



A G E N D A

**REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, DECEMBER 8, 2020, at 6:00 P.M.**

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the public will not be allowed to attend the City Council meeting in person. Members of the public may view the City Council meeting live at no cost via the following Internet link: www.highlandvillage.org/HVTV.

Any person wishing to provide comments on any matter to be considered on this agenda may email such comments to the City Secretary at amiller@highlandvillage.org by 1:00 p.m. on Tuesday, December 8, 2020.

OPEN SESSION

City Council Chambers – 6:00 P.M.

- 1. Call Meeting to Order**
- 2. Prayer led by Councilmember Dan Jaworski**
- 3. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Dan Jaworski: “Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”**
- 4. Visitor Comments** *(Any person wishing to provide comments on any matter to be considered on this agenda should email such comments to the City Secretary by 1:00 p.m. on Tuesday, December 8, 2020. 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.)*
- 5. City Manager/Staff Reports**
 - COVID-19 Update
 - HVTV Update
- 6. Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
 - Presentation of a Proclamation honoring Sergeant Paul Kimberlin

7. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of December 8, 2020

CLOSED SESSION
City Council Chambers

8. 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)

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

CONSENT AGENDA

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

9. Consider approval of Minutes of the Regular City Council Meeting held on November 10, 2020
10. Consider Ordinance 2020-1279 enacting and authorizing Collection of a Composting Program Fee (*2nd and final read*)
11. Consider Resolution 2020-2921 authorizing the City Manager to Enter into Interlocal Cooperation Agreements with Denton County for Ambulance and Fire Protection Services
12. Consider Resolution 2020-2922 awarding and authorizing a Contract with DBi Services, LLC for Construction of the Unity Park Storm Drain Rehabilitation Project
13. Consider Resolution 2020-2923 awarding and authorizing a Contract with ANA Site Construction, LLC for the Construction of the Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Spruce Drive Water Lines, and La Mesa Drive Wastewater Line Project for the Replacement of Existing Water and Sanitary Sewer Lines
14. Receive Budget Reports for Period Ending September 30, 2020

ACTION AGENDA

15. Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
16. Consider Resolution 2020-2924 suspending the January 23, 2021 Effective Date of a Requested Rate Increase by CoServ Gas

LATE WORK SESSION

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

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

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 4TH DAY OF DECEMBER 2020 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the _____ day of _____, 2020 at
_____ am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 6

MEETING DATE: 12/08/2020

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

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

- Presentation of a Proclamation honoring Sergeant Paul Kimberlin

Proclamation

The City of Highland Village

Whereas, Paul Kimberlin joined the City of Highland Village as a Police Officer on October 12, 1998 and was then promoted to the position of Police Sergeant on August 6, 2002; and

Whereas, during his tenure, Paul Kimberlin has served the department on the Policy Review Committee, as an Auxiliary Liaison, AOR District B Supervisor, Vehicle and Traffic Coordinator, Field Training Officer, and Defensive Tactics Instructor; and

Whereas, Paul Kimberlin has achieved certifications from the Texas Commission on Law Enforcement for Master Peace Officer, Police Instructor, Telecommunications, and Court Security; and

Whereas, Paul Kimberlin has received over 56 commendations for his service, including multiple awards for Supervisor of the Year; and

Whereas, Paul Kimberlin's last day of duty with the City of Highland Village was on November 29th, 2020; and

Whereas, Paul Kimberlin shall forever remain a part of the City of Highland Village family.

NOW THEREFORE, I, Charlotte J. Wilcox, Mayor of the City of Highland Village, do hereby proclaim November 29th as

“Sergeant Paul Kimberlin Day”

in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 8th day of December 2020.

Charlotte J. Wilcox, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 9

MEETING DATE: 12/08/2020

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on November 10, 2020

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 November 10, 2020.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, NOVEMBER 10, 2020**

EARLY WORK SESSION

Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m. and announced pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the meeting is being conducted using social distancing practices. Members of the public are not allowed to attend the City Council meeting in person, but may view the City Council meeting live at no cost via www.highlandvillage.org/HVTV.

In addition, she reported any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, November 10, 2020.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember (arrived at 6:08 p.m.)
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Paul Stevens	City Manager
	Kevin Laughlin	City Attorney
	Ken Heerman	Assistant City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Scott Kriston	Public Works Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Discuss awarding of Grant Funds to Community Nonprofit Organizations for Fiscal Year 2020-2021

City Secretary Angela Miller reported Council has historically allocated a percentage of the budget for nonprofit organizations. Each year nonprofit organizations desiring funding from the City submit applications to the City Secretary's Office, which are then reviewed to ensure required criteria is met, and then provided to Council. The City received fifteen

(15) funding request applications this year, totaling \$53,239. At their October 27, 2020 meeting, Council received presentations from representatives of the non-profit organizations.

Council members discussed funding for the nonprofit organizations and came to a consensus for allocations. Formal action by Council was taken with Agenda Item #18.

2. Receive an Update on Public Works Projects and Initiatives

Public Works Director Scott Kriston provided an update on the department's areas of responsibility and projects for the following five (5) divisions: Streets, Drainage, Fleet & Facilities, Utilities (includes Water and Wastewater) and Community Services.

3. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of November 10, 2020

Relating to Agenda Item #15, Mayor Pro Tem Lombardo asked for clarification since the property is not located in Highland Village. Public Works Director Scott Kriston reported the Denton County Transportation Authority (DCTA) purchased property located on Texas Highway 121. Because the City owns three (3) ground water wells that are located within a five (5) mile radius of the DCTA property, state law requires a property owner to notify and have support from surrounding entities if the owner applies for a Municipal Setting Designation(MSD) through the Texas Commission on Environmental Quality (TCEQ).

With no other items requested for clarification, Mayor Wilcox suggested moving Agenda Items #15 and #16 to Consent; Council consensus was to move the items.

Council concluded Early Work Session at 6:58 p.m.

CLOSED SESSION

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

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

Council did not meet in Closed Session.

OPEN SESSION

5. Call Meeting to Order

Mayor Charlotte J. Wilcox called the meeting to order at 7:00 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: Paul Stevens City Manager
 Kevin Laughlin City Attorney
 Ken Heerman Assistant City Manager
 Angela Miller City Secretary
 Doug Reim Chief of Police
 Scott Kriston Public Works Director
 Laurie Mullens Marketing & Communications Director
 Andrew Boyd Media Specialist

6. Prayer led by Councilmember Robert Fiester

Councilmember Fiester gave the invocation.

7. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Robert Fiester

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

8. Visitor Comments

Mayor Wilcox stated any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, November 10, 2020. City Secretary Angela Miller reported no visitor comments were received.

9. City Manager/Staff Reports

- **COVID-19 Update**

City Manager Paul Stevens provided the update. Councilmember Jaworski requested the statewide daily percentage of total inpatient beds. With 33,000,000 United States cases reported in tonight's update, Councilmember Fiester stated the number of cases seemed higher than other reports. Mr. Stevens stated he would check on both of these items.

NOTE – Later in the meeting, Mr. Stevens reported the overall statewide daily percentage of total inpatient beds is 9.59%, adding that further research will have to be done to see if there are any projections on when the 15% could be reached. Regarding the case count in the United States, Mr. Stevens reported the reported 33,000,000 is an estimate based on the number of actual tests resulting in positive cases and a scientific guess of positive cases that are undetected because a test is not conducted.

- **2019 Nonprofit of the Year Video**

The 2019 Nonprofit of the Year video was presented. Each year the Highland Village Business Association (HVBA) collaborates with the Flower Mound and Lewisville Area Chambers of Commerce to recognize the work of local nonprofit organizations who serve our community and honors one as "Nonprofit of the Year". This year's winner is Christian Community Action (CCA). Marketing and Communications Director Laurie Mullens reported that Media Specialist Andrew Boyd and Marketing and Communications Specialist Jessica Brinkley worked on the event this year.

- **Honoring City of Highland Village Employee Veterans Video**

The Marketing and Communications Department prepared a video to honor City employees who have or are presently serving our country and our community.

Additional reports included the following:

Mrs. Mullens presented a remembrance t-shirt in honor of Sargent Oliver, which is available for purchase price of \$25 at Megan's Boutique located in The Shops at Highland Village. All proceeds will go to the Oliver family.

The Highland Village Police and Fire Departments are partnering together for an online Toy and Food Drive. Due to COVID, the event is being conducted online this year. Mrs. Mullens shared the organizations that will be supported in the Toy and Food Drive, how residents can participate and how to access wish lists.

Deputy Mayor Pro Tem Fleming congratulated City staff on the Unity Luncheon that was held earlier today. Councilmember Heslep reported approximately 30 applications were received for Nonprofit of the Year and stated the video that was shared highlighting all of the nonprofits was a great way to recognize their services.

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**

Councilmember Jaworski wished Reagan a happy 15th birthday. He also congratulated the Highland Village Boys Baseball 11U Team and the Highland Village Girls Softball Teams in the 8U, 10U, 12U and 15U divisions that all won in the Lake Cities Tournaments.

Deputy Mayor Pro Tem Fleming reported on the upcoming Holiday Lighting Contest and encouraged residents to participate. The entry deadline is December 7, with judging on December 9 from 6:00 p.m. until 9:00 p.m. Further details are available on the City's website.

Mayor Wilcox wished Mr. Wilcox a happy 41st anniversary!

CONSENT AGENDA

Mayor Wilcox moved Agenda Items #15 and #16 up to the Consent Agenda.

11. **Consider approval of Minutes of the Regular City Council Meeting held on October 27, 2020**
12. **Receive Investment Report for Quarter Ending September 30, 2020**
15. **Consider Resolution 2020-2918 in Support of the Application of the Denton County Transportation Authority (DCTA) to the Texas Commission on Environmental**

Quality (TCEQ) for a Municipal Setting Designation for the Property located at 640 Texas Highway 121 Business, Lewisville, Texas

16. Consider Resolution 2020-2919 awarding and authorizing a Contract with Viking Painting, LLC for the Unity Park Elevated Storage Tank Repainting Project

Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Heslep, to approve Consent Agenda Items #11 and #12, and Items #15 and #16. Motion carried 7-0.

ACTION AGENDA

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

No action was taken on this item.

14. Consider Resolution 2020-2917 authorizing a Task Order with Schaumburg and Polk, Inc. to provide Professional Services for a Risk and Resilience Assessment of the City's Water Infrastructure

APPROVED (7 – 0)

Public Works Director Scott Kriston reported the America's Water Infrastructure Act (AWIA) of 2018 is an unfunded EPA mandate that requires the City to certify that a risk and resilience assessment has been done for the City's water system. The assessment will ensure that the City meets the requirements of the AWIA. This assessment must be completed by June 30, 2021 and will consist of an updated 2021 risk and resilience assessment to include: 1) Planning, 2) Threat Assessment, 3) Facility Characterization, 4) System Effectiveness, and 5) Risk Analysis and Risk Management.

Councilmember Jaworski asked how much the unfunded mandate would cost the City. Mr. Kriston reported there is \$70,000 budgeted.

Motion by Councilmember Heslep, seconded by Councilmember Kixmiller, to approve Resolution 2020-2917. Motion carried 7-0.

15. Consider Resolution 2020-2918 in Support of the Application of the Denton County Transportation Authority (DCTA) to the Texas Commission on Environmental Quality (TCEQ) for a Municipal Setting Designation for the Property located at 640 Texas Highway 121 Business, Lewisville, Texas

This item was moved to the Consent Agenda.

16. Consider Resolution 2020-2919 awarding and authorizing a Contract with Viking Painting, LLC for the Unity Park Elevated Storage Tank Repainting Project

This item was moved to the Consent Agenda.

17. Consider Ordinance 2020-1279 enacting and authorizing Collection of a Composting Program Fee (1st of two reads)

APPROVED 1ST READ (7 – 0)

Assistant City Manager Ken Heerman reported at their October 27, 2020 meeting, Council approved Resolution 2020-2917 approving updated garbage rates. Included in the garbage rate discussion with Council was a separate component concerning reinstatement of a suspended charge for processing compost. Mr. Heerman added that Community Waste Disposal collects yard waste from residents on Mondays of each week and delivers to the City's vendor, Living Earth (LETCO), for processing. The delivery charge is included in the garbage rate, but the charge from LETCO to process the delivered yard waste into compost is billed separately to the City. Accordingly, a compost fee sufficient to address actual cost incurred by the City is billed to residents as a pass-through charge.

Due to various factors, a credit balance had accumulated with collected compost fees. As a result, the fee was temporarily suspended in late 2017 to extinguish the credit balance. With the credit balance now eliminated, City staff had intended to reinstate the compost fee of \$.25 in conjunction with this year's annual garbage rate adjustment, as articulated in the discussion with City Council. However, it was subsequently discovered that rather than being suspended, the compost fee was instead repealed by ordinance. Therefore, this previous action requires reinstatement of the fee by ordinance in order to collect the fee going forward.

Motion by Councilmember Heslep, seconded by Deputy Mayor Pro Tem Fleming, to approve the first read of Ordinance 2020-1279. Motion carried 7-0.

18. Consider Resolution 2020-2920 awarding Grant Funds to Community Nonprofit Organizations for Fiscal Year 2020-2021

APPROVED (7 – 0)

City Secretary Angela Miller reported funding allocations were discussed during Early Work Session. This item allows Council to take formal action to allocate funds to community nonprofit organizations.

Motion by Councilmember Jaworski, seconded by Councilmember Kixmiller, to approve Resolution 2020-2920 making the following allocations:

Family Service Organizations:

- ***Denton County Friends of the Family, Inc. - \$5,000***
- ***Salvation Army - \$3,500***
- ***SPAN, Inc./Meals on Wheels - \$1,000***
- ***Special Abilities of North Texas - \$5,000***
- ***Winning the Fight (WTF) - \$2,500***
- ***Youth and Family Counseling - \$3,500***

Children's Service Organizations:

- ***CASA of Denton County, Inc. - \$2,000***
- ***Communities in Schools of North Texas - \$3,000***
- ***Journey to Dream - \$3,100***
- ***PediPlace - \$2,500***
- ***Lewisville ISD Education Foundation (LEF) - \$6,000***

Community Service Organizations:

- ***Highland Village Lions Foundation - \$3,000***
- ***Friends of the Flower Mound Public Library - \$500***
- ***Lewisville Lake Symphony - \$3,000***
- ***Chisholm Trail Retired Senior Volunteer Program (RSVP) - \$2,500***

Motion carried 7-0.

Mayor Wilcox thanked all of the organizations for the services they provide to the residents of Highland Village.

LATE WORK SESSION

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

Mayor Wilcox reminded everyone of the upcoming Tri-Town Amazing Race being held on November 21, 2020. The next Council meeting will be held on December 8, 2020.

- 20. Adjournment**

Mayor Wilcox adjourned the meeting at 7:44 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 12/08/2020

SUBJECT: Consider Ordinance No. 2020-1279 Approving Reinstatement of a Pass-Through Compost Fee (2nd and final read)

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

At the October 27, 2020 Council Meeting, Council approved Resolution 2020-2917 approving updated garbage rates. Included in the garbage rate discussion with Council was a separate component concerning reinstatement of a suspended charge for processing compost. Community Waste Disposal collects yard waste from residents on Mondays of each week and delivers to the City's vendor, Living Earth (LETCO), for processing. The delivery charge is included in the garbage rate. But the charge from LETCO to process the delivered yard waste into compost is billed separately to the City. Accordingly, a compost fee sufficient to address actual cost incurred by the City is billed to residents as a pass-through charge.

Due to various factors, a credit balance had accumulated with collected compost fees. As a result, the fee was temporarily suspended in late 2017 to extinguish the credit balance. With the credit balance now eliminated, Staff had intended to reinstate the compost fee of \$.25 in conjunction with this year's annual garbage rate adjustment, as articulated in the discussion with City Council. However, we subsequently discovered that rather than being suspended, the compost fee was instead repealed by ordinance. This previous action requires reinstatement of the fee by ordinance in order to collect the fee going forward.


IDENTIFIED NEED/S:

The November utility bills reflected the updated compost fee. With discovery of the fee being previously repealed, a credit will be issued for the November overpayment. Accordingly, a corresponding \$.25 credit will be applied to the December billing. But to maintain the compost program, there is need to reinstate the fee. The proposed ordinance provides for reinstatement of the compost fee as a pass-through charge to be adjusted as needed in conjunction with actual charges billed to the City.

OPTIONS & RESULTS:

The reinstatement of the compost fee by ordinance will allow the City to collect the fee as approved on the adjusted CWD rate schedule approved by the City Council at the October 27, 2020 council meeting, but the start of collection of the fee will be delayed until January 2021.

	Updated 10/27/2020	
	<u>Reg Customer</u>	<u>Senior</u>
Garbage	\$ 9.05	\$8.15
Recycling	3.40	3.06
Compost	1.62	1.45
HH Haz Waste	<u>0.95</u>	<u>0.85</u>
Sub-total	\$15.02	\$13.51
Franchise	<u>1.50</u>	<u>1.35</u>
Total Vendor Chgs	\$16.52	\$14.86
Sales Tax	<u>1.36</u>	<u>1.23</u>
Total Garbage Bill	\$17.88	\$16.09
Compost Processing	<u>0.25</u>	<u>0.25</u>
Total Bill to Resident	\$18.13	\$16.34



BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council approved the first read of Ordinance 2020-1279 at their November 10, 2020 meeting. Recommendation is for Council to approve the final read of Ordinance 2020-1279.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2020-1279

**AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ENACTING
AND AUTHORIZING COLLECTION A COMPOSTING PROGRAM FEE;
PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council previously enacted Ordinance No. 08-1053 authorizing the assessment and collection of a fee to fund the City's composting and hazardous waste programs to provide for disposal of yard waste and household hazardous waste generated by the City's residents; and

WHEREAS, over time, the costs relating to the City's composting program were less than anticipated, resulting in an accumulated credit balance from the compost fee assessed to residents; and

WHEREAS, the composting program fee was repealed by Ordinance No. 2017-1236; and

WHEREAS, the credit balance with the City's composting service vendor has over time been eliminated; and

WHEREAS, City Administration recommends reinstatement of the composting program fee if the City Council desires to continue providing a program for composting residential yard waste; and

WHEREAS, the City Council finds it to be in the public interest to continue providing a residential yard waste composting program and providing for funds to pay for such program.

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

SECTION 1. Effective for the first utility billing following the effective date of this Ordinance, there is hereby imposed on each residential solid waste collection account a fee in the amount of \$0.25 per month to be collected and used by the City to pay the costs for composting residential yard waste and other compostable household solid waste.

SECTION 2. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Ordinance as a whole

SECTION 3. This ordinance shall be effective from and after its date of passage after second reading and publication as required by law or charter.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE,
TEXAS ON THE FIRST READING, THIS THE 10TH DAY OF NOVEMBER 2020.**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE,
TEXAS ON THE SECOND READING, THIS THE 8TH DAY OF DECEMBER 2020.**

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(kbl:11/4/2020:118942)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11	MEETING DATE: 12/08/2020
SUBJECT:	Consider Resolution 2020-2921 authorizing Interlocal Cooperation Agreements with Denton County for Fire Protection Services and Ambulance Services
PREPARED BY:	Michael Thomson, Fire Chief Angela Miller, City Secretary

BACKGROUND:

The City of Highland Village received a request from Denton County to enter into Interlocal Cooperation Agreements to provide ambulance services and fire protection services to specified unincorporated areas of Denton County for the period of October 1, 2020 through September 30, 2021.

IDENTIFIED NEED/S:

The Interlocal Cooperation Agreements between Denton County and all municipalities are essential to inter-agency emergency services throughout the County.

OPTIONS & RESULTS:

The City of Highland Village participation in the Interlocal Cooperation Agreements promotes harmony and good will between all municipalities and Denton County and provides for Emergency Operations continuity between all participating jurisdictions.

PROGRESS TO DATE: (if appropriate)

The Interlocal Cooperation Agreements are the same as previous agreements and have been reviewed by the Fire Department staff and the City Attorney.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

Per the Interlocal Cooperation Agreements, Denton County agrees to pay an estimated fee of \$8,475 for ambulance services. Similarly, Denton County will pay \$10,000 upon execution of the agreement for fire protection services and an additional \$600 per fire call, estimating one (1) fire call for a total of \$600. The total estimated payment for fire protection services is to be \$10,600.

RECOMMENDATION:

To approve Resolution 2020-2921.

THE COUNTY OF DENTON

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**CITY OF HIGHLAND VILLAGE
FIRE DEPARTMENT**

STATE OF TEXAS

INTERLOCAL COOPERATION AGREEMENT
AMBULANCE SERVICE

THIS AGREEMENT, which has an effective date of October 1, 2020, is made and entered into by and between Denton County a political subdivision of the State of Texas, hereinafter referred to as "the **COUNTY**," and the City of Highland Village, a municipal corporation, located in Denton County, Texas, hereinafter referred to as "the **AGENCY**".

WHEREAS, the **COUNTY** is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County; and

WHEREAS, the **AGENCY** is a municipal corporation, duly organized and operating under the laws of the State of Texas and engaged in the provision of ambulance services and related services for the benefit of the citizens of the City of Highland Village; and

WHEREAS, the **AGENCY** is an owner and operator of certain ambulance vehicles and other equipment designed for the transportation of persons who are sick, infirmed or injured and has in its employ trained personnel whose duties are related to the treatment of said individuals and the use of such vehicles and equipment; and

WHEREAS, the **COUNTY** desires to obtain emergency ambulance and related services for the benefit of residents of the **COUNTY** living in unincorporated areas of the **COUNTY** which the **AGENCY** is capable of providing; and

WHEREAS, the provision of emergency ambulance and related services is a governmental function that serves the public health and welfare and is of mutual concern to both the **COUNTY** and the **AGENCY**; and

WHEREAS, the **COUNTY** desires to expend County funds to defray the expense of establishing, operating and maintaining emergency ambulance services in the County; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to the provisions of Texas Government Code, Chapter 791 and Texas Health and Safety Code, Section 774.003, and

NOW THEREFORE, the **COUNTY** and the **AGENCY**, in consideration of the mutual promises, covenants, and Agreements stated herein, agree as follows:

I.
TERM

The term of this Agreement shall be for the period beginning of October 1, 2020, and ending on September 30, 2021.

II.
DEFINITIONS

As used herein, the words and phrases hereinafter set forth shall have the meanings as follows:

- A. "Emergency" shall mean any circumstance that calls for immediate action and in which the element of time in transporting the sick, wounded or injured for medical treatment is essential to the health or life of a person or persons. Whether an emergency, in fact, exists is solely up to the discretion of the **AGENCY**. For dispatch purposes only, "emergency" shall include, but not be limited to:
1. The representation by the individual requesting ambulance service that an immediate need exists for the transportation of a person from any location within the agreed operating area of the **AGENCY** to a place where emergency medical treatment may be obtained; or
 2. The representation by the individual requesting ambulance service that an immediate need exists for the transportation of a person from any location within the agreed operating area of the **AGENCY** to the closest medical facility.
- B. "Rural area" means any area within the boundaries of the **COUNTY**, but outside the corporate limits of all incorporated cities, towns and villages within the **COUNTY**.
- C. "Urban area" means any area within the corporate limits of an incorporated city, town or village within the **COUNTY**.
- D. "Emergency ambulance call" means a response to a request for ambulance service by the personnel of the **AGENCY** in a situation involving an emergency, as defined above, by an ambulance vehicle. A single response to a call may involve the transportation of more than one person at a time, but shall be considered as only one call.

III. **SERVICES**

The services to be rendered under this Agreement by the **AGENCY** are the ambulance services normally rendered by the **AGENCY** to citizens of City of Highland Village in circumstances of emergency, but which services will now be extended to all citizens of the **COUNTY** residing in the unincorporated areas of the **COUNTY** within the operating territory or jurisdiction of the **AGENCY**, as agreed to by the **AGENCY** and the **COUNTY** in this Agreement and as set forth in "Exhibit A," attached hereto and incorporated herein by reference.

It is recognized that the officers and employees of the **AGENCY** have the duty and responsibility of rendering ambulance services to citizens of the **AGENCY** and the **COUNTY**. In the performance of these duties and responsibilities, it shall be within the sole responsibility and discretion of the officers and employees of the **AGENCY** to determine priorities in the dispatching and use of such equipment and personnel and the judgment of the officer or employee shall be final.

The **COUNTY** shall designate the County Judge to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Judge, or his designated substitute, shall devote sufficient time and attention to insure the performance of all duties and obligations of the **COUNTY** under this Agreement and shall provide for the immediate and direct supervision of employees, agents, contractors, sub-contractors and/or laborers of the **COUNTY** engaged in the performance of this Agreement.

IV. **PERFORMANCE OF SERVICES**

The **AGENCY** shall devote sufficient time and attention to insure the performance of all duties and obligations of the **AGENCY** under this Agreement and shall provide immediate and direct supervision of the **AGENCY**'s employees, agents, contractors, sub-contractors and/or laborers engaged in the performance of this Agreement for the mutual benefit of the **AGENCY** and the **COUNTY**.

V.
COMPENSATION

COUNTY agrees to pay to the **AGENCY** an estimated fee of \$8,475.00 (amount rounded to the nearest dollar) based on a funding formula as follows:

1. A fixed sum based on a population percentage .4702 per capita; said sum computes to \$7,954.36.
2. A fixed sum of \$275.9890 per ambulance transport for an estimated maximum amount of \$0.00. Said sum is based upon 0 transports made by the **AGENCY** in fiscal year 2020.
3. A fixed sum based on .75 rural miles in the agreed operating territory; said sum computes to \$520.22.

The first and third sums are based upon population and mileage figures obtained from the North Central Texas Council of Governments. The second sum is based upon the definition of an “ambulance call” for purposes of this Agreement. Payment shall not be allowed for any instance in which a patient is not transported. Consistent with the reporting procedures described below, the **AGENCY** shall receive payment for transporting the patient regardless of the service delivery area in which the call originated.

Each emergency transport made shall be submitted on the standardized ambulance transportation reporting form approved and provided by the **COUNTY**. It shall be the responsibility of the **AGENCY** to fully complete the forms and to provide complete and accurate patient information. A list of emergency transports shall be submitted monthly by the **AGENCY**. Emergency transport forms not timely submitted shall not be considered for payment. Completed emergency transport forms may be submitted by personal delivery, U.S. Mail, facsimile or email to the office of the Denton County Fire Marshal. The date of submission shall be the date the fully documented request is received in said office.

VI.
FINANCIAL RECORDS

The **AGENCY** agrees to make its financial records available for audit and/or review by the **COUNTY**, upon request by the **COUNTY**.

VII.
RESPONSIBILITY OF THE COUNTY

The **COUNTY**, to the extent permitted by law, shall be responsible for the acts, omissions and negligence of all officers, employees and agents of the **COUNTY** who are engaged in the performance of this Agreement.

VIII.
RESPONSIBILITY OF THE AGENCY

The **AGENCY**, to the extent permitted by law, shall be responsible for the acts, omissions and negligence of all officers, employees and agents of the **AGENCY** who are engaged in the performance of this Agreement.

IX.
APPLICABLE LAW

The **COUNTY** and the **AGENCY** understand and agree that liability under this contract is governed by Texas Government Code, Chapter 791 and Texas Health and Safety Code, Section 774.003. This Agreement is made in contemplation of the applicability of these laws to the Agreement. Insofar as legally possible the **COUNTY** and the **AGENCY** agree to be bound by the above mentioned statutes as they exist as of the date of this Agreement.

X.
DEFAULT

In the event of default of any of the covenants herein contained, this Agreement may be terminated at the discretion of the non-defaulting party if such default continues for a period of ten (10) days after notice to the other party in writing of such default and the intent to terminate this Agreement due to the default. Unless the default is cured, this Agreement shall terminate.

XI.
TERMINATION

This Agreement may be terminated at any time by either the **COUNTY** or the **AGENCY** by giving sixty (60) days advance written notice to the other party. In the event of termination by either party, the **AGENCY** shall be compensated pro rata for all services performed to termination date together with reimbursable expenses then due as authorized by this Agreement. In the event of such termination, should the **AGENCY** be overcompensated on a pro rata basis for all services performed to the termination date and/or be overcompensated for reimbursable expenses, the **COUNTY** shall be reimbursed pro rata for all such overcompensation.

Acceptance of such reimbursement shall not constitute a waiver of any claim that may otherwise arise out of this Agreement.

XII.
GOVERNMENTAL IMMUNITY

The fact that the **COUNTY** and the **AGENCY** accept certain responsibilities relating to the rendering of ambulance services under this Agreement as a part of their responsibility for providing protection for the public health makes it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be, and is hereby, invoked to the extent permitted under the law. Neither the **AGENCY**, nor the **COUNTY** waive, nor shall be deemed to have hereby waived any immunity or defense that would otherwise be available to it against claims arising from the exercise of governmental powers and functions.

XIII.
ENTIRE AGREEMENT

This Agreement represents the entire Agreement between the **COUNTY** and the **AGENCY** and supersedes all prior negotiations, representations and Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

XIV.
LAW OF CONTRACT

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The venue for any dispute, or matter, arising under this Agreement shall lie in Denton County, Texas.

XV.
SEVERABILITY

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions of this Agreement shall remain valid and in full force and effect to the fullest extent possible.

XVI.
AUTHORITY

The undersigned officer or agents of the parties are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the Parties.

XVII.
SERVICE AREA

Acceptance of this Agreement constitutes approval of the service area set out in attached Exhibit "A".

EXECUTED this _____ day of _____, 20____.

COUNTY:

Denton County, Texas
110 West Hickory Street, 2nd Floor
Denton, Texas 76201

By: _____
Andy Eads
Denton County Judge

ATTEST:

By: _____
Denton County Clerk

APPROVED AS TO CONTENT:

By: _____
Denton County Fire Marshal

AGENCY:

City of Highland Village
Highland Village Fire Department
1200 Highland Village Road
Highland Village, Texas 75077

By: _____
Paul Stevens, City Manager

ATTEST:

By: _____
Angela Miller, City Secretary

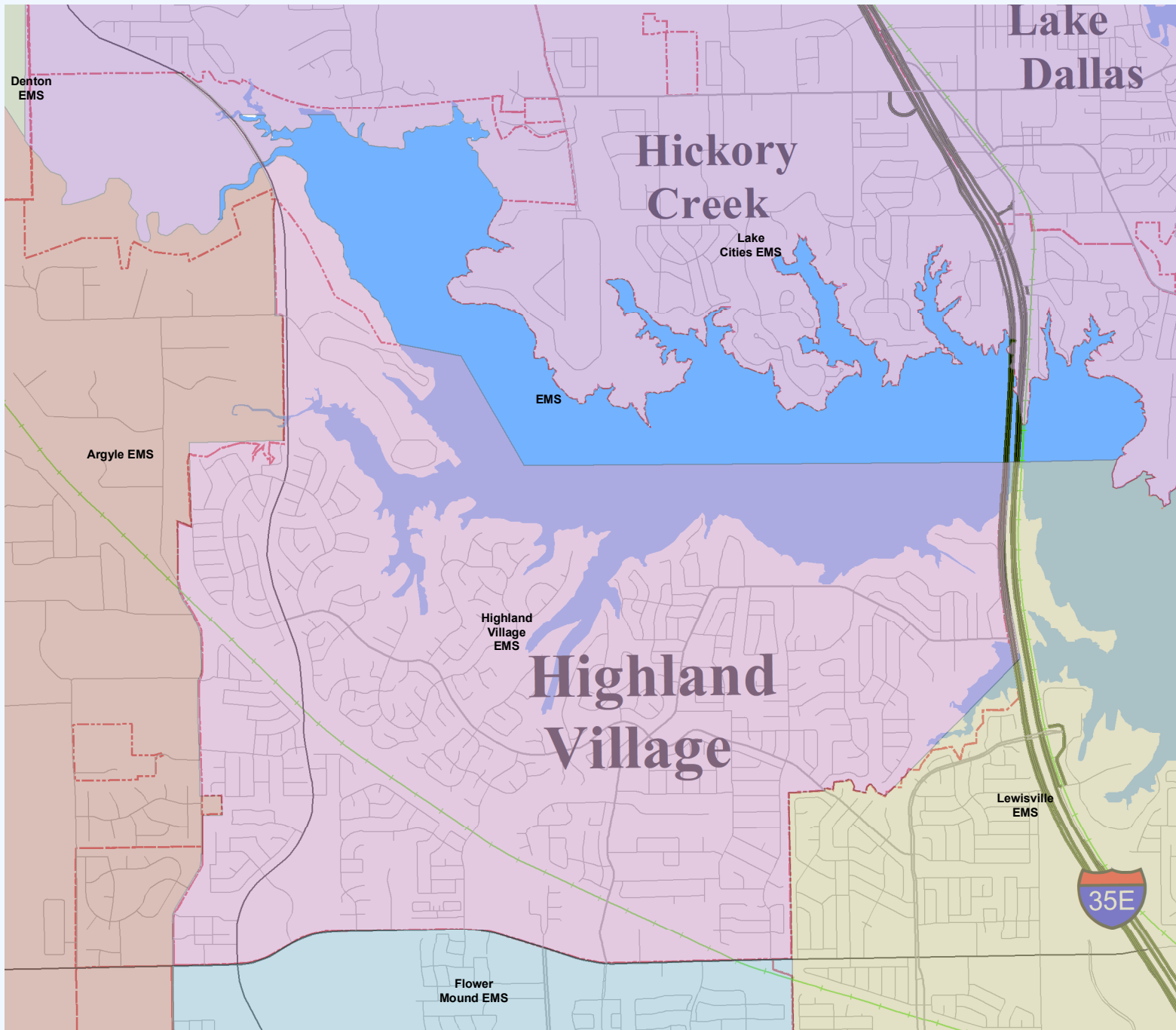
APPROVED AS TO FORM AND LEGALITY:

By: _____
Kevin B Laughlin, City Attorney

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$ _____ to accomplish and pay the obligation of Denton County under this Agreement.

Denton County Auditor



Andy Eads - County Judge
 Hugh Coleman - Commissioner Precinct 1
 Ron Marchant - Commissioner Precinct 2
 Bobbie J. Mitchell - Commissioner Precinct 3
 Dianne Edmondson - Commissioner Precinct 4

- | | | | |
|--|---------------------|--|---------------|
| | INTERSTATE | | CEMETERY |
| | U.S. HIGHWAY | | RAILROADS |
| | STATE HIGHWAY | | AIRPORTS |
| | FARM TO MARKET | | STREAMS |
| | MAJOR THOROUGHFARES | | LAKES & PONDS |
| | MINOR ROADS | | |

City Population

Denton > 100,000
 Lewisville 40,000- 100,000
 Corinth 10,000- 39,999
 Sanger 2,000- 9,999
 Posler < 2,000

NAD 1983 StatePlane (Zone 5351)
 Texas North Central Lambert Conformal Conic



1 inch = 0.6 miles
 October 22, 2020

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.

CONTACT INFORMATION
 LANDMARK MAP: gis.dentoncounty.gov
 E-MAIL: gis@dentoncounty.gov

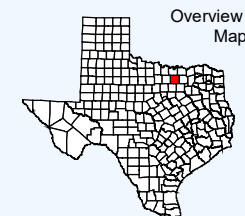


EXHIBIT A - EMS/AMBULANCE

Highland Village

THE COUNTY OF DENTON

§
§
§
§

**CITY OF HIGHLAND VILLAGE
FIRE DEPARTMENT**

STATE OF TEXAS

INTERLOCAL COOPERATION AGREEMENT
FIRE PROTECTION SERVICES

THIS AGREEMENT, which has an effective date of October 1, 2020, is made and entered into by and between Denton County, a political subdivision of the State of Texas, hereinafter referred to as "the **COUNTY**," and the City of Highland Village Fire Department, a municipal corporation, located in Denton County, Texas, hereinafter referred to as "the **AGENCY**".

WHEREAS, the **COUNTY** is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County; and

WHEREAS, the **AGENCY** is a municipal corporation, duly organized and operating under the laws of the State of Texas and engaged in the provision of fire protection services and related services for the benefit of the citizens of the City of Highland Village; and

WHEREAS, the **AGENCY** is the owner and operator of certain fire protection vehicles and other equipment designed for the extinguishing of fire and prevention of damage to property and injury to persons from fire and has in its employ trained personnel whose duties are related to the use of such vehicles and equipment; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to provisions of the Texas Government Code, Chapter 791 and the Texas Local Government Code, Chapter 352, and

NOW, THEREFORE, the **COUNTY** and the **AGENCY**, for the mutual promises, covenants, Agreements and consideration stated herein, agree as follows:

I.
TERM

The term of this Agreement shall be for the period beginning of October 1, 2020, and ending September 30, 2021.

II. **SERVICES**

The services to be rendered in accordance with this Agreement by the **AGENCY** are the fire protection services normally rendered by the **AGENCY** to citizens of the City of Highland Village in circumstances of emergency, but which services will now be extended to all citizens of the **COUNTY** residing in the unincorporated areas of the **COUNTY** within the operating territory or jurisdiction of the **AGENCY**, as agreed to by the **AGENCY** and the **COUNTY** in this Agreement and as set forth in "Exhibit A," attached hereto and incorporated herein by reference. These services are rendered in consideration of the basic funding and the separate per call fee set forth in this Agreement for the common good and benefit and to serve the public convenience and necessity of the citizens of the **COUNTY** who are not otherwise protected with respect to fire prevention, extinguishment, safety and rescue services. The services to be rendered are as follows:

- A. The **AGENCY** shall make available and provide emergency fire prevention, extinguishment, safety and rescue services within the agreed or specified territory or jurisdiction of the **AGENCY**.
- B. The **AGENCY** shall respond to requests for fire protection services made within the portion of the **COUNTY** designated as "*Highland Village*" as set out in Exhibit "A".
- C. The **COUNTY** agrees that, in the event a fire in the **AGENCY**'s unincorporated designated area which the **AGENCY** considers to be of an incendiary nature and upon request by the **AGENCY**, the County Fire Marshal will dispatch investigation personnel to the fire scene within a response time sufficient to legally maintain and protect all evidence of said fire and will conduct all appropriate investigation and assist in the prosecution of any case of arson. The **AGENCY** shall not be responsible for investigations of suspected incendiary fires in the unincorporated areas, but shall cooperate with the County Fire Marshal in immediately relating all pertinent information possible to the investigator(s).
- D. The **COUNTY** agrees that the County Fire Marshal may assist in the conduct of appropriate investigations of a fire which the **AGENCY** considers to be of incendiary nature in the **AGENCY**'s incorporated area upon request of the **AGENCY**.
- E. The **AGENCY** shall submit monthly statements on the Texas Fire Incident Reporting System's standardized forms to the Denton County Fire Marshal, 3900 Morse St., 2nd Floor, Denton, Texas 76208. This form will serve as the billing statement to the **COUNTY** for reimbursement of calls made in the unincorporated area. The Denton County Fire Marshal shall provide the forms upon request from the **AGENCY**.

- F. The **AGENCY**, in the performance of its duties and responsibilities under this Agreement, shall have the responsibility, within the sole discretion of the officers and employees of the **AGENCY**, except as otherwise determined by the Denton County Fire Marshal, to determine priorities in the dispatching and use of the **AGENCY's** equipment and personnel, and the judgment of any such officer or employee as to such matters shall be the final determination.

The **COUNTY** shall designate the County Judge to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Judge, or his designated substitute, shall devote sufficient time and attention to insure the performance of all duties and obligations of the **COUNTY** under this Agreement and shall provide immediate and direct supervision of employees, agents, contractors, sub-contractors and/or laborers of the **COUNTY** engaged in the performance of this Agreement for the mutual benefit of the **COUNTY** and the **AGENCY**.

III. **PERFORMANCE OF SERVICE**

The **AGENCY** shall devote sufficient time and attention to insure the performance of all duties and obligations of the **AGENCY** under this Agreement and shall provide immediate and direct supervision of the **AGENCY's** employees, agents, contractors, sub-contractors and/or laborers engaged in the performance of this Agreement for the mutual benefit of the **AGENCY** and the **COUNTY**.

IV. **COMPENSATION**

The **COUNTY** agrees to pay to the **AGENCY** for the full performance of services as provided in this Agreement the sum of **\$10,000.00**, payable upon execution of this Agreement, and further agrees to pay the sum of **\$600.00** per fire call in the designated unincorporated areas of the **COUNTY** from October 1, 2020, to September 30, 2021. The **COUNTY** anticipates the **AGENCY** to run approximately 1 fire calls for a total funding of **\$600.00** for fire calls. The total payments by the **COUNTY** to the **AGENCY** pursuant to this Agreement are estimated to be **\$10,600.00**. The **COUNTY** will make no payment to the **AGENCY** for service provided outside the agreed service district whether by Mutual Aid Agreement or otherwise. The **AGENCY** understands and agrees that payment by the **COUNTY** to the **AGENCY** shall be made in accordance with the normal and customary processes and business procedures of the **COUNTY** and in conformance with applicable state law.

V.
FINANCIAL RECORDS

The **AGENCY** agrees to make its financial records available for audit and/or review by the **COUNTY**, upon request by the **COUNTY**.

VI.
RESPONSIBILITY OF THE COUNTY

The **COUNTY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **COUNTY** who are engaged in the performance of this Agreement.

VII.
RESPONSIBILITY OF THE AGENCY

The **AGENCY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **AGENCY** who are engaged in the performance of this Agreement.

VIII.
APPLICABLE LAW

The **COUNTY** and the **AGENCY** understand and agree that liability under this contract is governed by the Texas Government Code, Chapter 791 and the Texas Local Government Code, Chapter 352. This Agreement is made in contemplation of the applicability of these laws to the Agreement. Insofar as legally possible the **COUNTY** and the **AGENCY** agree to be bound by the above mentioned statutes as they exist as of the date of this Agreement.

IX.
DEFAULT

In the event of default of any of the covenants herein contained, this Agreement may be terminated at the discretion of the non-defaulting party if such default continues for a period of ten (10) days after notice to the other party in writing of such default and the intent to terminate this Agreement due to the default. Unless the default is cured, this Agreement shall terminate.

X.
TERMINATION

This Agreement may be terminated any time, by either the **COUNTY** or the **AGENCY** by giving sixty (60) days advance written notice to the other party. In the event of termination by either party, the **AGENCY** shall be compensated pro rata for all services performed to the termination date together with reimbursable expenses then due as authorized by this Agreement.

In the event of such termination, should the **AGENCY** be overcompensated on a pro rata basis for all services performed to the termination date and/or be overcompensated reimbursable expenses, the **COUNTY** shall be reimbursed pro rata for all such overcompensation. Acceptance of such reimbursement shall not constitute a waiver of any claim that may otherwise arise out of this Agreement.

XI.
GOVERNMENTAL IMMUNITY

The fact that the **COUNTY** and the **AGENCY** accept certain responsibilities relating to the rendition of fire protection services under this Agreement as part of their responsibility for providing protection for the public health makes it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be, and it is hereby, invoked to the extent permitted by law. Neither the **AGENCY**, nor the **COUNTY** waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims arising from the exercise of government powers and functions.

XII.
ENTIRE AGREEMENT

This Agreement represents the entire Agreement between the **COUNTY** and the **AGENCY** and supersedes all prior negotiations representations and Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

XIII.
LAW OF CONTRACT

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The venue for any dispute, or matter, arising under this Agreement shall lie in Denton County, Texas.

XIV.
SEVERABILITY

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions shall remain valid and in full force and effect to the fullest extent possible.

XV.
AUTHORITY

The undersigned officer or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties.

XVI.
SERVICE AREA

Acceptance of this Agreement constitutes approval of the service area set out in attached Exhibit "A".

EXECUTED this _____ day of _____, 20_____.

Denton County, Texas
110 West Hickory Street, 2nd Floor
Denton, Texas 76201

City of Highland Village
Highland Village Fire Department
1200 Highland Village Road
Highland Village, Texas 75077

By _____
Andy Eads
Denton County Judge

By _____
Paul Stevens, City Manager

ATTEST:

ATTEST:

By: _____
Denton County Clerk

By: _____
Angela Miller, City Secretary

APPROVED AS TO CONTENT:

APPROVED AS TO FORM AND LEGALITY:

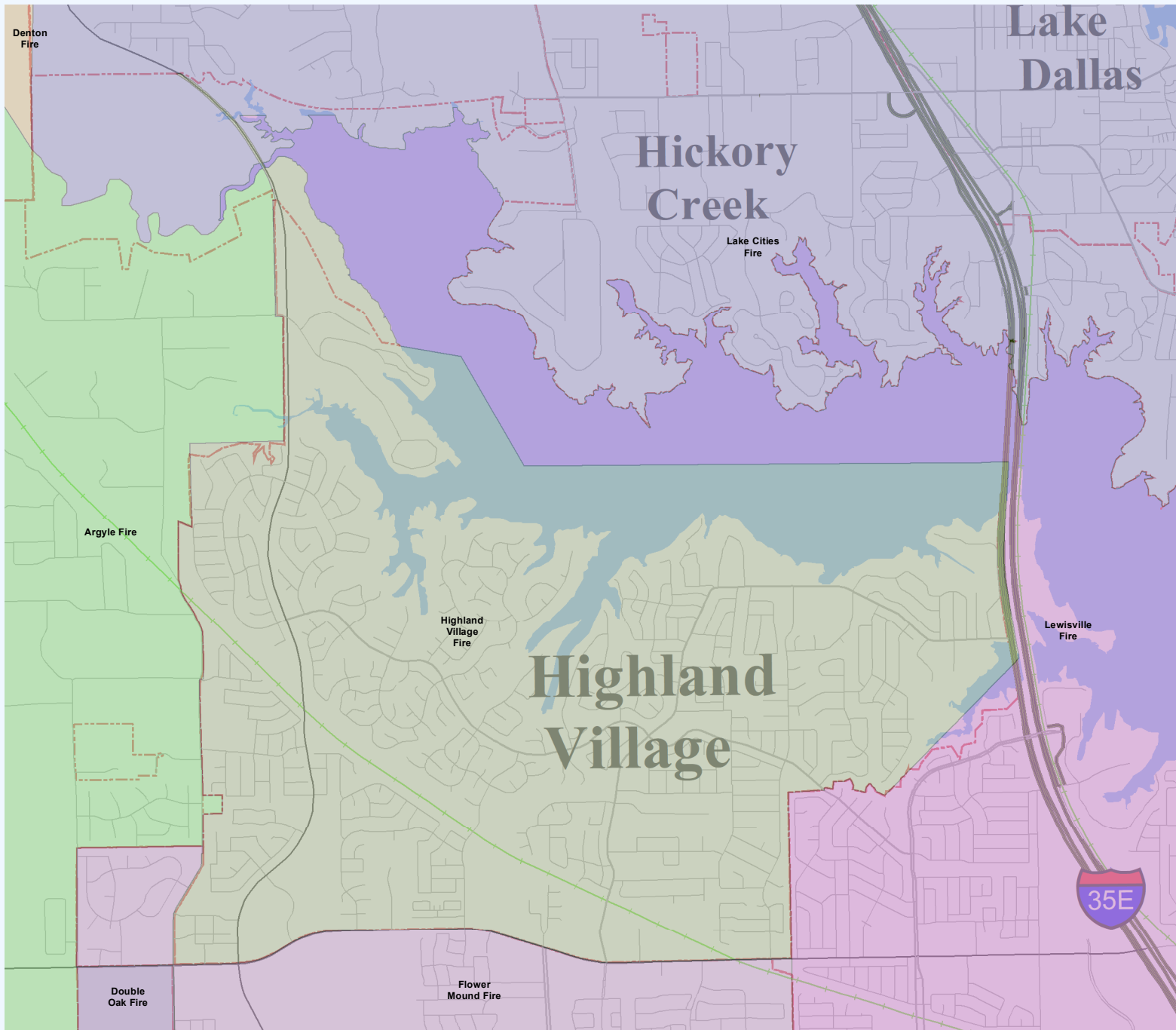
By: _____
Denton County Fire Marshal

By: _____
Kevin B Laughlin, City Attorney

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$_____ to accomplish and pay the obligation of Denton County under this Contract/Agreement.

Denton County Auditor



Andy Eads - County Judge
 Hugh Coleman - Commissioner Precinct 1
 Ron Marchant - Commissioner Precinct 2
 Bobbie J. Mitchell - Commissioner Precinct 3
 Dianne Edmondson - Commissioner Precinct 4

- | | |
|---------------------|---------------|
| INTERSTATE | CEMETERY |
| U.S. HIGHWAY | RAILROADS |
| STATE HIGHWAY | AIRPORTS |
| FARM TO MARKET | STREAMS |
| MAJOR THOROUGHFARES | LAKES & PONDS |
| MINOR ROADS | |

City Population

Denton > 100,000
 Lewisville 40,000- 100,000
 Corinth 10,000- 39,999
 Sanger 2,000- 9,999
 Denton - 2,000

NAD 1983 StatePlane (Zone 5351)
 Texas North Central Lambert Conformal Conic



1 inch = 0.6 miles
 October 22, 2020

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.

CONTACT INFORMATION
 LANDMARK MAP: gis.dentoncounty.gov
 E-MAIL: gis@dentoncounty.gov



EXHIBIT A - FIRE

Highland Village

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2921

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO INTERLOCAL COOPERATION AGREEMENTS WITH DENTON COUNTY FOR AMBULANCE AND FIRE PROTECTION SERVICES TO UNINCORPORATED AREAS OF DENTON COUNTY DURING FISCAL YEAR 2020-2021; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Denton County has requested the City of Highland Village enter into Interlocal Cooperation Agreements to provide Ambulance and Fire Protection Services to unincorporated areas of Denton County for the Fiscal Year 2020-2021; and

WHEREAS, the provision of such services provides a benefit to the citizens of Denton County; and

WHEREAS, the City Council of the City of Highland Village finds it in the public interest to enter into the above described agreement.

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 sign on behalf of the City into the Interlocal Cooperation Agreements with Denton County for ambulance and fire protection services for Fiscal Year 2020-2021.

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

PASSED AND APPROVED this the 8th day of December 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/1/2020:119429)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 12/08/2020

SUBJECT: Consider Resolution 2020-2922 awarding and authorizing a contract with DBi Services, LLC for the Unity Park Storm Drain Rehabilitation Project

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

In November 2017, Highland Village voters authorized the sale of bonds to fund certain Park and Stormwater Improvement Projects in Unity Park.

Previous Council action dated August 13, 2019, rejected the planned pond improvements project as cost prohibitive. Staff was directed to move forward with the replacement of the existing 78-inch Corrugated Metal Pipe (CMP) located under the existing parking lot adjacent to Briarhill Boulevard. Engineering design for the Unity Park Storm Drain Rehabilitation Project ("the Project") was completed, and staff and consultants prepared the plans and specifications, bid the Project, and are now prepared to move into the construction phase. The Project consists of removing the old 78-inch CMP and replacing it with a new 78-inch reinforced concrete pipe (RCP) in the City-owned parking lot and public right-of-way. The engineering estimate for this project is \$300,000.00.

IDENTIFIED NEED/S:

Replace the existing 78" CMP line with a 78" RCP line. The existing CMP line is 20+ years old and deteriorating to the point of failure. The RCP pipe for the storm line is more resilient and, unlike metal pipe, is not susceptible to corrosion. RCP is considered the best replacement product for this use.

OPTIONS & RESULTS:

Construction of this replacement storm line will ensure a more reliable and dependable stormwater system for 20+ years.

PROGRESS TO DATE: (if appropriate)

Eight contractors' bids for construction of the Project were received and evaluated. Very good bids were received for the Project. Following are the bid amounts received for the Project. DBi Services, LLC submitted the lowest responsive bid in the amount of \$274,222.50. Halff and Associates has confirmed DBi Services has the experience and the resources to perform this work and recommends DBi Services, LLC be awarded the Project.

DBi Services, LLC	Four Star Excavating, Inc.	GRod Construction, LLC	HQS Construction, LLC	Canary Construction, Inc.
\$274,222.50	\$274,988.00	\$309,586.00	\$316,674.00	\$321,645.00
McMahon Contracting, L.P.	Fort Worth Civil Constructors, LLC	Atkins Brothers Equip. Co., Inc.		
\$356,542.66	\$506,345.00	\$503,152.00		

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

This item is budgeted and funded through the November 2017 bond issue.

RECOMMENDATION:

To approve Resolution 2020-2922.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2922

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AWARDED AND AUTHORIZING A CONTRACT WITH DBi SERVICES, LLC FOR CONSTRUCTION OF THE UNITY PARK STORM DRAIN REHABILITATION PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having solicited, received, and reviewed the bids for the Unity Park Storm Drain Rehabilitation Project (the "Project") for the replacement of the existing stormwater line, has determined that DBi Services, LLC has submitted the lowest responsive bid in an amount of \$274,222.50 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

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 DBi Services, LLC in the amount of \$274,222.50 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 8TH DAY OF DECEMBER, 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/2/2020:119466)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 12/08/2020

SUBJECT: Consider Resolution 2020-2923 awarding and authorizing a contract with ANA Site Construction, LLC for the Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Spruce Drive Water Lines, and La Mesa Drive Wastewater Line Project

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

Previous council action dated May 14, 2019 approved the engineering design for the Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Spruce Drive Water Lines, and La Mesa Drive Wastewater Line Project (“the Project”). Staff and consultants prepared the plans and specifications, bid the Project, and are now prepared to move into the construction phase. The Project consists of replacing the existing water lines along Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, and Spruce Drive with new, upsized water lines and replacing the existing 18” sanitary sewer main from Medina Drive to Sellmeyer Lane (located behind residential lots on La Mesa Drive and Turpin Drive) with a new 18” sanitary sewer main in the La Mesa Drive right-of-way. The engineering estimate for this project is \$950,000.00.

IDENTIFIED NEED/S:

Replace the existing 6” asbestos cement (AC) water lines with 8” Polyvinyl Chloride (PVC) water lines, the existing undersized 4” water line in Spruce Drive with a 6” PVC water line, and the existing 18” vitrified clay pipe (VCP) sewer line with an 18” PVC sewer line. The existing AC water lines and the existing VCP sewer line are old and susceptible to cracking. The existing sewer line is showing signs of failure and, in its present location, it is virtually inaccessible. The PVC pipe for both the water lines and sewer line is more resilient, is not susceptible to corrosion and cracking, and is a TCEQ-approved replacement product.

OPTIONS & RESULTS:

Construction of these replacement water lines and this replacement sewer line will ensure a more reliable and dependable water and wastewater systems and will comply with TCEQ requirements.

PROGRESS TO DATE: (if appropriate)

Five bids for the Project were received and evaluated. Very good bids were received for the Project. Following are the bid amounts received. ANA Site Construction, LLC submitted the

lowest responsive bid in the amount of \$799,221.00. ANA Site Construction has the experience and the resources to perform this work.

ANA Site Construction	Pennington Utility	Four Star Excavating	Canary Construction	Larrett, Inc.
\$799,221.00	\$1,018,999.00	\$1,153,624.00	\$1,255,521.00	\$1,572,852.00

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

This item is budgeted and funded through the Utility Fund.

RECOMMENDATION:

To approve Resolution No. 2020-2923.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2923

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AWARDED AND AUTHORIZING A CONTRACT WITH ANA SITE CONSTRUCTION, LLC FOR CONSTRUCTION OF THE GLENMERE DRIVE, CAMDEN DRIVE, TURPIN DRIVE, LA MESA DRIVE, SPRUCE DRIVE WATER LINES, AND LA MESA DRIVE WASTEWATER LINE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having solicited, received, and reviewed the bids for the Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Spruce Drive Water Lines, and La Mesa Drive Wastewater Line Project (the "Project") for the replacement of existing water and sanitary sewer lines, has determined that ANA Site Construction, LLC has submitted the lowest responsive bid in the amount of \$799,221.00 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.

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 ANA Site Construction, LLC in the amount of \$799,221.00 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 8TH DAY OF DECEMBER, 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:12/2/2020:119467)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 12/08/2020

SUBJECT: Receive Budget Reports for Period Ending September 30, 2020

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 September represents the final report of the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

Please note that this report is un-audited. We are still in the process of closing the books for Fiscal Year 2019-2020 – not all invoices / payments have been received that pertain to this year. Thus, there will likely be further adjustments until final numbers are obtained. However, in total, the budget reports do fairly represent the financial position of the City.

The totals for year-end reflect a favorable position for the City. In general, the actual ending fund balance totals for FY 2019-2020 exceed the projections provided in the budget process. Actual revenues slightly exceeded the original budget amount and were right in line with the year-end projections in the FY 2021 budget process. Expenditures in total are below both the original budget, as well as the year-end budget projections.

Following is actual expenditures (unaudited) compared to the year-end estimated identified in the budget process.

Significant variances from Year-end estimate: (\$182,971 in total)

- Sales Tax (\$134,103)
- Property Tax (\$56,571)

Expenditures (\$-2,545,111)

- Maintenance (\$-1,025,298) Related to Municipal facilities securities upgrades – still in design. Expenditures will carry over to FY 2021.
- Streets (\$-539,488)
 - Street Overlay (\$-377,899) carry over to FY 2021
 - Capital (\$-106,740) dump truck carry over to FY 2021
 - Personnel (\$-29,473) due to turnover

- Parks (\$-142,604)
 - Capital – reallocated economic development incentive monies (\$275K) for shade covers, playground, and swings FY 2019 expenditures - 70K remaining.
 - Truck replacement received after year-end (40K)
- Police (\$-367,792)
 - Personnel (\$-247,161) Resulting from decrease in OT (\$-23,426), with the remainder due to turnover
 - Capital (\$-36,607) Police vehicle to be received after year-end
 - Communication Exp (\$-19,432) Items determined to be funded with remaining tax note proceeds will be expended in FY 21

Summary Descriptions	2019-20 Budget Adopted	2019-20 Year-End Estimate	2019-20 Actual
Revenues:			
Property Tax	11,277,706	11,194,183	11,250,754
Sales Tax	2,818,962	2,779,336	2,851,158
Franchise Fees	1,662,980	1,547,087	1,507,621
Licenses and Permits	410,474	289,971	319,158
Public Safety Fees	564,645	578,591	601,718
Park/Recreation Fees	248,144	93,804	111,541
Municipal Court	111,180	110,000	94,141
Interest Income	160,000	148,000	143,580
Miscellaneous	280,919	612,029	656,301
Total Revenues	\$ 17,535,010	\$ 17,353,001	\$ 17,535,972
Other Sources:			
CARES ACT Funding	-	909,535	909,535
Operating Transfers In	534,000	659,000	659,000
Total Other Sources	\$ 534,000	\$ 1,568,535	\$ 1,568,535
Expenditures:			
City Manager Office	720,422	725,773	638,452
Finance	1,720,240	1,743,924	1,674,552
Human Resources	567,051	543,224	462,225
City Secretary Office	405,932	295,392	280,448
Information Services	1,166,155	1,075,112	965,228
Police	5,125,210	5,155,675	4,787,883
Fire	3,109,185	3,076,581	2,993,408
Community Services	393,139	500,599	483,682
Streets	1,775,758	1,675,713	1,136,225
Building/Fleet Maintenance	1,071,928	1,976,688	951,390
Parks	2,079,297	2,528,775	2,386,171
Recreation	581,297	322,936	315,617
Total Operating Expenditures	\$ 18,715,616	\$ 19,620,392	\$ 17,075,281
Other Uses:			
Operating Transfers Out	136,000	136,000	136,000
Net Increase (Decrease)	\$ (782,606)	\$ (834,856)	\$ 1,893,226
Fund Balance			
Beginning Fund Balance	5,981,920	6,655,345	6,655,345
+ Net Increase (Decrease)	(782,606)	(834,856)	1,893,226
Ending Fund Balance	5,199,314	5,820,489	8,548,571
Fund Balance Analysis			
General Fund Balance (20% of Expenditures)	2,807,342	2,943,059	2,561,292
Designated	11,500	11,500	11,500
Undesignated (residual)	2,380,472	2,865,930	5,975,779
Total Fund Balance	5,199,314	5,820,489	8,548,571

28%

30%

50%

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 September 30, 2020.

General Fund Summary

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 11,277,706	\$ 11,277,706	\$ 11,250,754	\$ (26,952)	100%
Sales Tax	2,818,962	2,818,962	2,851,158	32,196	101%
Franchise Fees	1,662,980	1,662,980	1,507,621	(155,359)	91%
Licensing & Permits	410,474	410,474	319,158	(91,316)	78%
Park/Recreation Fees	248,144	248,144	111,541	(136,603)	45%
Public Safety Fees	39,100	39,100	24,267	(14,833)	62%
Rents	140,369	140,369	167,518	27,149	119%
Municipal Court	111,180	111,180	94,141	(17,039)	85%
Public Safety Charges for Svc	525,545	525,545	577,451	51,906	110%
Interest Income	160,000	160,000	143,580	(16,420)	90%
Miscellaneous	140,550	1,050,085	488,783	(561,302)	47%
Total Revenues	\$ 17,535,010	\$ 18,444,545	\$ 17,535,971	\$ (908,574)	95%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ 1,568,535	\$ 1,034,535	294%
Total Available Resources	\$ 18,069,010	\$ 18,978,545	\$ 19,104,506	\$ 125,961	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 720,422	\$ 759,422	\$ 638,452	\$ 120,970	84%
Finance (includes Mun. Court)	1,720,240	1,800,240	1,674,552	125,688	93%
Human Resources	567,051	567,051	462,225	104,826	82%
City Secretary Office	405,932	345,932	280,448	65,484	81%
Information Services	1,166,155	1,121,155	965,228	155,927	86%
Police	5,125,210	5,160,210	4,787,883	372,328	93%
Fire	3,109,185	3,124,185	2,993,408	130,777	96%
Community Services	393,139	508,139	483,682	24,457	95%
Streets/Drainage	1,775,758	1,710,758	1,136,225	574,534	66%
Maintenance	1,071,928	1,526,928	951,390	575,538	62%
Parks	2,079,297	2,574,297	2,386,171	188,126	93%
Recreation	581,297	421,297	315,617	105,680	75%
Total Expenditures	\$ 18,715,616	\$ 19,619,616	\$ 17,075,281	\$ 2,544,335	87%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 447,686	\$ 751,686	\$ 561,302	\$ 190,384	75%

Other Uses					
Transfers Out	\$ 136,000	\$ 136,000	\$ 136,000	-	100%
Total Expenditures	\$ 18,851,616	\$ 19,755,616	\$ 17,211,281	\$ 2,544,335	

Fund Balance	Original Budget	Revised Budget	Year to Date	Audited FY19
Beginning Fund Balance	5,981,920	6,655,345	6,655,345	
+ Net Increase (Decrease)	(782,606)	(777,071)	1,893,226	
Ending Fund Balance	\$ 5,199,314	\$ 5,878,274	\$ 8,548,571	

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
Reserve Fund Balance (15% of Total Expenditures)	\$ 2,807,342	\$ 2,942,942	\$ 2,561,292
Restricted	11,500	11,500	11,500
Unassigned	2,380,472	2,923,832	5,975,778
Total Fund Balance	\$ 5,199,314	\$ 5,878,274	\$ 8,548,571

General Fund Expenditure Summary

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 13,153,231	\$ 13,423,231	\$ 12,737,912	\$ 685,319	95%
Services / Supplies	5,114,699	5,444,699	3,776,067	1,668,632	69%
Capital	447,686	751,686	561,302	190,384	75%
	\$ 18,715,616	\$ 19,619,616	\$ 17,075,281	\$ 2,544,335	87%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,337,750	\$ 9,607,750	\$ 9,029,059	\$ 578,691	94%
<i>Employee Benefits</i>	3,815,482	3,815,482	3,708,853	106,628	97%
<i>Total Personnel</i>	\$ 13,153,231	\$ 13,423,231	\$ 12,737,912	\$ 685,319	95%
Services / Supplies					
<i>Professional Services</i>	\$ 1,720,354	\$ 1,820,354	\$ 1,435,176	\$ 385,178	79%
<i>Employee Development</i>	380,171	350,171	247,446	102,725	71%
<i>Office Supplies / Equipment</i>	1,281,155	1,731,155	1,111,333	619,822	64%
<i>Utilities</i>	315,408	315,408	262,963	52,445	83%
<i>Other</i>	1,417,611	1,227,611	719,149	508,462	59%
<i>Total Services / Supplies</i>	\$ 5,114,699	\$ 5,444,699	\$ 3,776,067	\$ 1,668,632	69%
Capital					
<i>Equipment / Vehicles</i>	\$ 447,686	\$ 751,686	\$ 561,302	\$ 190,384	75%
<i>Total Capital</i>	\$ 447,686	\$ 751,686	\$ 561,302	\$ 190,384	75%
Total General Fund Expenditure Summary	\$ 18,715,616	\$ 19,619,616	\$ 17,075,281	\$ 2,544,335	87%

General Fund Revenue

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 11,277,706	\$ 11,277,706	\$ 11,250,754	\$ (26,952)	100%
Sales Tax	2,818,962	2,818,962	2,851,158	32,196	101%
Franchise Fees	1,662,980	1,662,980	1,507,621	(155,359)	91%
Licensing & Permits	410,474	410,474	319,158	(91,316)	78%
Park/Recreation Fees	248,144	248,144	111,541	(136,603)	45%
Public Safety Fees	39,100	39,100	24,267	(14,833)	62%
Rents	140,369	140,369	167,518	27,149	119%
Municipal Court	111,180	111,180	94,141	(17,039)	85%
Public Safety Charges for Svc	525,545	525,545	577,451	51,906	110%
Interest Income	160,000	160,000	143,580	(16,420)	90%
Miscellaneous	140,550	1,050,085	488,783	(561,302)	47%
Total Revenues	\$ 17,535,010	\$ 18,444,545	\$ 17,535,971	\$ (908,574)	95%

City Manager Office FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 442,431	\$ 462,431	\$ 453,262	\$ 9,169	98%
Services / Supplies	277,991	287,991	176,290	111,701	61%
Capital	-	9,000	8,900	100	0%
	\$ 720,422	\$ 759,422	\$ 638,452	\$ 120,970	84%

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

Personnel					
<i>Salaries / Wages</i>	\$ 337,151	\$ 357,151	\$ 362,189	\$ (5,038)	101%
<i>Employee Benefits</i>	105,280	105,280	91,073	14,206	87%
Total Personnel	\$ 442,431	\$ 462,431	\$ 453,262	\$ 9,169	98%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 140,260	\$ 150,260	\$ 111,408	\$ 38,852	74%
<i>Employee Development</i>	17,390	17,390	15,018	2,372	86%
<i>Supplies / Equipment</i>	10,053	10,053	2,466	7,587	25%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	110,288	110,288	47,399	62,889	43%
Total Services / Supplies	\$ 277,991	\$ 287,991	\$ 176,290	\$ 111,701	61%

Capital					
<i>Equipment / Vehicles</i>	-	9,000	8,900	100	0%
Total Capital	\$ -	\$ 9,000	\$ 8,900	\$ 100	0%

Total City Manager	\$ 720,422	\$ 759,422	\$ 638,452	\$ 120,970	84%
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Finance Department FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,049,709	\$ 1,129,709	\$ 1,082,507	\$ 47,202	96%
Services / Supplies	670,532	670,532	592,045	78,486	88%
Capital	-	-	-	-	0%
	\$ 1,720,240	\$ 1,800,240	\$ 1,674,552	\$ 125,688	93%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 746,624	\$ 826,624	\$ 782,248	\$ 44,376	95%
<i>Employee Benefits</i>	303,085	303,085	300,259	2,826	99%
Total Personnel	\$ 1,049,709	\$ 1,129,709	\$ 1,082,507	\$ 47,202	96%

Services / Supplies					
<i>Professional Services</i> <i>(City-wide liability insurance - \$126,376 / DCAD - \$82,508)</i>	\$ 605,590	\$ 605,590	\$ 544,226	\$ 61,364	90%
<i>Employee Development</i>	24,316	24,316	18,661	5,655	77%
<i>Supplies / Equipment</i>	8,726	8,726	10,834	(2,108)	124%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Special Events (\$21,900, Data Processing \$10,000)]</i>	31,900	31,900	18,325	13,575	57%
Total Services / Supplies	\$ 670,532	\$ 670,532	\$ 592,045	\$ 78,486	88%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Finance Department	\$ 1,720,240	\$ 1,800,240	\$ 1,674,552	\$ 125,688	93%

Human Resources FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 438,209	\$ 438,209	\$ 366,477	\$ 71,732	84%
Services / Supplies	128,842	128,842	95,748	33,094	74%
Capital	-	-	-	-	0%
	\$ 567,051	\$ 567,051	\$ 462,225	\$ 104,826	82%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 313,783	\$ 313,783	\$ 239,070	\$ 74,713	76%
<i>Employee Benefits</i>	124,426	124,426	127,407	(2,981)	102%
<i>Total Personnel</i>	\$ 438,209	\$ 438,209	\$ 366,477	\$ 71,732	84%

Services / Supplies					
<i>Professional Services</i>	\$ 49,110	\$ 49,110	\$ 37,381	\$ 11,729	76%
<i>Employee Development</i>	71,932	71,932	52,902	19,030	74%
<i>Supplies / Equipment</i>	975	975	750	225	77%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,825	6,825	4,714	2,111	69%
<i>Total Services / Supplies</i>	\$ 128,842	\$ 128,842	\$ 95,748	\$ 33,094	74%

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

Total Human Resources	\$ 567,051	\$ 567,051	\$ 462,225	\$ 104,826	82%
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City Secretary Office FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 225,749	\$ 195,749	\$ 165,754	\$ 29,995	85%
Services / Supplies	180,183	150,183	114,694	35,489	76%
Capital	-	-	-	-	-
	\$ 405,932	\$ 345,932	\$ 280,448	\$ 65,484	81%

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

Personnel					
<i>Salaries / Wages</i>	\$ 172,931	\$ 142,931	\$ 132,510	\$ 10,421	93%
<i>Employee Benefits</i>	52,818	52,818	33,244	19,574	63%
Total Personnel	\$ 225,749	\$ 195,749	\$ 165,754	\$ 29,995	85%

Services / Supplies					
<i>Professional Services</i>	\$ 52,575	\$ 52,575	\$ 28,307	\$ 24,268	54%
<i>Employee Development</i> <small>(City Council related \$49,441)</small>	65,978	35,978	28,772	7,206	80%
<i>Supplies / Equipment</i>	16,030	16,030	12,014	4,016	75%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	45,600	45,600	45,600	-	100%
Total Services / Supplies	\$ 180,183	\$ 150,183	\$ 114,694	\$ 35,489	76%

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

Total City Secretary Office	\$ 405,932	\$ 345,932	\$ 280,448	\$ 65,484	81%
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Information Services FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 700,542	\$ 725,542	\$ 694,994	\$ 30,548	96%
Services / Supplies	465,613	395,613	270,234	125,379	68%
Capital	-	-	-	-	0%
	\$ 1,166,155	\$ 1,121,155	\$ 965,228	\$ 155,927	86%

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

Personnel					
Salaries / Wages	\$ 531,053	\$ 556,053	\$ 520,773	\$ 35,280	94%
Employee Benefits	169,489	169,489	174,222	(4,733)	103%
Total Personnel	\$ 700,542	\$ 725,542	\$ 694,994	\$ 30,548	96%

Services / Supplies					
Professional Services <i>(Maintenance Contracts \$198,840)</i>	\$ 249,040	\$ 249,040	\$ 117,786	\$ 131,254	47%
Employee Development	31,705	31,705	14,340	17,365	45%
Supplies / Equipment	2,560	2,560	3,642	(1,082)	142%
Utilities	20,308	20,308	15,749	4,559	78%
Other (Data Processing)	162,000	92,000	118,716	(26,716)	129%
Total Services / Supplies	\$ 465,613	\$ 395,613	\$ 270,234	\$ 125,379	68%

Capital					
Equipment / Vehicles - Network Storage Device <i>(Added via Budget Amendment)</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Secretary Office	\$ 1,166,155	\$ 1,121,155	\$ 965,228	\$ 155,927	86%
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Police Department FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,649,528	\$ 4,649,528	\$ 4,410,522	\$ 239,006	95%
Services / Supplies	405,082	425,082	330,150	94,932	78%
Capital	<u>70,600</u>	<u>85,600</u>	<u>47,211</u>	<u>38,389</u>	<u>55%</u>
	\$ 5,125,210	\$ 5,160,210	\$ 4,787,883	\$ 372,328	93%

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

Personnel					
<i>Salaries / Wages</i>	\$ 3,402,589	\$ 3,402,589	\$ 3,210,944	\$ 191,645	94%
<i>Employee Benefits</i>	<u>1,246,939</u>	<u>1,246,939</u>	<u>1,199,578</u>	<u>47,362</u>	<u>96%</u>
Total Personnel	\$ 4,649,528	\$ 4,649,528	\$ 4,410,522	\$ 239,006	95%

Services / Supplies					
<i>Professional Services</i>	\$ 143,212	\$ 163,212	\$ 123,521	\$ 39,691	76%
<i>Employee Development</i>	45,339	45,339	30,764	14,575	68%
<i>Supplies / Equipment</i>	148,243	148,243	117,336	30,907	79%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>68,288</u>	<u>68,288</u>	<u>58,530</u>	<u>\$ 9,758</u>	<u>86%</u>
Total Services / Supplies	\$ 405,082	\$ 425,082	\$ 330,150	\$ 94,932	78%

Capital					
<i>Equipment / Vehicles</i>	70,600	85,600	47,211	38,389	55%
Total Capital	\$ 70,600	\$ 85,600	\$ 47,211	\$ 38,389	55%

Total Police Department	\$ 5,125,210	\$ 5,160,210	\$ 4,787,883	\$ 372,328	93%
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Fire Department FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,592,217	\$ 2,727,217	\$ 2,622,134	\$ 105,083	96%
Services / Supplies	352,882	352,882	335,881	17,001	95%
Capital	<u>164,086</u>	<u>44,086</u>	<u>35,393</u>	<u>8,693</u>	<u>80%</u>
	\$ 3,109,185	\$ 3,124,185	\$ 2,993,408	\$ 130,777	96%

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

Personnel					
<i>Salaries / Wages</i>	\$ 1,765,490	\$ 1,900,490	\$ 1,809,005	\$ 91,484	95%
<i>Employee Benefits</i>	<u>826,728</u>	<u>826,728</u>	<u>813,129</u>	13,599	98%
<i>Total Personnel</i>	\$ 2,592,217	\$ 2,727,217	\$ 2,622,134	\$ 105,083	96%

Services / Supplies					
<i>Professional Services</i>	\$ 83,890	\$ 83,890	\$ 77,729	\$ 6,161	93%
<i>Employee Development</i> <i>(Training - \$50,450)</i>	66,097	66,097	55,207	10,890	84%
<i>Supplies / Equipment</i>	157,845	157,845	155,247	2,598	98%
<i>Utilities</i>	1,800	1,800	1,712	88	95%
<i>Other</i> <i>(Safety Programs)</i>	<u>43,250</u>	<u>43,250</u>	<u>45,986</u>	<u>(2,736)</u>	<u>106%</u>
<i>Total Services / Supplies</i>	\$ 352,882	\$ 352,882	\$ 335,881	\$ 17,001	95%

Capital					
<i>Equipment / Vehicles</i>	164,086	44,086	35,393	8,693	80%
<i>Total Capital</i>	\$ 164,086	\$ 44,086	\$ 35,393	\$ 8,693	80%

<i>Total Fire Department</i>	\$ 3,109,185	\$ 3,124,185	\$ 2,993,408	\$ 130,777	96%
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Community Services FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 373,051	\$ 488,051	\$ 465,829	\$ 22,222	95%
Services / Supplies	20,088	20,088	17,852	2,236	89%
Capital	-	-	-	-	0%
	\$ 393,139	\$ 508,139	\$ 483,682	\$ 24,457	95%

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

Personnel					
<i>Salaries / Wages</i>	\$ 272,956	\$ 387,956	\$ 308,195	\$ 79,761	79%
<i>Employee Benefits</i>	100,096	100,096	157,635	(57,539)	157%
<i>Total Personnel</i>	\$ 373,051	\$ 488,051	\$ 465,829	\$ 22,222	95%

Services / Supplies					
<i>Professional Services</i>	\$ 7,200	\$ 7,200	\$ 9,002	(1,802)	125%
<i>Employee Development</i>	6,270	6,270	3,402	2,868	54%
<i>Supplies / Equipment</i>	6,618	6,618	5,449	1,169	82%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 20,088	\$ 20,088	\$ 17,852	\$ 2,236	89%

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

<i>Total Building Operations</i>	\$ 393,139	\$ 508,139	\$ 483,682	\$ 24,457	95%
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Streets Division FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 838,743	\$ 728,743	\$ 688,269	\$ 40,475	94%
Services / Supplies	842,015	842,015	414,696	427,319	49%
Capital	<u>95,000</u>	<u>140,000</u>	<u>33,260</u>	<u>106,740</u>	<u>24%</u>
	\$ 1,775,758	\$ 1,710,758	\$ 1,136,225	\$ 574,534	66%

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

Personnel					
<i>Salaries / Wages</i>	\$ 555,221	\$ 445,221	\$ 477,227	\$ (32,006)	107%
<i>Employee Benefits</i>	<u>283,522</u>	<u>283,522</u>	<u>211,041</u>	<u>72,481</u>	<u>74%</u>
Total Personnel	\$ 838,743	\$ 728,743	\$ 688,269	\$ 40,475	94%

Services / Supplies					
<i>Professional Services</i>	\$ 93,771	\$ 93,771	\$ 68,419	\$ 25,352	73%
<i>Employee Development</i>	10,719	10,719	6,240	4,480	58%
<i>Supplies / Equipment</i>	46,975	46,975	39,533	7,442	84%
<i>Utilities (Streetlights)</i>	90,000	90,000	77,031	12,969	86%
<i>Other (Street Maintenance)</i>	<u>600,550</u>	<u>600,550</u>	<u>223,473</u>	<u>377,077</u>	<u>37%</u>
Total Services / Supplies	\$ 842,015	\$ 842,015	\$ 414,696	\$ 427,319	49%

Capital					
<i>Equipment / Vehicles</i>	95,000	140,000	33,260	106,740	24%
Total Capital	\$ 95,000	\$ 140,000	\$ 33,260	\$ 106,740	24%

Total Streets	\$ 1,775,758	\$ 1,710,758	\$ 1,136,225	\$ 574,534	66%
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Maintenance Division FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired

100.0%

- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 363,488	\$ 363,488	\$ 349,635	\$ 13,853	96%
Services / Supplies	678,440	1,128,440	575,075	553,365	51%
Capital	30,000	35,000	26,680	8,320	76%
	\$ 1,071,928	\$ 1,526,928	\$ 951,390	\$ 575,538	62%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 252,775	\$ 252,775	\$ 243,873	\$ 8,902	96%
<i>Employee Benefits</i>	110,713	110,713	105,762	4,951	96%
<i>Total Personnel</i>	\$ 363,488	\$ 363,488	\$ 349,635	\$ 13,853	96%

Services / Supplies					
<i>Professional Services</i>	\$ 69,148	\$ 69,148	\$ 69,067	\$ 81	100%
<i>Employee Development</i>	4,480	4,480	923	3,557	21%
<i>Supplies / Equipment</i> <i>(Fuel - \$174,577, Parts / Repairs - \$120,500, Building - \$189,100)</i>	534,712	984,712	447,247	537,465	45%
<i>Utilities</i>	70,000	70,000	57,838	12,162	83%
<i>Other</i>	100	100	-	\$ 100	0%
<i>Total Services / Supplies</i>	\$ 678,440	\$ 1,128,440	\$ 575,075	\$ 553,365	51%

Capital					
<i>Equipment / Vehicles</i>	30,000	35,000	26,680	8,320	0%
<i>Total Capital</i>	\$ 30,000	\$ 35,000	\$ 26,680	\$ 8,320	0%
Total Maintenance	\$ 1,071,928	\$ 1,526,928	\$ 951,390	\$ 575,538	62%

Parks Division FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,257,424	\$ 1,332,424	\$ 1,280,681	\$ 51,743	96%
Services / Supplies	733,873	803,873	695,632	108,241	87%
Capital	<u>88,000</u>	<u>438,000</u>	<u>409,859</u>	<u>28,141</u>	<u>94%</u>
	\$ 2,079,297	\$ 2,574,297	\$ 2,386,171	\$ 188,126	93%

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

Personnel					
Salaries / Wages	\$ 810,830	\$ 885,830	\$ 815,674	\$ 70,156	92%
Employee Benefits	<u>446,594</u>	<u>446,594</u>	<u>465,007</u>	<u>(18,412)</u>	<u>104%</u>
Total Personnel	\$ 1,257,424	\$ 1,332,424	\$ 1,280,681	\$ 51,743	96%

Services / Supplies					
Professional Services <i>(ROW Contract Mowing - \$108,000)</i>	\$ 226,558	\$ 296,558	\$ 248,330	\$ 48,228	84%
Employee Development	25,420	25,420	18,672	6,748	73%
Supplies / Equipment	347,645	347,645	316,393	31,252	91%
Utilities	133,300	133,300	110,632	22,668	83%
Other	<u>950</u>	<u>950</u>	<u>1,604</u>	<u>(654)</u>	<u>169%</u>
Total Services / Supplies	\$ 733,873	\$ 803,873	\$ 695,632	\$ 108,241	87%

Capital					
Equipment / Vehicles	88,000	438,000	409,859	28,141	94%
Total Capital	88,000	438,000	409,859	28,141	94%

Total Parks	\$ 2,079,297	\$ 2,574,297	\$ 2,386,171	\$ 188,126	93%
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Recreation Division FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 222,139	\$ 182,139	\$ 157,848	\$ 24,291	87%
Services / Supplies	359,158	239,158	157,769	81,389	66%
Capital	-	-	-	-	0%
	\$ 581,297	\$ 421,297	\$ 315,617	\$ 105,680	75%

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

Personnel					
<i>Salaries / Wages</i>	\$ 176,346	\$ 136,346	\$ 127,350	\$ 8,996	93%
<i>Employee Benefits</i>	45,793	45,793	30,498	15,296	67%
Total Personnel	\$ 222,139	\$ 182,139	\$ 157,848	\$ 24,291	87%

Services / Supplies					
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,525	10,525	2,545	7,980	24%
<i>Supplies / Equipment</i>	773	773	423	350	55%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	347,860	227,860	154,801	73,059	68%
Total Services / Supplies	\$ 359,158	\$ 239,158	\$ 157,769	\$ 81,389	66%

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

Total Recreation	\$ 581,297	\$ 421,297	\$ 315,617	\$ 105,680	75%
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Equipment Replacement / Capital Schedule FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	9,000	8,900	100	99%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	70,600	85,600	47,211	38,389	55%
Fire Dept Capital Outlay	164,086	44,086	35,393	8,693	80%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	95,000	140,000	33,260	106,740	24%
Maintenance Capital Outlay	30,000	35,000	26,680	8,320	76%
City Parks Capital Outlay	88,000	438,000	409,859	28,141	94%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 447,686	\$ 751,686	\$ 561,302	\$ 190,384	75%

Utility Fund Revenues

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (172,135)	\$ (9,865)	95%
<i>Charges / Penalties</i>	102,000	102,000	78,298	23,702	77%
Total Fees	\$ (80,000)	\$ (80,000)	\$ (93,837)	\$ 13,837	117%

Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ 2,450	\$ (2,450)	0%
Total Licenses & Permits	\$ -	\$ -	\$ 2,450	\$ (2,450)	0%

Charges for Services

<i>Water Sales</i>	\$ 5,673,527	\$ 5,673,527	\$ 5,327,779	\$ 345,748	94%
<i>Sewer Sales</i>	4,467,014	4,467,014	4,257,765	209,249	95%
<i>Inspection Fees</i>	4,500	4,500	3,350	1,150	74%
Total Charges for Service	\$ 10,145,041	\$ 10,145,041	\$ 9,588,894	\$ 556,147	95%

Interest

<i>Interest (Operations)</i>	\$ 48,000	\$ 48,000	\$ 31,672	\$ 16,328	66%
<i>Interest (Capital Projects)</i>	55,224	55,224	31,531	23,693	57%
Total Interest	\$ 103,224	\$ 103,224	\$ 63,202	\$ 40,022	61%

Impact Fees

<i>Impact Fees</i>	\$ 229,816	\$ 229,816	\$ 164,859	\$ 64,957	72%
Total Impact Fees	\$ 229,816	\$ 229,816	\$ 164,859	\$ 64,957	72%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 8,379	\$ (3,379)	168%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 8,379	\$ (3,379)	168%

Total Utility Fund Revenues	\$ 10,403,081	\$ 10,403,081	\$ 9,733,948	\$ 669,133	94%
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Utility Division FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,807,915	\$ 1,822,915	\$ 1,655,087	\$ 167,828	91%
Services / Supplies	6,525,798	6,525,798	5,989,580	536,218	92%
Capital	335,000	400,000	390,400	9,600	98%
Total Utility Division	\$ 8,668,713	\$ 8,748,713	\$ 8,035,068	\$ 713,646	92%

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

Personnel					
Salaries / Wages	\$ 1,197,744	\$ 1,212,744	\$ 1,105,593	\$ 107,152	91%
Employee Benefits	610,171	610,171	549,495	60,676	90%
Total Personnel	\$ 1,807,915	\$ 1,822,915	\$ 1,655,087	\$ 167,828	91%

Services / Supplies					
Professional Services	\$ 256,173	\$ 256,173	\$ 259,263	\$ (3,090)	101%
Employee Development	58,957	58,957	40,671	18,286	69%
Supplies / Equipment	77,359	77,359	70,747	6,613	91%
Utilities	404,380	404,380	365,215	39,165	90%
Other (Well Lot Maintenance)	1,251,719	1,251,719	876,028	375,690	70%
Sub-Total - Operations Services / Supplies	\$ 2,048,588	\$ 2,048,588	\$ 1,611,924	\$ 436,664	79%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
UTRWD - Administration Fees	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
UTRWD - Water Volume Cost	918,655	918,655	839,224	79,431	91%
UTRWD - Water Demand Charges	1,359,750	1,359,750	1,346,235	13,515	99%
UTRWD - Sewer Effluent Volume Rate	622,715	622,715	617,239	5,476	99%
UTRWD - Capital Charge Joint Facilities	1,337,315	1,337,315	1,337,315	(0)	100%
UTRWD - HV Sewer Line to UTRWD	233,670	233,670	232,540	1,130	100%
UTRWD - Wtr Transmission - Opus Develop	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,477,210	\$ 4,477,210	\$ 4,377,656	\$ 99,554	98%

Total Services / Supplies	\$ 6,525,798	\$ 6,525,798	\$ 5,989,580	\$ 536,218	92%
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Capital					
Equipment / Vehicles	335,000	400,000	390,400	9,600	98%
Total Capital	\$ 335,000	\$ 400,000	\$ 390,400	\$ 9,600	98%

Total Utility Division - Operations	\$ 8,668,713	\$ 8,748,713	\$ 8,035,068	\$ 713,646	92%
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Utility Fund Working Capital FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	\$ 5,673,527	\$ 5,673,527	\$ 5,327,779	\$ 345,748	94%
Sewer Sales	4,467,014	4,467,014	4,257,765	209,249	95%
Other Fees / Charges	111,500	111,500	92,477	19,023	83%
Electronic Payment Credit	(182,000)	(182,000)	(172,135)	(9,865)	95%
Interest	48,000	48,000	31,672	16,328	66%
Total Revenues	\$ 10,118,041	\$ 10,118,041	\$ 9,537,558	\$ 580,483	94%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	\$357,211	\$372,211	\$ 353,956	\$ 18,255	95%
Operations	3,499,293	3,539,293	2,913,056	626,237	82%
UTRWD	4,477,210	4,477,210	4,377,656	99,554	98%
Debt Service	1,226,414	1,226,414	1,226,414	-	100%
Capital Projects	-	-	-	-	0%
Equipment Replace / Capital	335,000	400,000	390,400	9,600	98%
Total Expenditures	\$ 9,895,127	\$ 10,015,127	\$ 9,261,482	\$ 753,646	92%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Net Increase/Decrease	(397,086)	(517,086)	276,076
Beginning Working Capital			
Operations	2,173,276	2,493,632	2,493,632
Available Impact Fees	1,017,490	1,047,080	1,047,080
Total Available Working Capital	\$ 3,190,766	\$ 3,540,712	\$ 3,540,712
Ending Working Capital			
Operations	1,776,190	1,976,546	2,769,708
Designated Capital Project	-	-	-
Available Impact Fees	1,097,306	1,126,896	1,211,939
Total Available Working Capital	\$ 2,873,496	\$ 3,103,442	\$ 3,981,647

Impact Fees			
Beginning Balance	1,017,490	1,047,080	1,047,080
+ Collections	229,816	229,816	164,859
- Applied to offset Debt Service	(150,000)	(150,000)	-
Ending Balance	1,097,306	1,126,896	1,211,939

*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 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 408,975	\$ 408,975	\$ 516,698	\$ (107,723)	126%
<i>Annual Park Passes</i>	24,500	24,500	56,365	(31,865)	230%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	200	200	25	175	13%
Total Revenues	\$ 433,675	\$ 433,675	\$ 573,088	\$ (139,413)	132%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 189,635	\$ 229,635	\$ 212,179	\$ 17,456	92%
<i>Services / Supplies</i>	281,218	241,218	173,024	68,194	72%
<i>Capital</i>	-	-	-	-	0%
Total Expenditures	\$ 470,853	\$ 470,853	\$ 385,203	\$ 85,650	82%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 185,765	\$ 204,238	\$ 204,238
<i>+ Net Increase (Decrease)</i>	(37,178)	(37,178)	187,885
Ending Fund Balance	\$ 148,587	\$ 167,060	\$ 392,123

Audited FY19

Debt Service Fund

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,047,295	\$ 2,047,295	\$ 2,042,923	\$ 4,372	100%
<i>Interest Income</i>	8,000	8,000	4,874	3,126	61%
Total Revenues	\$ 2,055,295	\$ 2,055,295	\$ 2,047,797	\$ 7,498	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	\$ -	100%
<i>Interest Payments</i>	645,582	645,582	645,483	99	100%
<i>Paying Agent Fees</i>	3,000	3,000	2,631	369	88%
Total Expenditures	\$ 2,848,582	\$ 2,848,582	\$ 2,848,114	\$ 468	100%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	808,286	808,286	808,286	\$ (0)	100%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 808,286	\$ 808,286	\$ 808,286	\$ (0)	100%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 118,618	\$ 118,266	\$ 118,266
<i>+ Net Increase (Decrease)</i>	14,999	14,999	7,970
Ending Fund Balance	\$ 133,617	\$ 133,265	\$ 126,236

Audited FY19

Capital Projects Fund

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	-	-	126,000	(126,000)	0%
Interest Income	50,000	50,000	54,370	(4,370)	109%
Total Revenues	\$ 50,000	\$ 50,000	\$ 180,370	\$ (130,370)	361%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2015 Tax Note (Police CAD/RMS Software)	45,662	45,662	-	45,662	0%
2018 GO Bond (Parks/Streets/Drainage)	3,987,861	3,987,861	2,375,452	1,612,409	60%
2018 Bond Issue (Streets)	2,120,330	2,120,330	1,193,622	926,708	56%
2018 Bond Issue (Parks)	1,867,531	1,867,531	1,181,830	685,701	63%
Total Expenditures	\$ 4,033,523	\$ 4,033,523	\$ 2,375,452	\$ 1,658,071	59%

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	96,685	96,685	-	96,685	0%
Transfer Out	-	170,662	-	170,662	0%
Total Financing Sources	\$ 96,685	\$ 267,347	\$ -	\$ 267,347	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 5,150,676	\$ 5,313,584	\$ 5,313,584
<i>+Net Increase (Decrease)</i>	(3,886,838)	(3,716,176)	(2,195,083)
Ending Fund Balance	\$ 1,263,838	\$ 1,597,408	\$ 3,118,501

Audited FY19

Drainage Utilities

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 5,957	\$ (5,957)	0%
<i>Drainage Fee Receipts</i>	500,000	500,000	502,992	(2,992)	101%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	1,487	2,513	37%
Total Revenues	\$ 504,000	\$ 504,000	\$ 510,437	\$ (6,437)	101%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 379,617	\$ 379,617	\$ 346,621	\$ 32,995	91%
<i>Services / Supplies</i>	138,385	153,385	126,176	27,209	82%
<i>Capital</i>	120,000	120,000	89,076	30,924	74%
Total Expenditures	\$ 638,002	\$ 653,002	\$ 561,874	\$ 91,128	86%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 136,000	\$ 136,000	\$ 136,000	-	100%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	(16,000)	-	100%
Total Other Sources (Uses)	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 294,958	\$ 289,878	\$ 289,878
<i>+ Net Increase (Decrease)</i>	(14,002)	(29,002)	68,563
Ending Fund Balance	\$ 280,956	\$ 260,876	\$ 358,441

Audited FY19

Park Development Fee Fund FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ 500	\$ 500	\$ 745	\$ (245)	149%
<i>Community Park Fees</i>	49,248	49,248	57,456	(8,208)	117%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	80,081	(80,081)	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ 49,748	\$ 49,748	\$ 138,282	\$ (88,534)	278%

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

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out (Funding for projects at Unity Park with FY2012 bond)</i>	(96,685)	(96,685)	-	(96,685)	0%
Total Other Sources (Uses)	\$ (96,685)	\$ (96,685)	\$ -	\$ (96,685)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 46,937	\$ 71,061	\$ 71,061
<i>+ Net Increase (Decrease)</i>	(46,937)	(46,937)	138,282
Ending Fund Balance	\$ -	\$ 24,124	\$ 209,343

Audited FY19

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ 49,248	129,262
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	-	80,081
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ 49,248	\$ 209,343

Public Safety Special Revenue Fund

FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

Percent of Budget Year Transpired	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 25,600	\$ 40,600	\$ 40,396	\$ 204	99%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	3,600	18,600	17,617	983	95%
<i>Capital</i>	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 18,600	\$ 17,617	\$ 983	95%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 21,838	\$ 25,680	\$ 25,680
<i>+ Net Increase (Decrease)</i>	-	-	22,779
Ending Fund Balance	\$ 21,838	\$ 25,680	\$ 48,459

Audited FY19

Municipal Court Technology Fee Fund FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 2,869	631	82%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 17,640	\$ 17,640	\$ 10,212	\$ 7,428	58%
<i>Total Expenditures</i>	\$ 17,640	\$ 17,640	\$ 10,212	\$ 7,428	58%

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>	\$ 22,768	\$ 29,340	\$ 29,340
<i>+ Net Increase (Decrease)</i>	(14,140)	(14,140)	(7,342)
<i>Ending Fund Balance</i>	\$ 8,628	\$ 15,200	\$ 21,998

Audited FY19

Municipal Court Building Security Fund FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,700	\$ 2,700	\$ 2,725	\$ (25)	101%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 35,322	\$ 35,473	\$ 35,473
+ Net Increase (Decrease)	2,700	2,700	2,725
Ending Fund Balance	\$ 38,022	\$ 38,173	\$ 38,198

Audited FY19

Highland Village Community Development Corporation
Working Capital Analysis (FY 2020)

	<i>Actual</i> 2017-2018	<i>Actual</i> 2018-2019	<i>Budget</i> 2019-2020	<i>YTD</i> 2019-2020
Beginning Fund Balance	\$ 106,954	\$ 30,523	\$ 24,216	\$ 24,217
Revenues				
4B Sales Tax	1,268,252	1,305,548	1,348,631	1,381,630
Park Fees (Rental)	47,597	58,446	63,400	41,854
Linear Park Fees	-	-	-	-
Miscellaneous Income	-	-	-	-
Interest Income	492	720	800	633
Total	\$ 1,316,341	\$ 1,364,714	\$ 1,412,831	\$ 1,424,117
Expenditures				
<i>Personnel</i>	263,795	314,219	324,231	324,743
Services / Supplies	230,292	221,974	276,525	213,475
Reimburse GF (Support Functions)	-	28,000	28,000	28,000
Reimburse GF (Debt Service)	898,685	806,827	808,286	808,286
Total Non-Capital Expenditures	\$ 1,392,772	\$ 1,371,020	\$ 1,437,042	\$ 1,374,505
Capital				
Engineering	-	-	-	-
Projects Funded Directly	-	-	31,000	30,392
Transfer to 4B Capital Projects	-	-	\$ 31,000	\$ 30,392
Equipment	-	-	-	-
Net Increase / (Decrease)	(76,431)	(6,306)	(55,211)	19,221
Working Capital Balance	\$ 30,523	\$ 24,217	\$ (30,995)	\$ 43,438

PEG Fee Fund FY 2019/2020 Budget

YEAR TO DATE SEPTEMBER

<i>Percent of Budget Year Transpired</i>	100.0%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 52,000	\$ 52,000	\$ 33,962	\$ 18,038	65%
Total Revenues	\$ 52,000	\$ 52,000	\$ 33,962	\$ 18,038	65%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	30,695	5,695	2,992	2,703	53%
<i>Capital</i>	42,500	77,500	75,283	2,217	0%
Total Expenditures	\$ 73,195	\$ 83,195	\$ 78,275	\$ 4,920	94%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 152,830	\$ 152,879	\$ 152,879
<i>+Net Increase (Decrease)</i>	(21,195)	(31,195)	(44,313)
Ending Fund Balance	\$ 131,635	\$ 121,684	\$ 108,566

Audited FY19

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 12/08/2020

SUBJECT: Consider Resolution 2020-2924 Suspending the January 23, 2021 Effective Date of CoServ Gas, LTD.'s Requested Increase

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

On November 13, 2020, CoServ Gas, Ltd. ("CoServ"), pursuant to Subchapter C of Chapter 104 of the Gas Utility Regulatory Act, filed its Statement of Intent to change gas rates at the Railroad Commission of Texas ("RRC") and in all municipalities exercising original jurisdiction within its service area, effective January 23, 2021. In Highland Village, only homes in the Rolling Hills and Highland Oaks subdivisions, The Shops at Highland Village and The Marketplace are served by CoServ Gas.

IDENTIFIED NEED/S:

CoServ is seeking to increase its gas rates on a system-wide basis by \$9.6 million per year, and by \$8,113,409 in the incorporated areas. This equates to an increase of 11.6% on total revenues, or 29.0% increase in base rates for the incorporated areas. CoServ is also requesting: (1) Commission approval of depreciation rates for distribution and general plant; (2) a prudence determination for capital investment; (3) a finding that the approvals of the administrative orders by the Gas Services Division of the Commission based on the Accounting Order in Gas Utilities Docket No. 10695 are reasonable and accurate; and (4) a surcharge on customer bills to recover the reasonable rate case expenses associated with the filing of this statement of intent.

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

OPTIONS & RESULTS:

The resolution suspends the January 23, 2021 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with other similarly situated cities with original jurisdiction served by CoServ, to evaluate the filing, to determine whether the filing complies with the law, and, if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. If the City

fails to take some action regarding the filing before the effective date, CoServ's rate request is deemed approved.

The resolution authorizes the hiring of attorney Thomas Brocato and the law firm of Lloyd Gosselink to represent the City in the matters related to CoServ's application to increase its rates and authorizes the City's intervention in CoServ's application for approval to increase its rates before the Railroad Commission. CoServ will reimburse the cities for their reasonable rate case expenses. Legal counsel and consultants approved by the coalition of cities will submit monthly invoices that will be forwarded to CoServ for reimbursement. No individual city incurs liability for payment of rate case expenses by adopting a suspension resolution.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to approve Resolution 2020-2924.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2020-2924

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, SUSPENDING THE JANUARY 23, 2021 EFFECTIVE DATE OF COSERV GAS, LTD.'S REQUESTED INCREASE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH OTHER CITIES IN THE COSERV GAS, LTD. SERVICE AREA; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; AUTHORIZING INTERVENTION IN DOCKET OS-20-00005136 AT THE RAILROAD COMMISSION; REQUIRING REIMBURSEMENT OF CITIES' RATE CASE EXPENSES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on or about November 13, 2020, CoServ Gas, Ltd. ("CoServ" or "Company"), pursuant to Gas Utility Regulatory Act § 104.102, filed with the City of Highland Village ("City") a Statement of Intent to change gas rates in all municipalities exercising original jurisdiction within the Company's service area, effective January 23, 2021; and

WHEREAS, the City is a gas customer of CoServ and a regulatory authority with exclusive original jurisdiction over the rates and charges of CoServ within the City; and

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

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

WHEREAS, CoServ has filed an application with the Railroad Commission, Docket No. OS-20-00005136 that could become the docket into which appeals of city action on the CoServ filing are consolidated; and

WHEREAS, the Gas Utility Regulatory Act § 103.022 provides that costs incurred by Cities in ratemaking activities are to be reimbursed by the regulated utility.

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

SECTION 1. The January 23, 2021, effective date of the rate request submitted by CoServ on or about November 13, 2020, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

SECTION 2. The City is authorized to cooperate with other cities in the CoServ service area to hire and direct legal counsel and consultants, negotiate with the Company, make

recommendations to the City regarding reasonable rates and to direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Railroad Commission.

SECTION 3. Subject to the right to terminate employment at any time, the City hereby authorizes the hiring of Thomas Brocato of the law firm of Lloyd Gosselink Rochelle & Townsend, P.C., and consultants to represent the City in all matters associated with the CoServ application to increase rates and appeals thereof.

SECTION 4. Intervention in Railroad Commission Docket No. OS-20-00005136 is authorized.

SECTION 5. The City's reasonable rate case expenses shall be reimbursed by CoServ.

SECTION 6. It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 7. A copy of this Resolution shall be sent to CoServ, care of Charles Harrell, CoServ Gas, Ltd. 7701 South Stemmons Freeway, Corinth, Texas 76210 (CHarrell@coserv.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

SECTION 8. This Resolution shall become effective immediately upon passage.

PASSED AND APPROVED THIS 8TH DAY OF DECEMBER 2020.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:11/25/2020:119187)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 12/08/2020

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

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

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



UPCOMING MEETINGS

December 8, 2020	Regular City Council Meeting - 6:00 pm
December 15, 2020	Planning & Zoning Commission Meeting – 7:00 pm
December 21, 2020	Parks & Recreation Advisory Board Meeting - 6:00 pm
December 22, 2020	Regular City Council Meeting - 7:00 pm – Cancelled
December 24-25, 2020	City Offices Closed for the Christmas Holiday
January 1, 2021	City Offices Closed for the New Year Holiday
January 7, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
January 12, 2021	Regular City Council Meeting - 7:00 pm
January 18, 2021	Parks & Recreation Advisory Board Meeting - 6:00 pm
January 19, 2021	Planning & Zoning Commission Meeting – 7:00 pm
January 26, 2021	Regular City Council Meeting - 7:00 pm

Note – The Zoning Board of Adjustment, Parks & Recreation Advisory Board, and the Planning & Zoning Commission meetings are held monthly, IF NEEDED. Please visit www.highlandvillage.org or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen McCoy, Executive Assistant – City of Highland Village