and Chapel Hill Trail Connection may be addressed in the FY 2019-2020 budget. The remaining items may be addressed in the FY 2024 budget as future proposed bond projects.

Preliminary projections, which will be refined during the budget process throughout this summer, does provide capacity to consider debt issues within the five-year outlook. However, Mr. Heerman also reported increases in valuation appear to be leveling off and, coupled with State legislative action this session to limit property tax revenue growth in cities, will prompt a more conservative outlook. The outlook is based on implementing an additional ½-cent decrease in FY 2021 and maintaining current tax rate following, also incorporating current trends in both revenues and expenditures to provide projections. Any number of factors could change the outcome though.

Budget discussions will continue at City Council meetings throughout July and August.

**4. Clarification of Consent or Action Items listed on Today's City Council Regular Meeting Agenda of June 25, 2019**

No items were discussed.

Time permitting, Agenda Item #18 was moved up on the agenda and presented during Early Work Session.

**18. Receive an Update on the 86<sup>th</sup> Texas Legislative Session**

Mr. Leavitt reported the number of bills introduced since 2001, especially in the number of city-related bills, have greatly increased. He stated SB 2 goes into effect on January 1, 2020 and modifies the procedure for approval of a tax rate that exceeds the voter-approval rate. SB 2 reduces the 8% cap on revenue to a 3.5% cap on revenue. For cities under 30,000 in population, SB 2 does provide smaller taxing units some relief from the 3.5% voter-approval tax rate.

Other bills included in the update related to sales tax, elections, open government and administration bills. Councilmember Fiester asked for clarification regarding HB 2439. Mr. Leavitt reported this will affect the City's base zoning ordinance requirement of having 80% masonry, as well as the City's look and feel architectural standards. City Attorney Kevin Laughlin reported deed restrictions of Homeowner Associations (HOAs) are exempt from HB 2439, providing the HOA has already been enforcing their restrictions.

**CLOSED SESSION**

Council convened into Closed Session at 7:18 p.m.

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

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

**(b) Section 551.071 – Consultation with City Attorney regarding lawsuit styled City of McAllen, et. al. v State of Texas, Cause No. D-1-GN-17-004766 in the 353<sup>rd</sup> Judicial District Court, Travis County, Texas**

Council concluded Closed Session at 7:26 p.m.

**OPEN SESSION**

**6. Call to Order**

Mayor Charlotte J. Wilcox called the meeting to order at 7:32 p.m.

**Roll Call**

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember

Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Travis Nokes	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist

**7. Prayer to be led by Deputy Mayor Pro Tem Barbara Fleming**

Deputy Mayor Pro Tem Fleming gave the invocation.

**8. Pledge of Allegiance to the U.S. and Texas flags to be led by Deputy Mayor Pro Tem Barbara Fleming**

Deputy Mayor Pro Tem Fleming led the pledges.

**9. Visitor Comments**

No one wished to speak.

**10. City Manager/Staff Reports**

**• HVTV Update**

The HVTV Update featured the HVBA Foodie Friday video on The Brass Tap in The Shops at Highland Village and the Factual Phil segment informed residents of how seasonal changes may affect the taste of your water.

11. **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**

Deputy Mayor Pro Tem Barbara Fleming reported Fire Department Driver/Operator Vince Jones was honored today at the Lewisville Chamber luncheon as the First Responder of the Month. She and Mayor Pro Tem Mike Lombardo also reminded everyone of the weekend fund raising events being held for Vince.

- **Swearing In of Police Officers Javier Noriega and Kristen Andrews**

Chief Reim swore in Officer Javier Noriega and Officer Kristen Andrews. Their families and officers from the Highland Village Police Department were in attendance.

- **Presentation of Award from the Texas Association of Municipal Information Officers (TAMIO) for the 2019 State of the City Video in the Special One-Time Program Video Category**

Mayor Wilcox presented the award to Laurie Mullens and Andrew Boyd. They received the award from the TAMIO for their work in producing the 2019 State of the City video. Crystal Babcock was not in attendance but was also recognized for her contribution in producing the video.

- **Vince's Band of Brothers Update**

Chief Thomson provided an update on Vince's Band of Brothers fundraising efforts for Vince Jones who is battling stage 3 pancreatic cancer.

### **CONSENT AGENDA**

12. **Consider approval of Minutes of the Regular City Council Meeting held on June 11, 2019**
13. **Consider Resolution 2019-2823 authorizing the City Manager to Execute a Task Order with BW2 Engineers, Inc. for Infiltration/Inflow Analysis Testing**
14. **Receive the Capital Improvement Program (CIP) for Fiscal Year 2019-2020**

*Motion by Councilmember Fiester, seconded by Councilmember Heslep, to approve Consent Agenda Items #12 through #14. Motion carried 7-0.*

### **ACTION AGENDA**

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

**NO ACTION TAKEN**

- (b) Section 551.071 – Consultation with City Attorney regarding lawsuit styled City of McAllen, et. al. v State of Texas, Cause No. D-1-GN-17-004766 in the 353<sup>rd</sup> Judicial District Court, Travis County, Texas

**APPROVED (7 – 0)**

*Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Jaworski, to authorize the City's Attorneys in the Lawsuit styled City of McAllen versus the State of Texas to amend the lawsuit to include a challenge to the constitutionality of Senate Bill 1152 enacted by the 86<sup>th</sup> Regular Session of the Texas Legislature. Motion carried 7-0.*

16. Conduct a Public Hearing and Consider an Ordinance relating to an application for Rezoning of the Property located at 1400 Highland Village Road

**\*\* THIS ITEM HAS BEEN POSTPONED PENDING ACTION BY THE PLANNING AND ZONING COMMISSION \*\***

17. Consider Resolution 2019-2824 authorizing a Contract with Play by Design for Engineering Services at Kids Kastle

**APPROVED (7 – 0)**

Parks and Recreation Director Phil Lozano reported a community build playground was constructed in 1994 at Unity Park, which was named "Kids Kastle". He stated the 20,000 square foot playground has become a favorite place for children and families to spend time together over the years; however, Kids Kastle has reached the end of its useful life and needs to be replaced. Staff advertised Requests for Qualifications (RFQ) and received two (2) proposals. Mr. Lozano stated both vendors provided presentations and were interviewed with the joint City staff and Parks and Recreation Advisory Board panel. Based on the published selection criteria, interviews, references, competence, and qualifications, it was determined the City enter into a contract with Play by Design for professional playground design and construction services.

*Motion by Councilmember Fiester, seconded by Deputy Mayor Pro Tem Fleming, to approve Resolution 2019-2824. Motion carried 7-0.*

**LATE WORK SESSION**

18. Receive an Update on the 86<sup>th</sup> Texas Legislative Session

With time permitting, this item was presented during Early Work Session.

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

Mayor Wilcox reminded everyone the July 9 Council meeting was cancelled and the next meeting is scheduled for July 23.

20. Adjournment

Mayor Wilcox adjourned the meeting at 8:03 p.m.

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Charlotte J. Wilcox, Mayor

**ATTEST:**

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Angela Miller, City Secretary

DRAFT

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

**AGENDA# 12**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Resolution 2019-2825 casting the City's Vote for Representation to the Denco Area 9-1-1 District Board of Managers**

**PREPARED BY: Angela Miller, City Secretary**

**BACKGROUND:**

The Denco Area 9-1-1 District (District) is governed by a locally elected or appointed Board of Managers, which is comprised of six members. Each member serves a term of two years beginning on October 1<sup>st</sup> of the year the member is appointed. Chapter 772 of the Health and Safety Code provides that two voting members of the Board of Managers of an emergency communications district shall be appointed jointly by all cities and towns lying wholly or partly within the District. One member, representing participating municipalities, is appointed each year. The remaining members are appointed by the Denton County Commissioners Court, Denton County Fire Chiefs Association and one non-voting member is appointed by the largest telephone company (Verizon). All voting members are eligible for re-appointment.

Each year, the Denco Area 9-1-1 District accepts nominations for candidates to represent municipalities. The District then forwards copies of all nominations to each municipality for their consideration and vote. At its September 2019 meeting, the Denco Area 9-1-1 District Board of Managers will count the votes and appoint the candidate with the highest number of votes to the Board of Managers for a two-year term beginning October 1<sup>st</sup>.

**IDENTIFIED NEED/S:**

To consider representation for the City of Highland Village and to vote for a candidate to serve on the Denco Area 9-1-1 District Board of Managers.

**OPTIONS & RESULTS:**

Council shall cast the City's vote for a candidate that has been nominated from a participating city in the Denco Area 9-1-1 District.

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

At the May 28, 2019 meeting, Council nominated Sue Tejml to a slate of nominees for representation on the Board of Managers of the Denco Area 9-1-1 District.

Staff received correspondence from Denco Area 9-1-1 District Executive Director Mark Payne, advising nominations for the following were received for the representative position set to expire on September 30, 2019:

- ❖ Sue Tejml- nominated by the Cities of Highland Village, Lewisville, Denton, Krum, Oak Point, Bartonville, Dish, Double Oak, Hickory Creek, Northlake, and Providence

Village

- ❖ Bill Castleman – nominated by the Town of Copper Canyon
- ❖ David Terre – nominated by the City of The Colony

Resumes for all three nominees have been provided to Council for consideration.

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

N/A

**RECOMMENDATION:**

To approve Resolution 2019-2825 casting the City's vote for a representative to the Denco Area 9-1-1 District Board of Managers.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2019-2825**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS CASTING THE CITY'S VOTE FOR A MEMBER TO THE DENCO AREA 9-1-1 DISTRICT BOARD OF MANAGERS, AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, Texas Health and Safety Code Section 772 provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District; and

**WHEREAS**, the Denco Area 9-1-1 District Executive Director has forwarded three nominations for the representative position on the Board of Managers.

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

**SECTION 1.** The City of Highland Village hereby casts its vote for \_\_\_\_\_ to serve as a member of the Denco Area 9-1-1 District Board of Managers.

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

**PASSED AND APPROVED this the 23<sup>rd</sup> day of July 2019.**

**APPROVED:**

\_\_\_\_\_  
**Charlotte J. Wilcox, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:7/16/18:109502)

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

**AGENDA# 13**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Resolution 2019-2826 Receiving an Annual Report from the Highland Village Community Development Corporation and Approving the Facilities Development Capital Improvement Program (“FDCIP”)**

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

**BACKGROUND:**

The Bylaws of the Highland Village Community Development Corporation require an annual update to the Facilities Development Capital Improvement Program (FDCIP). The FDCIP details projects and implementation in regard to the approved 4B projects: the City comprehensive trail system and a soccer complex. In addition, the Bylaws also require an annual report to be submitted by the end of July of each year to the City Council to include: A review of the accomplishments of the Corporation in the area of project development during the past year; and the planned activities of the Corporation for the budget year addressed in the report. This report is included within the submitted FDCIP.

At the HVDC July 23<sup>rd</sup> meeting, prior to this Council Meeting, the updated FDCIP was presented to the Board. And a public hearing was also held at this meeting as required.

**IDENTIFIED NEED/S:**

The Corporation is to adopt an annual FDCIP – this enumerating any new projects. An annual budget is also to be approved – this being the first year of the five-year outlook included in the FDCIP. Following approval by the HVDC Board, Council approval is required in accordance to the by-laws.

**OPTIONS & RESULTS:**

Previous year project status

- **Doubletree Ranch Park** – Construction for Doubletree Ranch Park was completed in FY 2017, with FY 2018 being the first complete year open to the public. With limited funding available for new amenities, City Council has provided direction in FY 2019 to use a portion of re-directed budgeted economic development funds to add:
  - Shade covers adjacent to the Splash Pad
  - Playground for ages 2-12.
  - Swing sets geared to teens / adults.

These projects are now mostly completed.

Also, given the lack of available funding for projects, City Council placed an initiative on the 2018 Bond Election for construction of a sidewalk on Highland Village Road from the Municipal Complex to Sellmeyer Lane to increase pedestrian safety and connect residents to amenities along Highland Village Road. A large number of residents adjacent to this section have no access to the Inland Trail System to connect to Lions Club Park, Lakeside Community Park, and Doubletree Ranch Park. This presents a potential safety issue as

people walk the two-lane Highland Village Road to access these amenities. Engineering has been initiated, with construction to potentially commence in FY 2021. The cost is estimated at \$922,300 and will be funded with ad valorem tax revenues.

***Anticipated projects for upcoming year – previously identified in FDCIP:***

- **Miscellaneous small, fill-in connector sections** – Various locations of trail / sidewalks throughout the City that are identified in our Comprehensive Trail System Master Plan have small sections that are incomplete or need to be replaced. Often, a natural path is evident where people have naturally traversed these areas. Small annual funding amounts are proposed to address these sections as discovered or are requested. However, for this fiscal year, there is no available funding.
  - No projects anticipated.

***New projects identified in updated FDCIP:***

- There are no new projects identified in this year's updated FDCIP. Funding for projects – primarily secured through debt issuance, will be fully expended with completion of the projects in process. The primary emphasis over the next two years will be to fully determine operational costs associated with Doubletree Ranch Park and build working capital balances.



approach to future debt issuance is warranted; with emphasis on first building sufficient working capital balances.

The \$6.7M debt issuance in 2014, coupled with the previously received remediation monies (\$2.8M) resulting from the I-35 widening project, effectively provided for substantial completion of the three remaining identified major projects: Doubletree Ranch Park, Castlewood Trail (also including tie-in to the 2499 pedestrian tunnel), and Lakeside Community Park. An additional \$281,152 funding from Operations in FY 2017 to accommodate the final cost of the last remaining project (Doubletree Ranch Park), resulting in a reduced working capital balance.

Since FY 2017, despite a desire to rebuild working capital balances, they have remained below our targets due to increased operational expenditures with the new amenities. While the next several years will focus on rebuilding working capital balances, this will continue to be challenged by the new threshold of operations expenditures. With only modest increases anticipated in sales tax revenues in the immediate time-frame, and debt service remaining at current levels through 2024, there is no expectation to achieve working capital balances sufficient for new debt issuance over the next five years. A respite from new projects will allow a redirected focus on the operational side to better evaluate future funding ability for projects. An exception to this was inclusion in the FY 2018 Bond Election of a trail section adjacent to Highland Village Road from City Hall to Sellmeyer. This will provide a connection along Highland Village Road from FM 407 to Doubletree Ranch Park – and further connection to Copperas Branch Park. This was not funded through the 4B Sales Tax, rather the ad valorem tax base. This reflects a holistic view of the City park / trail system to complement the trail system with use of an alternate funding source.

A financial summary follows this narrative – depicted in two parts: Working Capital and Projects. The working capital section displays the operations budget. Revenues are primarily derived from sales tax proceeds (1/2 cent). Expenditures consist of four full-time positions (the fourth position added in FY 2018) – supplemented with outsourced mowing contracts, costs associated with maintenance activities, and debt service. The HVCDC has an agreement with the City to repay debt service the City issued on behalf of the HVCDC. As Doubletree Ranch Park is a mixture of 4B approved expenditures (soccer facilities and trail components) and general fund programming (splash pad), Staff recommendation is to withhold \$50,000 annually from the 4B related debt payment to the General Fund to address the general fund components. Trail development, with related project expenditures, is the primary mission of the corporation. And these are primarily funded with debt issues. Maintaining sufficient working capital balances are the determining driver in regard to timing and amount of debt issues to fund the projects.

The working capital balance for year-end FY 2020 in the HVCDC is projected at only \$1,464. As the primary revenue source is sales tax, with associated higher degree of volatility, a reasonably healthy level of reserves is suggested. Due to the projection being considerably below desired balances, the suggested supplemental items will have delayed implementation – pending review of revenues to ensure sufficient balances are available.

# Highland Village Community Development Corporation

## Working Capital Analysis (FY 2020 Budget)

	<i>Actual 2016-17</i>	<i>Actual 2017-18</i>	<i>Budget 2018-19</i>	<i>Revised 2018-19</i>	<i>Proposed 2019-20</i>
<b>Beginning Fund Balance</b>	<b>373,513</b>	<b>106,954</b>	<b>95,532</b>	<b>30,522</b>	<b>24,216</b>
<b>REVENUES</b>					
<b>4B Sales Tax</b>	\$ 1,242,599	\$ 1,268,252	\$ 1,334,766	\$ 1,305,548	\$ 1,348,631
<b>Park Fees</b>	15,382	47,569	27,100	26,446	28,400
<b>Rental Income</b>	9,002	28	52,400	32,000	35,000
<b>Concession Fees</b>	590	-	600	-	-
<b>Linear Park Fees</b>	575	-	574	-	-
<b>Interest Income</b>	508	492	800	720	800
<b>Total</b>	<b>1,268,656</b>	<b>1,316,340</b>	<b>1,416,240</b>	<b>1,364,714</b>	<b>1,412,831</b>
<b>EXPENDITURES</b>					
<b>Personnel</b>					
Salaries	131,489	169,617	170,393	196,236	201,674
Benefits	73,531	94,178	113,077	117,983	130,556
<b>Total Personnel</b>	<b>205,020</b>	<b>263,795</b>	<b>283,470</b>	<b>314,219</b>	<b>332,231</b>
<b>Services / Supplies</b>					
Professional Services	27,208	62,341	108,116	109,500	124,500
Employee Development	1,312	505	2,788	2,350	2,635
Supplies / Equipment	78,895	125,464	42,116	56,874	88,140
Utilities	38,169	41,982	47,610	53,250	53,250
Other	-	-	-	-	-
<b>Total Services / Supplies</b>	<b>145,584</b>	<b>230,292</b>	<b>200,630</b>	<b>221,974</b>	<b>268,525</b>
<b>Reimburse GF</b> (Support Functions)	28,000		28,000	28,000	28,000
<b>Transfer from GF</b> Reimburse GF (Debt Service)	870,124	898,685	856,827	806,827	806,827
<b>Total Non-Capital Exp.</b>	<b>1,248,728</b>	<b>1,392,772</b>	<b>1,368,927</b>	<b>1,371,020</b>	<b>1,435,583</b>
<b>Transfer to 4B Capital Proj.</b>	281,152	-		-	
<b>Equipment</b>	5,335	-	-	-	-
<b>Net Increase / (Decrease)</b>	<b>(266,559)</b>	<b>(76,432)</b>	<b>47,313</b>	<b>(6,306)</b>	<b>(22,752)</b>
<b>Working Capital Balance</b>	<b>\$ 106,954</b>	<b>\$ 30,522</b>	<b>\$ 142,845</b>	<b>\$ 24,216</b>	<b>\$ 1,464</b>

Highland Village Community Development Corporation  
Debt Financed Projects

	<i>Actual 2016-17</i>	<i>Actual 2017-18</i>	<i>Budget 2018-19</i>	<i>Projected 2018-19</i>	<i>Proposed 2019-20</i>
<b>Funding</b>					
Debt Issuance	-				
Funding from Operations	281,152	-	-	-	-
Denton County	-	-			-
Capital Projects (HVRR Crossing)				-	
I-35 Remediation					-
Interest Earnings	-	-	-	-	-
<b>Total Available Project Funding</b>	<b>281,152</b>	-	-	-	-
<b>Misc small, fill-in / connector sections</b>	-	-		-	
<b>Doubletree Ranch Park</b>	<b>659,483</b>			-	-
<b>Total Capital Projects</b>	<b>659,483</b>	-	-	-	-
<b>Remaining Project Funding</b>	-	-	-	-	-

## Highland Village Community Development Corporation

### Working Capital Analysis (Five Year Projection)

	<i>Proposed 2019-20</i>	<i>Proposed 2020-21</i>	<i>Proposed 2021-22</i>	<i>Proposed 2022-23</i>	<i>Proposed 2023-24</i>
<b>Beginning Fund Balance</b>	<b>24,216</b>	<b>1,464</b>	<b>\$ 5,497</b>	<b>\$ 61,780</b>	<b>\$ 156,414</b>
<b>REVENUES</b>					
<b>4B Sales Tax</b>	\$ 1,348,631	1,386,160	1,425,607	1,458,307	1,491,981
<b>Park Fees</b>	28,400	28,900	30,100	30,100	30,100
<b>Rental Income</b>	35,000	40,000	44,000	48,000	55,000
<b>Concession Fees</b>	-	0	0	0	0
<b>Linear Park Fees</b>	-	0	0	0	0
<b>Interest Income</b>	800	1,000	2,000	2,000	2,200
<b>Total</b>	<b>1,412,831</b>	<b>1,456,060</b>	<b>1,501,707</b>	<b>1,538,407</b>	<b>1,579,281</b>
<b>EXPENDITURES</b>					
<b>Personnel</b>					
Salaries	201,674	207,724	213,956	220,375	226,986
Benefits	130,556	136,431	142,571	148,987	155,691
<b>Total Personnel</b>	<b>332,231</b>	<b>344,156</b>	<b>356,527</b>	<b>369,361</b>	<b>382,677</b>
<b>Services / Supplies</b>					
Professional Services	124,500	112,000	123,500	112,100	124,000
Employee Development	2,635	2,635	2,635	2,685	2,685
Supplies / Equipment	88,140	102,700	76,030	67,020	97,086
Utilities	53,250	54,250	54,250	54,250	54,250
Other	-	-	-	-	-
<b>Total Services / Supplies</b>	<b>268,525</b>	<b>271,585</b>	<b>256,415</b>	<b>236,055</b>	<b>278,021</b>
<b>Reimburse GF</b> (Support Functions)	28,000	28,000	28,000	28,000	28,000
<b>Transfer from GF</b> Reimburse GF (Debt Service)	806,827	808,286	804,482	810,357	805,442
<b>Total Non-Capital Exp.</b>	<b>1,435,583</b>	<b>1,452,027</b>	<b>1,445,424</b>	<b>1,443,773</b>	<b>1,494,140</b>
<b>Transfer to 4B Capital Proj.</b>		-	-		
<b>Equipment</b>	-	-	-	-	-
Net Increase / (Decrease)	(22,752)	4,033	56,283	94,634	85,141
<b>Working Capital Balance</b>	<b>\$ 1,464</b>	<b>\$ 5,497</b>	<b>\$ 61,780</b>	<b>\$ 156,414</b>	<b>\$ 241,554</b>

No Debt Financed Projects anticipated in five-year window.

## Project Summary

### Completed Projects

- City Trail
- Victoria Trail
- Market Trail
- Village Park Trail
- Lake Vista Trail
- Highland Village Road (Village Park Trail connection to RR crossing)
- Practice Soccer Fields (LISD property)
- Crosswalk at FM 2499
- Market Trail / Village Park Connection
- Pedestrian Crosswalk Enhancements (Victoria Trail crossing @ Highland Village Rd), and City Trail crossing @ Briarhill Blvd)
- FM 2499 Sidewalk (City Trail at FM 2499 south to connect with Market Trail)
- Highland Village Road Trail - Phase III (Lions Club Park to Doubletree Ranch Park)
- Highland Village Road RR Crossing
- Marauder Park Lake Access
- Twin Coves Drive West side of Road @ Highland Shores Blvd.. 5' sidewalk connector
- Castlewood Trail (including tie-in to FM 2499 Pedestrian Tunnel and City Trail)
- Southwood Trail
- Lakeside Community Park (707 HV Rd) Trailhead
- Doubletree Ranch Park

### Small fill-in / connector sections completed

- Trail connection from Remington Dr. E. to Highland Village Road.
- Twin Coves Drive West side of Road @ Highland Shores Blvd. 5' sidewalk connector
- Trail Section on Spring Oaks Drive

-

### Projects (Previously Identified) for Future Consideration (Listed in Priority Order)

#### Projects

- Highland Village Road (Service Center to Sellmeyer Ln.) Estimated cost: \$561,200 (Eng. \$73,200, Construction \$488,000) **In process (Included in 2018 Parks Bond Issue)**
- Highland Village Road (City Hall to Service Center) Estimated cost: \$361,100 (Eng. \$47,100, Construction \$314,000) **In process (Included in 2018 Parks Bond Issue)**
- Chapel Hill City Trail / FM 2499 Pedestrian Tunnel Connector Estimated cost: \$220,908 (Eng. \$26,650, Construction \$194,258) Engineering funded with redirected savings from favorable street overlay bid, and this is in progress. Funding for construction not yet determined.
- Marauder Park Trail Head Estimated cost: \$391,000 (Eng. \$48,000, Construction \$343,000)
- Pilot Knoll Trail (Connection from FM 2499 Sidewalk at City Trail to Pilot Knoll Park)
- Victoria Trail (remainder)
- Pedestrian tunnel under KCS RR

#### Identified small fill-in / connector sections

- Briarhill Blvd. Across from the Jr. HS West side between the District Trail and Shannon Lane 5' sidewalk connector Estimate \$80,000 **To be submitted as supplemental request for consideration in FY 2020 Street Budget.**

- Trail/Sidewalk connection on Castlewood Blvd. (west side) at FM 2499/Highland Shores Blvd. – Estimated cost: \$44,850 (Eng. \$5,850, Construction \$39,000)
- Highland Shores Blvd. at H. V. Road South Side 5' sidewalk/trail connector where bike lane ends due to right turn lane, connect to City Trail Estimate \$8,665 - Engineer currently evaluating best options for bike lane. On street bike lane markings may be the best solution for this location. If so, the City Street Dept. could do the markings at a minimal cost.
- Trail connector from Marauder Park Trail under FM2499 Bridge to connect to Shoreline trail access point (have easement from TxDOT for trail)

**There are no proposed updates to the Facilities Development Capital Improvement Program (FDCIP) for FY 2020.**

**RECOMMENDATION:**

Receive annual report and approve annual update to the HVCCDC FDCIP.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2019-2826**

**A RESOLUTION OF THE CITY OF HIGHLAND VILLAGE, TEXAS, RECEIVING THE ANNUAL REPORT FROM THE HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION (HVDC), APPROVING THE ANNUAL UPDATES TO THE FACILITIES DEVELOPMENT CAPITAL IMPROVEMENT PROGRAM (“FDCIP”); AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Bylaws of the Highland Village Community Development Corporation (“HVDC”), require the HVDC to present an annual report to the City Council and develop and update a combined Facilities Development Capital Improvement Program (“FDCIP”) for the City which shall include and set forth both short term and long-term goals for implementation, development and construction of the inland trail public park master plan project and the soccer complex amateur sports facility project; and

**WHEREAS**, the adoption of the annual update for the FDCIP requires approval of both the HVDC and City Council; and

**WHEREAS**, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all persons interested, on July 23, 2019, the HVDC voted to approve the annual update for the FDCIP for Fiscal Year 2019-2020; and

**WHEREAS**, the City Council finds it to be in the public interest to approve the annual update to the FDCIP for Fiscal Year 2019-2020 as approved by the HVDC;

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

**Section 1.** The FDCIP for the period beginning on October 1, 2019 and ending September 30, 2020, attached hereto as Exhibit “A” and incorporated herein by referenced is hereby authorized, approved and adopted.

**Section 2.** This Resolution shall be effective immediately upon approval.

**PASSED AND APPROVED ON THE 23<sup>RD</sup> DAY OF JULY 2019.**

**APPROVED:**

\_\_\_\_\_  
Charlotte J. Wilcox, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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Kevin B. Laughlin, City Attorney  
(kbl:7/16/19:109503)

**RESOLUTION NO. 2019-2826**  
**Exhibit "A"**

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

**AGENDA# 14**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Resolution 2019-2827 authorizing a Contract with Reynolds Asphalt & Construction Company for the 2019 Asphalt Overlay Project**

**PREPARED BY: Scott Kriston, Director of Public Works**

**BACKGROUND:**

The City of Highland Village typically overlays certain asphalt roadways on an annual basis to assist in maintaining these roadways and increasing their longevity. The City staff targets existing roadways that have shown pavement deterioration and/or pavement failures. The City staff has identified Longfellow Drive, W. Whittier Street, Whittier Court, Lanier Way, Sandburg Place, and N. Oak Forest Drive as six roadways meeting the criteria for recommended overlay improvements. These six roadways will have new asphalt pavement placed on them. Also, wedge milling of the edges of the pavement will be done in order to facilitate connection to existing driveways.

The City issued the project for bid with a Base Bid including asphalt overlay improvements for the six roadways mentioned above. Bids were received on Thursday, July 11, 2019 for the project from six general contractors. The bid total for each contractor is provided below:

Reynolds Asphalt	DFW Paving	Advanced Paving	Anderson Asphalt	Texas Materials	Pavecon Public Works
\$136,553.65	\$143,455.95	\$155,048.00	\$156,627.00	\$189,250.17	\$196,701.65

Several very good bids were received for the project. The lowest bidder is Reynolds Asphalt & Construction Company with a total bid in the amount of \$136,553.65. The low bid has been reviewed and evaluated and is considered the lowest responsible bid. Reynolds Asphalt & Construction Company has sufficient resources to construct this project.

**IDENTIFIED NEED/S:**

The City of Highland Village needs to asphalt overlay Longfellow Drive, W. Whittier Street, Whittier Court, Lanier Way, Sandburg Place, and N. Oak Forest Drive.

**OPTIONS & RESULTS:**

The asphalt overlay of Longfellow Drive, W. Whittier Street, Whittier Court, Lanier Way, Sandburg Place, and N. Oak Creek Drive will provide additional longevity and ride quality to the pavement structures.

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

Contractors' bids for construction on the project have been received and evaluated.

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

Funding through the General Fund.

**RECOMMENDATION:**

To approve Resolution 2019-2827.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2019-2827**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AWARDED AND AUTHORIZING A CONTRACT WITH REYNOLDS ASPHALT & CONSTRUCTION COMPANY FOR THE 2019 ASPHALT OVERLAY PROJECT; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, City administration, having solicited, received, and reviewed the bids for the 2019 Asphalt Overlay Project (the "Project") to improve Longfellow Drive, W. Whittier Street, Whittier Court, Lanier Way, Sandburg Place, and N. Oak Forest Drive by providing new asphalt overlay on the existing pavement structure, has determined that Reynolds Asphalt & Construction Company has submitted the lowest, most responsible bid in an amount of \$136,553.65, and recommends award of a contract for the Project to said bidder; and

**WHEREAS**, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to accept the recommendation of the City administration and approve the above described contract agreement; and

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

**SECTION 1.** The City Manager is hereby authorized to execute a contract with Reynolds Asphalt & Construction Company in the amount of \$136,553.65 for the Project and, subject to applicable state laws, city policies, and, in the event change order(s) result in an increase in the contract amount, the availability of funds for such purpose, to negotiate and sign such change order(s) to said contract as the City Manager determines to be in the best interest of the City.

**SECTION 2.** This Resolution shall become effective immediately upon passage.

**PASSED AND APPROVED THIS 23<sup>rd</sup> DAY OF JULY 2019.**

**APPROVED:**

\_\_\_\_\_  
**Charlotte J. Wilcox, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:7/16/19:109501)

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

**AGENDA# 15**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Resolution 2019-2828 Supporting the Expansion of Truck Lane Use Restrictions to include Additional Corridors throughout the Dallas-Fort Worth Area**

**PREPARED BY: Michael Leavitt, City Manager**

**BACKGROUND:**

Under the Texas Transportation Code Sections 545.0651 through 545.0653, and Title 43 of the Texas Administrative Code, Sections 25.601 through 25.604, a city, county, or the Texas Department of Transportation (TxDOT) is authorized to restrict through traffic, by class of vehicle, to two or more designated lanes of traffic on certain portions of the designated state highway system, except to pass another vehicle.

Currently, some highways within the Dallas-Fort Worth area have truck lane use restrictions. The Texas Department of Transportation and North Central Texas Council of Governments are presently studying several corridors throughout the Dallas-Fort Worth area to determine if truck lane use restrictions should be expanded to include additional locations, including the portion of IH 35E located adjacent to the City of Highland Village.

**IDENTIFIED NEED/S:**

The Texas Department of Transportation and North Central Texas Council of Governments will conduct a public hearing and is seeking comments from the public and the affected local entities until Monday, August 12, 2019 at 5:00 p.m.

**OPTIONS & RESULTS:**

The expansion of such restrictions would improve the mobility and safety of travelers on highways. If Council wishes, a resolution has been prepared in support of expansion of truck lane use restrictions for the portion of IH 35E adjacent to the City of Highland Village.

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

N/A

**RECOMMENDATION:**

City staff recommends approval of Resolution 2019-2828 supporting the expansion of truck lane use restrictions to include additional corridors throughout the Dallas-Fort Worth area.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2019-2828**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, SUPPORTING THE EXPANSION OF TRUCK LANE USE RESTRICTIONS TO INCLUDE ADDITIONAL CORRIDORS THROUGHOUT THE DALLAS-FORT WORTH AREA**

**WHEREAS**, pursuant to Texas Transportation Code Sections 545.0651 through 545.0653, and Title 43 of the Texas Administrative Code, Sections 25.601 through 25.604, a city, county, or the Texas Department of Transportation (TxDOT) is authorized to restrict through traffic, by class of vehicle, to two or more designated lanes of traffic on certain portions of the designated state highway system, except to pass another vehicle; and

**WHEREAS**, the Texas Department of Transportation and North Central Texas Council of Governments are currently studying several corridors throughout the Dallas-Fort Worth area to determine if current truck lane use restrictions should be expanded to include additional locations, including the portion of IH 35E located adjacent to the City of Highland Village; and

**WHEREAS**, the Texas Department of Transportation and North Central Texas Council of Governments will conduct a public hearing and is seeking comments from the public and the affected local entities until Monday, August 12, 2019 at 5:00 p.m.; and

**WHEREAS**, the expansion of such restrictions will improve mobility and safety of travelers using the portion of IH 35E traveling to and from the City of Highland Village; and

**WHEREAS**, the City Council of the City of Highland Village, Texas, finds it to benefit the health, safety, and welfare of the residents and businesses of the City to support the expansion of such lane restrictions.

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

**SECTION 1.** The City Council of the City of Highland Village, Texas, supports and encourages the adoption of legislation, ordinances, and regulations to expand truck lane use restrictions to additional corridors throughout the Dallas-Fort Worth area, including those eligible highway segments located adjacent to and/or located within the City of Highland Village.

**SECTION 2.** This Resolution shall become effective immediately upon passage.

**PASSED AND APPROVED THIS 23rd DAY OF JULY 2019.**

**APPROVED:**

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**Charlotte J. Wilcox, 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:7/19/19:109589)

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

**AGENDA# 16**

**MEETING DATE: 07/23/19**

**SUBJECT: Consider Resolution 2019-2829 authorizing the City Manager to enter Into an Interlocal Cooperation Agreement with Denton County for Collection of Taxes**

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

**BACKGROUND:**

This is the annual Interlocal Collection Agreement with Denton County authorizing tax collections for the period beginning October 1, 2019 to September 30, 2020.

**IDENTIFIED NEED/S:**

This is a “housekeeping” procedure and requires annual action by Council to approve this Interlocal Collection Agreement (attached following this briefing).

**OPTIONS & RESULTS:**

There are no significant changes to the agreement for FY 2020.

Below are the pertinent details of the annual agreement:

- The cost for mailing tax statements will remain at \$1.00 per parcel.
- This year’s agreement adds a provision to automatically renew for subsequent one-year terms, unless written notice of termination is provided by the County or City at least 180 days prior to the expiration date of the then-current term of the agreement.
- The agreement acknowledges that the County agrees to prepare and mail all current and delinquent tax statements required by statute, supplemental changes for applicable property accounts, as well as prepare and mail any other mailing as deemed necessary and appropriate by the County.
- The County will provide daily and monthly collection reports to the City.
- The agreement states that the County will disburse tax monies daily to the City based on prior day tax postings and agrees to approve and refund overpayment or erroneous payment of taxes for the City pursuant to Texas Property Tax Code sections 31.11 and 31.12 from available current tax collections of the City.
- The City agrees that the County will calculate the effective and rollback tax rates; the County will also publish the required notices on behalf of the City.
- The County agrees to manage all notices and publications on behalf of the City if requested no later than July 25<sup>th</sup>.

- The County agrees to post a notice on its website reminding taxpayers that delinquent tax penalties will apply to all assessed taxes which are not paid by January 31<sup>st</sup>.
- The City will provide the County with a copy of their current tax collection attorney contract on or before the effective date of the new collection attorney contract.
- The City agrees that the County will, no later than January 31<sup>st</sup>; deduct from current collections the total cost of providing all services. In the event of a rollback election the County will bill the City with payment due within 30 days of receipt.
- For tax deposits, payment will be by wire transfer or ACH; only in the event of electronic transfer failure will a check be mailed.
- If the County experiences a shortage in collections as a result of outstanding tax dept of the City, the City agrees to pay the amount of the shortage by check or ACH within 15 days of notification.
- The City continues to maintain an excellent tax collection rate of nearly 100%.

### **BUDGETARY IMPACT/ORDINANCE CHANGE:**

This will be a budgeted line item in the FY 2020 budget. The annual amount is expected to total \$6,875.

### **RECOMMENDATION:**

To approve Resolution 2019-2829.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2019-2829**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH DENTON COUNTY FOR COLLECTION OF AD VALOREM TAXES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City of Highland Village, Texas, has historically contracted with Denton County, Texas, to authorize Denton County to collect the City's taxes as agent; and

**WHEREAS**, the Texas Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, authorizes Texas local governments to contract with one or more other local governments to perform governmental functions and services under the terms of said Act; and

**WHEREAS**, the City Council of the City of Highland Village finds it to be in the public interest to renew its agreement with Denton County to collect the City's property taxes, as a cost-effective means of performing that service.

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

**SECTION 1.** The City Manager is hereby authorized to negotiate and sign on behalf of the City an agreement with Denton County for collection of ad valorem taxes for the 2019 Tax Year and to take those actions reasonable and necessary to comply with said agreement.

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

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, THIS THE 23<sup>RD</sup> DAY OF JULY 2019.**

**APPROVED:**

\_\_\_\_\_  
**Charlotte J. Wilcox, Mayor**

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:7/16/19:109504)

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

**AGENDA# 17**

**MEETING DATE: 07/23/19**

**SUBJECT: Receive Budget Reports for Period Ending May 31, 2019**

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

**BACKGROUND:**

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review.

The budget report submitted for May represents the eighth report in the Fiscal Year.

**IDENTIFIED NEED/S:**

N/A

**OPTIONS & RESULTS:**

N/A

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

N/A

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

N/A

**RECOMMENDATION:**

Council to receive the budget reports for the period ending May 31, 2019.

# General Fund Summary

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 10,858,485	\$ 10,858,485	\$ 10,753,521	\$ (104,964)	99%
Sales Tax	2,787,241	2,787,241	1,368,449	(1,418,792)	49%
Franchise Fees	1,685,326	1,685,326	737,615	(947,711)	44%
Licensing & Permits	519,407	519,407	278,739	(240,668)	54%
Park/Recreation Fees	264,595	264,595	181,811	(82,784)	69%
Public Safety Fees	40,000	40,000	23,276	(16,724)	58%
Rents	131,408	131,408	112,525	(18,883)	86%
Municipal Court	97,920	97,920	65,482	(32,438)	67%
Public Safety Charges for Svc	473,237	473,237	395,517	(77,720)	84%
Interest Income	184,000	184,000	116,207	(67,793)	63%
Miscellaneous	140,550	140,550	113,694	(26,856)	81%
<b>Total Revenues</b>	<b>\$ 17,182,169</b>	<b>\$ 17,182,169</b>	<b>\$ 14,146,835</b>	<b>\$ (3,035,334)</b>	<b>82%</b>

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
<b>Total Available Resources</b>	<b>\$ 17,716,169</b>	<b>\$ 17,716,169</b>	<b>\$ 14,146,835</b>	<b>\$ (3,569,334)</b>	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 707,882	\$ 707,882	\$ 438,540	\$ 269,342	62%
Finance (includes Mun. Court)	1,614,695	1,614,695	1,126,838	487,857	70%
Human Resources	520,658	520,658	235,236	285,422	45%
City Secretary Office	360,526	360,526	212,279	148,247	59%
Information Services	1,114,746	1,157,746	799,640	358,106	69%
Police	5,047,139	5,047,139	3,145,061	1,902,078	62%
Fire	4,022,597	4,022,597	2,927,830	1,094,768	73%
Community Services	471,448	471,448	284,598	186,850	60%
Streets/Drainage	1,490,696	1,581,696	706,108	875,588	45%
Maintenance	925,288	925,288	575,978	349,310	62%
Parks	2,011,787	2,377,787	1,287,545	1,090,242	54%
Recreation	532,620	532,620	297,070	235,550	56%
<b>Total Expenditures</b>	<b>\$ 18,820,082</b>	<b>\$ 19,320,082</b>	<b>\$ 12,036,723</b>	<b>\$ 7,283,359</b>	<b>62%</b>

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 1,584,000	\$ 1,993,000	\$ 1,436,939	\$ 556,061	72%

Other Uses					
Transfers Out	\$ 66,000	\$ 66,000	\$ -	\$ 66,000	0%
<b>Total Expenditures</b>	<b>\$ 18,886,082</b>	<b>\$ 19,386,082</b>	<b>\$ 12,036,723</b>	<b>\$ 7,349,359</b>	

Fund Balance	Original Budget	Revised Budget	Year to Date	Audited FY18
Beginning Fund Balance	6,735,401	7,550,925	7,550,925	
+ Net Increase (Decrease)	(1,169,913)	(1,669,913)	2,110,112	
Ending Fund Balance	\$ 5,565,488	\$ 5,881,012	\$ 9,661,037	

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
Reserve Fund Balance (15% of Total Expenditures)	\$ 2,823,012	\$ 2,898,012	\$ 1,805,508
Restricted	11,500	11,500	11,500
Unassigned	2,730,976	2,971,500	7,844,029
<b>Total Fund Balance</b>	<b>\$ 5,565,488</b>	<b>\$ 5,881,012</b>	<b>\$ 9,661,037</b>

# General Fund Expenditure Summary

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 12,497,378	\$ 12,497,378	\$ 7,948,238	\$ 4,549,140	64%
Services / Supplies	4,738,704	4,829,704	2,651,546	2,178,159	55%
Capital	1,584,000	1,993,000	1,436,939	556,061	72%
	<u>\$ 18,820,082</u>	<u>\$ 19,320,082</u>	<u>\$ 12,036,723</u>	<u>\$ 7,283,359</u>	62%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 9,024,474	\$ 9,024,474	\$ 5,689,103	\$ 3,335,371	63%
<i>Employee Benefits</i>	3,472,904	3,472,904	2,259,135	1,213,769	65%
<i>Total Personnel</i>	<u>\$ 12,497,378</u>	<u>\$ 12,497,378</u>	<u>\$ 7,948,238</u>	<u>\$ 4,549,140</u>	64%

Services / Supplies					
<i>Professional Services</i>	\$ 1,477,011	\$ 1,477,011	\$ 838,846	\$ 638,165	57%
<i>Employee Development</i>	356,261	356,261	176,814	179,447	50%
<i>Office Supplies / Equipment</i>	1,130,352	1,130,352	656,372	473,980	58%
<i>Utilities</i>	334,408	334,408	172,827	161,581	52%
<i>Other</i>	1,440,672	1,531,672	806,686	724,986	53%
<i>Total Services / Supplies</i>	<u>\$ 4,738,704</u>	<u>\$ 4,829,704</u>	<u>\$ 2,651,546</u>	<u>\$ 2,178,159</u>	55%

Capital					
<i>Equipment / Vehicles</i>	\$ 1,584,000	\$ 1,993,000	\$ 1,436,939	\$ 556,061	72%
<i>Total Capital</i>	<u>\$ 1,584,000</u>	<u>\$ 1,993,000</u>	<u>\$ 1,436,939</u>	<u>\$ 556,061</u>	72%

<i>Total General Fund Expenditure Summary</i>	\$ 18,820,082	\$ 19,320,082	\$ 12,036,723	\$ 7,283,359	62%
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# General Fund Revenue

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

*Percent of Budget Year Transpired*

**66.7%**

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 10,858,485	\$ 10,858,485	\$ 10,753,521	\$ (104,964)	99%
Sales Tax	2,787,241	2,787,241	1,368,449	(1,418,792)	49%
Franchise Fees	1,685,326	1,685,326	737,615	(947,711)	44%
Licensing & Permits	519,407	519,407	278,739	(240,668)	54%
Park/Recreation Fees	264,595	264,595	181,811	(82,784)	69%
Public Safety Fees	40,000	40,000	23,276	(16,724)	58%
Rents	131,408	131,408	112,525	(18,883)	86%
Municipal Court	97,920	97,920	65,482	(32,438)	67%
Public Safety Charges for Svc	473,237	473,237	395,517	(77,720)	84%
Interest Income	184,000	184,000	116,207	(67,793)	63%
Miscellaneous	140,550	140,550	113,694	(26,856)	81%
<b>Total Revenues</b>	<b>\$ 17,182,169</b>	<b>\$ 17,182,169</b>	<b>\$ 14,146,835</b>	<b>\$ (3,035,334)</b>	<b>82%</b>

# City Manager Office FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 413,579	\$ 413,579	\$ 302,148	\$ 111,432	73%
Services / Supplies	294,303	294,303	136,393	157,910	46%
Capital	-	-	-	-	0%
	\$ 707,882	\$ 707,882	\$ 438,540	\$ 269,342	62%

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

Personnel					
<i>Salaries / Wages</i>	\$ 327,604	\$ 327,604	\$ 235,731	\$ 91,872	72%
<i>Employee Benefits</i>	85,975	85,975	66,416	19,559	77%
<b>Total Personnel</b>	\$ 413,579	\$ 413,579	\$ 302,148	\$ 111,432	73%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 165,760	\$ 165,760	\$ 82,133	\$ 83,627	50%
<i>Employee Development</i>	14,045	14,045	10,028	4,017	71%
<i>Supplies / Equipment</i>	4,210	4,210	1,969	2,241	47%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	110,288	110,288	42,263	68,025	38%
<b>Total Services / Supplies</b>	\$ 294,303	\$ 294,303	\$ 136,393	\$ 157,910	46%

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

<b>Total City Manager</b>	\$ 707,882	\$ 707,882	\$ 438,540	\$ 269,342	62%
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# Finance Department FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 999,683	\$ 999,683	\$ 662,922	\$ 336,761	66%
Services / Supplies	615,012	615,012	463,916	151,096	75%
Capital	-	-	-	-	0%
	<u>\$ 1,614,695</u>	<u>\$ 1,614,695</u>	<u>\$ 1,126,838</u>	<u>\$ 487,857</u>	70%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 722,935	\$ 722,935	\$ 479,970	\$ 242,965	66%
<i>Employee Benefits</i>	276,748	276,748	182,952	93,796	66%
<b>Total Personnel</b>	<u>\$ 999,683</u>	<u>\$ 999,683</u>	<u>\$ 662,922</u>	<u>\$ 336,761</u>	66%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$126,376 / DCAD - \$79,636)</i>	\$ 531,737	\$ 531,737	\$ 421,755	\$ 109,983	79%
<i>Employee Development</i>	21,708	21,708	16,465	5,243	76%
<i>Supplies / Equipment</i>	10,667	10,667	4,534	6,133	43%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Special Events (\$21,900, Data Processing \$29,000)]</i>	50,900	50,900	21,163	29,737	42%
<b>Total Services / Supplies</b>	<u>\$ 615,012</u>	<u>\$ 615,012</u>	<u>\$ 463,916</u>	<u>\$ 151,096</u>	75%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<b>Total Capital</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0%
<b>Total Finance Department</b>	<u>\$ 1,614,695</u>	<u>\$ 1,614,695</u>	<u>\$ 1,126,838</u>	<u>\$ 487,857</u>	70%

# Human Resources

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 387,236	\$ 387,236	\$ 188,415	\$ 198,822	49%
Services / Supplies	133,422	133,422	46,821	86,601	35%
Capital	-	-	-	-	0%
	<u>\$ 520,658</u>	<u>\$ 520,658</u>	<u>\$ 235,236</u>	<u>\$ 285,422</u>	45%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 287,718	\$ 287,718	\$ 137,476	\$ 150,242	48%
<i>Employee Benefits</i>	99,518	99,518	50,938	48,580	51%
<i>Total Personnel</i>	<u>\$ 387,236</u>	<u>\$ 387,236</u>	<u>\$ 188,415</u>	<u>\$ 198,822</u>	49%

<b>Services / Supplies</b>					
<i>Professional Services</i>	\$ 51,050	\$ 51,050	\$ 17,890	\$ 33,160	35%
<i>Employee Development</i>	73,972	73,972	26,487	47,485	36%
<i>Supplies / Equipment</i>	1,575	1,575	513	1,062	33%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,825	6,825	1,930	4,895	28%
<i>Total Services / Supplies</i>	<u>\$ 133,422</u>	<u>\$ 133,422</u>	<u>\$ 46,821</u>	<u>\$ 86,601</u>	35%

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

<b>Total Human Resources</b>	<u>\$ 520,658</u>	<u>\$ 520,658</u>	<u>\$ 235,236</u>	<u>\$ 285,422</u>	45%
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# City Secretary Office FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 211,309	\$ 211,309	\$ 134,812	\$ 76,498	64%
Services / Supplies	149,217	149,217	77,468	71,749	52%
Capital	-	-	-	-	-
	\$ 360,526	\$ 360,526	\$ 212,279	\$ 148,247	59%

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

Personnel					
<i>Salaries / Wages</i>	\$ 162,369	\$ 162,369	\$ 103,262	\$ 59,107	64%
<i>Employee Benefits</i>	48,941	48,941	31,550	17,391	64%
<b>Total Personnel</b>	\$ 211,309	\$ 211,309	\$ 134,812	\$ 76,498	64%

Services / Supplies					
<i>Professional Services</i>	\$ 41,900	\$ 41,900	\$ 4,485	\$ 37,415	11%
<i>Employee Development</i> <small>(City Council related \$36,142)</small>	50,262	50,262	24,945	25,317	50%
<i>Supplies / Equipment</i>	16,055	16,055	7,537	8,518	47%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	41,000	41,000	40,500	500	99%
<b>Total Services / Supplies</b>	\$ 149,217	\$ 149,217	\$ 77,468	\$ 71,749	52%

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

<b>Total City Secretary Office</b>	\$ 360,526	\$ 360,526	\$ 212,279	\$ 148,247	59%
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# Information Services FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 677,843	\$ 677,843	\$ 426,307	\$ 251,536	63%
Services / Supplies	436,903	436,903	330,523	106,380	76%
Capital	-	43,000	42,810	190	0%
	\$ 1,114,746	\$ 1,157,746	\$ 799,640	\$ 358,106	69%

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

Personnel					
<b>Salaries / Wages</b>	\$ 511,425	\$ 511,425	\$ 322,596	\$ 188,829	63%
<b>Employee Benefits</b>	166,417	166,417	103,711	62,707	62%
<b>Total Personnel</b>	\$ 677,843	\$ 677,843	\$ 426,307	\$ 251,536	63%

Services / Supplies					
<b>Professional Services</b> <i>(Maintenance Contracts \$137,440)</i>	\$ 190,440	\$ 190,440	\$ 71,011	\$ 119,429	37%
<b>Employee Development</b>	28,755	28,755	10,998	17,757	38%
<b>Supplies / Equipment</b>	2,300	2,300	2,193	107	95%
<b>Utilities</b>	24,308	24,308	7,831	16,477	32%
<b>Other (Data Processing)</b>	191,100	191,100	238,490	(47,390)	125%
<b>Total Services / Supplies</b>	\$ 436,903	\$ 436,903	\$ 330,523	\$ 106,380	76%

Capital					
<b>Equipment / Vehicles - Network Storage Device</b> <i>(Added via Budget Amendment)</i>	-	43,000	42,810	190	0%
<b>Total Capital</b>	\$ -	\$ 43,000	\$ 42,810	\$ 190	0%

<b>Total City Secretary Office</b>	\$ 1,114,746	\$ 1,157,746	\$ 799,640	\$ 358,106	69%
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# Police Department FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,492,789	<b>\$ 4,492,789</b>	<b>\$ 2,819,135</b>	\$ 1,673,654	63%
Services / Supplies	389,350	<b>389,350</b>	<b>218,188</b>	171,162	56%
Capital	<u>165,000</u>	<u><b>165,000</b></u>	<u><b>107,739</b></u>	<u>57,261</u>	<u>65%</u>
	<b>\$ 5,047,139</b>	<b>\$ 5,047,139</b>	<b>\$ 3,145,061</b>	<b>\$ 1,902,078</b>	<b>62%</b>

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,309,810	<b>\$ 3,309,810</b>	<b>\$ 2,064,488</b>	\$ 1,245,322	62%
<i>Employee Benefits</i>	<u>1,182,979</u>	<u><b>1,182,979</b></u>	<u><b>754,647</b></u>	<u>428,333</u>	<u>64%</u>
<b>Total Personnel</b>	<b>\$ 4,492,789</b>	<b>\$ 4,492,789</b>	<b>\$ 2,819,135</b>	<b>\$ 1,673,654</b>	<b>63%</b>

Services / Supplies					
<i>Professional Services</i>	\$ 139,838	<b>\$ 139,838</b>	<b>\$ 110,136</b>	\$ 29,702	79%
<i>Employee Development</i>	45,309	<b>45,309</b>	<b>27,455</b>	17,855	61%
<i>Supplies / Equipment</i>	140,915	<b>140,915</b>	<b>42,416</b>	98,499	30%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>63,288</u>	<u><b>63,288</b></u>	<u><b>38,181</b></u>	<u>\$ 25,107</u>	<u>60%</u>
<b>Total Services / Supplies</b>	<b>\$ 389,350</b>	<b>\$ 389,350</b>	<b>\$ 218,188</b>	<b>\$ 171,162</b>	<b>56%</b>

Capital					
<i>Equipment / Vehicles</i>	165,000	<b>165,000</b>	<b>107,739</b>	57,261	65%
<b>Total Capital</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>	<b>\$ 107,739</b>	<b>\$ 57,261</b>	<b>65%</b>

<b>Total Police Department</b>	<b>\$ 5,047,139</b>	<b>\$ 5,047,139</b>	<b>\$ 3,145,061</b>	<b>\$ 1,902,078</b>	<b>62%</b>
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# Fire Department FY 2018/2019 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,443,276	\$ 2,443,276	\$ 1,568,308	\$ 874,968	64%
Services / Supplies	475,321	475,321	355,775	119,546	75%
Capital	<u>1,104,000</u>	<u>1,104,000</u>	<u>1,003,747</u>	<u>100,253</u>	<u>91%</u>
	\$ 4,022,597	\$ 4,022,597	\$ 2,927,830	\$ 1,094,768	73%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,709,983	\$ 1,709,983	\$ 1,081,186	\$ 628,797	63%
<i>Employee Benefits</i>	<u>733,293</u>	<u>733,293</u>	<u>487,122</u>	246,171	66%
<i>Total Personnel</i>	\$ 2,443,276	\$ 2,443,276	\$ 1,568,308	\$ 874,968	64%

Services / Supplies					
<i>Professional Services</i>	\$ 71,025	\$ 71,025	\$ 51,108	\$ 19,917	72%
<i>Employee Development</i> <i>(Training - \$50,450)</i>	65,495	65,495	33,749	31,746	52%
<i>Supplies / Equipment</i>	159,751	159,751	101,554	58,197	64%
<i>Utilities</i>	1,800	1,800	950	850	53%
<i>Other</i> <i>(Capital Lease Pmt - \$134,000)</i>	<u>177,250</u>	<u>177,250</u>	<u>168,413</u>	<u>8,837</u>	<u>95%</u>
<i>Total Services / Supplies</i>	\$ 475,321	\$ 475,321	\$ 355,775	\$ 119,546	75%

Capital					
<i>Equipment / Vehicles</i>	1,104,000	1,104,000	1,003,747	100,253	91%
<i>Total Capital</i>	\$ 1,104,000	\$ 1,104,000	\$ 1,003,747	\$ 100,253	91%

<i>Total Fire Department</i>	\$ 4,022,597	\$ 4,022,597	\$ 2,927,830	\$ 1,094,768	73%
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# Community Services FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 447,995	\$ 447,995	\$ 277,793	\$ 170,201	62%
Services / Supplies	23,453	23,453	6,804	16,649	29%
Capital	-	-	-	-	0%
	\$ 471,448	\$ 471,448	\$ 284,598	\$ 186,850	60%

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

Personnel					
<i>Salaries / Wages</i>	\$ 316,041	\$ 316,041	\$ 206,914	\$ 109,127	65%
<i>Employee Benefits</i>	131,954	131,954	70,880	61,074	54%
<i>Total Personnel</i>	\$ 447,995	\$ 447,995	\$ 277,793	\$ 170,201	62%

Services / Supplies					
<i>Professional Services</i>	\$ 9,200	\$ 9,200	\$ 2,050	7,150	22%
<i>Employee Development</i>	5,795	5,795	1,900	3,895	33%
<i>Supplies / Equipment</i>	8,458	8,458	2,854	5,604	34%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 23,453	\$ 23,453	\$ 6,804	\$ 16,649	29%

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

<i>Total Building Operations</i>	\$ 471,448	\$ 471,448	\$ 284,598	\$ 186,850	60%
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# Streets Division FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 697,195	\$ 697,195	\$ 466,291	\$ 230,904	67%
Services / Supplies	718,501	809,501	176,081	633,420	22%
Capital	<u>75,000</u>	<u>75,000</u>	<u>63,736</u>	<u>11,264</u>	<u>85%</u>
	<b>\$ 1,490,696</b>	<b>\$ 1,581,696</b>	<b>\$ 706,108</b>	<b>\$ 875,588</b>	<b>45%</b>

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

Personnel					
<i>Salaries / Wages</i>	\$ 484,653	\$ 484,653	\$ 321,784	\$ 162,868	66%
<i>Employee Benefits</i>	<u>212,543</u>	<u>212,543</u>	<u>144,507</u>	<u>68,036</u>	<u>68%</u>
<b>Total Personnel</b>	<b>\$ 697,195</b>	<b>\$ 697,195</b>	<b>\$ 466,291</b>	<b>\$ 230,904</b>	<b>67%</b>

Services / Supplies					
<i>Professional Services</i>	\$ 78,771	\$ 78,771	\$ 17,637	\$ 61,134	22%
<i>Employee Development</i>	10,825	10,825	4,695	6,130	43%
<i>Supplies / Equipment</i>	48,355	48,355	19,110	29,245	40%
<i>Utilities (Streetlights)</i>	90,000	90,000	56,647	33,353	63%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u>581,550</u>	<u>77,992</u>	<u>503,558</u>	<u>13%</u>
<b>Total Services / Supplies</b>	<b>\$ 718,501</b>	<b>\$ 809,501</b>	<b>\$ 176,081</b>	<b>\$ 633,420</b>	<b>22%</b>

Capital					
<i>Equipment / Vehicles</i>	75,000	75,000	63,736	11,264	85%
<b>Total Capital</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 63,736</b>	<b>\$ 11,264</b>	<b>85%</b>

<b>Total Streets</b>	<b>\$ 1,490,696</b>	<b>\$ 1,581,696</b>	<b>\$ 706,108</b>	<b>\$ 875,588</b>	<b>45%</b>
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# Maintenance Division FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 345,803	\$ 345,803	\$ 224,227	\$ 121,576	65%
Services / Supplies	579,485	579,485	351,752	227,733	61%
Capital	-	-	-	-	0%
	\$ 925,288	\$ 925,288	\$ 575,978	\$ 349,310	62%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<i>Salaries / Wages</i>	\$ 244,696	\$ 244,696	\$ 157,463	\$ 87,233	64%
<i>Employee Benefits</i>	101,107	101,107	66,764	34,343	66%
<b>Total Personnel</b>	\$ 345,803	\$ 345,803	\$ 224,227	\$ 121,576	65%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 63,978	\$ 63,978	\$ 26,039	\$ 37,939	41%
<i>Employee Development</i>	4,495	4,495	1,445	3,050	32%
<i>Supplies / Equipment</i> <i>(Fuel &amp; Oils - \$159,777, Repair Parts / Contract Repairs - \$195,610)</i>	425,912	425,912	282,466	143,446	66%
<i>Utilities</i>	85,000	85,000	41,802	43,198	49%
<i>Other</i>	100	100	-	\$ 100	0%
<b>Total Services / Supplies</b>	\$ 579,485	\$ 579,485	\$ 351,752	\$ 227,733	61%

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

<b>Total Maintenance</b>	\$ 925,288	\$ 925,288	\$ 575,978	\$ 349,310	62%
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# Parks Division FY 2018/2019 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,168,532	\$ 1,168,532	\$ 763,443	\$ 405,089	65%
Services / Supplies	603,255	603,255	305,194	298,061	51%
Capital	<u>240,000</u>	<u>606,000</u>	<u>218,908</u>	<u>387,092</u>	<u>36%</u>
	\$ 2,011,787	\$ 2,377,787	\$ 1,287,545	\$ 1,090,242	54%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>Personnel</b>					
<b>Salaries / Wages</b>	\$ 777,453	\$ 777,453	\$ 490,125	\$ 287,328	63%
<b>Employee Benefits</b>	<u>391,078</u>	<u>391,078</u>	<u>273,317</u>	<u>117,761</u>	<u>70%</u>
<b>Total Personnel</b>	\$ 1,168,532	\$ 1,168,532	\$ 763,443	\$ 405,089	65%

Services / Supplies					
<b>Professional Services</b> <i>(ROW Contract Mowing - \$108,000)</i>	\$ 133,312	\$ 133,312	\$ 34,602	\$ 98,710	26%
<b>Employee Development</b>	25,045	25,045	13,346	11,699	53%
<b>Supplies / Equipment</b>	310,648	310,648	191,029	119,619	61%
<b>Utilities</b>	133,300	133,300	65,597	67,703	49%
<b>Other</b>	<u>950</u>	<u>950</u>	<u>621</u>	<u>329</u>	<u>65%</u>
<b>Total Services / Supplies</b>	\$ 603,255	\$ 603,255	\$ 305,194	\$ 298,061	51%

Capital					
<b>Equipment / Vehicles - Budget</b> <i>Amend added \$91K for eng. for Chapel Hill Trail and \$275K for DTR shade covers and playground equip.</i>	240,000	606,000	218,908	387,092	36%
<b>Total Capital</b>	240,000	606,000	218,908	387,092	36%

<b>Total Parks</b>	\$ 2,011,787	\$ 2,377,787	\$ 1,287,545	\$ 1,090,242	54%
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# Recreation Division FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 212,138	\$ 212,138	\$ 114,439	\$ 97,699	54%
Services / Supplies	320,482	320,482	182,631	137,851	57%
Capital	-	-	-	-	0%
	\$ 532,620	\$ 532,620	\$ 297,070	\$ 235,550	56%

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

Personnel					
<i>Salaries / Wages</i>	\$ 169,788	\$ 169,788	\$ 88,108	\$ 81,680	52%
<i>Employee Benefits</i>	42,351	42,351	26,331	16,019	62%
<b>Total Personnel</b>	\$ 212,138	\$ 212,138	\$ 114,439	\$ 97,699	54%

Services / Supplies					
<i>Professional Services</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,555	10,555	5,302	5,254	50%
<i>Supplies / Equipment</i>	1,506	1,506	198	1,309	13%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	308,421	308,421	177,132	131,289	57%
<b>Total Services / Supplies</b>	\$ 320,482	\$ 320,482	\$ 182,631	\$ 137,851	57%

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

<b>Total Recreation</b>	\$ 532,620	\$ 532,620	\$ 297,070	\$ 235,550	56%
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# Equipment Replacement / Capital Schedule FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	43,000	42,810	-	100%
Police Dept Capital Outlay	165,000	165,000	107,739	57,261	65%
Fire Dept Capital Outlay	1,104,000	1,104,000	1,003,747	100,253	91%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	75,000	75,000	63,736	11,264	85%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	240,000	606,000	218,908	387,092	36%
City Recreation Capital Outlay	-	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ 1,584,000</b>	<b>\$ 1,993,000</b>	<b>\$ 1,436,939</b>	<b>\$ 556,061</b>	<b>72%</b>

# Utility Fund Revenues

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (175,000)	\$ (175,000)	\$ (112,075)	\$ (62,925)	64%
<i>Charges / Penalties</i>	86,750	86,750	62,655	24,095	72%
<b>Total Fees</b>	<b>\$ (88,250)</b>	<b>\$ (88,250)</b>	<b>\$ (49,420)</b>	<b>\$ (38,830)</b>	<b>56%</b>

### Licenses & Permits

<i>Construction Inspection</i>	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0%
<b>Total Licenses &amp; Permits</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>0%</b>

### Charges for Services

<i>Water Sales</i>	\$ 5,618,870	\$ 5,618,870	\$ 2,178,117	\$ 3,440,753	39%
<i>Sewer Sales</i>	4,435,083	4,435,083	2,628,046	1,807,037	59%
<i>Inspection Fees</i>	3,000	3,000	3,120	(120)	104%
<b>Total Charges for Service</b>	<b>\$ 10,056,953</b>	<b>\$ 10,056,953</b>	<b>\$ 4,809,283</b>	<b>\$ 5,247,670</b>	<b>48%</b>

### Interest

<i>Interest (Operations)</i>	\$ 35,000	\$ 35,000	\$ 38,531	\$ (3,531)	110%
<i>Interest (Capital Projects)</i>	26,000	26,000	58,304	(32,304)	224%
<b>Total Interest</b>	<b>\$ 61,000</b>	<b>\$ 61,000</b>	<b>\$ 96,835</b>	<b>\$ (35,835)</b>	<b>159%</b>

### Impact Fees

<i>Impact Fees</i>	\$ 265,000	\$ 265,000	\$ 189,848	\$ 75,152	72%
<b>Total Impact Fees</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 189,848</b>	<b>\$ 75,152</b>	<b>72%</b>

### Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 34,842	\$ (29,842)	697%
<b>Total Miscellaneous Income</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 34,842</b>	<b>\$ (29,842)</b>	<b>697%</b>

<b>Total Utility Fund Revenues</b>	<b>\$ 10,309,703</b>	<b>\$ 10,309,703</b>	<b>\$ 5,081,388</b>	<b>\$ 5,228,315</b>	<b>49%</b>
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# Utility Division FY 2018/2019 Budget

YEAR TO DATE MAY

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,767,684	<b>\$ 1,767,684</b>	<b>\$ 1,142,314</b>	\$ 625,370	65%
Services / Supplies	6,222,872	<b>6,222,872</b>	<b>3,664,817</b>	2,558,055	59%
Capital	40,000	<b>40,000</b>	-	40,000	0%
<b>Total Utility Division</b>	<b>\$ 8,030,555</b>	<b>\$ 8,030,555</b>	<b>\$ 4,807,131</b>	<b>\$ 3,223,424</b>	<b>60%</b>

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,181,869	<b>\$ 1,181,869</b>	<b>\$ 773,898</b>	\$ 407,970	65%
<i>Employee Benefits</i>	585,815	<b>585,815</b>	<b>368,416</b>	217,399	63%
<b>Total Personnel</b>	<b>\$ 1,767,684</b>	<b>\$ 1,767,684</b>	<b>\$ 1,142,314</b>	<b>\$ 625,370</b>	<b>65%</b>

Services / Supplies					
<i>Professional Services</i>	\$ 342,644	<b>\$ 342,644</b>	<b>\$ 139,750</b>	\$ 202,894	41%
<i>Employee Development</i>	57,141	<b>57,141</b>	<b>23,285</b>	33,856	41%
<i>Supplies / Equipment</i>	86,959	<b>86,959</b>	<b>34,872</b>	52,087	40%
<i>Utilities</i>	404,380	<b>404,380</b>	<b>199,519</b>	204,861	49%
<i>Other (Well Lot Maintenance)</i>	975,416	<b>975,416</b>	<b>422,102</b>	553,314	43%
<b>Sub-Total - Operations Services / Supplies</b>	<b>\$ 1,866,541</b>	<b>\$ 1,866,541</b>	<b>\$ 819,529</b>	<b>\$ 1,047,012</b>	<b>44%</b>

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,105	<b>\$ 5,105</b>	<b>\$ 5,103</b>	\$ 2	100%
<i>UTRWD - Water Volume Cost</i>	915,070	<b>915,070</b>	<b>417,337</b>	497,733	46%
<i>UTRWD - Water Demand Charges</i>	1,318,950	<b>1,318,950</b>	<b>879,300</b>	439,650	67%
<i>UTRWD - Sewer Effluent Volume Rate</i>	526,776	<b>526,776</b>	<b>484,022</b>	42,754	92%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,355,495	<b>1,355,495</b>	<b>903,663</b>	451,832	67%
<i>UTRWD - HV Sewer Line to UTRWD</i>	234,935	<b>234,935</b>	<b>155,863</b>	79,072	66%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
<b>Sub-Total - Wholesale Water / Wastewater</b>	<b>\$ 4,356,331</b>	<b>\$ 4,356,331</b>	<b>\$ 2,845,288</b>	<b>\$ 1,511,043</b>	<b>65%</b>

<b>Total Services / Supplies</b>	<b>\$ 6,222,872</b>	<b>\$ 6,222,872</b>	<b>\$ 3,664,817</b>	<b>\$ 2,558,055</b>	<b>59%</b>
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Capital					
<i>Equipment / Vehicles</i>	40,000	<b>40,000</b>	-	40,000	0%
<b>Total Capital</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>0%</b>

<b>Total Utility Division - Operations</b>	<b>\$ 8,030,555</b>	<b>\$ 8,030,555</b>	<b>\$ 4,807,131</b>	<b>\$ 3,223,424</b>	<b>60%</b>
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# Utility Fund Working Capital FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,618,870	\$ 5,618,870	\$ 2,178,117	\$ 3,440,753	39%
<i>Sewer Sales</i>	4,435,083	4,435,083	2,628,046	1,807,037	59%
<i>Other Fees / Charges</i>	104,750	104,750	100,617	4,133	96%
<i>Electronic Payment Credit</i>	(175,000)	(175,000)	(112,075)	(62,925)	64%
<i>Interest</i>	35,000	35,000	38,531	(3,531)	110%
<b>Total Revenues</b>	<b>\$ 10,018,703</b>	<b>\$ 10,018,703</b>	<b>\$ 4,833,236</b>	<b>\$ 5,185,467</b>	<b>48%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$363,072	\$363,072	\$ 256,711	\$ 106,361	71%
<i>Operations</i>	3,271,152	3,271,152	1,705,132	1,566,021	52%
<i>UTRWD</i>	4,356,331	4,356,331	2,845,288	1,511,043	65%
<i>Debt Service</i>	1,216,814	1,216,814	1,044,869	171,945	86%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	40,000	40,000	-	40,000	0%
<b>Total Expenditures</b>	<b>\$ 9,247,369</b>	<b>\$ 9,247,369</b>	<b>\$ 5,852,000</b>	<b>\$ 3,395,369</b>	<b>63%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	100%
<i>Operating Transfers Out / Utility Capital Projects</i>	(300,000)	(300,000)	-	(300,000)	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)	-	(470,000)	0%
<b>Total Other Sources (Uses)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>	<b>\$ 150,000</b>	<b>\$ (770,000)</b>	<b>-24%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	151,334	151,334	(868,764)
<b>Beginning Working Capital</b>			
<i>Operations</i>	2,404,004	2,404,004	2,404,004
<i>Available Impact Fees</i>	906,474	906,474	906,474
<b>Total Available Working Capital</b>	<b>\$ 3,310,478</b>	<b>\$ 3,310,478</b>	<b>\$ 3,310,478</b>
<b>Ending Working Capital</b>			
<i>Operations</i>	2,555,338	2,555,338	1,535,240
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,021,474	1,021,474	946,322
<b>Total Available Working Capital</b>	<b>\$ 3,576,812</b>	<b>\$ 3,576,812</b>	<b>\$ 2,481,562</b>

<i>Impact Fees</i>			
<i>Beginning Balance</i>	906,474	906,474	906,474
<i>+ Collections</i>	265,000	265,000	189,848
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	(150,000)
<i>Ending Balance</i>	1,021,474	1,021,474	946,322

\*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 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 433,725	\$ 433,725	\$ 269,951	\$ 163,775	62%
<i>Annual Park Passes</i>	37,000	37,000	16,720	20,280	45%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	300	300	17	283	6%
<b>Total Revenues</b>	<b>\$ 471,025</b>	<b>\$ 471,025</b>	<b>\$ 286,687</b>	<b>\$ 184,338</b>	<b>61%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 179,892	\$ 179,892	\$ 123,529	\$ 56,362	69%
<i>Services / Supplies</i>	209,235	209,235	141,047	68,188	67%
<i>Capital</i>	-	-	20,306	(20,306)	0%
<b>Total Expenditures</b>	<b>\$ 389,126</b>	<b>\$ 389,126</b>	<b>\$ 284,883</b>	<b>\$ 104,243</b>	<b>73%</b>

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 149,028	\$ 194,032	\$ 194,032
<i>+ Net Increase (Decrease)</i>	81,899	81,899	1,804
<b>Ending Fund Balance</b>	<b>\$ 230,927</b>	<b>\$ 275,931</b>	<b>\$ 195,836</b>

Audited FY18

# Debt Service Fund

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$1,884,171	\$ 1,884,171	\$ 1,864,996	\$ 19,175	99%
<i>Interest Income</i>	1,400	1,400	7,868	(6,468)	562%
<b>Total Revenues</b>	<b>\$ 1,885,571</b>	<b>\$ 1,885,571</b>	<b>\$ 1,872,864</b>	<b>\$ 12,707</b>	<b>99%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 1,930,000	\$ 1,930,000	\$ 1,930,000	\$ -	100%
<i>Interest Payments</i>	800,999	800,999	464,548	336,451	58%
<i>Paying Agent Fees</i>	3,000	3,000	2,631	369	88%
<b>Total Expenditures</b>	<b>\$ 2,733,999</b>	<b>\$ 2,733,999</b>	<b>\$ 2,397,179</b>	<b>\$ 336,820</b>	<b>88%</b>

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	856,827	856,827	746,759	\$ 110,068	87%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
<b>Total Financing Sources</b>	<b>\$ 856,827</b>	<b>\$ 856,827</b>	<b>\$ 746,759</b>	<b>\$ 110,068</b>	<b>87%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 151,980	\$ 159,489	\$ 159,489
<i>+ Net Increase (Decrease)</i>	8,399	8,399	222,444
<b>Ending Fund Balance</b>	<b>\$ 160,379</b>	<b>\$ 167,888</b>	<b>\$ 381,933</b>

Audited FY18

# Capital Projects Fund

## FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	-	-	0%
Interest Income	50,000	50,000	110,949	(60,949)	222%
<b>Total Revenues</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 110,949</b>	<b>\$ (60,949)</b>	<b>100%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<b>2018 Proposed Bond</b> (Parks/Streets/Drainage)	5,375,281	5,375,281	645,988	4,729,293	12%
2018 Bond Issue (Streets)		2,500,000	74,340	2,425,660	3%
2018 Bond Issue (Parks)		2,875,281	571,648	2,303,633	20%
<b>Total Expenditures</b>	<b>\$ 5,375,281</b>	<b>\$ 5,375,281</b>	<b>\$ 645,988</b>	<b>\$ 4,729,293</b>	<b>12%</b>

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%
<b>Total Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 6,119,643	\$ 6,865,552	\$ 6,865,552
<i>+Net Increase (Decrease)</i>	(5,325,281)	(5,325,281)	(535,039)
<b>Ending Fund Balance</b>	<b>\$ 794,362</b>	<b>\$ 1,540,271</b>	<b>\$ 6,330,513</b>

Audited FY18

# Drainage Utilities FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 4,536	\$ (4,536)	0%
<i>Drainage Fee Receipts</i>	490,000	490,000	309,251	180,749	63%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	4,306	(306)	108%
<b>Total Revenues</b>	<b>\$ 494,000</b>	<b>\$ 494,000</b>	<b>\$ 318,093</b>	<b>\$ 175,907</b>	<b>64%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 381,972	\$ 381,972	\$ 248,106	\$ 133,866	65%
<i>Services / Supplies</i>	150,665	150,665	78,790	71,875	52%
<i>Capital</i>	50,000	50,000	-	50,000	0%
<b>Total Expenditures</b>	<b>\$ 582,637</b>	<b>\$ 582,637</b>	<b>\$ 326,896</b>	<b>\$ 255,741</b>	<b>56%</b>

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 66,000	\$ 66,000	\$ -	\$ 66,000	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
<b>Total Other Sources (Uses)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 288,759	\$ 340,814	\$ 340,814
<i>+ Net Increase (Decrease)</i>	(38,637)	(38,637)	(8,804)
<b>Ending Fund Balance</b>	<b>\$ 250,122</b>	<b>\$ 302,177</b>	<b>\$ 332,011</b>

Audited FY18

# Park Development Fee Fund FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 400	\$ 400	\$ 1,086	\$ (686)	272%
<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%
<b>Total Revenues</b>	<b>\$ 400</b>	<b>\$ 400</b>	<b>\$ 1,086</b>	<b>\$ (686)</b>	<b>0%</b>

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Unity Park</i>	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	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%
<b>Total Expenditures</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>	<b>\$ -</b>	<b>\$ 24,000</b>	<b>0%</b>

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%
<b>Total Other Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 69,586	\$ 69,437	\$ 69,437
<i>+ Net Increase (Decrease)</i>	(23,600)	(23,600)	1,086
<b>Ending Fund Balance</b>	<b>\$ 45,986</b>	<b>\$ 45,837</b>	<b>\$ 70,523</b>

Audited FY18

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ 45,986	70,523
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	-	-
<i>Neighborhood Park Fees (Area IV)</i>	-	-
<b>Total</b>	<b>\$ 45,986</b>	<b>\$ 70,523</b>

# Public Safety Special Revenue Fund FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 25,600	\$ 25,600	\$ 44,932	\$ (19,332)	176%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	18,851	(15,251)	524%
Capital	-	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ 3,600</b>	<b>\$ 3,600</b>	<b>\$ 18,851</b>	<b>\$ (15,251)</b>	<b>0%</b>

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%
<b>Total Other Sources (Uses)</b>	<b>\$ (22,000)</b>	<b>\$ (22,000)</b>	<b>\$ -</b>	<b>\$ (22,000)</b>	<b>0%</b>

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 36,980	\$ 6,277	\$ 6,277
+ Net Increase (Decrease)	-	-	26,081
Ending Fund Balance	\$ 36,980	\$ 6,277	\$ 32,358

Audited FY18

# Municipal Court Technology Fee Fund FY 2018/2019 Budget

**YEAR TO DATE MAY**

<b>Percent of Budget Year Transpired</b>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 2,265	1,235	65%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 5,700	\$ 5,700	\$ 5,622	\$ 78	99%
<i>Total Expenditures</i>	\$ 5,700	\$ 5,700	\$ 5,622	\$ 78	99%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 31,939	\$ 32,003	\$ 32,003
<i>+ Net Increase (Decrease)</i>	(2,200)	(2,200)	(3,358)
<i>Ending Fund Balance</i>	\$ 29,739	\$ 29,803	\$ 28,645

Audited FY18

# Municipal Court Building Security Fund FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<b>Revenues (Court Fines)</b>	\$ 2,700	\$ 2,700	\$ 1,699	\$ 1,001	63%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<b>Beginning Fund Balance</b>	\$ 32,719	\$ 32,722	\$ 32,722
<b>+ Net Increase (Decrease)</b>	2,700	2,700	1,699
<b>Ending Fund Balance</b>	\$ 35,419	\$ 35,422	\$ 34,421

**Audited FY18**

Highland Village Community Development Corporation  
Working Capital Analysis (FY 2019)

	<i>Actual 2016-2017</i>	<i>Projected 2017-2018</i>	<i>Budget 2018-2019</i>	<i>YTD 2018-2019</i>
<b>Beginning Fund Balance</b>	\$ 373,513	\$ 106,954	\$ 95,532	\$ 95,532
<b>Revenues</b>				
4B Sales Tax	1,242,599	1,262,392	1,334,766	654,796
Park Fees (Rental)	24,384	74,400	79,500	42,001
Linear Park Fees	575	-	574	-
Miscellaneous Income	590	600	600	-
Interest Income	508	500	800	684
<b>Total</b>	<b>\$ 1,268,656</b>	<b>\$ 1,337,892</b>	<b>\$ 1,416,240</b>	<b>\$ 697,481</b>
<b>Expenditures</b>				
Personnel	205,020	266,907	283,470	197,871
Services / Supplies	145,584	213,722	200,630	91,977
Reimburse GF (Support Functions)	28,000	28,000	28,000	-
Reimburse GF (Debt Service)	870,124	800,685	856,827	746,759
<b>Total Non-Capital Expenditures</b>	<b>\$ 1,248,728</b>	<b>\$ 1,309,314</b>	<b>\$ 1,368,927</b>	<b>\$ 1,036,608</b>
<b>Capital</b>				
Engineering	-	-	-	-
Projects Funded Directly	-	-	-	-
Transfer to 4B Capital Projects	\$ 281,152	\$ -	\$ -	\$ -
<b>Equipment</b>	<b>5,335</b>	<b>40,000</b>	<b>-</b>	<b>46,281</b>
<b>Net Increase / (Decrease)</b>	<b>(266,559)</b>	<b>(11,422)</b>	<b>47,313</b>	<b>(385,407)</b>
<b>Working Capital Balance</b>	<b>\$ 106,954</b>	<b>\$ 95,532</b>	<b>\$ 142,845</b>	<b>\$ (289,875)</b>

## Highland Village Community Development Corporation Capital Projects

	<i>Actual 2016-2017</i>	<i>Actual 2017-2018</i>	<i>Budget 2018-2019</i>	<i>YTD 2018-2019</i>
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -
<b>Funding</b>				
Debt Issuance	-	-	-	-
Bond Discount	-	-	-	-
Debt Issuance Cost	-	-	-	-
Funding from Operations	281,152	-	-	-
Capital Projects (HV RR Crossing)	-	-	-	-
Denton County	-	-	-	-
I-35 Mitigation	-	-	-	-
Interest Earnings	-	-	-	-
<b>Total Available Project Funding</b>	<b>\$ 281,152</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures</b>				
<b>Castlewood Trail</b>				
Engineering - \$131,200	-	-	-	-
Project Cost - \$1.312M (Estimated)	-	-	-	-
<b>Copperas Trail</b>				
Engineering - \$112,380	-	-	-	-
Project Cost - \$1.5M (Estimated)	-	-	-	-
<b>HV Rd Trail (Phase IIa - CH to Svc Cntr)</b>				
Engineering - \$25,000	-	-	-	-
Project Cost - \$250,982 (Estimated)	-	-	-	-
<b>HV Rd Trail (Phase IIb - Lions Club Park to Doubletree Ranch Park)</b>				
Engineering (Mostly included in Copperas Trail Eng.) - \$25,714 (Remain)	-	-	-	-
Project Cost - \$250,000 (Estimated)	-	-	-	-
<b>FM 2499 Sidewalk</b>				
Engineering - \$12,500	-	-	-	-
Project Cost - \$117,678 (Estimated)	-	-	-	-
<b>Pedestrian Crosswalk Enhancement</b>				
Engineering	-	-	-	-
Project Cost - \$26,000/Crossing	-	-	-	-
<b>Marauder Park Lake Access</b>				
Engineering - \$31,000 (Estimated)	-	-	-	-
Project Cost - \$58,178 (Estimated)	-	-	-	-
<b>HV Rd RR Crossing</b>				
Engineering - \$7,200 (Estimated)	-	-	-	-
Project Cost - \$48,000 (Estimated)	-	-	-	-
<b>Lakeside Community Park (707 HV Rd Trailhead)</b>				
Engineering - \$40,000	-	-	-	-
Project Cost - \$420,000	-	-	-	-
<b>Misc. Small, Fill-In/Connector Sections</b>				
Project Cost - \$20,000 (Per Year)	-	-	-	-
<b>Doubletree Ranch Park</b>				
Engineering - \$779,300	-	-	-	-
Project Cost - \$8,500,000 (Estimated)	659,483	-	-	-
<b>Total Capital Projects</b>	<b>\$ 659,483</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Remaining Project Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# PEG Fee Fund FY 2018/2019 Budget

**YEAR TO DATE MAY**

<i>Percent of Budget Year Transpired</i>	<b>66.7%</b>
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 55,000	\$ 55,000	\$ 25,486	\$ 29,514	46%
<i>Total Revenues</i>	\$ 55,000	\$ 55,000	\$ 25,486	\$ 29,514	46%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	19,400	19,400	6,111	13,289	31%
<i>Capital</i>	-	-	3,416	(3,416)	0%
<i>Total Expenditures</i>	\$ 19,400	\$ 19,400	\$ 9,527	\$ 9,873	49%

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>	\$ 111,866	\$ 113,692	\$ 113,692
<i>+Net Increase (Decrease)</i>	35,600	35,600	15,959
<i>Ending Fund Balance</i>	\$ 147,466	\$ 149,292	\$ 129,651

Audited FY18

**4CITY OF HIGHLAND VILLAGE**  
**COUNCIL BRIEFING**

**AGENDA# 20**

**MEETING DATE: 07/23/19**

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

**PREPARED BY: Karen Bradley, Administrative Assistant to City Secretary**

**COMMENTS**

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



## UPCOMING EVENTS

July 23, 2019	HV Community Development Corp. Mtg. 5:00 pm
<b>July 23, 2019</b>	<b>Regular City Council Mtg. 7:30 pm</b>
August 1, 2019	Zoning Board of Adjustment Mtg. 7:00 pm (if needed)
<b>August 13, 2019</b>	<b>Regular City Council Mtg. 7:30 pm</b>
August 19, 2019	Park Board Mtg. 6:00 pm (if needed)
August 20, 2019	Planning & Zoning Commission Mtg. 7:00 pm (if needed)
<b>August 27, 2019</b>	<b>Regular City Council Mtg. 7:30 pm</b>
<b>September 2, 2019</b>	<b>City Offices Closed in Observance of Labor Day</b>
September 5, 2019	Zoning Board of Adjustment Mtg. 7:00 pm (if needed)
<b>September 10, 2019</b>	<b>Regular City Council Mtg. 7:30 pm</b>
September 16, 2019	Park Board Mtg. 6:00 pm (if needed)
September 17, 2019	Planning & Zoning Commission Mtg. 7:00 pm (if needed)
<b>September 24, 2019</b>	<b>Regular City Council Mtg. 7:30 pm</b>

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

By: Karen Bradley, Administrative Assistant - City Secretary Office