



**A G E N D A**  
**REGULAR MEETING OF THE**  
**HIGHLAND VILLAGE CITY COUNCIL**  
**HIGHLAND VILLAGE MUNICIPAL COMPLEX**  
**1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS**  
**TUESDAY, AUGUST 26, 2025 at 6:00 P.M.**

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

**Convene Meeting in Open Session**

1. Follow Up Discussion on the Fiscal Year 2025-2026 Budget
2. Receive an Update on the 2025 Annual Board and Commission Appointments
3. Receive an Update on the Highland Village Road (Brazos to KCS Railroad) Rebuild Project
4. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for August 26, 2025

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

**CLOSED SESSION**  
**Training Room**

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

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

6. Call Meeting to Order
7. Prayer led by Mayor Charlotte Wilcox

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

8. **Pledge of Allegiance to the U.S. and Texas flags led by Mayor Charlotte Wilcox:**  
*"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
9. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415** the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety
10. **City Manager/Staff Reports**
  - DCTA Board Meeting Update
  - School Traffic/Pedestrian Traffic Update
  - The Village Report
11. **Visitor Comments** *(Anyone wishing to address the City Council must complete a Speakers' Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)*

*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. An item will be moved to the Action Agenda for discussion if a Speaker's Request Form is submitted indicating the person desires to comment on an item posted on the Consent Agenda.

12. **Consider approval of Minutes of the Regular City Council Meeting held on August 12, 2025**
13. **Consider Ordinance 2025-1326 amending Regulations relating to the Development and Use of Lots 1 and 2, Block B, Edgewood Estates, commonly known as 234 Edgewood Drive, by changing the Zoning from Single Family Residential Zoning (SF-12) to a Planned Development Overlay District with Single Family Residential (SF-10) (2<sup>nd</sup> and final read)**
14. **Consider Ordinance 2025-1327 adopting Amendments to the Fiscal Year 2024-2025 Budget (2<sup>nd</sup> and final read)**

15. Consider Resolution 2025-3203 amending Authorized Representatives relating to the City's Participation Agreement with the Texas Local Government Investment Pool (TexPool)
16. Consider Resolution 2025-3204 amending Authorized Representatives relating to the City's Participation Agreement with the Texas Local Government Investment Pool (TexSTAR)
17. Consider Resolution 2025-3206 authorizing the City Manager to enter into an Interlocal Agreement with Denton County for Ambulance and Fire Protection Services

#### **ACTION AGENDA**

18. Take action, if any, on Matters discussed in Closed Session in accordance with the following Section(s) of the Texas Government Code:
  - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
  - (b) Section 551.074 – Personnel - Deliberate the Employment of the City Manager and City Secretary
19. Consider Resolution 2025-3205 approving a Negotiated Settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., a Mid-Tex Division, regarding the Company's 2025 Rate Review Mechanism Filing
20. Consider Ordinance 2025-1328 Amending Chapter 10 "Health and Sanitation" of the Code of Ordinances of the City of Highland Village, Texas, by adding Article 10.07 "Handbills" regulating the Distribution of Handbills on Residential Property within the City (*2<sup>nd</sup> and final read*)

#### **LATE WORK SESSION**

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

21. 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.)
22. 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 20<sup>TH</sup> DAY OF AUGUST 2025 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

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

Removed from posting on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 at \_\_\_\_\_  
am / pm by \_\_\_\_\_.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 1

**MEETING DATE:** August 26, 2025

**SUBJECT:** Follow Up Discussion on the Fiscal Year 2025-2026 Budget

**PREPARED BY:** Heather Miller, Finance Director

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**BACKGROUND**

City staff will follow up with discussion regarding the Fiscal Year 2025-2026 Budget.

**BUDGETARY IMPACT**

Included within the presentation.

**RECOMMENDATION**

This item is for discussion and informational purposes.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 2

**MEETING DATE:** August 26, 2025

**SUBJECT:** Provide an Update on Annual Appointments to the City's Boards and Commissions

**PREPARED BY:** Angela Miller, City Secretary  
Valerie Strubelt, Deputy City Secretary/Records Coordinator

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### **BACKGROUND**

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

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

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

**There are eighteen (18) positions with terms that expire on September 30, 2025.** In addition, the Community Development Corporation has one (1) vacancy for an unexpired term. The vacating member have moved and is no longer a resident of Highland Village.

To date, a total of twenty (20) applications have been received, which includes the currently serving members who wish to be considered for reappointment:

- Nine (9) new applications have been received
- Eleven (11) applications/notifications have been received from currently serving members whose term expires this year and wish to be considered for reappointment:
  - Ten (10) members have expressed interest in being considered for reappointment to their respective board/commission, with one member also indicating a willingness to serve on a different board/commission if needed.
  - One (1) member would like to be considered for appointment to a different board/commission
- Five (5) members are not seeking reappointment
- Two (2) members have reached their term limit



## CITY COUNCIL MEMORANDUM AGENDA ITEM 2

For reference, the following have been included:

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

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

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

During Early Work Session, Council will receive an update from staff and will receive copies of all applications that have been submitted. To provide an opportunity to meet face to face and to facilitate any questions, Council has previously hosted a “Meet and Greet” with the new applicants. Staff proposes September 9, 2025 for a “Meet and Greet”, with Council making annual appointments at their September 23, 2025 meeting.

### **BUDGETARY IMPACT**

N/A

### **RECOMMENDATION**

This is provided to Council for informational purposes; no action is required at this time.

**Table 1 - BOARDS AND COMMISSION CURRENT MEMBERS**

<b>Board Member</b>	<b>Board Choice</b>	<b>Place</b>	<b>Original Appoint. Date</b>	<b>Term Expires</b>
<b>BOARD OF ETHICS</b>				
Peter Casey	Same or Different	N/A	03-22-2022	09-2025
Megan Glass	Different Board	N/A	09-26-2023	09-2025
Benjamin Somero	Termed Out	N/A	09-26-2017	09-2025
Mollie Megahee	---	N/A	09-24-2024	09-2026
Debbie Barber	---	N/A	01-09-2024	09-2026
<b>HV COMMUNITY DEVELOPMENT CORPORATION (4B)</b>				
Rhonda Hurst	Same Board	Council Rep	06-13-2023	09-2025
Brian Fiorenza	Same Board	Council Rep	06-13-2023	09-2025
Kevin Cox	Same Board	Council Rep	09-24-2024	09-2025
Karla Limon	Does Not Wish to Serve Again	Citizen Rep	09-28-2021	09-2025
VACANT	---	Citizen Rep	09-24-2024	09-2026
Mike Sedillo	---	Citizen Rep	09-24-2024	09-2026
Robert Fiester	---	Council Rep	07-09-2024	09-2026
<b>PARKS AND RECREATION ADVISORY BOARD</b>				
Leslie Andrus	---	Place 1	09-24-2024	09-2026
Hogan Heathington	---	Place 2	03-22-2022	09-2026
Tyler Gump	---	Place 3	09-27-2022	09-2026
Kevin Pearson	Same Board	Place 4	09-26-2023	09-2025
Dave Rush	Does Not Wish to Serve Again	Place 5	09-26-2023	09-2025
Ryan Melson	Same Board	Alt. Place 1	09-24-2024	09-2025
Patrick Finch	---	Alt. Place 2	09-01-2024	09-2026
<b>PLANNING AND ZONING COMMISSION</b>				
Spencer Wilk	Same Board	Place 1	09-26-2023	09-2025
Brent Myers	---	Place 2	09-28-2021	09-2026
Misty Sedillo	---	Place 3	09-24-2024	09-2026
Denver Kemery	Termed Out	Place 4	09-25-2018	09-2025
Kevin McMahan	Does Not Wish to Serve Again	Place 5	09-26-2023	09-2025
Scott Campbell	Same Board	Alt. Place 1	09-24-2024	09-2025
Omer Tamir	---	Alt. Place 2	09-24-2024	09-2026
<b>ZONING BOARD OF ADJUSTMENT</b>				
Rick Reekie	Does Not Wish to Serve Again	Place 1	09-26-2023	09-2025
Jeremy Booker	Same Board	Place 2	10-08-2019	09-2025
Collin Roberts	Does Not Wish to Serve Again	Place 3	09-27-2022	09-2025



Jim Fuller	---	Place 4	09-26-2023	09-2026
Russell Jackson	---	Place 5	09-28-2021	09-2026
Angela Garcia	Same Board	Alt. Place 1	09-24-2024	09-2025
Lucy Turek	---	Alt. Place 2	09-26-2023	09-2026
Jeremy Tillery	---	Alt. Place 3	09-24-2024	09-2026

**Table 2 - NEW APPLICANT PREFERENCES**

<b>Applicant Name</b>	<b>Ethics Board</b>	<b>Community Dev. Corp (4B)</b>	<b>Parks Board</b>	<b>Planning &amp; Zoning Commission</b>	<b>Zoning Board of Adjustment</b>
BOUCHARD, Aaron	5	2	4	1	3
BURMEISTER, James			1		
ECHOLS, Ryan	3	5	4	1	2
ENSLIN, Matthew	5	1	3	2	4
GERSHENFELD, Janet	5	2	1	3	4
HYNSON, Laura	2	5	3	4	1
MAHAVADI, Srikan	5	2	1	3	4
MIAN, Alina	5	1	2	4	3
TAWADROUS, Steve	5	4	1	2	3

**Table 3 - CURRENT MEMBER PREFERENCES**

Member Name	Current Service	Interest in Appointment	Ethics Board	HV CDC	Parks Board	P & Z	ZBA
<b>ETHICS BOARD</b>							
Peter Casey	Ethics Board	Same or Different	1		2	3	
Benjamin Somero	Ethics Board	Termed Out					
Megan Glass	Ethics Board	Different Board		1	2	3	
<b>HV CDC (4B)</b>							
Kevin Cox	Council Representative	Same Board		1			
Brian Fiorenza	Council Representative	Same Board		1			
Rhonda Hurst	Council Representative	Same Board		1			
Karla Limon	Place 3	Does Not Wish to Serve Again					
<b>PARKS &amp; RECREATION ADVISORY BOARD</b>							
Ryan Melson	Alt. Place 1	Same Board			1		
Kevin Pearson	Place 4	Same Board		2	1	3	
David Rush	Place 5	Does Not Wish to Serve Again					
<b>PLANNING &amp; ZONING COMMISSION</b>							
Scott Campbell	Alt. Place 1	Same Board				1	
Kevin McMahan	Place 5	Does Not Wish to Serve Again					
Spencer Wilk	Place 1	Same Board			2	1	
Denver Kemery	Place 4	Termed Out					
<b>ZONING BOARD of ADJUSTMENT</b>							
Jeremy Booker	Place 2	Same Board				2	1
Angela Garcia	Alt Place 1	Same Board	3	4	5	2	1
Rick Reekie	Place 1	Does Not Wish to Serve Again					
Collin Roberts	Place 3	Does Not Wish to Serve Again					



## CITY COUNCIL MEMORANDUM AGENDA ITEM 3

**MEETING DATE:** August 26, 2025

**SUBJECT:** Receive an Update on the Highland Village Road Rebuild Project

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

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### **BACKGROUND**

City staff will present an update on the Highland Village Road Rebuild Project. This project includes the area of Highland Village Road, between Brazos and the KCS Railroad.

### **BUDGETARY IMPACT**

A 50% funding match between the City and Denton County will fund this project. A bond issuance is proposed for the City's portion.

### **RECOMMENDATION**

This item is for discussion and informational purposes.



## **CITY COUNCIL MEMORANDUM AGENDA ITEM 9**

**MEETING DATE:** August 26, 2025

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

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

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### **BACKGROUND**

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.

### **BUDGETARY IMPACT**

N/A

### **RECOMMENDATION**

N/A



## CITY COUNCIL MEMORANDUM AGENDA ITEM 10

**MEETING DATE:** August 26, 2025

**SUBJECT:** City Manager/Staff Reports – DCTA Board Meeting Report for July 24, 2025

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

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### **BACKGROUND**

Following is a report from the DCTA Board Meeting, which was held on July 24, 2025. Consent agenda items were all approved and are as follows:

1. Consider Approval of Monthly Financial Statement for May 31, 2025
2. Consider Authorizing the Chief Executive Officer (CEO) to Execute a Contract for the Purchase of Network Switches for the Electronic Security Program from United Data Technologies for the Electronic Security Program from United Data Technologies in the amount of \$84,573.30
3. Consider Authorizing the Chief Executive Officer (CEO) to Execute a Contract with Texas Health Benefits (TXHB) for Medical, Dental and Vision Benefits beginning October 1, 2025 in the amount of \$2,208,114
4. Consider Approval of a Resolution Adopting the Updated Denton County Transportation Authority Public Transportation Agency Safety Plan (PTASP)
5. Consider Approval of Regular Meeting Minutes June 26, 2025

The regular agenda items, which needed action, were approved. The items are as follows:

### **1. Discuss and Consider Approval of Fiscal Year 2025 Transportation Reinvestment Program (TRiP) Project Submissions**

Through the Annual Call for Projects for FY2025, DCTA received four (4) TRiP funding requests totaling approximately \$4.24 million from the City of Denton for the planning, design and construction of transit-supportive capital projects. The total value of the projects receiving TRiP funds represents over \$8.22 million dollars in transit-supportive infrastructure. These improvements will provide a safer means of travel for transit riders as they walk to and from employment, education, and entertainment areas in and around Denton.

DCTA staff found the applications thorough and complete. They meet the minimum project eligibility requirements for TRiP funding by supporting DCTA's Long-Range Service Plan goals:

- Increase the visibility and elevate the image of DCTA by improving the passengers' experience through enhanced bus stops and passenger amenities; and
- Advocate sustainable development practices that support transit by supporting infrastructure projects that complement and/or enhance DCTA's operational needs.

These Long-Range Service Plan goal achievements are enumerated and described in the project applications. DCTA staff also found that each proposed project met or exceeded key evaluation criteria, including:

- Achieves long-term vision: as noted above, the project supports key tenets of the anticipated DCTA Long-Range Service Plan.
- Safety & ADA: the improvements would increase safety for all users.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 10

- Quality of Life: the improvements would increase the appeal and walkability of member city neighborhoods and activity centers. The City of Denton will cover the remaining cost of the proposed projects, and TRiP funds would be one component.

### FY25 CALL FOR PROJECTS AVAILABLE FUNDING

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	TOTAL
<b>FY25 TRiP Allocation</b>	<b>\$2,850,934.00</b>	<b>\$290,561.00</b>	<b>\$2,826,147.00</b>	<b>\$5,967,642.00</b>
FY21-FY24 Cumulative TRiP Program Rollover	\$906,969.00	\$1,486,924.00	\$5,060,473.00	\$7,454,366.00
FY21-24 Excess Funds Return from Completed Obligations*	\$483,948.54	\$0.00	\$318,817.75	\$802,766.29
FY25 TRiP Pre-Award Obligations	\$0.00	\$0.00	-\$488,351.00	-\$488,351.00
<b>FY25 CALL FOR PROJECTS AVAILABLE FUNDING</b>	<b>\$4,241,851.54</b>	<b>\$1,777,485.00</b>	<b>\$7,717,086.75</b>	<b>\$13,736,423.29</b>

### FY25 CALL FOR PROJECTS REQUESTED FUNDING

	CITY OF DENTON	CITY OF HIGHLAND VILLAGE	CITY OF LEWISVILLE	TOTAL
<b>FY25 CALL FOR PROJECTS AVAILABLE FUNDING</b>	<b>\$4,241,851.54</b>	<b>\$1,777,485.00</b>	<b>\$7,717,086.75</b>	<b>\$13,736,423.29</b>
Colorado Boulevard Multimodal Improvements	\$1,000,000.00			\$1,000,000.00
Fry Street Multimodal Improvements	\$257,902.54			\$257,902.54
A-train Rail Trail Extension	\$2,500,000.00			\$2,500,000.00
Downtown UPRR Quiet Zone Phase II	\$483,949.00			\$483,949.00
<b>FY25 CALL FOR PROJECTS REMAINING FUNDS</b>	<b>\$0.00</b>	<b>\$1,777,485.00</b>	<b>\$7,717,086.75</b>	<b>\$9,494,571.75</b>

## 2. Discuss Updates to the Proposed Fiscal Year 2026 Operating & Capital Budget and Reserve Policies, and the Long-Range Financial Plan

Discussion continued on the proposed Fiscal Year 2026 Operating & Capital Budget. Following is a link to the slides that were presented:

[DCTA FY 2026 Proposed Budget](#)

## 3. Discuss Update on A-train Enhancement Program

As reviewed last month, DCTA is progressing through the A-train Enhancement Program in three (3) coordinated phases:

Phase 1 – Curve and Speed Enhancements to reduce trip times and improve reliability.

Phase 2 – Extension to Downtown Carrollton to support system expansion and interregional integration.

Phase 3 – Infrastructure to enable 15-minute headways, increasing capacity and ridership potential.

Through Task Order 1, HW Lochner validated DCTA's track geometry and operating environment using updated field data and AREMA-based modeling. This confirmed that many curve segments are capable of supporting higher speeds with civil upgrades. Final design is complete and construction cost estimates have been developed.

In parallel, staff is refining the scope and cost estimate for preliminary design on the Carrollton extension and 15-minute headway infrastructure.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 10

### **Use of Time Savings – Operating Scenarios Evaluated**

The primary objective of the curve and speed improvement work is to reduce overall travel time along the existing A-train corridor without major capital investment.

Staff and consultants have evaluated three (3) service models for deploying the trip time reductions. Each scenario offers distinct trade-offs in terms of complexity, cost, and strategic impact that will be discussed in the briefing item:

Option 1: Maximize Run Time

Option 2: Maximize Efficiency

Option 3: Maximize Flexibility

### **Next Steps**

With Board direction, staff will proceed with the following actions:

- Finalize construction procurement package for curve/speed improvements
- Coordinate with operations and communications teams on proposed schedule updates
- Return to the Board in August with:
  - Final scope, construction estimate, and work authorization for Curve and Speed enhancements
  - Delivery method recommendation (Design-Bid-Build vs. CMAR or Design-Build) for Downtown Carrollton
- Define Task Order 2 for preliminary design for the Downtown Carrollton extension and 15-minute headway infrastructure
- Define Task Order 3 for Lochner Project Management support for Curve and Speed Improvements
- Define Task Order 4 for Lochner operational modeling of extended A-train service hours between DDTC and Downtown Carrollton

### **4. Discuss Update on Intermediate Service Plan Phases II and III**

In May 2024, the Board approved Phase I of the Intermediate Service Plan (ISP), which focused on increasing fixed-route service coverage and frequency in Denton. That phase included 18 new bus stops and adjustments to GoZone service boundaries, resulting in a 58% increase in Connect ridership year-over-year through June FY25.

DCTA is now progressing into Phases II and III, focusing on deeper integration between GoZone and fixed-route services, enhanced university connectivity and efficiency, and the potential for a more robust, singular, efficient, high-frequency fixed route network. This briefing will review those efforts occurring in Phase II and Phase III.

### **Phase II Implementation – Summer 2025**

Phase II began this summer, strategically aligning with the academic calendar. This phase focuses on improving cost efficiency and ridership within university corridors, where overlapping GoZone and fixedroute services currently create inefficiencies.





## CITY COUNCIL MEMORANDUM AGENDA ITEM 10

### Key Initiatives:

- Geofence boundary adjustment around UNT Main Campus, Discovery Park, and TWU continue shifting short internal trips toward fixed-route service.
- Updated UNT shuttle routing based on observed ridership
- A-train service options integrated into the GoZone rider app, making multimodal options easier for riders to assess and making transfers more seamless
- GoZone Virtual Stop review
- Microtransit integration into Transit App

### **Phase III ISP – Expanding Network Coverage and Frequency**

Scheduled for implementation in FY26/27, Phase III will provide network analysis to understand economics of moving current trip demand by fixed route versus GoZone. Then, similar to ISP Phase I, staff will provide recommendations, if warranted, to substitute fixed route capacity for GoZone capacity within portions of Denton.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 12

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider approval of Minutes of the Regular City Council Meeting held on August 12, 2025

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

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### **BACKGROUND**

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

Council is encouraged to contact the City Secretary's Office prior to the meeting if there are any suggested changes. Upon doing so, staff can make suggested changes and the minutes may be left on the Consent Agenda in order to contribute to a time efficient meeting. If the change is substantial in nature, a copy of the suggested change will be provided to Council for consideration prior to the vote, or could be moved to a future meeting for approval.

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.

### **BUDGETARY IMPACT**

N/A

### **RECOMMENDATION**

To approve minutes of the Regular City Council Meeting held on August 12, 2025.



**MEETING MINUTES OF THE REGULAR MEETING  
HIGHLAND VILLAGE CITY COUNCIL  
HIGHLAND VILLAGE MUNICIPAL COMPLEX  
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS  
TUESDAY, AUGUST 12, 2025**

**EARLY WORK SESSION**

Mayor Wilcox called the meeting to order at 5:30 p.m.

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

Staff Members:	Paul Stevens	City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Heather Miller	Finance Director
	Mike McWhorter	Budget and Accounting Administrator
	Scott Green	Fire Chief
	Scott Kriston	Public Works Director
	Kim Lopez	Human Resources Director
	Phil Lozano	Parks and Recreation Director
	Sunny Lindsey	Information Services Director
	Laurie Mullens	Marketing and Communications Director

**1. Discuss the Utility Fund Budget and Follow Up Discussion on the General Fund Budget for Fiscal Year 2025-2026**

**Utility Fund Budget**

Finance Director Miller reviewed revenues and expenditures for this fiscal year, along with those proposed for FY 2026. In reviewing the five-year outlook, there may be a need for a rate adjustment in FY 2027.

**Proposed Tax Rate for FY 2026**

Director Miller presented the current tax rate and a history of rates since Fiscal Year 2019. The proposed tax rate of \$0.500984 for next fiscal year reflects a slight increase over last year's rate of \$0.500273

Ms. Miller reported there is an item on tonight's agenda for Council to consider a proposed tax rate for the 2025 tax year and to set a public hearing on the proposed Fiscal Year 2025-2026 Budget. She explained the vote does not commit Council to a tax rate;

however, the Council cannot adopt a tax rate that exceeds the rate that is proposed in the motion approved by Council.

**Supplemental Requests for Fiscal Year 2025-2026**

Based on feedback received from some members of Council, staff reviewed the list of supplemental requests submitted by the various departments.

Director Miller presented a calendar of upcoming budget related discussion/actions, which will continue through August and September.

**2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for August 12, 2025**

No items were discussed.

Mayor Wilcox announced Council would meet in Closed Session and read Agenda Items #3(a) and #3(b).

**CLOSED SESSION**

Council convened into Closed Session at 6:31 p.m.

**3. Hold a Closed Meeting in accordance with the following Section(s) of the Texas Government Code:**

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

**(b) Section 551.074 – Personnel – Deliberate the Employment of the City Manager and City Secretary**

Council concluded Closed Session at 6:54 p.m. and returned to open session; Early Work Session ended immediately after.

**OPEN SESSION**

**4. Call Meeting to Order**

Mayor Wilcox called the meeting to order at 7:00 p.m.

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

Staff Members:	Paul Stevens	City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Heather Miller	Finance Director
	Mike McWhorter	Budget and Accounting Administrator
	Doug Reim	Chief of Police

Scott Green	Fire Chief
Scott Kriston	Public Works Director
Kim Lopez	Human Resources Director
Phil Lozano	Parks and Recreation Director
Laurie Mullens	Marketing and Communications Director

**5. Prayer led by Mayor Pro Tem Brian Fiorenza**

Mayor Pro Tem Fiorenza gave the invocation.

**6. Pledge of Allegiance to the U.S. and Texas flags led by Mayor Pro Tem Brian Fiorenza**

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

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

With the start of school, Councilmember Hurst reminded everyone to watch out for students as they make their way to school.

**8. City Manager/Staff Reports**

City Manager Stevens reported on the following:

- Residents interested in applying for a board or commission were encouraged to submit an application in order to be considered with this year's annual appointments
- The Unity Luncheon was held on July 29 where the 2024 Nonprofit of the Year finalist was announced

**• Nonprofit of the Year Video**

The 2024 Nonprofit of the Year video was shown. Heart of the City was selected as the 2024 Nonprofit of the Year during the joint Highland Village Business Association and Flower Mound and Lewisville Area Chambers of Commerce luncheon.

**9. Visitor Comments**

No one wished to speak.

**CONSENT AGENDA**

**10. Consider approval of Minutes of the Regular City Council Meeting held on July 22, 2025**

**11. Receive Investment Report for Quarter ending June 30, 2025**

**12. Receive Budget Reports for Period ending June 30, 2025**

***Motion by Deputy Mayor Pro Tem Fiester, seconded by Councilmember Nelson, to approve Consent Agenda Items #10 through #12. Motion carried 7-0.***

### **ACTION AGENDA**

13. Take action, if any, on Matters discussed in Closed Session in accordance with the following Section(s) of the Texas Government Code:
- (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
  - (b) Section 551.074 – Personnel - Deliberate the Employment of the City Manager and City Secretary

No action was taken on Item #13(a) or #13(b).

14. Conduct a Public Hearing and consider Ordinance 2025-1326 amending Regulations relating to the Development and Use of Lots 1 and 2, Block B, Edgewood Estates, commonly known as 234 Edgewood Drive, by changing the Zoning from Single Family Residential Zoning (SF-12) to a Planned Development Overlay District with Single Family Residential (SF-10) (*1<sup>st</sup> of two reads*)

#### **PUBLIC HEARING CONDUCTED** **APPROVED 1<sup>ST</sup> READ (7 – 0)**

Public Works Director Kriston reported the City received an application requesting to change the current zoning from Single Family Residential (SF-12) to a Planned Development Overlay District with a base zoning of Single Family Residential (SF-10), along with a request for four special exceptions to the Subdivision Ordinance. The request would subdivide the property into six lots for construction of five homes, in addition to the existing home occupied by the applicant that would be located on the sixth lot. Mr. Kriston reported Council previously approved a replat in June 2021 that subdivided the property into two lots.

The following exceptions were also requested by the applicant:

- The property be developed as a cul-de-sac street with a length greater than 600 feet but not more than 800 feet;
- The street within the property may be constructed with asphalt material;
- The property may be constructed without sidewalks; and
- The property may be developed with drainage ditches in lieu of concrete curb and gutters

Mr. Kriston stated the Edgewood Estates subdivision was originally platted in 1971 and is constructed with asphalt streets and a rural drainage system. He also reported that a resident on Edgewood had submitted an email to City staff requesting Edgewood Drive be widened by the City as the narrow street can't safely handle the addition of all of the construction vehicles.

At their July 15, 2025 meeting, the Planning and Zoning Commission recommended, with a vote of 5-0, to send the proposed ordinance to City Council for consideration, as presented.

Mayor Wilcox opened the public hearing:

Jimmy Bassinger (210 Edgewood Drive) – Mr. Bassinger stated he is in favor of the zoning change and thinks this is very good use to finish out their neighborhood, as the design

would continue the look and feel of Edgewood Drive. He did voice concern in changing to an overlay district.

Mayor Wilcox closed the public hearing.

Relating to access and service, Deputy Mayor Pro Tem Fiester asked if Fire Chief Green had any concern about lengthening the street. Chief Green stated the main two items he would review is the turn radius of the cul-de-sac and fire hydrant, but otherwise he had no concerns. Clarification on the 537-water flowage contour and limits on the use of the property was discussed. Director Kriston reported staff would review and work with the applicant on this during the site plan review process.

***Motion by Councilmember Kixmiller, seconded by Mayor Pro Tem Fiorenza, to approve the first read of Ordinance 2025-1326 amending regulations relating to the development and use of Lots 1 and 2, Block B, Edgewood Estates. Motion carried 7-0.***

15. **Consider Resolution 2025-3202 suspending the September 17, 2025 effective date of the Proposal by CoServ Gas, Ltd. to Implement Interim GRIP Rate Adjustments for Gas Utility Investment in 2024**

**APPROVED (7 – 0)**

Finance Director Miller reported CoServ Gas filed an application in July 2025 for a rate adjustment. With the City being a member of the Steering Committee of the cities served by CoServ, she reported the proposed resolution suspends the September effective date of the rate increase to provide adequate time for review the proposed increase.

***Motion by Councilmember Nelson, seconded by Deputy Mayor Pro Tem Fiester, to approve Resolution 2025-3202 suspending the September 17, 2025 effective date of the proposal by CoServ Gas to implement interim GRIP rate adjustments. Motion carried 7-0.***

16. **Consider Ordinance 2025-1327 adopting Amendments to the Fiscal Year 2024-2025 Budget (1<sup>st</sup> of two reads)**

**APPROVED 1<sup>ST</sup> READ (7 – 0)**

Finance Director Miller reported this amendment mirrors the year-end projections detailed in earlier budget discussions. Some of the proposed adjustments reflect encumbrances from FY 2023-2024 that will actually be paid in FY 2024-2025. This amendment is to ensure sufficient appropriation for the year-end projections.

**Motion by Mayor Pro Tem Fiorenza, seconded by Councilmember Cox, to approve the first read of Ordinance 2025-1327 adopting amendments to the Fiscal Year 2024-2025 Budget. Motion carried 7-0.**

17. **Consider the Ad Valorem Tax Rate for Year 2025 and Set a Public Hearing Date on the Proposed Fiscal Year 2025-2026 Budget and Proposed Tax Rate**

Director Miller reported Truth in Taxation requires a public hearing, preceded by certain required public notice of the public hearing and the proposed real property tax rate before implementing a property tax rate. Council must schedule one public hearing on the proposed tax rate before taking action to adopt the rate. Director Miller clarified the vote tonight does not commit Council to a tax rate; however, Council cannot adopt a tax rate that exceeds the rate being proposed in their motion.

***Motion by Councilmember Kixmiller, seconded by Mayor Pro Tem Fiorenza, that \$0.500984 per \$100 valuation be proposed for adoption as the City's Ad Valorem tax rate for the 2025 tax year and set September 9, 2025, as the date for holding the public hearing to receive public comment on said tax rate and the 2025-2026 Fiscal Year budget. Motion carried 7-0.***

18. **Consider Ordinance 2025-1328 Amending Chapter 10 "Health and Sanitation" of the Code of Ordinances of the City of Highland Village, Texas, by adding Article 10.07 "Handbills" regulating the Distribution of Handbills on Residential Property within the City (1<sup>st</sup> of two reads)**

**APPROVED 1<sup>ST</sup> READ (6 – 1)**

City Manager Stevens reported advertising circulars are distributed throughout the City and are sometimes thrown in a haphazard fashion and often end up in the street and yards, creating litter. He stated the City receives a fair number of complaints about the handbill distribution. As the City's current health and sanitation section of the Code of Ordinances does not address handbills being thrown in the City, this amendment would allow the City to prohibit distribution of such handbills. Deputy Mayor Pro Tem Fiester voiced concern about a distributor being fined and feels the sponsor should be the one to receive the fine(s). While the City Prosecutor has some discretion and the goal is voluntary compliance, City Attorney Laughlin stated the City could also work with local media to get information out to the public on the ordinance.

***Motion by Councilmember Kixmiller, seconded by Councilmember Cox, to approve the first read of Ordinance 2025-1328 amending Chapter 10 "Health and Sanitation" of the Code of Ordinances by adding Article 10.07 "Handbills" regulating the distribution of handbills on residential property within the City. Motion carried with the following 6-1 vote:***

***Ayes – Nelson, Cox, Kixmiller, Wilcox, Fiorenza, Hurst***

***Nays - Fiester***

**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 Pro Tem Fiorenza requested a future agenda item to discuss speed limits relative to golf carts on roadways in the city, specifically to look at golf cart accessibility throughout the community.

Councilmember Hurst requested the following future agenda items:

- A full presentation in the very near future on discussions DCTA has been having with Corinth regarding a train station; she would also like included in the presentation as to why DCTA doesn't track metrics of where their customers come from
- Discussion on short term rentals as it's a health, safety and welfare issue, adding they are prime targets for human trafficking and sex trafficking; they can also damage other people's property which can affect one's security systems, or medical devices that are connected to Wi-Fi. She also voiced concern with three commercial vehicles parked in the driveway when renters are in and out, and verified commercial trash pick up at the short-term rental.



**20. Adjournment**

Mayor Wilcox adjourned the meeting at 8:22 p.m.

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Charlotte J. Wilcox, Mayor

**ATTEST:**

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Angela Miller, City Secretary



## CITY COUNCIL MEMORANDUM AGENDA ITEM 13

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Ordinance 2025-1326 amending the development and use regulations for Lots 1 and 2, Block B, Edgewood Estates, commonly known as 234 Edgewood Drive by changing the zoning from Single Family Residential (SF-12) to a Planned Development Overlay District with Single Family (SF-10) as the base zoning and approving special exceptions to the development regulations of the Subdivision Ordinance (*2<sup>nd</sup> and final read*)

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

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### **BACKGROUND**

The applicant is requesting an amendment to the development and use regulations applicable to Lots 1 and 2, Block B, Edgewood Estates, commonly known as 234 Edgewood Drive (the "Property") by changing the zoning from Single Family Residential (SF-12) to a Planned Development Overlay District with a base zoning of Single Family Residential (SF-10) along with a request to approve four (4) special exceptions to the Subdivision Ordinance.

The requested zoning amendment would all the Property to be subdivided into six (6) lots for and the construction of five (5) homes in addition to the existing home occupied by the applicant that would be located on the sixth lot.

The Property is 4.138± acres. On June 22, 2021, the City Council approved a replat of the Property that subdivided the Property into two (2) lots. Approval of said replat included approval of an exception to Section 3.1.O of the Subdivision Ordinance regarding the maximum length of a cul-de-sac street.

The following exceptions to the Subdivision Regulations are being requested:

- (1) Notwithstanding Section 3.1.O of the Subdivision Regulations, the Property may be developed with a cul-de-sac street with a length greater than 600 feet but not more than 800 feet;
- (2) Notwithstanding Section 3.1.S of the Subdivision Regulations, the street within the Property may be constructed with asphalt material that complies with Division 300 Roadway Construction from the *Standard Specifications for Public Works Construction – North Central Texas Council of Governments - Fifth Edition* amended August 2023;
- (3) Notwithstanding Section 3.5.C of the Subdivision Regulations, the Property may be constructed without sidewalks; and
- (4) The Property may be developed with drainage ditches in lieu of concrete curb and gutters in accordance with Section 3.10 of the Subdivision Regulations subject to compliance with the most recent edition of the City of Highland Village Technical Construction Standards and Specifications (TCSS), inclusive of the City's Drainage Criteria Manual.

The Edgewood Estates subdivision was originally platted in 1971 and constructed with asphalt streets without curb and gutters and no sidewalks. Special Exceptions 2, 3, and 4 would facilitate the Property being developed in a manner consistent with the existing Edgewood Estates.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 13

In order to grant the requested Special Exceptions, the City Council must make certain findings set forth in Section 1.11 of the City's Subdivision Ordinance, which reads as follows:

*A. General. Where the City Council finds that unreasonable hardships or difficulties may result from strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve special exceptions to these subdivision regulations so that substantial justice may be done and the public interest secured; provided that the special exception shall not have the effect of nullifying the intent and purpose of these regulations; and further provided the City Council shall not approve special exceptions unless it shall make findings based upon the evidence presented to it in each specific case that:*

*1. The granting of the special exception will not be detrimental to the public safety, health, or welfare or injurious to other property;*

*2. The conditions upon which the request for a special exception is based are unique to the property for which the special exception is sought and are not applicable generally to other property;*

*3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out;*

*4. The special exception will not in any manner vary the provisions of the zoning ordinance or comprehensive plan, future land use plan, thoroughfare plan, and other adopted plans, except that those documents may be amended in the manner prescribed by law;*

*5. An alternate design will achieve the same result or intent as the standards and regulations prescribed herein.*

City staff has worked with the applicant. Most of the adjacent properties are either fully developed, owned by the City (Doubletree Ranch Park), or is federally-owned property. The property to the east of the Property could be re-developed at some unknown date in the future.

All notification requirements have been satisfied.

At the July 15, 2025, Planning and Zoning Commission meeting, the Commission unanimously (5-0) recommended sending the Ordinance forward to City Council for approval as presented. City Council held a public hearing at their meeting held on August 12, 2025 and approved the first read of proposed Ordinance No. 2025-1326.

### **BUDGETARY IMPACT**

Not applicable.



## **CITY COUNCIL MEMORANDUM AGENDA ITEM 13**

### **RECOMMENDATION**

Staff recommends City Council consider the recommendation of the Planning and Zoning Commission and consider a decision on the second and final read of Ordinance No. 2025-1326.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**ORDINANCE NO. 2025-1326**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE HIGHLAND VILLAGE COMPREHENSIVE ZONING ORDINANCE AND ZONING MAP BY AMENDING THE REGULATIONS RELATING TO THE USE AND DEVELOPMENT OF LOTS 1 AND 2, BLOCK B, EDGEWOOD ESTATES BY CHANGING THE ZONING FROM SINGLE FAMILY 12 (SF-12) TO A PLANNED DEVELOPMENT OVERLAY DISTRICT FOR SINGLE FAMILY 10 (SF-10)(PD 2025-1) AND ADOPTING DEVELOPMENT REGULATIONS AND A CONCEPT PLAN; PROVIDING FOR SPECIAL EXCEPTIONS TO CERTAIN SUBDIVISION REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

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

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

**SECTION 1.** The Comprehensive Zoning Ordinance ("CZO") and the Zoning Map of the City of Highland Village, Texas, as previously amended (collectively, the "CZO"), be further amended by amending the regulations relating to the use and development of Lots 1 and 2, Block B, Edgewood Estates, a subdivision of the City of Highland Village, Denton County, Texas, according to the plat thereof recorded as Instrument No, 2022-120 (the "Property"), by changing the zoning from Single Family 12 (SF-12) to a Planned Development Overlay District for Single Family – 10 (SF-10) (PD 2025-1) subject to the use and development regulations set forth in Section 2 of this Ordinance.

**SECTION 2.** The Property may be developed and used for single family dwellings subject to the following:

- A. BASE ZONING:** The Property shall be developed in accordance with the development and use regulations of the Single Family 10 (SF-10) Zoning District except as modified by this Ordinance.
- B. CONCEPT PLAN:** The Property shall be developed in general conformance with the Concept Plan attached hereto as Exhibit "A" and incorporated herein by reference ("the Concept Plan").
- C. SPECIAL EXCEPTIONS TO SUBDIVISION STANDARDS:** The City Council having made the findings required by Section 1.11 of the Subdivision Regulations; the Property may be

developed with the following special exceptions to the development regulations of the Subdivision Regulations:

- (1) Notwithstanding Section 3.1.O of the Subdivision Regulations, the Property may be developed with a cul-de-sac street with a length greater than 600 feet but not more than 800 feet;
- (2) Notwithstanding Section 3.1.S of the Subdivision Regulations, the street within the Property may be constructed with asphalt material that complies with Division 300 Roadway Construction from the *Standard Specifications for Public Works Construction – North Central Texas Council of Governments - Fifth Edition* amended August 2023;
- (3) Notwithstanding Section 3.5.C of the Subdivision Regulations, the Property may be constructed without sidewalks; and
- (4) The Property may be developed with drainage ditches in lieu of concrete curb and gutters in accordance with Section 3.10 of the Subdivision Regulations subject to compliance with the most recent edition of the City of Highland Village Technical Construction Standards and Specifications (TCSS), inclusive of the City's Drainage Criteria Manual.

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

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

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

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

**SECTION 7.** This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

**PASSED AND APPROVED BY THE CITY COUNCIL, CITY OF HIGHLAND VILLAGE, TEXAS  
ON FIRST READING ON THIS THE 12<sup>TH</sup> DAY OF AUGUST 2025.**

**PASSED AND APPROVED BY THE CITY COUNCIL, CITY OF HIGHLAND VILLAGE, TEXAS  
ON SECOND READING ON THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

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**Charlotte J. Wilcox, Mayor**

**ATTEST:**

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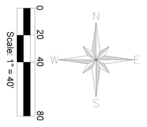
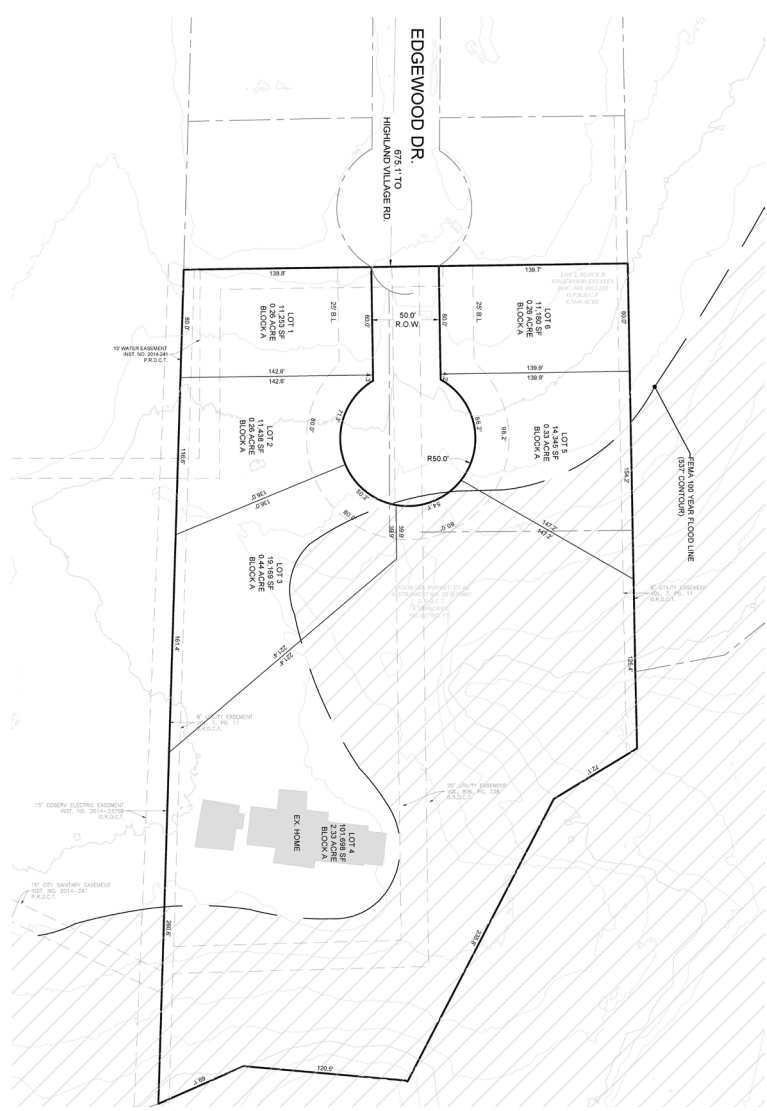
**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

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**Kevin B. Laughlin, City Attorney**  
(kbl:7/28/2025:4921-0962-9261 v1)

Ordinance No. 2025-1326  
EXHIBIT A – CONCEPT PLAN



- CURRENT ZONING: SF-12  
PROPOSED ZONING: PD (BASE SF-10)
- PROPOSED VARIANCES:
1. **Cul-de-sac Length:** Minimum cul-de-sac length to be increased to 800'.
  2. **Drainage:** Bar ditches to be allowed for storm water drainage within City R.O.W.
  3. **Pavement Material:** Asphalt road pavement to be allowed for public city streets.
  4. **Sidewalks:** There will be no sidewalks installed per this development.





## CITY COUNCIL MEMORANDUM AGENDA ITEM 14

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Ordinance 2025-1327 Authorizing Amendments to the Fiscal Year 2024-2025 Budget (*2<sup>nd</sup> and final read*)

**PREPARED BY:** Heather Miller, Finance Director

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### **BACKGROUND**

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

This is the third amendment presented to Council this fiscal year. This amendment mirrors the year-end projections detailed in the budget discussions. Some of the proposed adjustments reflect encumbrances from FY 2023-2024 that will actually be paid in FY 2024-2025. This amendment is to ensure sufficient appropriation for the year-end projections. In total, projected General Fund expenditures of \$23,712,523 are \$1,063,245 under the original budget of \$24,775,768. Projected General Fund revenues of \$22,262,707 reflect a decrease of \$675,753 from the original budget of \$22,938,460. The projected FY 2025 year-end fund balance is \$10,910,536 – exceeding the original budgeted projected amount by \$1,626,805, largely due to the actual FY 2024 fund balance exceeding projections. The presented amendments primarily ensure sufficient appropriation for each category; however, not every deviation from the budget amount is enumerated.

### **General Fund**

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

- Personnel budget changes in various departments are suggested to address factors incurred during the year that were not known when budgeted, such as mid-year adjustments, personnel changes, unanticipated overtime, insurance coverage election, etc. Also, some personnel expenditures are budgeted in a single department, such as incentive pay, with actual expenditures charged to the respective departments. The total financial effect in this variance is favorable; however, this year, the Communications and Marketing and Recreations departments came in over budget and \$26,000 will be added to account for that overage.
- Expenditures other than personnel are adjusted by a collective total of \$325,000. These adjustments were netted with \$637,000 in budget savings. A large portion of these changes are related to four items:
  - o Fire - \$10,000 - Rugged Terrain Vehicle (RTV) price higher than anticipated. This increase is offset by savings in personnel.
  - o Streets - \$193,500 increase in services and supplies related to the replacement of signs and barriers, additional utility cost related to street lights identified by CoServ, and cost related to the FY 2025 overlay project.



## **CITY COUNCIL MEMORANDUM AGENDA ITEM 14**

- Streets - \$119,500 increase in capital for the delayed delivery of a dump truck ordered in a previous fiscal year.
- Maintenance - (\$615,000) decrease in capital related to the City Hall electrical upgrades and purchase of a generator being delayed to FY 2026.
- Parks – (\$22,000) decrease in supplies / service due to lower than anticipated cost from the Concerts in the Parks and Village Glows events.

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

### **Utility Fund**

- Utility Administration - \$25,000 increased credit card utilization fees (split with General Fund), cost escalation in CIS software, and cost of mailing materials.
- Utility Operations - \$150,000 – emergency manhole repair due to a lift station failure and lake flooding.

### **Capital Projects Fund**

The issuance of the 2024 \$2,805,000 Tax Note was approved by Council at the August 27, 2024 Council Meeting. A budget amendment in the amount of \$1,467,000 is requested to account for the equipment ordered and purchased in FY 2025.



## CITY COUNCIL MEMORANDUM AGENDA ITEM 14

Tax Note Financed Equipment		
		<b>FY 2025</b>
Fire	Ambulance	
	Ambulance	
	Brush Truck	248,170
	Portable Radios	
Police	Drones	
Parks	Large Tractor	131,295
	Small Tractor	60,000
	Athletic Mower	
Streets	Loader	
	Concrete Mixer	62,735
	Air Compressor	28,714
	Limb Chipper	55,853
	Roller	48,404
Drainage	Excavator	192,591
	Trailer	33,592
	Gradall	338,671
	VacStar	90,943
	Compact Escavator	
	Dump Truck	174,975
<b>Total</b>		<b>1,465,943</b>

### Special Revenue Funds -

- Corps Leased Parks – \$88,500 - Utilization of off-duty police officers to serve as security on high-volume holidays, combined with costs associated with FY 2024 asphalt overlay at Pilot Knoll constructed in FY 2025.
- Drainage Utility - \$4,000 - Additional cost related to the purchase a fogger ATV.
- Public Safety Fund - \$15,500 - Additional TXFallenPD sponsorships that were received and distributed to the Texas Police Chief Association.
- HV Economic Development - \$5,000 - Costs associated with increase in scope for design study for FM 406 Village Connector.

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

Council approved the first read of Ordinance No. 2025-1327 adopting amendments to the Fiscal Year 2024-2025 Budget.

### **BUDGETARY IMPACT**

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

### **RECOMMENDATION**



## **CITY COUNCIL MEMORANDUM AGENDA ITEM 14**

To approve the second and final read of Ordinance No. 2025-1327 adopting amendments to the Fiscal Year 2024-2025 Budget.



# CITY COUNCIL MEMORANDUM

## AGENDA ITEM 14

### Budget Amendment Request Worksheet

#### Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase
Finance	Personnel	1,011,173	986,173	(25,000)
Finance	Supplies/Services	570,239	572,239	2,000
Marketing & Communication	Personnel	376,736	389,236	12,500
Fire	Personnel	3,553,895	3,543,895	(10,000)
Fire	Capital	25,000	35,000	10,000
Streets	Supplies/Services	886,174	1,079,674	193,500
Streets	Capital	21,000	140,500	119,500
Maintenance	Capital	615,000	-	(615,000)
Recreation	Personnel	218,816	232,316	13,500
Recreation	Supplies/Services	448,113	426,113	(22,000)
Utility Administration	Supplies/Services	153,970	178,970	25,000
Utility Operations	Personnel	1,553,493	1,558,493	5,000
Utility Operations	Supplies/Services	2,925,537	3,075,537	150,000
Corps Leased Parks	Personnel	224,971	255,971	31,000
Corps Leased Parks	Supplies/Services	399,018	487,518	88,500
Capital Projects - Fire	Capital	-	248,500	248,500
Capital Projects - Parks	Capital	-	191,500	191,500
Capital Projects - Streets	Capital	-	196,000	196,000
Capital Projects - Drainage	Capital	-	831,000	831,000
Drainage Utility	Personnel	405,830	421,830	16,000
Drainage Utility	Capital	5,250	9,250	4,000
Public Safety Fund	Revenue	(76,100)	(66,600)	9,500
Public Safety Fund	Supplies/Services	54,100	69,600	15,500
HV Economic Development	Supplies/Services	594,918	599,918	5,000
<b>General Fund</b>		<b>Net Change</b>		<b>(321,000)</b>
<b>Utility Fund</b>		<b>Net Change</b>		<b>180,000</b>
<b>Corps Leased Parks</b>		<b>Net Change</b>		<b>119,500</b>
<b>Capital Projects Fund</b>		<b>Net Change</b>		<b>1,467,000</b>
<b>Drainage Utility Fund</b>		<b>Net Change</b>		<b>20,000</b>
<b>Public Safety Fund</b>		<b>Net Change</b>		<b>25,000</b>
<b>Economic Development Fund</b>		<b>Net Change</b>		<b>5,000</b>
		<b>Net Change</b>		<b>1,495,500</b>



# CITY COUNCIL MEMORANDUM

## AGENDA ITEM 14

### Budget Amendment Request Worksheet

#### Line Item for Proposed Change:

Reason For Request	
<b>Personnel</b> - (Various departments) – Actual charges vary from budget resulting from various issues: employee changes in selected insurance coverage, retirements (pmt of accrued balances), certifications, promotions, etc).	
<b>Finance</b> - Services / Supplies - \$2,000 == Increased credit card utilization fees, fees associated with moving bank depositories from Wells Fargo to Independent Bank/SouthState Bank. This increase is offset from savings in personnel.	
<b>Fire</b> - Capital - \$10,000 == Rugged Terrain Vehicle (RTV) price higher than anticipated. This increase is offset by savings in personnel.	
<b>Streets</b> - Services / Supplies - \$193,500 == Replacement of signs of barriers, additional street light utility payments, and costs associated with FY25 overlay project.	
<b>Streets</b> - Capital - \$119,500 == Dump truck delivered in FY 2025 ordered in FY2021.	
<b>Maintenance</b> - Capital - (\$615,000) - Electrical upgrades and generated will be delayed to FY 2026.	
<b>Utility Administration</b> - Services / Supplies - \$25,000 == Increased credit card utilization fees (split with General Fund), cost escalation in CIS software, and cost of mailing materials.	
<b>Utility Operations</b> - Services / Supplies - \$150,000 == Emergency manhole replacement not accounted for on original budget.	
<b>Corps Leased Parks</b> - Supplies/Services - \$88,500 == Utilization of off duty police officers to serve as security on high volume holidays, combind with costs associated with asphalt overlay at Pilot Knoll and Copperas.	
<b>Capital Projects Fund</b> - Capital - (Various departments) - \$1,467,000 == Equipment identified as uses for the 2024 Tax Note anticipated to be expended in FY 2025.	
<b>Drainage Utility</b> - Capital Outlay - \$4,000 == Additional cost related to the purchase a fogger ATV.	
<b>Public Safety Fund</b> - Services / Supplies - \$15,500 additional TXFallenPD sponsorships that were received and distributed to the Texas Police Chief Association.	
<b>HV Economic Development</b> - Supplies/Services - \$5,000 == Costs associated with increase in scope for design study for FM 406 Village Connector	

**CITY OF HIGHLAND VILLAGE, TEXAS**

**ORDINANCE NO. 2025-1327**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ADOPTING AMENDMENTS TO THE FISCAL YEAR 2024-2025 BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Ordinance No. 2025-1316, the City Council of the City of Highland Village, Texas, has lawfully adopted a budget for fiscal year 2024-2025, which budget has been amended pursuant to Ordinance No. 2024-1321 and Ordinance No. 2025-1323 (collectively, the “2024-2025 Budget”); and

**WHEREAS**, the City Manager has prepared, as required by Article VI, Section 6.08 of the City Charter, an additional amendment to certain appropriations and expenditures in the 2024-2025 Budget, and has submitted same to the City Council for its review and approval, a copy of which is attached to this Ordinance; and

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

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

**SECTION 1.** The amendments to the 2024-2025 Budget, attached hereto as Exhibit “A” and incorporated herein by reference, are hereby authorized, approved, and adopted.

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

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

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE FIRST READING, THIS THE 12<sup>TH</sup> DAY OF AUGUST 2025.**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ON THE SECOND READING, THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

---

**Charlotte J. Wilcox, Mayor**

**ATTEST:**

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**Angela Miller, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

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**Kevin B. Laughlin, City Attorney**

(kbl:8/7/2025:4930-0812-0667 v1)



**Ordinance No. 2025-1327  
Exhibit "A"**

## Budget Amendment Request Worksheet

### Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase
Finance	Personnel	1,011,173	986,173	(25,000)
Finance	Supplies/Services	570,239	572,239	2,000
Marketing & Communication	Personnel	376,736	389,236	12,500
Fire	Personnel	3,553,895	3,543,895	(10,000)
Fire	Capital	25,000	35,000	10,000
Streets	Supplies/Services	886,174	1,079,674	193,500
Streets	Capital	21,000	140,500	119,500
Maintenance	Capital	615,000	-	(615,000)
Recreation	Personnel	218,816	232,316	13,500
Recreation	Supplies/Services	448,113	426,113	(22,000)
Utility Administration	Supplies/Services	153,970	178,970	25,000
Utility Operations	Personnel	1,553,493	1,558,493	5,000
Utility Operations	Supplies/Services	2,925,537	3,075,537	150,000
Corps Leased Parks	Personnel	224,971	255,971	31,000
Corps Leased Parks	Supplies/Services	399,018	487,518	88,500
Capital Projects - Fire	Capital	-	248,500	248,500
Capital Projects - Parks	Capital	-	191,500	191,500
Capital Projects - Streets	Capital	-	196,000	196,000
Capital Projects - Drainage	Capital	-	831,000	831,000
Drainage Utility	Personnel	405,830	421,830	16,000
Drainage Utility	Capital	5,250	9,250	4,000
Public Safety Fund	Revenue	(76,100)	(66,600)	9,500
Public Safety Fund	Supplies/Services	54,100	69,600	15,500
HV Economic Development	Supplies/Services	594,918	599,918	5,000
<b>General Fund</b>		<b>Net Change</b>		<b>(321,000)</b>
<b>Utility Fund</b>		<b>Net Change</b>		<b>180,000</b>
<b>Corps Leased Parks</b>		<b>Net Change</b>		<b>119,500</b>
<b>Capital Projects Fund</b>		<b>Net Change</b>		<b>1,467,000</b>
<b>Drainage Utility Fund</b>		<b>Net Change</b>		<b>20,000</b>
<b>Public Safety Fund</b>		<b>Net Change</b>		<b>25,000</b>
<b>Economic Development Fund</b>		<b>Net Change</b>		<b>5,000</b>
		<b>Net Change</b>		<b>1,495,500</b>

**Ordinance No. 2025-1327**  
**Exhibit "A"**

**Budget Amendment Request Worksheet**  
**Line Item for Proposed Change:**

Reason For Request	
<b>Personnel</b> - (Various departments) – Actual charges vary from budget resulting from various issues: employee changes in selected insurance coverage, retirements (pmt of accrued balances), certifications, promotions, etc).	
<b>Finance</b> - Services / Supplies - \$2,000 == Increased credit card utilization fees, fees associated with moving bank depositories from Wells Fargo to Independent Bank/SouthState Bank. This increase is offset from savings in personnel.	
<b>Fire</b> - Capital - \$10,000 == Rugged Terrain Vehicle (RTV) price higher than anticipated. This increase is offset by savings in personnel.	
<b>Streets</b> - Services / Supplies - \$193,500 == Replacement of signs of barriers, additional street light utility payments, and costs associated with FY25 overlay project.	
<b>Streets</b> - Capital - \$119,500 == Dump truck delivered in FY 2025 ordered in FY2021.	
<b>Maintenance</b> - Capital - (\$615,000) - Electrical upgrades and generated will be delayed to FY 2026.	
<b>Utility Administration</b> - Services / Supplies - \$25,000 == Increased credit card utilization fees (split with General Fund), cost escalation in CIS software, and cost of mailing materials.	
<b>Utility Operations</b> - Services / Supplies - \$150,000 == Emergency manhole replacement not accounted for on original budget.	
<b>Corps Leased Parks</b> - Supplies/Services - \$88,500 == Utilization of off duty police officers to serve as security on high volume holidays, combine with costs associated with asphalt overlay at Pilot Knoll and Copperas.	
<b>Capital Projects Fund</b> - Capital - (Various departments) - \$1,467,000 == Equipment identified as uses for the 2024 Tax Note anticipated to be expended in FY 2025.	
<b>Drainage Utility</b> - Capital Outlay - \$4,000 == Additional cost related to the purchase a fogger ATV.	
<b>Public Safety Fund</b> - Services / Supplies - \$15,500 additional TXFallenPD sponsorships that were received and distributed to the Texas Police Chief Association.	
<b>HV Economic Development</b> - Supplies/Services - \$5,000 == Costs associated with increase in scope for design study for FM 406 Village Connector	



## CITY COUNCIL MEMORANDUM AGENDA ITEM 15

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Resolution 2025-3203 Amending Authorized Representatives to Act as Custodians of Investments with TexPool; and Repealing Resolution No. 2025-3181

**PREPARED BY:** Heather Miller, Finance Director

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### **BACKGROUND**

Texas Local Government Investment Pool ("TexPool") is an organization in conformity with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. These two acts authorize the creation of public funds investment pools and permit eligible governmental entities to jointly invest their funds in authorized investments.

According to operational procedures, TexPool Participant Services requires that an amending resolution be approved in order to add authorized representatives. All remaining authorized representatives and new authorized representatives must sign the resolution will repeal all prior resolutions.

This resolution repeals Resolution 2025-3181, the last time changes in the City's Authorized Representatives with TexPool was amended, removes Lynn Regan as an Authorized Representative, and adds Angela Miller to the list as follows:

Heather Miller, Finance Director  
Angela Miller, City Secretary  
Michael McWhorter, Budget and Accounting Administrator

### **BUDGETARY IMPACT**

Not applicable.

### **RECOMMENDATION**

To approve Resolution 2025-3203 amending authorized representatives relating to the City's Participation Agreement with the Texas Local Government Investment Pool, as submitted.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2025-3203**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING AUTHORIZED REPRESENTATIVES RELATING TO THE CITY'S PARTICIPATION AGREEMENT WITH THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL ("TEXPOOL"); REPEALING RESOLUTION NO. 2025-3181; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Highland Village, Texas ("Participant") is currently a participating local government in the Texas Local Government Investment Pools ("TexPool"); and

**WHEREAS**, changes in the staff of the Finance Department following the retirement of Ken Heerman make it necessary to amend the names and contact information for those who are designated as Authorized Representatives to conduct transactions involving the City's funds invested with TexPool; and

**WHEREAS**, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to approve such changes.

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

**SECTION 1.** The following individuals whose signatures appear in this Section 2 of this Resolution are designated as Authorized Representatives of Participant and are each hereby authorized to: (a) transmit funds on behalf of Participant for investment in TexPool, (b) withdraw funds from time to time from TexPool, (c) issue letters of instruction to TexPool, (d) be issued Personal Identification Numbers (PINs) by TexPool to transact business via the phone with a TexPool Participant Services Representative, and (e) take all other actions deemed necessary or appropriate for the investment of local funds with TexPool on behalf of the Participant:

Heather Miller, Finance Director  
Phone: 972-317-5558 ext. 111116  
Fax: 972-589-5100  
Email: [hmill@highlandvillage.org](mailto:hmill@highlandvillage.org)

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Angela Miller, City Secretary  
Phone: 972-899-5132  
Fax: 972-899-5100  
Email: [amiller@highlandvillage.org](mailto:amiller@highlandvillage.org)

---

The following person is designated as the Authorized Representative that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement: Heather Miller

The following additional Authorized Representative shall have the authority to perform inquiry only of selected information without the authority to make deposits or withdrawals t.

Michael McWhorter, Budget and Accounting Administrator  
Phone: 972-317-5558 ext. 111137  
Fax: 972-589-5100  
Email: [mmcwhorter@highlandvillage.org](mailto:mmcwhorter@highlandvillage.org)

---

**SECTION 2.** The City Manager is authorized to sign such documents and agreements with TexPool as necessary to confirm and put into effect the changes in Authorized Representatives set forth in Section 1, above.

**SECTION 3.** This Resolution shall be effective immediately on final passage and its authorization shall continue in full force and effect until amended or revoked by the Participant, and TexPool Participant Services receives a copy of any such amendment or revocation.

**SECTION 4.** Resolution No. 2025-3181 is repealed effective upon the effective date of this Resolution.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

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Charlotte J. Wilcox, Mayor

**ATTEST:**

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Angela Miller, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

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Kevin B. Laughlin, City Attorney  
(kbl:8/14/2025:4897-2052-3359 v1)



## CITY COUNCIL MEMORANDUM AGENDA ITEM 16

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Resolution 2025-3204 Amending Authorized Representatives to Act as Custodians of Investments with TexSTAR and Repealing Resolution No. 2025-3182

**PREPARED BY:** Heather Miller, Finance Director

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### **BACKGROUND**

TexSTAR is an organization in conformity with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. These two acts authorize the creation of public funds investment pools and permit eligible governmental entities to jointly invest their funds in authorized investments.

According to operational procedures, TexSTAR Participant Services requires that an amending resolution be approved in order to add people to serve as authorized representatives acting on behalf of the City on its TexSTAR accounts. All current and new authorized representatives must sign the Resolution Amending Authorized Representatives. This resolution will repeal all prior resolutions.

This resolution repeals Resolution 2025-3182, removes Lynn Regan as an Authorized Representative, and adds Angela Miller to the list as follows:

Heather Miller, Finance Director  
Angela Miller, City Secretary  
Michael McWhorter, Budget and Accounting Administrator

### **BUDGETARY IMPACT**

Not applicable.

### **RECOMMENDATION**

To approve Resolution 2025-3204 amending authorized representatives relating to the City's Participation with TexSTAR, as submitted.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2025-3204**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING AUTHORIZED REPRESENTATIVES TO ACT AS CUSTODIANS OF INVESTMENTS WITH TEXSTAR; REPEALING RESOLUTION NO. 2025-3182; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Highland Village, Texas (the "Government Entity"), by authority of the Application for Participation in TexSTAR (the "Application"), has entered into an Interlocal Agreement (the "Agreement") and has become a participant in the public fund's investment pool created there under known as TexSTAR Short Term Asset Reserve Fund ("TexSTAR"); and

**WHEREAS**, the Application designated one or more "Authorized Representatives" within the meaning of the Agreement; and

**WHEREAS**, as the result of changes in personnel assignments within the City's Finance Department following the retirement of Ken Heerman, the Government Entity, acting by and through its City Council, finds it to be in the public interest to update and designate the following persons as the "Authorized Representatives" within the meaning of the Agreement.

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

**SECTION 1.** The officers, officials, or employees of the Government Entity identified in Section 2 of this Resolution are hereby designated as "Authorized Representatives" within the meaning of the Agreement, with full power and authority to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by the Government Entity under the Agreement created by the Application, all in the name and on behalf of the Government Entity.

**SECTION 2.** Each of the following Participant officials is designated as Participant's Authorized Representative authorized to give notices and instructions to the Board in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

Heather Miller, Finance Director  
Phone: 972-317-5558 ext. 111116  
Fax: 972-589-5100  
Email: [hmill@highlandvillage.org](mailto:hmill@highlandvillage.org)

---

Angela Miller, City Secretary  
Phone: 972-899-5132  
Fax: 972-899-5100  
Email: [amiller@highlandvillage.org](mailto:amiller@highlandvillage.org)

---

**SECTION 3.** The following Authorized Representative is hereby designated as the Primary Contact and will receive all TexSTAR correspondence including transaction confirmations and monthly statements: Heather Miller

**SECTION 4.** The following additional Participant representative (not listed in Section 5, above) is designated as an Inquiry Only Representative authorized to obtain account information:

Michael McWhorter, Budget and Accounting Administrator  
Phone: 972-317-5558 ext. 111137  
Fax: 972-589-5100  
Email: [mmcwhorter@highlandvillage.org](mailto:mmcwhorter@highlandvillage.org)

---

**SECTION 5.** This Resolution supersedes and replaces the Government Entity's previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement, including, but not limited to, the designation made in Resolution No. 07-1950, which resolution is hereby repealed.

**SECTION 6.** Unless otherwise stated in this Resolution, the terms, word, and phrases used in this Resolution have the meanings given to them by the Application.

**SECTION 7.** This Resolution and its authorization shall continue in full force and effect until amended or revoked by the Government Entity and until TexSTAR Board receives a copy of any such amendment or revocation.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

---

Charlotte J. Wilcox, Mayor

**ATTEST:**

---

Angela Miller, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

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Kevin B. Laughlin, City Attorney  
(kbl:8/14/2025:4936-1847-3567 v1)





## CITY COUNCIL MEMORANDUM AGENDA ITEM 17

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Resolution 2025-3206 authorizing an Interlocal Cooperation Agreement with Denton County for Ambulance and Fire Protection services for Fiscal Years 2025-2026 and 2026-2027

**PREPARED BY:** Scott Green, Fire Chief

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### **BACKGROUND**

The City of Highland Village received a request from Denton County to enter into Interlocal Cooperation Agreement to provide ambulance and fire protection services to unincorporated areas of Denton County for a period of October 1, 2025 – September 30, 2027.

### **BUDGETARY IMPACT**

Per the Interlocal Cooperation Agreement, Denton County agrees to pay \$18,441 for fire calls and ambulance transports performed during the 2025-2026 fiscal year. Denton County agrees to pay \$18,994 for fire calls and ambulance transports performed during the 2026-2027 fiscal year.

### **RECOMMENDATION**

To approve Resolution No. 2025-3206 authorizing the City Manager to enter into an Interlocal Agreement with Denton County for fire and ambulance protection services.

THE COUNTY OF DENTON

§  
§  
§  
§

CITY OF HIGHLAND VILLAGE  
FIRE DEPARTMENT

STATE OF TEXAS

**INTERLOCAL COOPERATION AGREEMENT**  
**FIRE PROTECTION AND EMERGENCY AMBULANCE SERVICES**

**THIS AGREEMENT**, which has an effective date of October 1, 2025, is made and entered into by and between Denton County, Texas (“the **COUNTY**”), and the City of Highland Village by and through its Fire Department (“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 Texas home rule municipality 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 **COUNTY** desires to obtain fire protection services, emergency ambulance services, 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 **COUNTY** desires to enter into an exclusive agreement with the **AGENCY** to provide efficient fire protection services and emergency ambulance service; and

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

**WHEREAS**, the **AGENCY** is the owner and operator of certain fire protection vehicles and other equipment designed for the extinguishing of fire and protection 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

**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 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** 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**, 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, 2025, and ending September 30, 2027.

## **II. DEFINITIONS**

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

- A. “Emergency Ambulance Services” means 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.
- B. “Fire Protection Services” means all of the customary and usual services of a fire department, including fire suppression and medical emergency services.
- C. “Parties” means the Agency and the County.

### **III.** **SERVICES**

The services to be rendered in accordance with this Agreement by the **AGENCY** are the fire protection services and emergency ambulance 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.

#### **A. FIRE PROTECTION SERVICES**

Fire protection services are rendered in consideration of 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 protection, extinguishment, safety and rescue services. The services to be rendered are as follows:

1. The **AGENCY** shall make available and provide emergency fire protection, extinguishment, safety and rescue services within the agreed or specified territory or jurisdiction of the **AGENCY**.
2. The **AGENCY** shall respond to requests for fire protection services made within the portion of the **COUNTY** designated as "*Highland Village ERZ (700-20)*" as set out in Exhibit "A".
3. 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 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).
4. 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**, 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.

## **B. EMERGENCY AMBULANCE SERVICES**

Emergency ambulance services are rendered in consideration of the common good and benefit and to serve the public convenience and necessity of the citizens of the **COUNTY** who are do not otherwise have access to emergency services.

1. The **AGENCY** shall make available and provide emergency ambulance services within the agreed or specified territory or jurisdiction of the **AGENCY**.
2. The **AGENCY** shall respond to requests for emergency ambulance transportation made within the portion of the **COUNTY** designated as "*Highland Village ERZ (700-20)*" as set out in Exhibit "A".
3. The **AGENCY**, in the performance of its duties and responsibilities under this Agreement, shall have the responsibility of rendering ambulance services to citizens of the **AGENCY** and the **COUNTY**, within the sole discretion of the officers and employees of the **AGENCY**, 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.

## **IV. PERFORMANCE OF SERVICE**

The **COUNTY** shall designate the County Fire Marshal to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Fire Marshal, 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**.

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**.

At the request of the **COUNTY**, the **AGENCY** shall, submit statements reporting fire protection calls and/or emergency ambulance transport provided by the **AGENCY**. In so doing, the **AGENCY** shall use the Texas Fire Incident Reporting System's standardized forms to report fire protection services, and the standardized ambulance transportation reporting form for

emergency ambulance services. Both forms may be submitted by personal delivery, U.S. Mail, facsimile, or email to the Denton County Fire Marshal, 3900 Morse St., 2<sup>nd</sup> Floor, Denton, Texas 76208.

## **V. COMPENSATION**

The **COUNTY** agrees to pay to the **AGENCY** for full performance of services as provided in this Agreement the sum of **\$37,435.00**, to be paid as follows:

1. A sum of **\$18,441.00** to be paid for fire calls and ambulance transports performed during the 2025-2026 fiscal year. The **COUNTY** agrees, after execution of this Agreement, to make pay in full the sum of **\$18,441.00** no later than February 1, 2026.
2. A sum of **\$18,994.00** to be paid for fire calls and ambulance transports performed during the 2026-2027 fiscal year. The **COUNTY** agrees, after execution of this Agreement, to make pay in full the sum of **\$18,994.00** no later than February 1, 2027.

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.

## **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, negligence and omissions 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, negligence and omissions 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 the Texas Government Code, Chapter 791, the Texas Local Government Code, Chapter 352, and the 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 sixty (60) 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 any time, by either the **COUNTY** or the **AGENCY** by giving one-hundred eighty (180) days advance written notice to the other party. In the event of termination by either party prior to the **AGENCY** being paid in full, the **AGENCY** shall be compensated pro rata for all services performed to the termination date by dividing the full sum of the applicable year by 365 days, the number of days covered by this Agreement. In the event of such termination after the **AGENCY** has been paid in full, the **COUNTY** shall be reimbursed pro rata for all compensation paid to the **AGENCY** in anticipation of the **AGENCY** providing

services after the date of termination. 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 rendition of fire protection and emergency ambulance 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.

## **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 shall remain valid and in full force and effect to the fullest extent possible.



**XVI.**  
**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.

**XVII.**  
**SERVICE AREA**

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

*[EXECUTION PAGES FOLLOW]*

**EXECUTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**COUNTY:**

Denton County, Texas  
1 Courthouse Drive, Suite 3100  
Denton, Texas 76208

**AGENCY:**

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  
Highland Village City Manager

**ATTEST:**

By: \_\_\_\_\_  
Denton County Clerk

**ATTEST:**

By: \_\_\_\_\_  
Angela Miller, City Secretary

**APPROVED AS TO CONTENT:**

By: \_\_\_\_\_  
Denton County Fire Marshal

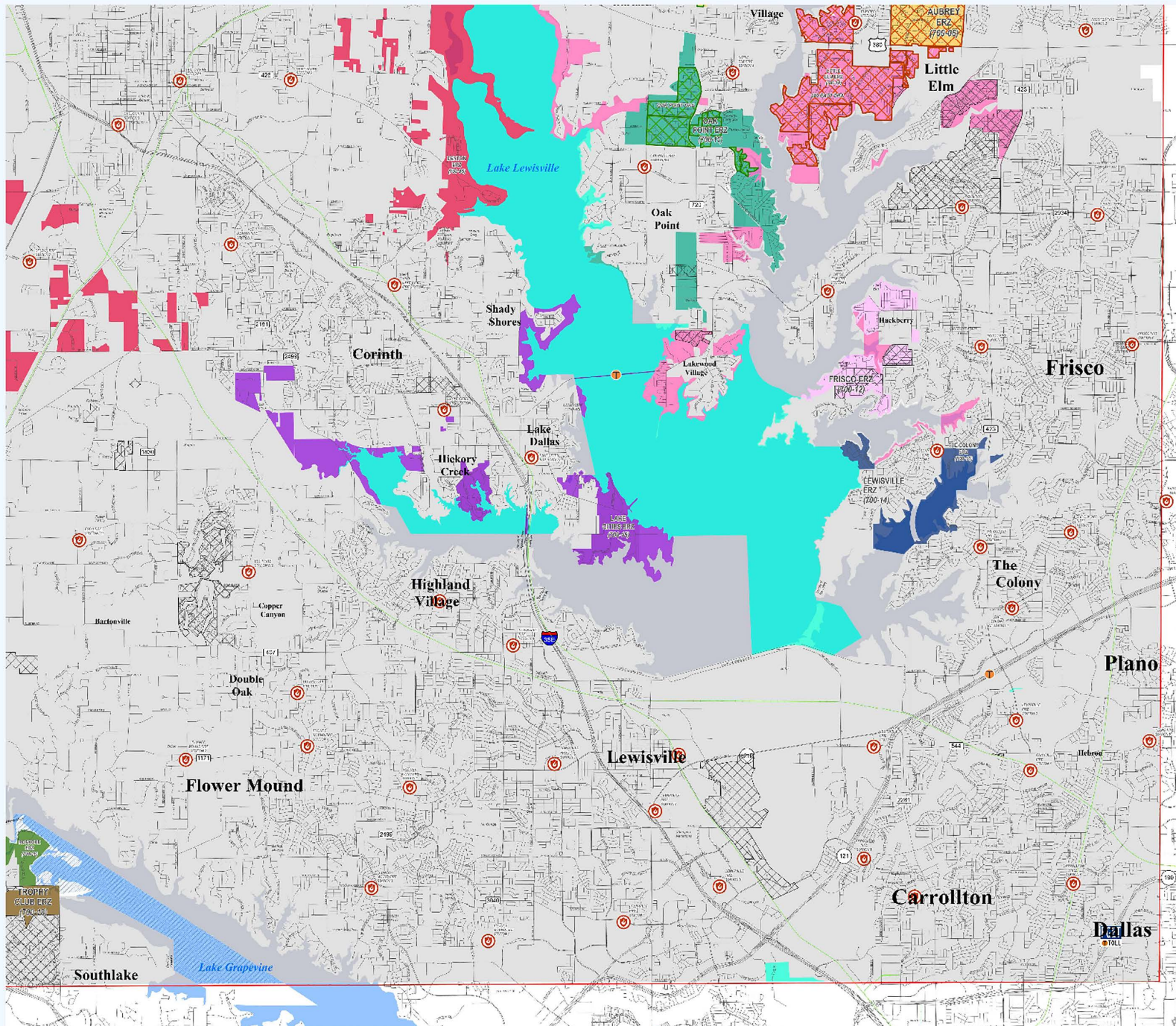
**APPROVED AS TO FORM AND CONTENT:**

By: \_\_\_\_\_  
Kevin B. Laughlin, City Attorney

**AUDITOR'S CERTIFICATE**

I hereby certify that funds are available in the amount of \$37,435.00 to accomplish and pay the obligation of Denton County under this Agreement.

\_\_\_\_\_  
Denton County Auditor



Amey, Ende - County Judge  
 Representatives: Commissioners District 1  
 Representatives: Commissioners District 2  
 Debbie J. McNeil - Commissioner - District 3  
 Linda Thompson - Commissioner - District 4

- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
- FARMS TO MARKET
- MAJOR THOROUGHFARES
- MINOR ROADS
- CEMETERY
- RAILROADS
- AIRPORTS
- STREAMS
- LAKES & PONDS
- COUNTY OUTLINE
- CITIES
- OUT OF COUNTY
- INCORPORATED LAKE
- MUDS & DEVELOPMENTS
- ACTIVE FIRE STATION
- EMERGENCY RESPONSE ZONES
  - AUBREY (700-05)
  - DENTON (700-05)
  - FRISCO (700-12)
  - LAKE CITIES (700-15)
  - LEWISVILLE (700-14)
  - LITTLE ELM (700-10)
  - OAK POINT (700-11)
  - ROANOK (700-16)
  - THE COLONY (700-13)
  - TROPHY CLUB (700-18)
  - HIGHLAND VILLAGE (700-20)
  - LAKES (700-19)

#### City Population (2022)

Denton > 150,000  
 Lewisville 148,000 150,000  
 Flower Mound 46,000 100,000  
 Carrollton 40,000 100,000  
 Frisco 40,000 100,000

TOTAL AREA OF DCERA - 480 ± SQ MI  
 EST. TOTAL 2024 POPULATION OF DCERA: 119,207



1:36,538

Overview Map



This product is for informational purposes only and should not be used as a substitute for any professional engineering or surveying services. The user is responsible for the accuracy of the data and the appropriateness of the information for their intended use.

Denton County, Texas, guarantees the correctness of the data of any record on this product and its contents. The user is responsible for the accuracy of the data and the appropriateness of the information for their intended use.

CONTACT INFORMATION  
 LANDMARK GROUP, 2000 Denton County Blvd  
 E-MAIL: gsd@dentoncounty.gov

Date Printed: August 02, 2020

# DENTON COUNTY

## EXHIBIT "A":

## SE DCERA Emergency Response Zones

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2025-3206**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL COOPERATION AGREEMENT WITH DENTON COUNTY FOR AMBULANCE AND FIRE PROTECTION SERVICES TO UNINCORPORATED AREAS OF DENTON COUNTY DURING FISCAL YEARS 2025-2026 AND 2026-2027; 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 Years 2025-2026 and 2026-2027; 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 Years 2025-2026 and 2026-2027.

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

**PASSED AND APPROVED THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:8-14-2025:4928-0484-5151 v1)





## CITY COUNCIL MEMORANDUM AGENDA ITEM 19

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Resolution 2025-3205 Approving a Negotiated Settlement with Atmos Energy Corp. Mid-Tex Division Regarding the Company's 2025 Rate Review Mechanism Filing

**PREPARED BY:** Heather Miller, Finance Director

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### **BACKGROUND**

Highland Village, along with 181 other Mid-Texas Cities Served by Atmos Energy Corporation, Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Steering Committee of Cities Served by Atmos ("ACSC"). In 2007, the ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism ("RRM"), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018.

On or about April 1, 2025, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2024, entitled it to additional system-wide revenues of \$245.2 million. This was reduced to \$225.6 million due to limitations in the RRM tariff. ACSC consultants conducted discovery and prepared a report detailing additional adjustments totaling \$ 40 million. This translates into a \$ 185.6 million increase (i.e.  $\$225.6 - \$40 = \$185.6$ ). The Company has agreed to settle the case for \$ 205.6 million. This is a reduction of \$20 million to the Company's request. This includes payment of ACSC's expenses.

### **Average Bill Impact**

The impact of the settlement on average residential rates is an increase of \$7.83 on a monthly basis, or 9.27 percent. The increase for average commercial usage will be \$25.73 or 6.56 percent.

### **BUDGETARY IMPACT**

Not applicable.

### **RECOMMENDATION**

To approve Resolution 2025-3205 approving a Negotiated Settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., a Mid-Tex Division, regarding the Company's 2025 Rate Review Mechanism Filing.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**RESOLUTION NO. 2025-3205**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2025 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.**

**WHEREAS**, the City of Highland Village, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

**WHEREAS**, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

**WHEREAS**, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

**WHEREAS**, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

**WHEREAS**, on about April 1, 2025, Atmos Mid-Tex filed its 2025 RRM rate request with ACSC Cities based on a test year ending December 31, 2024; and

**WHEREAS**, ACSC coordinated its review of the Atmos Mid-Tex 2025 RRM filing through its Executive Committee, assisted by ACSC’s attorneys and consultants, to resolve issues identified in the Company’s RRM filing; and

**WHEREAS**, the Executive Committee, as well as ACSC’s counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$205.6 million on a system-wide basis with an Effective Date of October 1, 2025; and

**WHEREAS**, ACSC agrees that Atmos’ plant-in-service is reasonable; and

**WHEREAS**, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

**WHEREAS**, the attached tariffs (Attachment 1) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

**WHEREAS**, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2); and

**WHEREAS**, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications.

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

**Section 1.** The findings set forth in this Resolution are hereby in all things approved.

**Section 2.** Without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$205.6 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2025 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

**Section 3.** Despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

**Section 4.** The existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$205.6 million on a system-wide basis, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

**Section 5.** The ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

**Section 6.** Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2025 RRM filing.

**Section 7.** To the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

**Section 8.** The meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Section 9.** If any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

**Section 10.** Consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2025.

**Section 11.** A copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

**PASSED AND APPROVED BY THE CITY COUNCIL OF HIGHLAND VILLAGE, TEXAS this 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

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

(kbl:8/18/2025:4913-0094-1408 :v1)



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>R – RESIDENTIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Application**

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 23.65 per month
Rider CEE Surcharge	\$ 0.03 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 23.68 per month</b>
Commodity Charge – All <u>Ccf</u>	\$ 0.74748 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup>Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>C – COMMERCIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Application**

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 94.00 per month
Rider CEE Surcharge	\$ 0.01 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 94.01 per month</b>
Commodity Charge – All Ccf	\$ 0.22261 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Presumption of Plant Protection Level**

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at [mdtx-div-plantprotection@atmosenergy.com](mailto:mdtx-div-plantprotection@atmosenergy.com).

<sup>1</sup> Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Application**

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 200 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 200 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

**Gas Cost Recovery:** Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

**Franchise Fee Adjustment:** Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

**Tax Adjustment:** Plus an amount for tax calculated in accordance with Rider TAX.

**Surcharges:** Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Curtailed Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**Presumption of Plant Protection Level**

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at [mdtx-div-plantprotection@atmosenergy.com](mailto:mdtx-div-plantprotection@atmosenergy.com).

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Application**

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

This tariff is not available to customers with a maximum daily demand of 1,000 MMBtu or greater and a daily/annual load factor of 10% or less. Load factor is calculated as follows: annual usage / (maximum daily connected demand X 365). Load factors will be recalculated once each year to determine appropriate eligibility for Rate T.

**Type of Service**

Company's receipt and delivery of all gas quantities under the applicable Transportation Agreement will be on a wholly interruptible basis subject to the Terms and Conditions incorporated in the Transportation Agreement. If Customer is an Industrial Customer, then Customer may elect, at the reasonable discretion of Company, to contract for Plant Protection transportation quantities defined as the minimum natural gas required to prevent physical harm and/or protect critical safety to the plant facilities, plant personnel, or the public when such protection cannot be achieved through the use of an alternate fuel. Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Imbalance Fees**

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

**Monthly Imbalance Fees**

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**Overpull Fee**

Upon notification by Company of an event of interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**Agreement**

A transportation agreement is required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>SUR – SURCHARGES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

**Application**

This Rider is applicable to customer classes in the incorporated areas under the RRM tariff as authorized by the state or any governmental entity, a municipality, or a regulatory authority pursuant to any statute, ordinance, order, rule, contract, or agreement.

**Monthly Calculation**

Surcharges will be calculated in accordance with the applicable statute, ordinance, order, rule, contract, or agreement.

**FASB ASC 740-10 (Fin48) Refund**

Applicable to Customers taking service under Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation.

To ensure that gas utility customers receive the benefit associated with the changes in the Company's Uncertain Tax Positions ("UTPs") arising from recognition of Texas Margin Tax returns.

The decrease shall be calculated as follows:

Beginning with implementation of rates from the negotiated RRM Tariff, and annually thereafter, the portion of UTP liabilities identified in Schedule FIN48-1.1 for the prior fiscal year shall be allocated based on the final class allocations of GUD No. 10170 as per the RRM Tariff, divided by the annual bill count to derive rates to be refunded through Rider SUR in the subsequent fiscal year. Each year's calculation will include a true-up (+ or - ) due to account for over/under collections. Amounts identified in Schedule FIN48-1 shall be adjusted to reflect any audit adjustments received from the Texas Comptroller of Public Accounts.

No action on the part of the Regulatory Authority is required to give effect to the amount to be refunded to customers. However, any amount refunded to customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding with the Railroad Commission of Texas, and if applicable, the gas utility shall be required to reconcile any discrepancies.

The following refund as authorized in the most recent negotiated RRM Tariff shall be refunded to each Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation customer's monthly bill in each month for a 12-month period. The refund amount by month by Rate Schedule is shown in the table below:

Rate Schedules	Rate
Rate R – Residential Sales	\$ (0.12)
Rate C – Commercial Sales	\$ (0.41)
Rate I – Industrial Sales	\$ (8.68)
Rate T – Transportation	\$ (8.68)

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>TAX – TAX ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	Entire Division as Set Forth Below	
<b>EFFECTIVE DATE:</b>	Bills Rendered on or after 10/01/2025	<b>PAGE:</b>

**Application**

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T, except for exempt State Agency Customers, to the extent of state gross receipts taxes only.

**1. State Gross Receipts Taxes**

Applicability - Entire Division except for Unincorporated Areas

Each monthly bill shall be adjusted for Miscellaneous state gross receipts taxes imposed by Sections 182-021 - 182-025 of the Texas Tax Code.

Entire Division

Each monthly bill shall also be adjusted by an amount equivalent to the amount of all applicable taxes and any other governmental impositions, rentals, fees, or charges (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed upon or allocated to Company with respect to the Gas Service provided to Customer by Company, and any associated facilities involved in the performance of such Gas Service. Each monthly bill shall also be adjusted by an amount equivalent to the proportionate part of any increase or decrease of any tax and any other governmental imposition, rental, fee, or charge (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed subsequent to the effective date of this tariff, upon or allocated to Company's operations, by any new or amended law, ordinance, or contract.

**2. Federal or State Tax Law or Rate Changes:**

**Applicability – All Customers in the Mid-Tex Division ("MTX") Under the RRM Tariff**

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T.

To ensure that gas utility customers receive the benefits or costs associated with the changes in tax rates at a federal or state level, MTX shall establish and accrue on its books and records, as of the effective date of the federal or state tax law or rate change: 1) regulatory liabilities to reflect the impact of a decrease in federal corporate income tax rates or state margin tax rates; or, 2) regulatory assets to reflect the impact of an increase in federal corporate income tax rates or state margin tax rates.

The gas utility may not change rates to give effect to a change in Federal or State Tax law or rates through the Rider TAX unless and until the city issues final authorization, an Accounting Order, or other express guidance authorizing such recovery through the RRM process.

Company may also not change rates to capture the impacts associated with the effects of Public Law 117-169, 136 STAT. 1818 of August 16, 2022 ("Tax Act 2022") and certain other tax-related costs that will change from the amounts included in the most recent base revenue requirement established through an RRM filing unless and until the city issues a final authorization, an Accounting Order, or other express guidance authorizing such recovery.

Upon receipt of authorization from the city through an Accounting Order, final authorization or other express guidance, the calculation applicable to the aforementioned federal or state tax rate or law changes are as follows; however, to the extent there is a conflict between the calculation or methodology



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>TAX – TAX ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>Entire Division as Set Forth Below</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	<b>PAGE:</b>

prescribed by an Accounting Order, final authorization, or other express guidance, and those contained in this rate schedule, the Accounting Order, final authorization, or other express guidance controls:

**Calculations**

1. With regard to changes in the tax rates at a federal or state level, the increase or decrease shall be calculated as follows:
  - a. A portion of the gas utility's revenue representing the difference between: 1) the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding, and 2) the cost of service that would have resulted had the rates been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change;
  - b. If applicable, the portion of the gas utility's revenue representing the difference between: 1) each Interim Rate Adjustment surcharge approved by the regulatory authority since the gas utility's most recent statement of intent or other rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the surcharges been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change; and
  - c. The excess or deficient deferred tax reserve, including any associated gross up in taxes, caused by the reduction or increase in the federal corporate income tax rate or state related tax increases, as of the effective date of the change.

Upon the receipt of authorization from the Commission or applicable regulatory authority, the gas utility shall separately refund to customers based on a decrease in federal or state tax rates or separately collect from customers based on an increase in federal or state tax rates within twelve (12) months or, pursuant to applicable Internal Revenue Code ("IRC") rules and regulations, as follows:

- d. The amount collected/refunded by the gas utility that reflects the difference in base rates between: 1) the cost of service approved by the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- e. If applicable, the amount collected/refunded by the gas utility that reflects the difference between: 1) each Interim Rate Adjustment surcharge approved by the Commission or the regulatory authority since the gas utility's most recent statement of intent rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- f. The amount collected/refunded by the gas utility that reflects the difference in the excess or deficient deferred tax reserve included in base rates between: 1) the cost of service approved by the Commission or the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes. These amounts shall be refunded or collected from customers based upon IRC rules and regulations if applicable.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>TAX – TAX ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>Entire Division as Set Forth Below</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	<b>PAGE:</b>

2. With regard to the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement established through an RRM filing, any change in rates shall be calculated as follows:
- (a) The amount shall be calculated as the product of Company's grossed-up rate of return authorized in the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding times the Corporate Alternative Minimum Tax deferred tax asset ("CAMT DTA") estimated at September 30 of the fiscal year or applicable quarter-end within a fiscal year prior to the annual change in the rates pursuant to this tariff, less the income tax credits received in accordance with IRC requirements applicable to the Tax Act 2022 grossed-up for income taxes to a revenue equivalent.
  - (b) The estimated CAMT DTA and the related effects on the rider revenue requirements shall be trued up to the actual effects in the following year and the over/under recovery amortized over the twelve months that each year's recalculated tariff rates are in effect. The over/under recovery shall include a grossed-up rate of return as authorized in Company's most recent statement of intent or other rate proceeding.
  - (c) The methodology for computing Company's CAMT is as follows:
    - i. Confirm when Atmos Energy Corporation and its affiliates are subject to CAMT as an "applicable corporation" as defined the Tax Act 2022, then there will be MTX's CAMT DTA in the tariff.
    - ii. Calculate the Mid-Tex Division's (MTX) contribution to Adjusted Financial Statement Income ("AFSI") on a stand-alone basis. MTX's AFSI is calculated by adjusting MTX's applicable financial statement income by adjustments to depreciation, pension costs and federal income tax to arrive at AFSI. AFSI is intended to be computed consistent with applicable IRC requirements.
    - iii. Compare MTX's CAMT stand-alone amount with MTX's regular stand-alone tax liability. If the stand alone CAMT is in excess of the stand-alone regular tax, the CAMT DTA is recorded to MTX.

If the Internal Revenue Service issues new guidance related to the Tax Act 2022, Company shall have the right to make additional filings to recognize such adjustments.

Any Commission filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change with the Commission's Oversight and Safety Division or as part of a Statement of Intent.

Any city filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change and addressed to the city official at the address of record with the Mid-Tex Division.

With the exception of the authorization required from the Commission to allow the gas utility to recognize the new federal income tax rate (increase or decrease) or state taxes (increase or decrease) or the impacts associated with the effects of the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement in the last approved RRM Tariff filing, no action on the part of the regulatory authority is required to give effect to the amount to be refunded or

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>TAX – TAX ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>Entire Division as Set Forth Below</b>	
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collected from customers. However, any amount refunded or collected from customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding, and if applicable, the gas utility shall be required to reconcile any discrepancies.

Regulatory orders issued pursuant to this mechanism are ratemaking orders and shall be subject to appeal under Sections 102.001(b) and 103.021, et seq., of the Texas Utilities Code (Vernon 2007). Rate changes subject to the provisions of this tariff may be implemented upon the filing of an appeal to the relevant authority.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2025</b>	

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where  
 $i$  = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$  = Weather Normalization Adjustment Factor for the  $i^{th}$  rate schedule or classification expressed in cents per Ccf

$R_i$  = Commodity Charge rate of temperature sensitive sales for the  $i^{th}$  schedule or classification.

$HSF_i$  = heat sensitive factor for the  $i^{th}$  schedule or classification divided by the average bill count in that class

$NDD$  = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

$ADD$  = billing cycle actual heating degree days.

$BL_i$  = base load sales for the  $i^{th}$  schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the  $j$ th customer in  $i$ th rate schedule is computed as:

$$WNA_j = WNAF_i \times q_{ij}$$

Where  $q_{ij}$  is the relevant sales quantity for the  $j$ th customer in  $i$ th rate schedule.

MID-TEX DIVISION  
ATMOS ENERGY CORPORATION

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.61	0.1476	91.65	0.7406
Austin	8.19	0.1394	183.99	1.1581
Dallas	12.74	0.2017	193.53	1.1001
Waco	9.23	0.1277	148.26	0.7631
Wichita Falls	10.43	0.1387	122.94	0.7038

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at [www.atmosenergy.com/MTXtariffs](http://www.atmosenergy.com/MTXtariffs), in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNA factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.



## Attachment 2

ATMOS ENERGY CORP., MID-TEX DIVISION  
MID-TEX RATE REVIEW MECHANISM  
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL  
TEST YEAR ENDING DECEMBER 31, 2024

Line No.	Description (a)	Shared Services		Mid-Tex Direct		Supplemental Executive Benefit Plan (f)	Adjustment Total (g)
		Pension Account Plan (b)	Post-Employment Benefit Plan (c)	Pension Account Plan (d)	Post-Employment Benefit Plan (e)		
1	Proposed Benefits Benchmark -						
	Fiscal Year 2025 Willis Towers Watson Report as adjusted	\$ 572,372	\$ (649,253)	\$ 882,931	\$ (3,920,499)	\$ 65,943	
2	Allocation Factor	46.27%	46.27%	84.14%	84.14%	100.00%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 264,856	\$ (300,432)	\$ 742,888	\$ (3,298,664)	\$ 65,943	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4)	<u>\$ 264,856</u>	<u>\$ (300,432)</u>	<u>\$ 742,888</u>	<u>\$ (3,298,664)</u>	<u>\$ 65,943</u>	<u>\$ (2,525,408)</u>
6							
7	O&M Expense Factor	76.41%	76.41%	39.54%	39.54%	10.97%	
8							
9	Summary of Costs to Approve:						
10	Total Pension Account Plan	\$ 202,374		\$ 293,727			\$ 496,101
11	Total Post-Employment Benefit Plan		\$ (229,557)		\$ (1,304,242)		(1,533,799)
12	Total Supplemental Executive Benefit Plan					\$ 7,231	7,231
13	Total (Ln 10 + Ln 11 + Ln 12)	<u>\$ 202,374</u>	<u>\$ (229,557)</u>	<u>\$ 293,727</u>	<u>\$ (1,304,242)</u>	<u>\$ 7,231</u>	<u>\$ (1,030,467)</u>



## CITY COUNCIL MEMORANDUM AGENDA ITEM 20

**MEETING DATE:** August 26, 2025

**SUBJECT:** Consider Ordinance 2025-1328 amending the Code of Ordinances Chapter 10 "Health and Sanitation" by adding Article 10.07 "Handbills" (*2<sup>nd</sup> and final read*)

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

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### **BACKGROUND**

From time to time, advertising circulars are distributed throughout the City. They are thrown in a haphazard fashion and often end up in the street and yards, creating litter. The City receives a fair number of complaints about the handbill distribution. Our current Health and Sanitation section of the Code of Ordinances does not address "handbills" being thrown in the City. This amendment would allow the city to prohibit distribution of such handbills. It would be unlawful for any individual, handbill distributor, and/or handbill sponsor to:

- Distribute, deposit, place, throw, scatter, or cast any handbill upon any residential property; or
- Cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property.

A handbill could be distributed if it was handed to someone at the home, placed in a manner to prevent the handbill from being blown or drifting about the residential property, or placed in a mailbox and such placement was not prohibited by federal law or regulation.

The fine for a violation could not exceed \$500 for each offense, and each violation would be considered a separate offense.

At the August 12, 2025 meeting, Council approved the first read of proposed Ordinance 2025-1328 with a vote of 6-1.

### **BUDGETARY IMPACT**

N/A

### **RECOMMENDATION**

To approve the second and final read of Ordinance 2025-1328 amending the City's Code of Ordinances by adding Article 10.07 relating to the distribution of handbills on residential property.

**CITY OF HIGHLAND VILLAGE, TEXAS**

**ORDINANCE NO. 2025-1328**

**AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF HIGHLAND VILLAGE, TEXAS, CHAPTER 10 “HEALTH AND SANITATION” BY ADDING ARTICLE 10.07 “HANDBILLS”; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED \$500 PER OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the random and unsolicited distribution of handbills and similar materials on residential property within the City by tossing such materials on sidewalks and in yards in a manner where such materials can be blowing or otherwise transported to City’s streets and storm drainage creating litter and pollution within the City; and

**WHEREAS**, the City Council of the City of Highland Village, Texas, finds it in the interest of preserving public health and safety within the City to regulate the unsolicited distribution and placement of handbills on residential property within the City.

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

**SECTION 1.** The City of Highland Village, Texas, Chapter 10 “Health and Sanitation,” is amended by Article 10.07 “Handbills” to read as follows:

**ARTICLE 10.07      HANDBILLS**

**§10.07.001      Definitions.**

For purposes of this article, the following words and phrases shall have the following meanings unless the context indicates a different meaning:

Dwelling has the same meaning set forth in Section 39 of the Comprehensive Zoning Ordinance, as amended.

Handbill means and includes any printed or written matter, any sample or device, dodger, circular, leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original or copies of any matter or literature.

Handbill distributor means and includes any person engaging or engaged in the business for hire or gain of distributing handbills, other than newspapers distributed to subscribers thereof, and any person receiving compensation directly or indirectly for the distribution of such handbills.

Handbill sponsor means and includes any person who uses a handbill as a medium of advertising or spreading a message.

Individual shall mean only a natural person.



No Trespass(ing) Sign means a sign made of a weatherproof material that is (a) not less than three (3) inches high, (b) not less than four (4) inches wide, (c) and bears on the sign face the phrase "no trespassing" or "no trespass" in letters not less than two-thirds ( $\frac{2}{3}$ ) of an inch in height.

Residential property means any lot or tract of land on which a dwelling is located.

**§ 10.007.02 Handbill distribution on residential property.**

- (1) It shall be unlawful for any individual, handbill distributor, and/or handbill sponsor to:
  - (a) distribute, deposit, place, throw, scatter, or cast any handbill upon any residential property; or
  - (b) cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property.
- (2) It shall be a defense to a violation of subsection (1) if the individual, handbill distributor, or handbill sponsor:
  - (a) handed or transmitted the handbill directly to the owner, occupant, or any other person then present in or upon the residential property;
  - (b) placed or deposited the handbill in a manner to secure and prevent such handbill from being blown or drifting about the residential property; or
  - (c) placed such handbill in a mailbox and such placement was not prohibited by federal law or regulation.
- (2) It shall be unlawful for any person to distribute or cause to be distributed, deposited, placed, thrown, scattered or cast any handbill upon any residential property:
  - (a) if requested by anyone present on such residential property to not distribute or cause to be distributed, deposited, placed, thrown, scattered or cast such handbill upon such residential property; or
  - (b) if a no trespass(ing) sign is placed on such residential property in a conspicuous place upon or near the main entrance to the dwelling unit located on such residential property.

**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.** An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

**SECTION 4.** Any person violating any of the provisions or terms of this Ordinance shall be punished by a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 5.** This ordinance shall take effect on following its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON FIRST READING ON THIS THE 12<sup>TH</sup> DAY OF AUGUST 2025.**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE 26<sup>TH</sup> DAY OF AUGUST 2025.**

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**  
(KBL:7/24/2025:4929-2756-0791 v1)



## CITY COUNCIL MEMORANDUM AGENDA ITEM 21

**MEETING DATE:** August 26, 2025

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

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

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### **BACKGROUND**

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.

### **BUDGETARY IMPACT**

N/A

### **RECOMMENDATION**

N/A



## **UPCOMING MEETINGS**

<b>August 26, 2025</b>	<b>Regular City Council Meeting – 7:00 pm</b>
<b>September 1, 2025</b>	<b>City Offices Closed for the Labor Day Holiday</b>
<b>September 4, 2025</b>	<b>Zoning Board of Adjustment Meeting – 7:00 pm</b>
<b>September 9, 2025</b>	<b>Regular City Council Meeting – 7:30 pm</b>
<b>September 15, 2025</b>	<b>Parks &amp; Recreation Advisory Board Meeting – 6:00 pm</b>
<b>September 16, 2025</b>	<b>Special City Council Meeting – 8:00 am</b>
<b>September 16, 2025</b>	<b>Planning &amp; Zoning Commission Meeting – 7:00 pm</b>
<b>September 23, 2025</b>	<b>Regular City Council Meeting – 7:00 pm</b>
<b>October 2, 2025</b>	<b>Zoning Board of Adjustment Meeting – 7:00 pm</b>
<b>October 14, 2025</b>	<b>Regular City Council Meeting – 7:00 pm</b>
<b>October 20, 2025</b>	<b>Parks &amp; Recreation Advisory Board Meeting – 6:00 pm</b>
<b>October 21, 2025</b>	<b>Planning &amp; Zoning Commission Meeting – 7:00 pm</b>
<b>October 28, 2025</b>	<b>Regular City Council Meeting – 7:00 pm</b>
<b>November 6, 2025</b>	<b>Zoning Board of Adjustment Meeting – 7:00 pm</b>
<b>November 11, 2025</b>	<b>Regular City Council Meeting – 7:00 pm</b>

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