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, MAY 12, 2026 at 6:00 P.M.

EARLY WORK SESSION
City Council Chambers – 6:00 P.M.

Convene Meeting in Open Session

1. **Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for May 12, 2026**

(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

2. **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/or any Matter including, but not limited to, 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) (a) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary

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

3. **Call Meeting to Order**

4. **Prayer led by Mayor Pro Tem Fiorenza**

5. **Pledge of Allegiance to the U.S. and Texas flags led by Mayor Pro Tem Fiorenza:**
   "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

6. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about**

upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety

- **Presentation of Appreciation to Outgoing Deputy Mayor Pro Tem Fiester for His Service to Highland Village**
- **Presentation of Appreciation to Outgoing Councilmember Kixmiller for His Service to Highland Village**
- **Presentation of a Proclamation designating National Police Week**

7. City Manager/Staff Reports

- **The Village Report**

8. Visitor Comments (***Anyone wishing to address the City Council must complete a Speakers' Request Form and return it to the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Mayor may impose a three (3) minute limitation on any person addressing the City Council. A thirty (30) minute time allotment is set for this section, and the remaining speakers will be heard at the end of the Action Agenda.)***

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.

9. Consider approval of Minutes from the Regular City Council Meeting held on March 24, 2026 and April 14, 2024

10. Consider Ordinance 2026-1334 amending the Concept Plan for Lot 1R, Block B, Valley Ridge Center, located in the Valley Ridge Planned Development (PD-R) Zoning District, commonly known as 2018 Justin Road (*2nd and final read*)

11. Consider Ordinance 2026-1333 amending Highland Village Code of Ordinances Article 10.07 "Handbills" (*2nd and final read*)

12. Consider Resolution 2026-3237 declaring Certain City Property as Surplus Property and authorizing the City Manager to Sell and/or Dispose of Such Property

13. Receive Investment Report for Quarter ending March 31, 2026

14. Receive Budget Report for Period ending March 31, 2026

ACTION AGENDA

15. 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/or any Matter including, but not limited to, 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 and Evaluation of the City Manager and City Secretary

16. Consider Resolution 2026-3238 authorizing a Contract with Bull G Construction for the Wastewater System Improvements 24"/27" Sanitary Sewer Line Manhole Replacement Project

17. Discuss and Consider Resolution 2026-3240 nominating One Candidate to a Slate of Nominees for the Denco Area 911 Board of Managers

18. Consider Resolution 2026-3239 Canvassing and Declaring the Results of the May 2, 2026 General Election of the City of Highland Village for the Purpose of Electing Council Members for Places 1 (Mayor), 2, 4 and 6

LATE WORK SESSION

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

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.)

20. 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 6TH DAY OF MAY 2026.

Angela Miller

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 _________________________________, 2026 at ___________

am / pm by ____.

CITY OF Highland Village

CITY COUNCIL MEMORANDUM
AGENDA ITEM 6

MEETING DATE: May 12, 2026

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Valerie Strubelt, Deputy City Secretary

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.

- Presentation of Appreciation to Outgoing Deputy Mayor Pro Tem Fiester for His Service to Highland Village
- Presentation of Appreciation to Outgoing Councilmember Kixmiller for His Service to Highland Village
- Presentation of a Proclamation designating National Police Week

Proclamation

The City of Highland Village

Whereas, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Highland Village Police Department; and

Whereas, since the first recorded death in 1786, almost 24,775 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

Whereas, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

Whereas, 363 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 109 officers killed in 2025; and

Whereas, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 38th Annual Candlelight Vigil, on the evening of May 13, 2026; and

Whereas, the Candlelight Vigil is part of National Police Week, which will be observed this year from May 10-16, 2026. In addition, May 15, 2026 is designated as Peace Officers Memorial Day in honor of all fallen officers and their families, and the U.S. flags should be flown at half-staff.

NOW THEREFORE, I, Charlotte J. Wilcox, Mayor of the City of Highland Village, do hereby proclaim May 10-16, 2026 in Highland Village as:

"NATIONAL POLICE WEEK"

and publicly salute the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 12th day of May 2026.

____

Charlotte J. Wilcox, Mayor

CITY COUNCIL MEMORANDUM
AGENDA ITEM 9

MEETING DATE: May 12, 2026

SUBJECT: Consider approval of Minutes of the Regular City Council Meetings held on March 24, 2026 and April 14, 2026

PREPARED BY: Angela Miller, City Secretary

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 Meetings held on March 24, 2026 and April 14, 2026.

MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, MARCH 24, 2026

EARLY WORK SESSION

Mayor Wilcox called the meeting to order at 6:00 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
	J McCally	Police Commander
	Scott Kriston	Public Works Director
	Kim Lopez	Human Resources Director
	Laurie Mullens	Marketing and Communications Director

1. Receive Presentation of the Annual Comprehensive Financial Report for Fiscal Year 2024-2025

Ms. Paula Lowe with Pattillo, Brown & Hill, LLP presented highlights of the Annual Comprehensive Financial Report and Single Audit Report. Ms. Lowe reported the auditors issued an unmodified audit opinion of the City's financial statements, which declare the financial statements present fairly the financial position of the City of Highland Village for the fiscal year ending September 30, 2025.

2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for March 24, 2026

Relating to Agenda Item #13, Mayor Wilcox asked for a brief overview. City Secretary Miller reported staff received notification from the Chief Appraiser of a vacancy for Place 4 on the Denton Central Appraisal District (DCAD) Board of Directors. Each taxing unit may nominate one candidate to fill the vacancy. Once all nominations are received, a list of submitted nominees is presented to the DCAD Board of Directors to appoint one of the nominees by a majority vote to fill the vacancy. With City staff seeking any individuals interested in serving, Weldon "Buddy" Bonner has come forward and would like to serve; his resume was provided for Council review.

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

CLOSED SESSION

Council convened into Closed Session at 6:12 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/or any Matter including, but not limited to, 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 and Evaluation of the City Manager and City Secretary**

Council concluded Closed Session at 7:01 p.m. and Early Work Session ended immediately after.

OPEN SESSION

4. Call Meeting to Order

Mayor Wilcox called the meeting to order at 7:30 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
	J McCally	Police Commander
	Scott Kriston	Public Works Director
	Kim Lopez	Human Resources Director
	Laurie Mullens	Marketing and Communications Director

5. Prayer led by Councilmember Rhonda Hurst

Councilmember Hurst gave the invocation.

6. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Rhonda Hurst

Councilmember Hurst 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

Councilmember Hurst reminded residents of the annual Easter Egg Hunt this Saturday at Unity Park.

8. City Manager/Staff Reports

City Manager Stevens reported the Texas Division of Emergency Management has scheduled a statewide test of the Emergency Alert System on April 2, 2026. The test is designed to test the functionality and effectiveness of local alerting systems across the state.

- **DCTA Board Meeting Update**
- **The Village Report**

The Village Report featured a recap of the Teen Bonfire Bash, a reminder to residents of the upcoming Easter Egg Hunt, and highlighted the City's upcoming spring events.

9. Visitor Comments

No one wished to speak.

<u>CONSENT AGENDA</u>

Councilmember Kixmiller suggested moving Agenda Item #13 nominating Weldon Bonner to the Consent Agenda; Mayor Wilcox moved the item.

10. Consider approval of Minutes from the Regular City Council Meeting held on February 10, 2026

11. Receive the Annual Comprehensive Financial Report for Fiscal Year 2024-2025

13. Consider Resolution 2026-3236 nominating One Candidate for Place 4 to fill an Unexpired Term on the Denton Central Appraisal District (DCAD) Board of Directors

Motion by Deputy Mayor Pro Tem Fiester, seconded by Councilmember Cox, to approve Consent Agenda Items #10, #11 and #13, as read. Motion carried 7–0.

<u>ACTION AGENDA</u>

Mayor Wilcox announced Council met earlier in Closed Session and would later reconvene into Closed Session during Late Work Session.

12. 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/or any Matter, including, but not limited to, 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 and Evaluation of the City Manager and City Secretary

NO ACTION TAKEN

13. Consider Resolution 2026-3236 nominating One Candidate for Place 4 to fill an Unexpired Term on the Denton Central Appraisal District (DCAD) Board of Directors

MOVED TO CONSENT

This item was moved to the Consent Agenda.

14. Discuss and Consider Ordinance 2026-1333 amending Highland Village Code of Ordinances Article 10.07 "Handbills" by Amending Section 10.07.002 "Handbill Distribution on Residential Property" (*1st of two reads*)

MOVED TO A FUTURE MEETING AGENDA

City Attorney Laughlin requested this item be moved to a future meeting agenda to allow for additional updates to the ordinance.

LATE WORK SESSION

15. 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.)

As AI becomes more prevalent in local government, Councilmember Nelson asked for an update on where the City thinks AI fits and where it does not, across City departments.

Mayor Wilcox announced Council would reconvene into Closed Session and read Agenda Items #3(a) and #3(b). Council convened into Closed Session at 7:43 p.m.

12. 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/or any Matter, including, but not limited to, any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

NO ACTION TAKEN

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

Council concluded Closed Session at 9:25 p.m. and immediately returned to Open Session.

16. Adjournment

Mayor Wilcox adjourned the meeting at 9:27 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

MEETING MINUTES OF THE REGULAR MEETING
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, APRIL 14, 2026

EARLY WORK SESSION

Mayor Wilcox called the meeting to order at 6:00 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
	Doug Reim	Chief of Police
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Assistant Director of Recreation
	Kim Lopez	Human Resources Director
	Sunny Lindsey	Information Services Director
	Laurie Mullens	Marketing and Communications Director

1. Receive an Update on Services provided by the Highland Village Area Baseball and Softball Association (HVABSA) and Greater Lewisville Area Soccer Association (GLASA), including a Financial Overview

HVABSA President Aaron Rhodes and GLASA President Joe Nauenburg provided an overview of their respective association, including history of the organization, services provided, fees, number of participants, and areas used for practices and games. Parks and Recreation Director Lozano provided an overview of the cost recovery for the services provided, based on Tier 2 program classification as outlined in the City's Code of Ordinances relating to Parks and Recreation fees and charges. Councilmember Kixmiller requested an update on the cost recovery portion that included the City's bond payments relating to facility/field improvements.

2. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda for April 14, 2026

No items were discussed.

Mayor Wilcox announced Council would later convene into Closed Session during Late Work Session. Early Work Session adjourned at 7:15 p.m.

CLOSED SESSION

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/or any Matter including, but not limited to, 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 and Evaluation of the City Manager and City Secretary

OPEN SESSION

4. Call Meeting to Order

Mayor Wilcox called the meeting to order at 7:30 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
	Doug Reim	Chief of Police
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Kim Lopez	Human Resources Director
	Sunny Lindsey	Information Services Director
	Laurie Mullens	Marketing and Communications Director

5. Prayer led by Deputy Mayor Pro Tem Robert Fiester

Deputy Mayor Pro Tem Fiester gave the invocation.

6. Pledge of Allegiance to the U.S. and Texas flags led by Deputy Mayor Pro Tem Fiester

Deputy Mayor Pro Tem Fiester 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

No items were discussed.

- **Presentation of a Proclamation to CASA for Child Abuse Prevention Month**

Mayor Wilcox presented representatives from CASA with a proclamation and thanked them for the services they provide.

8. City Manager/Staff Reports

The City Manager reported on the City's upcoming paper shredding event, and early voting and Election Day dates/times for the upcoming May 2 General Election. He also announced the Painted Tree located in Highland Village would be closing, as the company is closing all of their locations.

- **DCTA Board Meeting Update**

Councilmember Hurst requested an update from DCTA regarding their proposed service expansion of GoZone prior to their Board taking any formal action. City Manager Stevens reported he has contacted DCTA regarding an update.

- **The Village Report**

The Village Report included a video celebrating the 30th year of the Highland Village Business Association (HVBA). The new Police Department recruiting video was also shown.

9. Visitor Comments

No one spoke.

<u>CONSENT AGENDA</u>

10. Consider approval of Minutes from the Regular City Council Meetings held on February 24, 2026 and March 10, 2026

11. Receive Budget Reports for Period ending February 28, 2026

Motion by Deputy Mayor Pro Tem Fiester, seconded by Mayor Pro Tem Fiorenza, to approve Consent Agenda Items #10 and #11, as read. Motion carried 7-0.

<u>ACTION AGENDA</u>

Mayor Wilcox announced Council would later convene into Closed Session during the Late Work Session portion of the meeting.

12. 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/or any Matter, including, but not limited to, 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 and Evaluation of the City Manager and City Secretary

<u>NO ACTION TAKEN</u>

13. Conduct a Public Hearing and consider Ordinance 2026-1334 amending the Concept Plan for Lot 1R, Block B, Valley Ridge Center, located in the Valley Ridge Planned Development (PD-R) Zoning District, commonly known as 2018 Justin Road (*1st of two reads*)

<u>PUBLIC HEARING CONDUCTED</u>

<u>APPROVED 1ST READ w/ MODIFICATION (6 – 1)</u>

Public Works Director Kriston reported the Planned Development for this property was created in 2004, with an amendment approved in 2016 that included three (3) different concept plan options, none of which were ever developed. He stated an application was recently submitted requesting an amendment to the ordinance to add a fourth concept plan option.

Mayor Wilcox opened the public hearing and the following person spoke:
Luis Cuevas (552 Mullins, Lewisville) – Mr. Cuevas reported he was attending the meeting on behalf of the adjacent property owner at 2012 Justin Road and voiced concern about the location of the dumpster depicted in the proposed concept plan as their entrance would face the dumpster enclosure. He added that in the other options included in the 2016 plan, the dumpsters were either located at the rear or next to other dumpster locations. He also voiced concern about the reduced number of parking spaces shown in the proposed concept plan.
With no one else wishing to speak, Mayor Wilcox closed the public hearing.

Several members of Council also voiced concern about the location of the dumpster enclosure and use of the future buildings as the use and square footage is used to calculate parking requirements. Director Kriston reported the use and square footage would be included once a site plan is presented for consideration. City Attorney Laughlin clarified a site plan is intended to comply with the concept plan.

Motion by Councilmember Kixmiller to approve the first read of Ordinance 2026-1334 amending the concept plan for Lot 1R, Block B, Valley Ridge Center, located in the Valley Ridge Planned Development (PD-R) Zoning District, commonly known as 2018 Justin Road. Councilmember Kixmiller amended his motion to include the removal of the dumpster location subject the final site plan, which was seconded by Mayor Pro Tem Fiorenza. Motion carried 6-1 with the following vote:

Ayes – Nelson, Cox, Kixmiller, Wilcox, Fiorenza, Hurst
Nos - Fiester

14. Discuss and Consider Ordinance 2026-1333 amending Highland Village Code of Ordinances Article 10.07 "Handbills" (*1st of two reads*)

<u>APPROVED 1ST READ w/ EFFECTIVE DATE MODIFICATION ION (6 – 1)</u>

City Attorney Laughlin reported since the original ordinance that was adopted in August 2024, a particular publisher has continued to distribute handbills and argues such delivery continues to be legal under the 2025 ordinance because the paper handbills are secured within plastic wrappers preventing the individual pages of the handbills from blowing and spreading over the residential properties and into City streets. Additionally, there were some first amendment concerns that were raised relating to an option for an "opt in" feature rather than an “opt out” feature. Upon further review of other similar ordinances and case law, Mr. Laughlin reported the ordinance has been modified to address the issues referenced above.

Proposed Ordinance 2026-1333 amends the previous ordinance by:

- removing the language allowing it to be a defense to violation by placing the handbill in such a manner to secure and prevent such handbill from being blown or drifting about the residential property; and
- adding language that requires the handbill, if not mailed, to be placed within five (5) feet of the main entrance of any residential property

Mr. Laughlin further stated that the publisher has requested a 30-day period prior to the ordinance taking effect to allow sufficient time to implement necessary adjustments to its business practices. He also added that the ordinance may be difficult to enforce as Code Enforcement or the Police Department will have to obtain evidence of a violation, along with a signed probable cause affidavit from any resident wishing to pursue action.

The following person spoke on this agenda item:
Wayne Parker (342 Doubletree Drive) – Mr. Parker stated he is against the ordinance as this is an attempt to fix something that is not broken, adding that people can just pick up and throw away the advertisement. Mr. Parker also voiced concern regarding the need to have more reflectors installed on the medians on Brazos. He stated this is a safety issue that needs to be addressed.

Motion by Mayor Pro Tem Fiorenza, seconded by Councilmember Nelson, to approve the first read of Ordinance 2026-1333 amending the Highland Village Code of Ordinances Article 10.07 “Handbills”, subject to an effective date of June 1, 2026. Motion carried 6-1 with the following vote:

Ayes – Nelson, Cox, Kixmiller, Wilcox, Fiorenza, Hurst
Nos - Fiester

LATE WORK SESSION

15. 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.)

No items were discussed.

Mayor Wilcox announced Council would convene into Closed Session to discuss Agenda Items #3(a) and #3(b). Council left the dais to convene into Closed Session at 9:10 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/or any Matter including, but not limited to, 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 and Evaluation of the City Manager and City Secretary

Council concluded Closed Session at 11:02 p.m. and immediately returned to Open Session.

16. Adjournment

Mayor Wilcox adjourned the meeting at 11:02 p.m.

____

Charlotte J. Wilcox, Mayor

ATTEST:

____

Angela Miller, City Secretary

CITY COUNCIL MEMORANDUM
AGENDA ITEM 10

MEETING DATE: May 12, 2026

SUBJECT: Consider Ordinance 2026-1334 amending the Concept Plan applicable to Lot 1R, Block B, Valley Ridge Center, located in the Valley Ridge Planned Development (PD-R) Zoning District, commonly known as 2018 Justin Road (*2nd and final read*)

PREPARED BY: Autumn Aman, Community Development Coordinator

BACKGROUND

The City has received an application from HV East Holdings, property owner, requesting an amendment to the concept plan in the Valley Ridge Planned Development District by adding an additional concept plan option on how the buildings are positioned on the site. Currently, the existing Planned Development Concept plan provides for three different options for building layout. The applicant is requesting addition of a fourth option.

The applicant will still be required to comply with all requirements as set forth in City Ordinances.

To amend this ordinance, public hearings were required to be conducted by both the Planning and Zoning Commission and City Council. All public hearing notification requirements have been satisfied and public hearings were held.

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

At the March 17, 2026, Planning and Zoning meeting, the Commissioners recommended sending the Ordinance forward for approval as submitted, with a vote of 4-0.

At the April 14, 2026, City Council meeting, Council approved the first read of Ordinance 2026-1334, with the modification to include the removal of the dumpster location subject to the final site plan, with a vote of 6-1.

BUDGETARY IMPACT

An ordinance amending the current concept plan for the Property is required. A copy of the draft ordinance prepared by the City Attorney is attached.

RECOMMENDATION

City Council to consider approval of the second and final read of Ordinance 2026-1334, amending the Concept Plan for Lot 1R, Block B, Valley Ridge Center, located in the Valley Ridge Planned Development (PD-R) Zoning District, commonly known as 2018 Justin Road.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2026-1334

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND ZONING DISTRICT MAP OF THE CITY OF HIGHLAND VILLAGE AS PREVIOUSLY AMENDED, BY AMENDING ORDINANCE NO. 2016-1196 RELATING TO THE DEVELOPMENT AND USE OF A 1.0± ACRE TRACT OF LAND OUT OF LOT 1R, BLOCK B, VALLEY RIDGE CENTER, PRESENTLY ZONED PLANNED DEVELOPMENT – RETAIL (PD-R) BY ADOPTING AN ADDITIONAL ALTERNATIVE CONCEPT PLAN; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR NO VESTED INTEREST; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

SECTION 1. The Comprehensive Zoning Ordinance and Zoning District Map of the City of Highland Village, Texas, as amended, is hereby further amended by amending as follows Ordinance No. 2016-1196 relating to the use and development regulations governing a 1.0± acre tract of land out of Lot 1R, Block B, Valley Ridge Center, City of Highland Village, more particularly described in Exhibit A of Ordinance No. 2016-1196 ("the Property") which is presently zoned Planned Development-Retail as set forth in Ordinance No. 04-954:

A. Section 1 of Ordinance No. 2016-1196 is amended to correct a scrivener error by changing the phrase "Block E" to read "Block B."

B. Section 1.B. of Ordinance No. 2016-1196 is amended to read as follows; and

> **B.** The building envelopes, parking areas, fire lanes, setbacks, and drives on the Property shall be developed substantially in accordance with the Concept Plan attached hereto as Exhibits "B," "C", "D," or "E" respectively, and incorporated herein by reference; provided, however, any buildings and other structures constructed on the Property must comply with the maximum lot coverage and building line setback

regulations of the Comprehensive Zoning Ordinance, as amended, and Ordinance No. 04-954, as amended.

C. Ordinance No. 2016-1196 is amended by adding Exhibit “E” to read as set forth in Exhibit “E”, attached hereto and incorporated herein by reference.

SECTION 2. All ordinances of the City of Highland Village related to the use and development of the Property heretofore adopted and in effect upon the effective date of this Ordinance are and shall remain in full force and effect except to the extent amended by this Ordinance or to the extent there is an irreconcilable conflict between the provisions of said other ordinance and the provisions of this Ordinance, in which case the provisions of this Ordinance shall be controlling.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Comprehensive Zoning Ordinance, as amended hereby, which shall remain in full force and effect.

SECTION 4. 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 5. 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 6. No person or entity shall acquire any vested interest in this Ordinance or any specific regulations contained herein. This Ordinance and any regulations may be amended or repealed by the City Council of the City of Highland Village, Texas, in the manner provided by law.

SECTION 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.

FIRST READ ON THE 14TH DAY OFAPRIL 2026, BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE 12TH DAY OF MAY 2026.

APPROVED:

____
Charlotte J. Wilcox, Mayor

ATTEST:

____

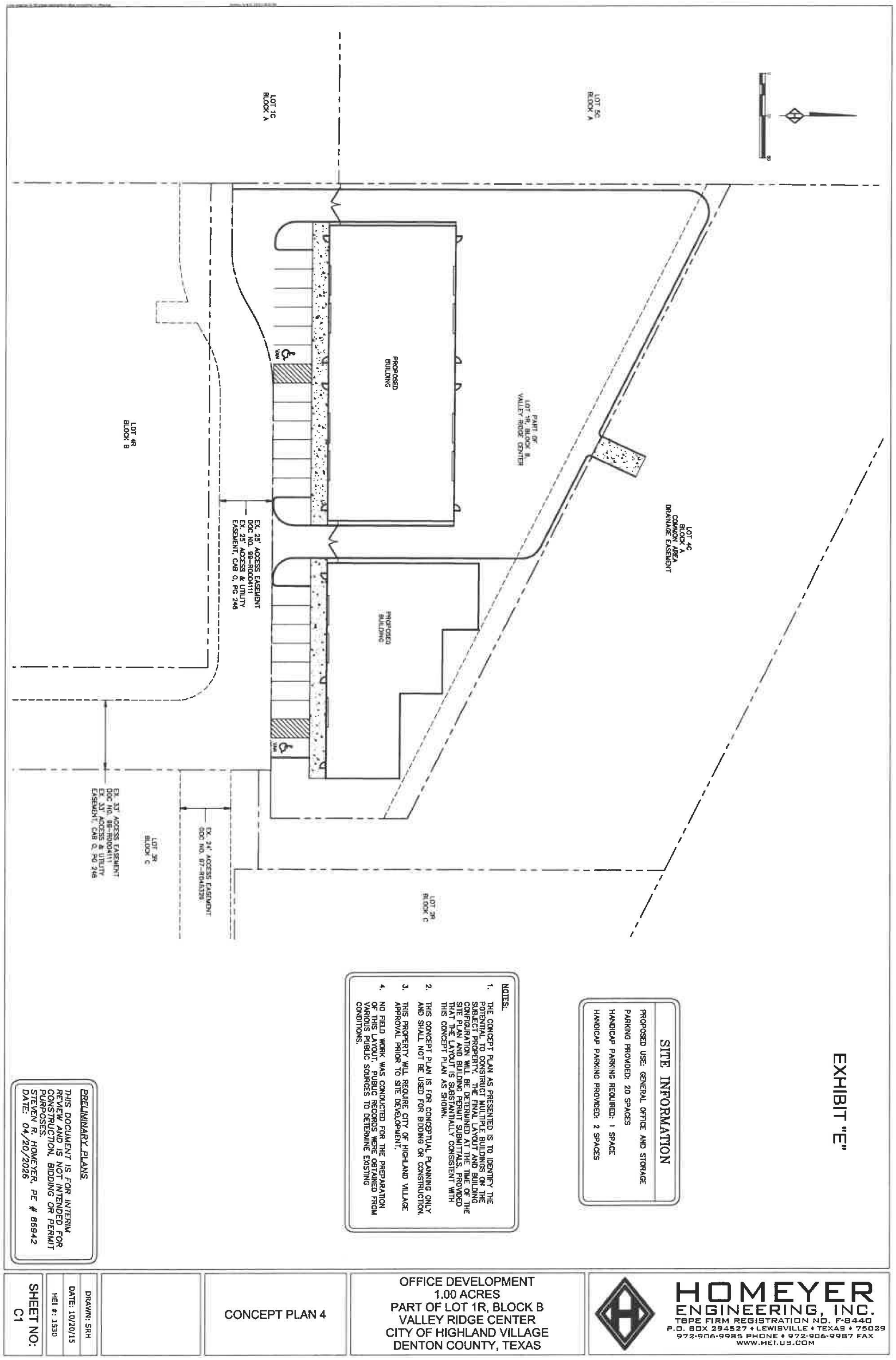
Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____

Kevin B. Laughlin, City Attorney
(kbl:4/21/2026:4915-8087-5914 v1)

Exhibit E to Ordinance No. 2016-1196
Concept Plan (Option 4)



CITY COUNCIL MEMORANDUM
AGENDA ITEM 11

MEETING DATE: May 12, 2026

SUBJECT: Discuss and Consider Ordinance No. 2026-1333 Amending Highland Village Code of Ordinances Article 10.07 “Handbills” by Amending Section 10.07.002 “Handbill Distribution on Residential Property” (*2nd and Final Read*)

PREPARED BY: Kevin B. Laughlin, City Attorney

BACKGROUND

To reduce litter and other nuisance materials from being tossed onto private residential property without the consent of the owners, the City Council adopted Ordinance No. 2025-1328 on August 26, 2025, adding Article 10.07 “Handbills” to the Code of Ordinances. Since the date of adoption of Ordinance No. 2025-1328, one publisher has continued to distribute handbills containing commercial advertising by having them thrown onto the front lawns of residences. The publisher argues such delivery continues to be legal under Ordinance No. 2025-1328 because the paper handbills are secured within plastic wrappers preventing the individual pages of the handbills from blowing and spreading over the residential properties and into the City’s streets.

Ordinance No. 2026-1333 as drafted proposes to amend Code of Ordinances Section 10.07.002 by removing the language allowing it to be a defense to violation of Section 10.07.002 by “placing the handbill in such a manner to secure and prevent such handbill from being blown or drifting about the residential property.” The ordinance also adds language that requires the handbill, if not mailed, to be placed at least within five (5) feet of the main entrance to the residence. While making distribution of the handbill more difficult, requiring the handbill to be placed within a maximum distance from the front door does not make distribution impossible.

A draft of Ordinance No. 2026-1333 as proposed is enclosed with this briefing. Also enclosed is a redline showing the changes being proposed to Section 10.07.002.

At its meeting on April 14, 2026, the City Council approved Ordinance No. 2026-1333 on first reading with an effective date of June 1, 2026.

BUDGETARY IMPACT

There is no direct cost associated with this ordinance. However, City resources will be expended in relation to enforcement of this ordinance.

RECOMMENDATION

To approve Ordinance No. 2026-1333 as presented on Second and Final Reading with an effective date of June 1, 2026.

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 the Comprehensive Zoning Ordinance, exhibit 28 A, section 3 9, 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:

(1) Not less than three inches high;

(2) Not less than four inches wide; and

(3) Bears on the sign face the phrase “no trespassing” or “no trespass” in letters not less than two-thirds (2/3) of an inch in height.

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

§ 10.07.002. Handbill distribution on residential property.

(a) It shall be unlawful for any individual, handbill distributor, and/or handbill sponsor to:

(1) Distribute, deposit, place, throw, scatter, or cast any handbill upon any residential property; or

(2) Cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property.

(b) It shall be a defense to a violation of subsection (a) if the individual, handbill distributor, or handbill sponsor:

(1) Handed or transmitted the handbill directly to the owner, occupant, or any other person then present in or upon the residential property; or

~~(2) Placed or deposited the handbill in a manner to secure and prevent such handbill~~

~~from being blown or drifting about the residential property; or~~

(2) Placed such handbill in a mailbox and such placement was not prohibited by federal law or regulation.

(c) 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:

(1) 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

(2) 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.

(3) If the handbill is not placed or deposited within five feet (5') of the main entrance of any residential property.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2026-1333

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF HIGHLAND VILLAGE, TEXAS, BY AMENDING CHAPTER 10 "HEALTH AND SANITATION" ARTICLE 10.07 "HANDBILLS" BY AMENDING SECTION 10.07.02 "HANDBILL DISTRIBUTION ON RESIDENTIAL PROPERTY"; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED $500.00 PER OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the random and unsolicited distribution of handbills and similar materials on residential property within the City persists in a manner that is a nuisance to residential property owners and where such materials can be blown 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," Article 10.07 "Handbills" is amended by amending Article 10.07.002 "Handbill Distribution on Residential Property" to read as follows:

§10.07.002 Handbill distribution on residential property.

(a) It shall be unlawful for any individual, handbill distributor, and/or handbill sponsor to:

(1) Distribute, deposit, place, throw, scatter, or cast any handbill upon any residential property; or

(2) Cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property.

(b) It shall be a defense to a violation of subsection (a) if the individual, handbill distributor, or handbill sponsor:

(1) Handed or transmitted the handbill directly to the owner, occupant, or any other person then present in or upon the residential property; or

(2) Placed such handbill in a mailbox and such placement was not prohibited by federal law or regulation.

(c) 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:

(1) 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;

(2) 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; or

(3) If the handbill is not placed or deposited within five feet (5') of the main entrance to the dwelling unit located on any 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 and No/100 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 June 1, 2026, 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 THE 14TH DAY OF APRIL 2026.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THE 12th DAY OF MAY 2026.

APPROVED:

____

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney
(KBL:4/15/2026:4929-2756-0791, v 6)

CITY COUNCIL MEMORANDUM
AGENDA ITEM 12

MEETING DATE: May 12, 2026

SUBJECT: Consider Resolution 2026-3237 Declaring Replaced Equipment and Scrap Metal as Surplus Property and Authorizing their Sale

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND

The Fleet Maintenance Division manages the equipment inventory and purchases for all authorized vehicles and equipment each fiscal year. The various field operations divisions (Utilities, Streets, Drainage, Fleet, Facilities and Parks) produce scrap throughout the daily operations and in-house projects. Revenue from the sale of old, equipment and scrap can be used to fund new purchases or projects.

Dept.	Description	Year	Make	Model	VIN/SN	Location
City	Soda Vending Machine					948
City	Soda Vending Machine					948
City	Snack Vending Machine					948
City	Snack Vending Machine					948
Drainage	Track Hoe Trailer	2008	Tow Master	T40 Uniloader	4KNFT222X8L160335	Southwood
Drainage	Skid Steer Auger Attachment		John Deere	PA30	1TOPA30XPA0000007	948
Drainage	Skid Steer Broom Attachment		John Deere	BP72	1TOBP72XAA0000013	948
Drainage	Skid Steer Clam Shell Attachment		Virnig	Clam Shell	59490	948
Maint	Floor Scrubber		Nobles	9004140	10487422	Parks Closet
Maint	Air Compressor		Quincy	251CP80VCB	UTY529357	Southwood
Maint	Bulk Oil Dispenser		Jet Power	788-42	229624	948
Maint	Bucket Truck	2002	Ford	F-450	1FDXF46S42ED01191	948
Parks	Tractor	1994	John Deere	870	M00870B131304	948
Parks	Tractor	1995	John Deere	970	M00970B141346	Pilot Knoll
Parks	Mini Excavator	2006	Komatsu	PC35MR-2	7369	948

Parks	Trailer	2005	Big Tex	18' Flat Bed	16VNX162452E54707	Pilot Knoll
Parks	8ft Flat Bed Trailer	2003	Top Hat	5' x 8" flat bed	4R7BU08173T044156	Pilot Knoll
Parks	Box Blade Attachment		Frontier		XFBB32X00014	Pilot Knoll
Parks	Stick Welder		Hobart	Champion 4500	924	Pilot Knoll
Parks	Water Hose Reel					Pilot Knoll
Parks	18ft Enclosed Trailer	1994	S&H Cargo	6' x 18' Enclosed	140DPBC26SA127682	Pilot Knoll
Parks	Top Dresser	2002	Tycrop	MH-400	8498	Pilot Knoll
Parks	Water Tank					Pilot Knoll
Parks	Pallet of weed eaters		Stihl			948
Parks	Pallet of backpack blowers		Stihl			948
Street	Dump Truck	2009	Freightliner	MT	1FVACYBS7AHAP0310	948
Street	Air Compressor	2003	Ingersoll Rand	P185WJD	4FVCABBA63U337252	Southwood
Street	Bitumen Applicator	2013				948
Street	Line Striper	2013	Graco	LineLazer V 250SPS	BA79	948
Street	Thermolazer	2013	Graco	24B626	BA264	948
Street	Honda Generator	2010	Honda	EU3000	EZGF-1574353	948
Street	Snow Plow	2018	Paladin	410L	0318-AKR50838	Southwood
Street	Vibrator Plate		Honda	AP2000	1574575	948
Street	Jack Hammer Attachment		John Deere	35065-03	UMB303BJD310G	948
Street	Trench Compactor		Rockland	ESF PC138USLC	8801301	948
Street	Roller	2018	Hamm	HD10VV	H2301199	Southwood
Street	Wood Chipper	1995	Vermeer	1250	4718	Pilot Knoll
Street	Gradall	2017	Gradall	D152	1FVACXDT6HHHS4773	Southwood
Street	Sand Spreader	2009	Swenson	Sand Pro PV358	0809-1145	Southwood
Utility	3" Trash Pump		Honda	WT30X	WABJ-1142513	948
Utility	Generator		Coleman	Powermate	57870150	948
Utility	3" Trash Pump		Honda	WT30X		948

CITY COUNCIL MEMORANDUM
AGENDA ITEM 12

Utility	Flat Bed Trailer	2009	Load Trail	18ft Flat Bed	4ZEBC182491057543	Southwood
Utility	Backhoe Bucket		John Deere	AT192006	1920274	948
Utility	Backhoe Bucket		John Deere	AT436793	1000352	948
Utility	Backhoe Bucket		John Deere	AT192012	Not Legible	948

Surplus scrap metal, Utilities, Streets, Drainage, Fleet, Facilities and Parks field Ops
Surplus palletized small engine equipment (weed eaters, chain saws, blowers, quick saws, trimmers, etc..)

BUDGETARY IMPACT
Sales proceeds shall be deposited into the General Fund.

RECOMMENDATION
To approve Resolution 2026-3237 declaring certain city property as surplus property and authorizing the City Manager to sell/and or dispose of such property, as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2026-3237

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, DECLARING CERTAIN CITY PROPERTY AS SURPLUS PROPERTY AND AUTHORIZING THE CITY MANAGER TO SELL AND/OR DISPOSE OF SUCH PROPERTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council recognizes that in the normal course of providing municipal services, the various City Departments will exhaust the useful life of its capital equipment and other property that does not meet the capital equipment threshold, to the point where it is no longer cost effective to maintain and operate, or acquire other materials that are not usable for City operations; and

WHEREAS, City Administration has determined the personal property described in Exhibit A, attached hereto and incorporated herein by reference, is not currently needed by the City, that the City has no foreseeable need or use for such property, and that said property should be declared surplus and sold or conveyed to others in accordance with law; and

WHEREAS, the City Council finds the property described in Exhibit A is surplus property, the sale or other disposition of which is in the best interest of the City.

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

SECTION 1. The City Council declares the property identified in Exhibit A, hereto, surplus for City purposes and authorizes the City Manager or his designee to sell and/or dispose of the property according to applicable state law and City policies.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON THIS 12th DAY OF MAY 2026.

APPROVED:

____
Charlotte J. Wilcox, Mayor

ATTEST:

____
Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____
Kevin B. Laughlin, City Attorney
(kbl:4/15/2026:4929-3363-0626 v1)

Resolution No. 2026-3237

EXHIBIT A

SURPLUS PROPERTY APRIL 2026

Dept.	Description	Year	Make	Model	VIN/SN	Location
City	Soda Vending Machine					948
City	Soda Vending Machine					948
City	Snack Vending Machine					948
City	Snack Vending Machine					948
Drainage	Track Hoe Trailer	2008	Tow Master	T40 Uniloader	4KNFT222X8L160335	Southwood
Drainage	Skid Steer Auger Attachment		John Deere	PA30	1TOPA30XPA0000007	948
Drainage	Skid Steer Broom Attachment		John Deere	BP72	1TOBP72XAA0000013	948
Drainage	Skid Steer Clam Shell Attachment		Virnig	Clam Shell	59490	948
Maint	Floor Scrubber		Nobles	9004140	10487422	Parks Closet
Maint	Air Compressor		Quincy	251CP80VCB	UTY529357	Southwood
Maint	Bulk Oil Dispenser		Jet Power	788-42	229624	948
Maint	Bucket Truck	2002	Ford	F-450	1FDXF46S42ED01191	948
Parks	Tractor	1994	John Deere	870	M00870B131304	948
Parks	Tractor	1995	John Deere	970	M00970B141346	Pilot Knoll
Parks	Mini Excavator	2006	Komatsu	PC35MR-2	7369	948
Parks	Trailer	2005	Big Tex	18' Flat Bed	16VNX162452E54707	Pilot Knoll
Parks	8ft Flat Bed Trailer	2003	Top Hat	5' x 8" flat bed	4R7BU08173T044156	Pilot Knoll

Dept.	Description	Year	Make	Model	VIN/SN	Location
Parks	Box Blade Attachment		Frontier		XFBB32X00014	Pilot Knoll
Parks	Stick Welder		Hobart	Champion 4500	924	Pilot Knoll
Parks	Water Hose Reel					Pilot Knoll
Parks	18ft Enclosed Trailer	1994	S&H Cargo	6' x 18' Enclosed	140DPBC26SA127682	Pilot Knoll
Parks	Top Dresser	2002	Tycrop	MH-400	8498	Pilot Knoll
Parks	Water Tank					Pilot Knoll
Parks	Pallet of weed eaters		Stihl			948
Parks	Pallet of backpack blowers		Stihl			948
Street	Dump Truck	2009	Freightliner	MT	1FVACYBS7AHAP0310	948
Street	Air Compressor	2003	Ingersoll Rand	P185WJD	4FVCABBA63U337252	Southwood
Street	Bitumen Applicator	2013				948
Street	Line Striper	2013	Graco	LineLazer V 250SPS	BA79	948
Street	Thermolazer	2013	Graco	24B626	BA264	948
Street	Honda Generator	2010	Honda	EU3000	EZGF-1574353	948
Street	Snow Plow	2018	Paladin	410L	0318-AKR50838	Southwood
Street	Vibrator Plate		Honda	AP2000	1574575	948
Street	Jack Hammer Attachment		John Deere	35065-03	UMB303BJD310G	948
Street	Trench Compactor		Rockland	ESF PC138USLC	8801301	948
Street	Roller	2018	Hamm	HD10VV	H2301199	Southwood
Street	Wood Chipper	1995	Vermeer	1250	4718	Pilot Knoll
Street	Gradall	2017	Gradall	D152	1FVACXDT6HHHS4773	Southwood
Street	Sand Spreader	2009	Swenson	Sand Pro PV358	0809-1145	Southwood

Dept.	Description	Year	Make	Model	VIN/SN	Location
Utility	3" Trash Pump		Honda	WT30X	WABJ-1142513	948
Utility	Generator		Coleman	Powermate	57870150	948
Utility	3" Trash Pump		Honda	WT30X		948
Utility	Flat Bed Trailer	2009	Load Trail	18ft Flat Bed	4ZEBC182491057543	Southwood
Utility	Backhoe Bucket		John Deere	AT192006	1920274	948
Utility	Backhoe Bucket		John Deere	AT436793	1000352	948
Utility	Backhoe Bucket		John Deere	AT192012	Not Legible	948

Surplus scrap metal, Utilities, Streets, Drainage, Fleet, Facilities and Parks field Ops
Surplus palletized small engine equipment (weed eaters, chain saws, blowers, quick saws, trimmers, etc..)

CITY COUNCIL MEMORANDUM
AGENDA ITEM 13

City of Highland Village

MEETING DATE: May 12, 2026

SUBJECT: Investment Report for the Quarter Ending March 31, 2026

PREPARED BY: Heather Miller

BACKGROUND

The Public Funds Investment Act, Chapter 2256.023 of the Government Code requires the investment officer of each local government to submit its governing body a quarterly report of investment transactions. The City staff has compiled the following information for your review and to comply with this reporting requirement.

The detailed transactions for December 31, 2025 through March 31, 2026 follow this briefing.

- TexPool (Texas Local Government Investment Pool, a public funds investment pool that matures April 1, 2026)

- TexSTAR (Texas Short Term Asset Reserve Program, a public funds investment pool, custodial, and depository services are provided by JP Morgan Chase Bank and subsidiary J.P. Morgan Investor Services Co. that matures April 1, 2026)

- Wells Fargo DDA (Demand Deposit Account that matures April 1, 2026 collateralized by pledged securities held in custody by the Bank of New York Mellon)

- SouthState DDA (Demand Deposit Account that matures April 1, 2026 collateralized by pledged securities held in custody by the Federal Home Loan Bank)

- Southside MMA (Money Market Account that matures April 1, 2026, collateralized by pledged securities held in custody by the Federal Home Loan Bank)

- InterBank MMA (Money Market Account that matures April 1, 2026, fully insured by the Federal Deposit Insurance Corporation)

- InterBank ICS (Insured Cash Sweep that matures April 1, 2026, fully insured by the Federal Deposit Insurance Corporation)

- East West Bank CD (Certificate of Deposit that matures February 20, 2026 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- East West Bank CD (Certificate of Deposit that matures May 25, 2026 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- East West Bank CD (Certificate of Deposit that matures May 26, 2026 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- East West Bank CD (Certificate of Deposit that matures August 24, 2026 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- American National Bank & Trust CDARS (Certificate of Deposit Registry Service that matures September 10, 2026 insured by Federal Deposit Insurance Corporation)

- East West Bank CD (Certificate of Deposit that matures November 25, 2026 collateralized by a letter of credit held in custody by the Federal Home Loan Bank)

- Texas Heritage National Bank CD (Certificate of Deposit that matures August 24, 2027 collateralized by a letter of credit held in custody by the Federal Home Loan Bank.

This information reports that the beginning market value of all cash and investments was $48,361,218, and the ending market value on March 31, 2026, was $48,857,834. The average yield for the quarter ending March 31, 2026, for pooled, demand deposit, negotiable order of withdrawal, and money market accounts (3.69%) is lower than that of six-month term treasuries. The beginning pool, demand deposit, negotiable order of withdrawal, and money market accounts invested balance at December 31, 2025, was $33,646,933, and the ending balance on March 31, 2026, was $25,168,101 or 52% of the City's total portfolio. The weighted average maturity of the City's portfolio on March 31, 2026, is 103 days.

The average total portfolio yield for the quarter ending March 31, 2026, was 3.75%.

The book value and market value for the City's total portfolio for the beginning and end of the reporting period is as follows:

	Book Value	Market Value
March 31, 2026	$48,857,834	$48,857,834
December 31, 2025	$48,361,218	$48,361,218

I hereby certify that the attached report is in compliance with the Public Funds Investment Act and that all investments held and transactions made during the reporting period were duly authorized and properly recorded and valued.

Heather Miller

Heather Miller
Finance Director / Investment Officer

[1]Note:
Par is the stated legal dollar value or principal value at maturity.
Book value is what we paid for the instrument adjusted by any accretion or amortization costs.
Market value is what we could reasonably sell the instrument for in the current market.

CITY COUNCIL MEMORANDUM
AGENDA ITEM 13

BUDGETARY IMPACT
No budgetary impact

RECOMMENDATION
Council to receive the Investment Reports for the period ending March 31, 2026.

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

March 31, 2026

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of Highland Village is in compliance with the Public Funds Investment Act and the City of Highland Village Investment Policy and Strategies.

Heather Miller, Finance Director

Michael McWhorter, Budget and Accounting Administrator

Disclaimer: These reports were compiled using information provided by the City of Highland Village. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

Asset Type	December 31, 2025 Ave. Yield	December 31, 2025 Book Value	December 31, 2025 Market Value	March 31, 2026 Ave. Yield	March 31, 2026 Book Value	March 31, 2026 Market Value
MMA/NOW/Pools	3.88%	$ 33,646,933	$ 33,646,933	3.69%	$ 25,168,101	$ 25,168,101
Securities/CDs	4.09%	14,714,285	14,714,285	3.82%	23,689,734	23,689,734
Totals	**3.94%**	**$ 48,361,218**	**$ 48,361,218**	**3.75%**	**$ 48,857,834**	**$ 48,857,834**

Current Quarter Average Yield *(1)*	
Total Portfolio	3.75%
Rolling Three Month Treasury	3.69%
Rolling Six Month Treasury	3.69%
TexPool	3.67%

Fiscal Year-to-Date Average Yield *(2)*	
Total Portfolio	3.85%
Rolling Three Month Treasury	3.77%
Rolling Six Month Treasury	3.79%
TexPool	3.75%

Interest Earnings (Approximate)	
Quarterly Interest	$ 436,065
Fiscal Year-to-Date Interest	$ 863,546

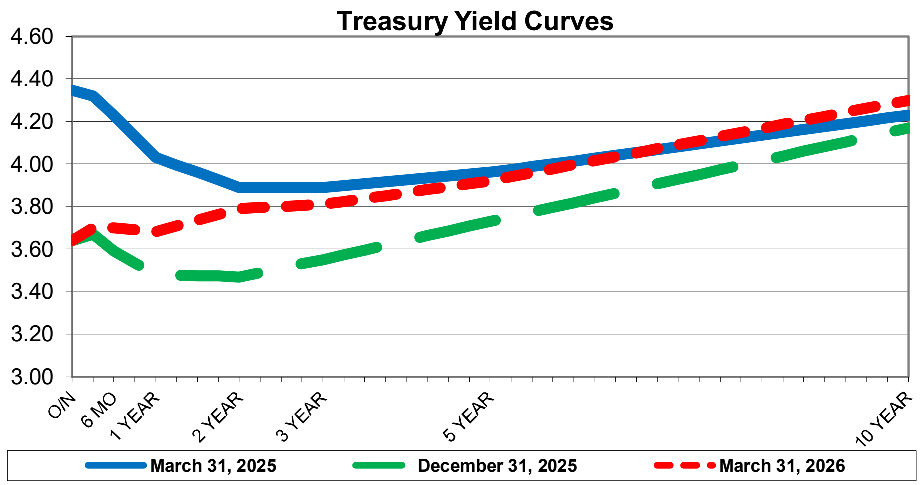
(1) **Current Quarter Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

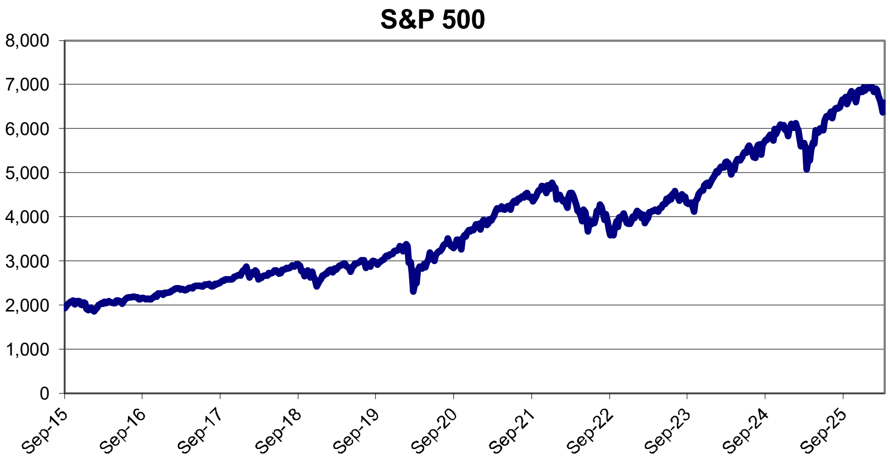
(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

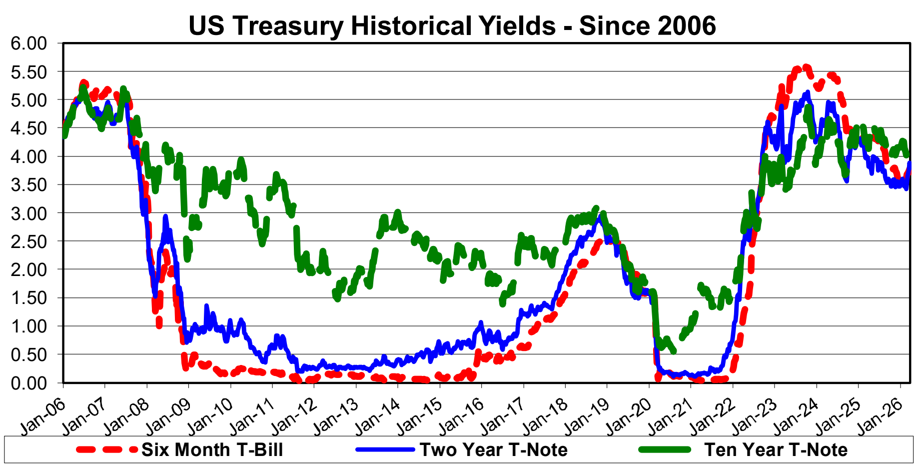
Economic Overview

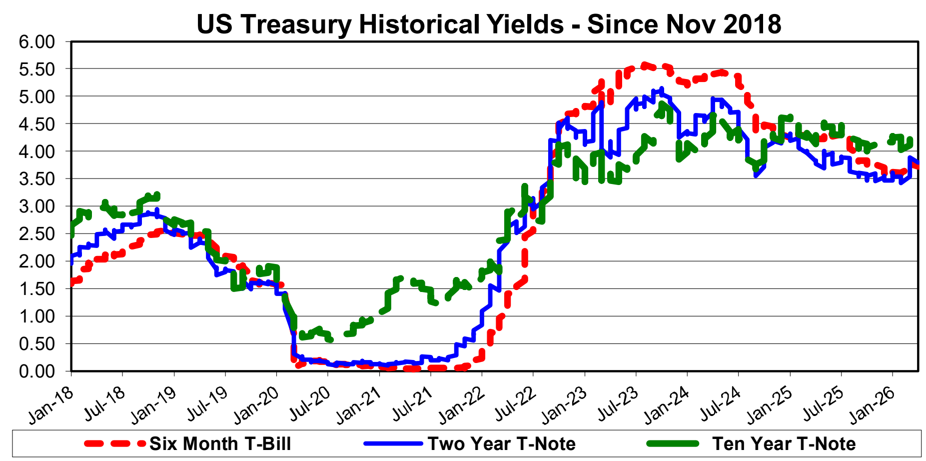
3/31/2026

The Federal Open Market Committee (FOMC) maintained the Fed Funds target 3.50% - 3.75% (Effective Fed Funds trade +/-3.64%) at their Jan meeting. Additional rate cuts during 2026 are uncertain, but could include one late fall. March Non-Farm Payroll added 178k (exceeding the +60k expectation) raising the three month average to +68k. The S&P 500 Stock Index retrenched +/-8% since touching 7,000. The yield curve is almost fully positive. With the Middle East conflict, Crude Oil continues $100+. Inflation continues above the FOMC 2% target (Core CPI 2.5% and Core PCE +/-3.1%). The uncertain world events still influence volatility.









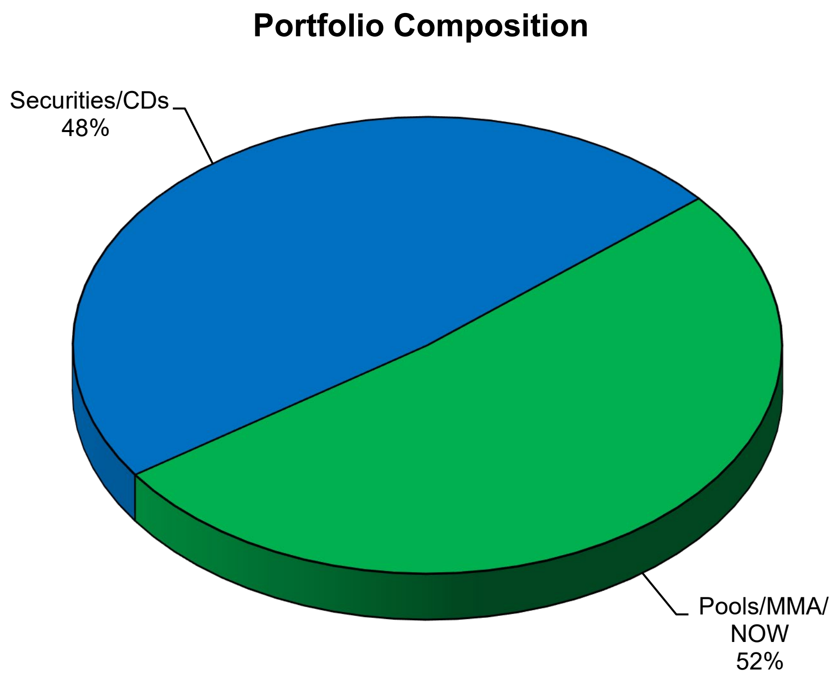
Investment Holdings
March 31, 2026

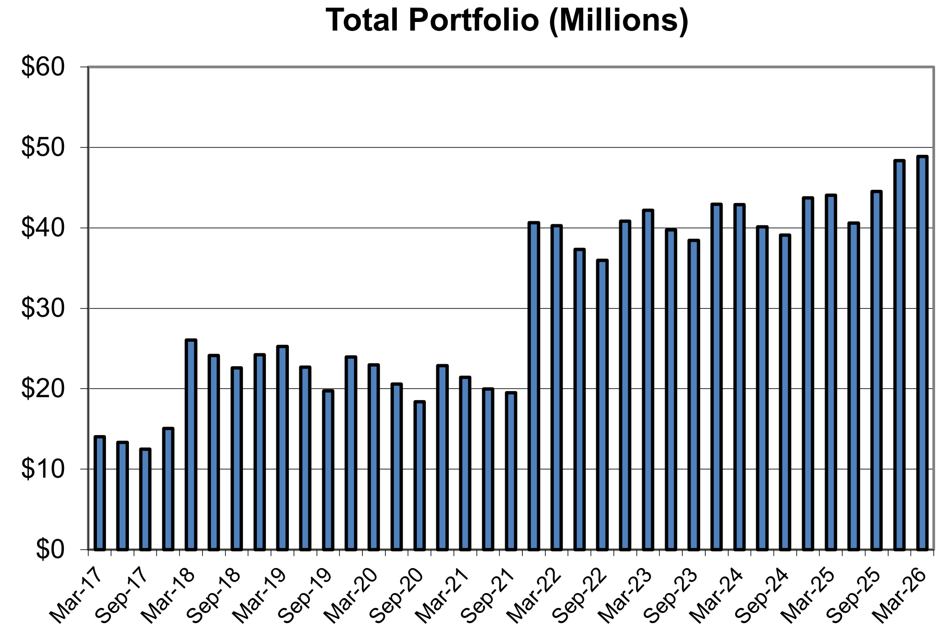
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Wells Fargo DDA (3)		1.00%	04/01/26	03/31/26	215,064	215,064	1.00	215,064	1	1.00%
SouthState DDA		4.50%	04/01/26	03/31/26	510,144	510,144	1.00	510,144	1	4.50%
Southside MMA		3.79%	04/01/26	03/31/26	2,962,734	2,962,734	1.00	2,962,734	1	3.79%
InterBank MMA		3.81%	04/01/26	03/31/26	50,159	50,159	1.00	50,159	1	3.81%
InterBank IntraFi MMA		3.82%	04/01/26	03/31/26	3,462,335	3,462,335	1.00	3,462,335	1	3.82%
TexPool	AAAm	3.67%	04/01/26	03/31/26	9,221,713	9,221,713	1.00	9,221,713	1	3.67%
TexSTAR	AAAm	3.65%	04/01/26	03/31/26	8,745,950	8,745,950	1.00	8,745,950	1	3.65%
East West Bank CD		3.78%	05/25/26	11/25/25	4,559,573	4,559,573	100.00	4,559,573	55	3.85%
East West Bank CD		3.75%	05/26/26	02/24/26	2,509,263	2,509,263	100.00	2,509,263	56	3.82%
East West Bank CD		3.65%	08/24/26	02/24/26	2,509,016	2,509,016	100.00	2,509,016	146	3.72%
American Nat'l B&T CDARS		4.30%	09/10/26	09/11/25	2,560,155	2,560,155	100.00	2,560,155	163	4.39%
East West Bank CD		3.57%	11/20/26	02/20/26	5,019,599	5,019,599	100.00	5,019,599	234	3.63%
East West Bank CD		3.67%	11/25/26	11/25/25	2,532,127	2,532,127	100.00	2,532,127	239	3.74%
Texas Heritage Nat'l Bank CD		3.70%	08/24/27	02/24/26	4,000,000	4,000,000	100.00	4,000,000	511	3.75%
					$ 48,857,834	**$ 48,857,834**		**$ 48,857,834**	**103**	**3.75%**
									(1)	**(2)**

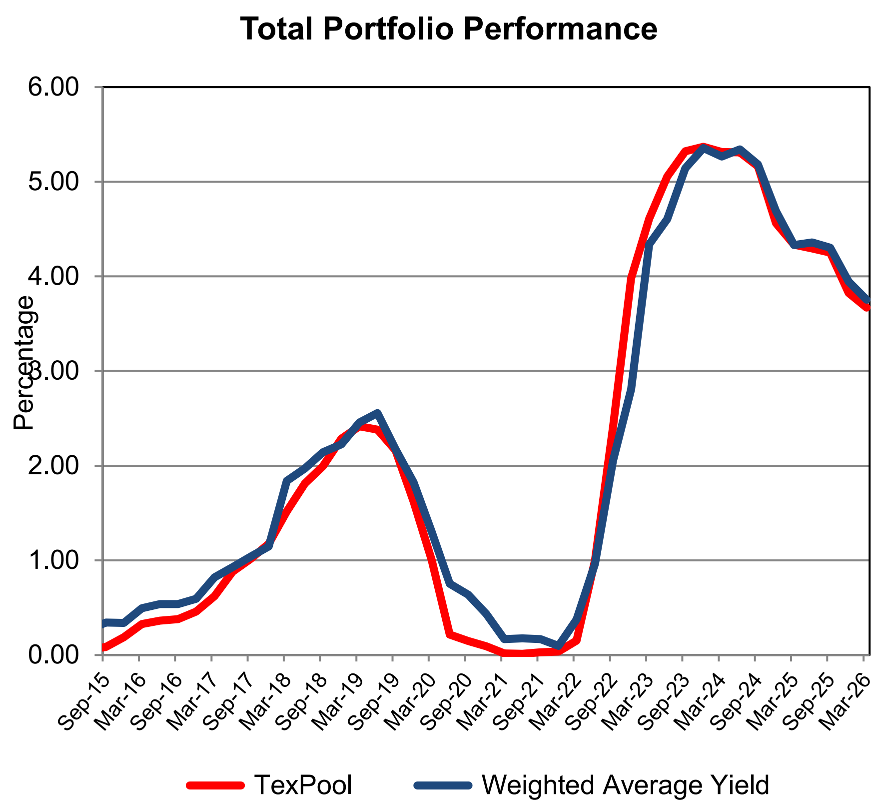
(1) Weighted average life - For purposes of calculating weighted average life, pool and bank account investments are assumed to have a one day maturity.

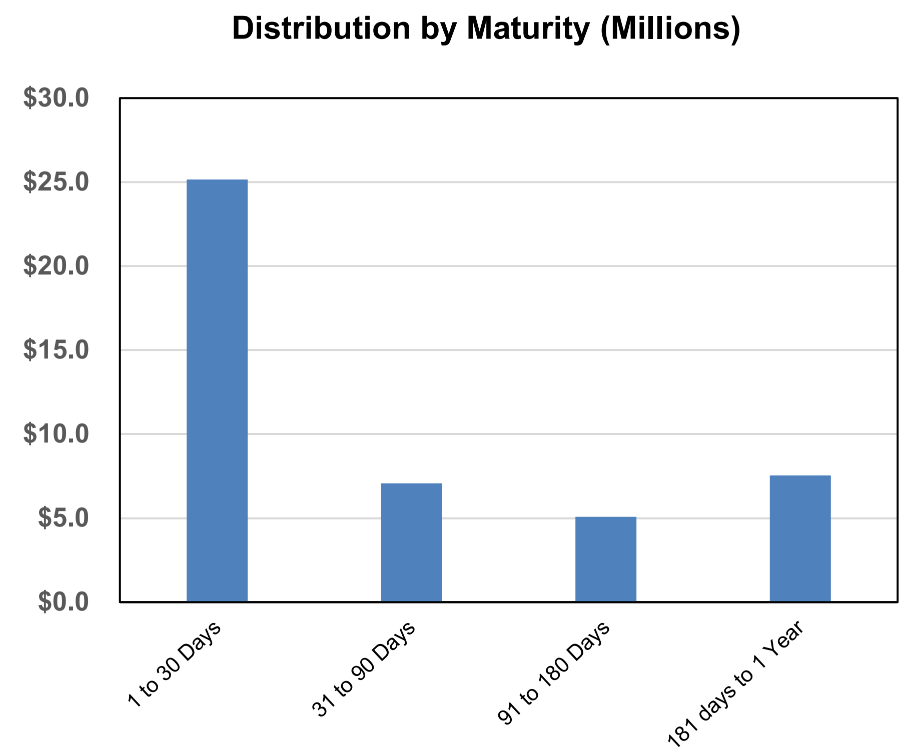
(2) Weighted average yield to maturity - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

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


Portfolio Composition
Securities/CDs
48%
Pools/MMA/
NOW
52%


Total Portfolio (Millions)
$60
$50
$40
$30
$20
$10
$0
Mar-17
Sep-17
Mar-18
Sep-18
Mar-19
Sep-19
Mar-20
Sep-20
Mar-21
Sep-21
Mar-22
Sep-22
Mar-23
Sep-23
Mar-24
Sep-24
Mar-25
Sep-25
Mar-26


Total Portfolio Performance
6.00
5.00
4.00
3.00
2.00
1.00
0.00
Percentage
Sep-15
Mar-16
Sep-16
Mar-17
Sep-17
Mar-18
Sep-18
Mar-19
Sep-19
Mar-20
Sep-20
Mar-21
Sep-21
Mar-22
Sep-22
Mar-23
Sep-23
Mar-24
Sep-24
Mar-25
Sep-25
Mar-26
TexPool
Weighted Average Yield


Distribution by Maturity (Millions)
$30.0
$25.0
$20.0
$15.0
$10.0
$5.0
$0.0
1 to 30 Days
31 to 90 Days
91 to 180 Days
181 days to 1 Year

Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 12/31/25	Increases	Decreases	Book Value 03/31/26	Market Value 12/31/25	Change in Market Value	Market Value 03/31/26
Wells Fargo DDA	1.00%	04/01/26	$ 57,646	$ 157,418	$ –	$ 215,064	$ 57,646	$ 157,418	$ 215,064
SouthState DDA	4.50%	04/01/26	1,602,543	–	(1,092,399)	510,144	1,602,543	(1,092,399)	510,144
Southside MMA	3.79%	04/01/26	2,935,558	27,176	–	2,962,734	2,935,558	27,176	2,962,734
InterBank MMA	3.81%	04/01/26	50,163	–	(3)	50,159	50,163	(3)	50,159
InterBank IntraFi MMA	3.82%	04/01/26	3,430,006	32,330	–	3,462,335	3,430,006	32,330	3,462,335
TexPool	3.67%	04/01/26	17,001,160	–	(7,779,447)	9,221,713	17,001,160	(7,779,447)	9,221,713
TexSTAR	3.65%	04/01/26	8,569,858	176,093	–	8,745,950	8,569,858	176,093	8,745,950
East West Bank CD	4.33%	02/20/26	3,079,798	–	(3,079,798)	–	3,079,798	(3,079,798)	–
East West Bank CD	4.34%	02/20/26	2,074,717	–	(2,074,717)	–	2,074,717	(2,074,717)	–
East West Bank CD	3.85%	05/25/26	4,517,275	42,298	–	4,559,573	4,517,275	42,298	4,559,573
East West Bank CD	3.82%	05/26/26	–	2,509,263	–	2,509,263	–	2,509,263	2,509,263
East West Bank CD	3.72%	08/24/26	–	2,509,016	–	2,509,016	–	2,509,016	2,509,016
American Nat'l B&T CDARS	4.39%	09/10/26	2,533,177	26,979	–	2,560,155	2,533,177	26,979	2,560,155
East West Bank CD	3.63%	11/20/26	–	5,019,599	–	5,019,599	–	5,019,599	5,019,599
East West Bank CD	3.74%	11/25/26	2,509,318	22,810	–	2,532,127	2,509,318	22,810	2,532,127
Texas Heritage Nat'l Bank CD	3.75%	08/24/27	–	4,000,000	–	4,000,000	–	4,000,000	4,000,000
TOTAL/AVERAGE	**3.75%**		**$ 48,361,218**	**$ 14,522,981**	**$ (14,026,364)**	**$ 48,857,834**	**$ 48,361,218**	**$ 496,616**	**$ 48,857,834**

Allocation by Fund
March 31, 2026
Book and Market Value

Utility Funds	Wells Fargo DDA	SouthState DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA	TexPool	TexSTAR
Interest & Sinking	$ –	$ –	$ –	$ –	$ –	$ 150,633	$ –
Replacement Reserve	–	–	–	–	–	560,999	–
Operations	–	–	483,874	–	–	1,569,325	–
Impact Fees	–	–	912,550	–	–	106,135	–
American Rescue Plan Act	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ 1,396,425**	**$ –**	**$ –**	**$ 2,387,092**	**$ –**
General Funds							
Operations	$ –	$ –	$ 1,566,310	$ 50,159	$ 3,462,335	$ 2,664,396	$ 1,208,770
Pooled Cash	215,064	339,459	–	–	–	–	–
Pooled Cash Credit Card Clearing	–	170,685	–	–	–	–	–
Interest & Sinking	–	–	–	–	–	564,754	7,551
Drainage Utility	–	–	–	–	–	0	–
Sub Total	**$ 215,064**	**$ 510,144**	**$ 1,566,310**	**$ 50,159**	**$ 3,462,335**	**$ 3,229,150**	**$ 1,216,322**
General Capital Project Funds							
Park Development	$ –	$ –	$ –	$ –	$ –	$ 140,223	$ –
2024 Tax Notes	–	–	–	–	–	–	1,214,206
2021 CO Capital Projects	–	–	–	–	–	–	4,147,899
2025 CO Capital Projects	–	–	–	–	–	–	2,152,829
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 140,223**	**$ 7,514,934**
Corp Leased Park Funds							
Corp LeasedTXDot Mitigation	$ –	$ –	$ –	$ –	$ –	$ –	$ 7,512
Operations	–	–	–	–	–	947,028	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 947,028**	**$ 7,512**
HV Community Development Funds							
Operations	$ –	$ –	$ –	$ –	$ –	$ 2,518,220	$ –
HVCDC TXDot Mitigation	–	–	–	–	–	–	7,183
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 2,518,220**	**$ 7,183**
Totals	**$ 215,064**	**$ 510,144**	**$ 2,962,734**	**$ 50,159**	**$ 3,462,335**	**$ 9,221,713**	**$ 8,745,950**

Allocation by Fund (Continued)
March 31, 2026
Book and Market Value

Utility Funds	Certificate of Deposit 05/25/2026	05/25/2026	05/26/2026	08/24/2026	09/10/2026	11/20/2026	11/20/2026	11/25/2026
Interest & Sinking	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
Replacement Reserve	–	–	–	–	–	–	–	–
Operations	–	–	–	–	–	–	–	–
Impact Fees	–	–	–	–	–	–	–	–
American Rescue Plan Act	–	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**
General Funds								
Operations	$ –	$ –	$ 2,509,263	$ 2,509,016	$ –	$ –	$ 2,509,800	$ –
Pooled Cash	–	–	–	–	–	–	–	–
Pooled Cash Credit Card Clearing	–	–	–	–	–	–	–	–
Interest & Sinking	–	–	–	–	–	–	–	–
Drainage Utility	–	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ 2,509,263**	**$ 2,509,016**	**$ –**	**$ –**	**$ 2,509,800**	**$ –**
General Capital Project Funds								
Park Development	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
2024 Tax Notes	–	–	–	–	–	–	–	–
2021 CO Capital Projects	2,026,477	–	–	–	2,560,155	2,509,800	–	–
2025 CO Capital Projects	–	2,533,096	–	–	–	–	–	2,532,127
Sub Total	**$ 2,026,477**	**$ 2,533,096**	**$ –**	**$ –**	**$ 2,560,155**	**$ 2,509,800**	**$ –**	**$ 2,532,127**
Corp Leased Park Funds								
Corp LeasedTXDot Mitigation	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
Operations	–	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**
HV Community Development Funds								
Operations	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
HVCDC TXDot Mitigation	–	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**
Totals	**$ 2,026,477**	**$ 2,533,096**	**$ 2,509,263**	**$ 2,509,016**	**$ 2,560,155**	**$ 2,509,800**	**$ 2,509,800**	**$ 2,532,127**

Allocation by Fund (Continued)
March 31, 2026
Book and Market Value

Utility Funds	08/24/2027	08/24/2027	Total	Interest This Quarter
Interest & Sinking	$ –	$ –	$ 150,633	$ 3,512
Replacement Reserve	–	–	560,999	5,070
Operations	2,000,000	–	4,053,199	29,011
Impact Fees	–	–	1,018,685	9,662
American Rescue Plan Act	–	–	–	–
Sub Total	**$ 2,000,000**	**$ –**	**$ 5,783,517**	**$ 47,255**
General Funds				
Operations	$ –	$ 2,000,000	$ 18,480,049	$ 155,703
Pooled Cash	–	–	554,523	2,158
Pooled Cash Credit Card Clearing	–	–	170,685	–
Interest & Sinking	–	–	572,306	9,675
Drainage Utility	–	–	0	–
Sub Total	**$ –**	**$ 2,000,000**	**$ 19,777,562**	**$ 167,536**
General Capital Project Funds				
Park Development	$ –	$ –	$ 140,223	$ 1,267
2024 Tax Notes	–	–	1,214,206	11,846
2021 CO Capital Projects	–	–	11,244,331	109,678
2025 CO Capital Projects	–	–	7,218,052	65,717
Sub Total	**$ –**	**$ –**	**$ 19,816,812**	**$ 188,509**
Corp Leased Park Funds				
Corp LeasedTXDot Mitigation	$ –	$ –	$ 7,512	$ 68
Operations	–	–	947,028	8,528
Sub Total	**$ –**	**$ –**	**$ 954,540**	**$ 8,596**
HV Community Development Funds				
Operations	$ –	$ –	$ 2,518,220	$ 24,104
HVCDC TXDot Mitigation	–	–	7,183	65
Sub Total	**$ –**	**$ –**	**$ 2,525,403**	**$ 24,169**
Totals	**$ 2,000,000**	**$ 2,000,000**	**$ 48,857,834**	**$ 436,065**

Allocation by Fund
December 31, 2025
Book and Market Value

Utility Funds	Wells Fargo DDA	SouthState DDA	Southside MMA	InterBank MMA	InterBank IntraFi MMA	TexPool	TexSTAR
Interest & Sinking	$ –	$ –	$ –	$ –	$ –	$ 660,092	$ –
Replacement Reserve	–	–	–	–	–	555,929	–
Operations	–	–	329,915	–	–	3,607,443	–
Impact Fees	–	–	1,053,700	–	–	88,889	–
American Rescue Plan Act	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ 1,383,616**	**$ –**	**$ –**	**$ 4,912,352**	**$ –**
General Funds							
Operations	$ –	$ –	$ 1,551,942	$ 50,163	$ 3,430,006	$ 8,296,163	$ 688,377
Pooled Cash	57,646	1,098,132	–	–	–	–	–
Pooled Cash Credit Card Clearing	–	504,411	–	–	–	–	–
Interest & Sinking	–	–	–	–	–	92,225	77,277
Drainage Utility	–	–	–	–	–	0	–
Sub Total	**$ 57,646**	**$ 1,602,543**	**$ 1,551,942**	**$ 50,163**	**$ 3,430,006**	**$ 8,388,389**	**$ 765,654**
General Capital Project Funds							
Park Development	$ –	$ –	$ –	$ –	$ –	$ 138,956	$ –
2024 Tax Notes	–	–	–	–	–	–	1,649,927
2021 CO Capital Projects	–	–	–	–	–	–	4,006,294
2025 CO Capital Projects	–	–	–	–	–	–	2,133,420
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 138,956**	**$ 7,789,641**
Corp Leased Park Funds							
Corp LeasedTXDot Mitigation	$ –	$ –	$ –	$ –	$ –	$ –	$ 7,444
Operations	–	–	–	–	–	925,228	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 925,228**	**$ 7,444**
HV Community Development Funds							
Operations	$ –	$ –	$ –	$ –	$ –	$ 2,636,236	$ –
HVCDC TXDot Mitigation	–	–	–	–	–	–	7,118
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 2,636,236**	**$ 7,118**
Totals	**$ 57,646**	**$ 1,602,543**	**$ 2,935,558**	**$ 50,163**	**$ 3,430,006**	**$ 17,001,160**	**$ 8,569,858**

Allocation by Fund
December 31, 2025
Book and Market Value

	Certificate of Deposit							Interest
Utility Funds	**02/20/2026**	**02/20/2026**	**05/25/2026**	**05/25/2026**	**09/10/2026**	**11/25/2026**	**Total**	**This Quarter**
Interest & Sinking	$ –	$ –	$ –	$ –	$ –	$ –	$ 660,092	$ 6,190
Replacement Reserve	–	–	–	–	–	–	555,929	5,548
Operations	–	–	–	–	–	–	3,937,358	47,374
Impact Fees	–	–	–	–	–	–	1,142,589	11,586
American Rescue Plan Act	–	–	–	–	–	–	–	–
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 6,295,967**	**$ 70,698**
General Funds								
Operations	$ –	$ 2,074,717	$ –	$ –	$ –	$ –	$ 16,091,368	$ 107,303
Pooled Cash	–	–	–	–	–	–	1,155,778	2,322
Pooled Cash Credit Card Clearing	–	–	–	–	–	–	504,411	–
Interest & Sinking	–	–	–	–	–	–	169,503	1,347
Drainage Utility	–	–	–	–	–	–	0	–
Sub Total	**$ –**	**$ 2,074,717**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 17,921,060**	**$ 110,973**
General Capital Project Funds								
Park Development	$ –	$ –	$ –	$ –	$ –	$ –	$ 138,956	$ 1,112
2024 Tax Notes	–	–	–	–	–	–	1,649,927	17,253
2021 CO Capital Projects	3,079,798	–	2,007,678	–	2,533,177	–	11,626,947	121,026
2025 CO Capital Projects	–	–	–	2,509,597	–	2,509,318	7,152,335	70,537
Sub Total	**$ 3,079,798**	**$ –**	**$ 2,007,678**	**$ 2,509,597**	**$ 2,533,177**	**$ 2,509,318**	**$ 20,568,164**	**$ 209,927**
Corp Leased Park Funds								
Corp LeasedTXDot Mitigation	$ –	$ –	$ –	$ –	$ –	$ –	$ 7,444	$ 74
Operations	–	–	–	–	–	–	925,228	10,433
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 932,672**	**$ 10,507**
HV Community Development Funds								
Operations	$ –	$ –	$ –	$ –	$ –	$ –	$ 2,636,236	$ 25,305
HVCDC TXDot Mitigation	–	–	–	–	–	–	7,118	71
Sub Total	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ –**	**$ 2,643,354**	**$ 25,376**
Totals	**$ 3,079,798**	**$ 2,074,717**	**$ 2,007,678**	**$ 2,509,597**	**$ 2,533,177**	**$ 2,509,318**	**$ 48,361,218**	**$ 427,481**

CITY COUNCIL MEMORANDUM
AGENDA ITEM 14

MEETING DATE: May 12, 2026

SUBJECT: Receive Budget Reports for Period Ending March 31, 2026

PREPARED BY: Mike McWhorter, Budget & Accounting Administrator

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BACKGROUND

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review. The budget report submitted for March represents the mid-year report in the fiscal year. Our financial policies call for a narrative to be submitted with the 2nd quarter report to address significant variances between actual expenditures and associated appropriations. Detailed revenues and expenditures extracted for discussion are selected based on the variance associated with the relative elapsed percentage of the budget year – notwithstanding many revenues/expenditures being seasonal by nature.

OPTIONS & RESULTS:

General Fund – In total, both revenues and expenditures are at expected levels at the midpoint of the fiscal year. Revenues are at 76% of budget, primarily due to most of the property taxes being collected (being due by the end of January). Expenditures are at 44% of budget with 50% of the year expired.

Revenues

Revenues	Budget	Actual	%	Explanation
Property Tax	$14,969,600	$14,349,952	96	Property taxes are due January 31st
Sales Tax	3,910,512	1,343,359	34	There is a two-month delay in receiving sales tax receipts from the State. Five months of actual sales tax collected are at 99% of the seasonally adjusted budget.
Franchise Fees	1,623,763	408,367	25	Franchise fee collections are delayed by two months. With the exception of Solid Waste, which is collected monthly, the actual amount represents the first quarter collections. Franchise fees comprise mainly of Electric—$189,760, Gas—$112,680, Solid Waste—$82,966, and Cable—$20,342.
Licensing/Permits	288,973	128,819	45	Building permits account for roughly 40% of the total budgeted amount, and as of March, $51,390 has been collected, or 45% of the budget. Other permits are in line with expectations.

Public Safety Fees	910,815	559,859	61	Police and Ambulance fees comprise the bulk of the total and are on target. LISD's share of the School Resource Officer for the 2025-2026 school year ($177,518) was received in November.
Park/Recreation	198,650	132,637	67	Tennis program revenues (comprising $65,000 of the budgeted amount) are on pace with 55.6% of the annual budgeted amount. All other park and recreation fees are on target, given their seasonal nature.
Rents	171,973	91,767	53	Tower rental fees – on target.
Municipal Court	153,962	68,257	44	Court fees – on target.
Interest Income	631,343	267,486	42	Interest rates have held steady at 3.66% since the beginning of the calendar year, slightly down from 4.33% when this budget was created.
Miscellaneous	115,000	69,507	60	Assorted rebates, proceeds from towing and auctions, recycling, and other nominal items are as anticipated.
Total	**$22,974,591**	**$17,420,010**	**76**	

CITY COUNCIL MEMORANDUM
AGENDA ITEM 14

Expenditures
Reported on a category / sub-category level

GF Expenditures	Budget	Actual	%	Explanation
Personnel	**$17,519,954**	**$7,871,977**	**45**	Budgeted staffing assumes full headcount; however, current vacancies and turnover create favorable variances in personnel costs.
Salaries / Wages	12,255,393	5,422,906	44	
Employee Benefits	5,264,561	2,449,071	47	
Services / Supplies	**$7,381,147**	**$3,557,064**	**48**	

Professional Services	2,241,229	1,366,733	61	Professional services – on target. Budget can be skewed toward the beginning of the fiscal year, as contracts are typically annual.
Employee Development	427,927	157,590	34	Training and education comprise 49% of the budget and most are conducted in the second half of the fiscal year.
Supplies / Equip	1,685,666	982,533	58	The Maintenance Department budgeted $710,810 for supplies, of which $513,572 has been spent year to date. Building and grounds maintenance account for $309,430 of this total. The Parks Department budgeted $451,617 for supplies, with $244,735 spent year-to-date, including $209,269 dedicated to park maintenance.
Utilities	406,540	190,158	47	Electric and gas costs represent 70% of the total budget ($285,000), with year-to-date expenditures of $126,469 (44%). Telephone expenses account for 16% of the budget ($66,540), with $43,599 spent year-to-date, primarily due to the upfront annual cost of the Zoom phone system. City water usage is budgeted at $55,000, with $20,089 (37%) spent to date. The majority of these costs are expected to occur during the summer months.
Other	2,619,785	860,050	33	The Street Maintenance budget totals $715,150, with $57,228 spent year-to-date. The majority of expenditures are anticipated during the summer months.
Total	**$26,208,623**	**$11,588,186**	**44**	
Capital	**$1,307,522**	**$159,145**	**12**	A Streets pothole truck, budgeted at $234,654 for FY2026, has not yet been delivered. Additionally, construction of a new generator to service City Hall is expected to begin in FY2026, with an estimated cost of $750,000.

CITY COUNCIL MEMORANDUM
AGENDA ITEM 14

Other Funds

Utility Fund – Utility Revenues (primarily water/sewer sales – excluding impact fees) are at 39% of the budget. These are seasonal in nature, with the highest volume occurring in the summer. To date, water sales account for 34% of the annual budget, while sewer sales account for 45%.

When compared to a 6 month seasonally adjusted budget, both water and sewer sales are running at about the same as the expected volumes.

	Seasonally adjusted – 6 mo. Budget	Actual - 6 mo.	Percent of adjusted budget
Water	$2,273,015	$2,246,341	99%
Sewer	$1,946,086	$1,956,472	101%

Overall, utility expenses are at 42%, as these are seasonal as well.

Capital Projects Fund – This fund primarily accounts for bond issuances. In 2021, bonds were issued for Parks and Street projects totaling $15.3M. In 2024, a Tax Note was authorized and issued to provide $2.8M for the acquisition of capital equipment. In 2025, $7.1M in certificates of obligation were issued to fund the reconstruction of Highland Shores Blvd. and Highland Village Rd.

Corps Leased Parks Fund – This fund accounts for Copperas and Pilot Knoll Parks, with the intent that these are self-supporting parks. Both revenues and expenditures are seasonal in nature – expenditures are at 28% of the budget to date. Annual asphalt overlay projects are budgeted at $209,000. Revenues are at 34% of the budget.

Public Safety Special Revenue Fund – This fund accounts for grants/sponsorship to the City associated with both Police and Fire operations. The Police Department received funding from LEOSE, Denton County Child Safety, TXFallenPD Sponsorships, and Animal Care donations.

Municipal Court Technology Fee Fund – This fund accounts for a fee charged on court fines to fund technology-related expenditures. There has been $3,720 (103% of budget) in expenditures so far this year related to the annual Video Magistrate system license fee. Revenues are in target with the budget.

Municipal Court Building Security Fund – This fund accounts for a fee charged with court fines related to security issues. The City has primarily used this for expenditures related to bailiff charges. Fine revenues thus far are at 59% of the budget.

Debt Service Fund – This fund is utilized to account for the debt obligations of the City. The majority of the revenues (associated with property tax) have been collected. Debt payments are semi-annual – in February and August. The first round of debt payments has been made this year as scheduled.

CITY COUNCIL MEMORANDUM
AGENDA ITEM 14

HV Community Development Fund – This fund was established to account for the revenues and expenditures associated with the collection of the 4B Sales Tax and related expenditures for construction / maintenance of Inland Trail and Soccer Field projects. Sales tax collections reflect a two-month delay related to the actual allocation from the State, thus only reflecting 35% collection to date. Total expenditures budgeted are at 55%.
PEG Fee Fund - This fund was established to account for a PEG Fee – the fee charged to cable providers and used to fund broadcasting equipment and supplies for public, educational, and governmental access channels. Peg fees are received quarterly and there is a two-month lag in receiving the payments. Accordingly, revenues of $4,069, 24% are on target. Expenditures of $21,018 (62%) relate to miscellaneous broadcasting parts and supplies, including capital expenditures to upgrade the training room with new equipment, totaling $11,834. Also included are the HVTV bullet board and program scheduling system upgrade, slated to cost $9,025.
Drainage Utility Fund – This fund was established to account for a collected drainage fee – the fee used to provide for an ongoing drainage management program. Revenues are at 46%, while expenditures are at 51% of the budgeted amount. Both are in line with targets.

PROGRESS TO DATE: (if appropriate)
N/A

BUDGETARY IMPACT
N/A

RECOMMENDATION
Council to receive the budget reports for the period ending March 31, 2026.

General Fund Summary
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	$ 14,969,600	$ 14,969,600	$ 14,349,952	$ (619,648)	96%
Sales Tax	3,910,512	3,910,512	1,343,359	(2,567,153)	34%
Franchise Fees	1,623,763	1,623,763	408,367	(1,215,396)	25%
Licensing & Permits	288,973	288,973	128,819	(160,154)	45%
Park/Recreation Fees	198,650	198,650	132,637	(66,013)	67%
Public Safety Fees	910,815	910,815	559,859	(350,956)	61%
Rents	171,973	171,973	91,767	(80,206)	53%
Municipal Court	153,962	153,962	68,257	(85,705)	44%
Interest Income	631,343	631,343	267,486	(363,857)	42%
Miscellaneous	115,000	115,000	69,507	(45,493)	60%
Total Revenues	$ 22,974,591	$ 22,974,591	$ 17,420,010	$ (5,554,581)	76%
Other Sources					
Transfers In	$ 534,000	$ 534,000	$ -	$ (534,000)	0%
Sale of Assets	$ 106,906	$ 106,906	$ 28,137	$ (78,769)	26%
Total Available Resources	$ 23,615,497	$ 23,615,497	$ 17,448,147	$ (6,088,581)	74%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	$ 630,379	$ 630,379	$ 291,909	$ 338,470	46%
Finance (includes Mun. Court)	1,525,031	1,525,031	849,151	675,879	56%
Human Resources	724,739	724,739	258,418	466,321	36%
City Secretary Office	490,238	490,238	235,044	255,194	48%
Information Services	1,487,617	1,487,617	849,964	637,653	57%
Marketing and Communications	512,538	512,538	269,046	243,492	52%
Police	7,038,831	7,038,831	3,247,001	3,791,830	46%
Fire	4,410,517	4,410,517	1,908,542	2,501,975	43%
Community Services	523,538	523,538	203,740	319,798	39%
Streets/Drainage	2,297,894	2,297,894	688,636	1,609,258	30%
Maintenance	3,188,174	3,188,174	1,247,474	1,940,701	39%
Parks	2,686,199	2,686,199	1,265,135	1,421,065	47%
Recreation	692,927	692,927	274,126	418,802	40%
Total Expenditures	$ 26,208,623	$ 26,208,623	$ 11,588,186	$ 14,620,437	44%
Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	$ 1,307,522	$ 1,307,522	$ 159,145	$ 1,148,377	12%
Other Uses					
Transfers Out	$ 16,000	$ 16,000		16,000	0%
Total Expenditures	$ 26,224,623	$ 26,224,623	$ 11,588,186	$ 14,636,437	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	11,006,036	11,926,247	11,926,247
+ Net Increase (Decrease)	(2,609,126)	(2,609,126)	5,859,962
Ending Fund Balance	$ 8,396,910	$ 9,317,121	$ 17,786,209

General Fund Expenditure Summary
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -					
	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 17,519,954	**$ 17,519,954**	**$ 7,871,977**	$ 9,647,977	45%
Services / Supplies	7,381,147	**7,381,147**	**3,557,064**	3,824,083	48%
Capital	1,307,522	**1,307,522**	**159,145**	1,148,377	12%
	$ 26,208,623	**$ 26,208,623**	**$ 11,588,186**	$ 14,620,437	44%

- - - Detail - - -					
Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 12,255,393	**$ 12,255,393**	**$ 5,422,906**	$ 6,832,487	44%
Employee Benefits	5,264,561	**5,264,561**	**2,449,071**	2,815,490	47%
Total Personnel	$ 17,519,954	**$ 17,519,954**	**$ 7,871,977**	$ 9,647,977	45%
Services / Supplies					
Professional Services	$ 2,241,229	**$ 2,241,229**	**$ 1,366,733**	$ 874,496	61%
Employee Development	427,927	**427,927**	**157,590**	270,337	37%
Office Supplies / Equipment	1,685,666	**1,685,666**	**982,533**	703,133	58%
Utilities	406,540	**406,540**	**190,158**	216,382	47%
Other	2,619,785	**2,619,785**	**860,050**	1,759,735	33%
Total Services / Supplies	$ 7,381,147	**$ 7,381,147**	**$ 3,557,064**	$ 3,824,083	48%
Capital					
Equipment / Vehicles	$ 1,307,522	**$ 1,307,522**	**$ 159,145**	$ 1,148,377	12%
Total Capital	$ 1,307,522	**$ 1,307,522**	**$ 159,145**	$ 1,148,377	12%
Total General Fund Expenditure Summary	$ 26,208,623	**$ 26,208,623**	**$ 11,588,186**	$ 14,620,437	44%

General Fund Revenue
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	$ 14,969,600	**$ 14,969,600**	**$ 14,349,952**	$ (619,648)	96%
Sales Tax	3,910,512	**3,910,512**	**1,343,359**	(2,567,153)	34%
Franchise Fees	1,623,763	**1,623,763**	**408,367**	(1,215,396)	25%
Licensing & Permits	288,973	**288,973**	**128,819**	(160,154)	45%
Park/Recreation Fees	198,650	**198,650**	**132,637**	(66,013)	67%
Public Safety Fees	910,815	**910,815**	**559,859**	(350,956)	61%
Rents	171,973	**171,973**	**91,767**	(80,206)	53%
Municipal Court	153,962	**153,962**	**68,257**	(85,705)	44%
Interest Income	631,343	**631,343**	**267,486**	(363,857)	42%
Miscellaneous	115,000	**115,000**	**69,507**	(45,493)	60%
Total Revenues	$ 22,974,591	**$ 22,974,591**	**$ 17,420,010**	$ (5,554,581)	76%

City Manager Office
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	50.0%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 485,286	**$ 485,286**	**$ 217,509**	$ 267,778	45%
Services / Supplies	145,093	**145,093**	**74,401**	70,692	51%
Capital	-	**-**	**-**	-	0%
	$ 630,379	**$ 630,379**	**$ 291,909**	$ 338,470	46%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	372,433	**372,433**	**$ 167,189**	$ 205,244	45%
Employee Benefits	112,853	**112,853**	**50,320**	62,534	45%
Total Personnel	$ 485,286	**$ 485,286**	**$ 217,509**	$ 267,778	45%
Services / Supplies					
Professional Services *(City-wide legal - $98,500)*	$ 128,400	**128,400**	**$ 66,301**	$ 62,099	52%
Employee Development	9,705	**9,705**	**8,086**	1,619	83%
Supplies / Equipment	1,700	**1,700**	**13**	1,687	1%
Utilities	-	**-**		-	0%
Other *(Contingency + Data Processing)*	5,288	**5,288**	**-**	5,288	0%
Total Services / Supplies	$ 145,093	**$ 145,093**	**$ 74,401**	$ 70,692	51%
Capital					
Equipment / Vehicles	-	-	-	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total City Manager	$ 630,379	**$ 630,379**	**$ 291,909**	$ 338,470	46%

Finance Department
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 915,569	**$ 915,569**	**$ 385,712**	$ 529,857	42%
Services / Supplies	599,762	**599,762**	**463,439**	136,323	77%
Capital	9,700	**9,700**	**-**	9,700	0%
	$ 1,525,031	**$ 1,525,031**	**$ 849,151**	$ 675,879	56%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 665,302	**$ 665,302**	**$ 282,901**	$ 382,401	43%
Employee Benefits	250,266	**250,266**	**102,811**	147,456	41%
Total Personnel	$ 915,569	**$ 915,569**	**$ 385,712**	$ 529,857	42%
Services / Supplies					
Professional Services *(City-wide liability insurance - $248,141/ DCAD - $123,392)*	$ 566,046	**$ 566,046**	**$ 455,720**	$ 110,326	81%
Employee Development	11,296	**11,296**	**2,669**	8,627	24%
Supplies / Equipment	8,020	**8,020**	**5,050**	2,970	63%
Utilities	-	**-**		-	0%
Other *(Data Processing Equipment + Supplies)*	14,400	**14,400**	**-**	14,400	0%
Total Services / Supplies	$ 599,762	**$ 599,762**	**$ 463,439**	$ 136,323	77%
Capital					
Equipment / Vehicles	**9,700**	**9,700**	**-**	9,700	0%
Total Capital	$ 9,700	**$ 9,700**	**$ -**	$ 9,700	0%
Total Finance Department	$ 1,525,031	**$ 1,525,031**	**$ 849,151**	$ 675,879	56%

Human Resources
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	50.0%

- - - Summary - - -					
	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 504,758	**$ 504,758**	**$ 176,464**	$ 328,294	35%
Services / Supplies	219,981	**219,981**	**81,955**	138,026	37%
Capital	-	**-**	**-**	-	0%
	$ 724,739	**$ 724,739**	**$ 258,418**	$ 466,321	36%

- - - Detail - - -					
Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 355,389	**$ 355,389**	**$ 123,006**	$ 232,383	35%
Employee Benefits	149,369	**149,369**	**53,458**	95,912	36%
Total Personnel	$ 504,758	**$ 504,758**	**$ 176,464**	$ 328,294	35%
Services / Supplies					
Professional Services	$ 104,016	**$ 104,016**	**$ 48,186**	$ 55,830	46%
Employee Development	99,940	**99,940**	**32,831**	67,109	33%
Supplies / Equipment	1,425	**1,425**	**(50)**	1,475	-4%
Utilities	-	**-**		-	0%
Other *(Safety Programs)*	14,600	**14,600**	**988**	13,612	7%
Total Services / Supplies	**$ 219,981**	**$ 219,981**	**$ 81,955**	$ 138,026	37%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total Human Resources	$ 724,739	**$ 724,739**	**$ 258,418**	$ 466,321	36%

City Secretary Office
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 285,767	**$ 285,767**	**$ 147,000**	$ 138,767	51%
Services / Supplies	204,471	**204,471**	**88,044**	116,427	43%
Capital	-	**-**	**-**	-	-
	$ 490,238	**$ 490,238**	**$ 235,044**	$ 255,194	48%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 207,831	**$ 207,831**	**$ 105,796**	$ 102,035	51%
Employee Benefits	77,936	**77,936**	**41,204**	36,732	53%
Total Personnel	$ 285,767	**$ 285,767**	**$ 147,000**	$ 138,767	51%
Services / Supplies					
Professional Services	$ 52,700	**$ 52,700**	**$ 7,598**	$ 45,102	14%
Employee Development *(City Council related $42,704)*	77,996	**77,996**	**14,785**	63,211	19%
Supplies / Equipment	11,775	**11,775**	**3,663**	8,112	31%
Utilities	-	**-**		-	0%
Other *(Outside Services)*	62,000	**62,000**	**61,999**	1	100%
Total Services / Supplies	$ 204,471	**$ 204,471**	**$ 88,044**	$ 116,427	43%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total City Secretary Office	$ 490,238	**$ 490,238**	**$ 235,044**	$ 255,194	48%

Information Services
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -					
	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 914,887	**$ 914,887**	**$ 432,885**	$ 482,002	47%
Services / Supplies	432,730	**432,730**	**278,409**	154,321	64%
Capital	140,000	**140,000**	**138,670**	1,330	99%
	$ 1,487,617	**$ 1,487,617**	**$ 849,964**	$ 637,653	57%

- - - Detail - - -					
Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 677,245	**$ 677,245**	**$ 314,731**	$ 362,515	46%
Employee Benefits	237,642	**237,642**	**118,155**	119,487	50%
Total Personnel	$ 914,887	**$ 914,887**	**$ 432,885**	$ 482,002	47%
Services / Supplies					
Professional Services	$ 238,480	**$ 238,480**	**$ 199,482**	$ 38,998	84%
Employee Development	21,950	**21,950**	**7,291**	14,659	33%
Supplies / Equipment	3,560	**3,560**	**2,302**	1,258	65%
Utilities	60,840	**60,840**	**39,188**	21,652	64%
Other *(Data Processing)*	107,900	**107,900**	**30,146**	77,754	28%
Total Services / Supplies	$ 432,730	**$ 432,730**	**$ 278,409**	$ 154,321	64%
Capital					
Equipment / Vehicles	$ 140,000	**140,000**	**138,670**	1,330	99%
Total Capital	$ 140,000	**$ 140,000**	**$ 138,670**	$ 1,330	99%
Total City Information Services	$ 1,487,617	**$ 1,487,617**	**$ 849,964**	$ 637,653	57%

Marketing and Communications
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 394,130	**$ 394,130**	**$ 184,881**	$ 209,249	47%
Services / Supplies	118,408	**118,408**	**84,165**	34,243	71%
Capital	-	**-**	**-**	-	0%
	$ 512,538	**$ 512,538**	**$ 269,046**	$ 243,492	52%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 269,989	**$ 269,989**	**$ 124,933**	$ 145,057	46%
Employee Benefits	124,140	**124,140**	**59,948**	64,192	48%
Total Personnel	$ 394,130	**$ 394,130**	**$ 184,881**	$ 209,249	47%
Professional Services	$ 83,133	**$ 83,133**	**$ 59,456**	$ 23,677	72%
Employee Development	8,325	**8,325**	**1,450**	6,875	17%
Supplies / Equipment	-	**-**	**-**	-	0%
Utilities	-	**-**		-	0%
Other *(Special Events)*	26,950	**26,950**	**23,259**	3,691	86%
Total Services / Supplies	$ 118,408	**$ 118,408**	**$ 84,165**	$ 34,243	71%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total Marketing and Communications	$ 512,538	**$ 512,538**	**$ 269,046**	$ 243,492	52%

Police Department
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 6,292,233	**$ 6,292,233**	**$ 2,800,024**	$ 3,492,209	44%
Services / Supplies	746,598	**746,598**	**446,977**	299,621	60%
Capital	-	**-**	**-**	-	0%
	$ 7,038,831	**$ 7,038,831**	**$ 3,247,001**	$ 3,791,830	46%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 4,483,463	**$ 4,483,463**	**$ 1,959,172**	$ 2,524,291	44%
Employee Benefits	1,808,770	**1,808,770**	**840,852**	967,918	46%
Total Personnel	$ 6,292,233	**$ 6,292,233**	**$ 2,800,024**	$ 3,492,209	44%
Services / Supplies					
Professional Services	$ 355,322	**$ 355,322**	**$ 278,859**	$ 76,463	78%
Employee Development	52,442	**52,442**	**25,270**	27,172	48%
Supplies / Equipment	174,472	**174,472**	**83,642**	90,830	48%
Utilities	-	**-**		-	0%
Other *(Animal Care - $140,780)*	164,362	**164,362**	**59,206**	$ 105,156	36%
Total Services / Supplies	$ 746,598	**$ 746,598**	**$ 446,977**	$ 299,621	60%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total Police Department	$ 7,038,831	**$ 7,038,831**	**$ 3,247,001**	$ 3,791,830	46%

Fire Department
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 3,816,649	**$ 3,816,649**	**$ 1,690,042**	$ 2,126,607	44%
Services / Supplies	498,400	**498,400**	**208,916**	289,484	42%
Capital	95,468	**95,468**	**9,584**	85,884	10%
	$ 4,410,517	**$ 4,410,517**	**$ 1,908,542**	$ 2,501,975	43%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 2,665,062	**$ 2,665,062**	**$ 1,148,281**	$ 1,516,782	43%
Employee Benefits	1,151,587	**1,151,587**	**541,761**	609,825	47%
Total Personnel	$ 3,816,649	**$ 3,816,649**	**$ 1,690,042**	$ 2,126,607	44%
Services / Supplies					
Professional Services	$ 168,358	**$ 168,358**	**$ 39,471**	$ 128,887	23%
Employee Development *(Training - $47,465)*	64,270	**64,270**	**35,527**	28,743	55%
Supplies / Equipment	211,119	**211,119**	**93,921**	117,198	44%
Utilities	2,400	**2,400**	**1,255**	1,145	52%
Other *(Safety Programs)*	52,253	**52,253**	**38,743**	13,510	74%
Total Services / Supplies	$ 498,400	**$ 498,400**	**$ 208,916**	$ 289,484	42%
Capital					
Equipment / Vehicles	95,468	**95,468**	**9,584**	85,884	10%
Total Capital	$ 95,468	**$ 95,468**	**$ 9,584**	$ 85,884	10%
Total Fire Department	$ 4,410,517	**$ 4,410,517**	**$ 1,908,542**	$ 2,501,975	43%

Community Services
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 418,978	**$ 418,978**	**$ 195,547**	$ 223,431	47%
Services / Supplies	104,560	**104,560**	**8,193**	96,367	8%
Capital	-	**-**	**-**	-	0%
	$ 523,538	**$ 523,538**	**$ 203,740**	$ 319,798	39%

- - - Detail - - -

Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 300,796	**$ 300,796**	**$ 139,511**	$ 161,285	46%
Employee Benefits	118,182	**118,182**	**56,036**	62,146	47%
Total Personnel	$ 418,978	**$ 418,978**	**$ 195,547**	$ 223,431	47%
Services / Supplies					
Professional Services	$ 79,000	**$ 79,000**	**$ 3,703**	75,297	5%
Employee Development	17,675	**17,675**	**2,808**	14,867	16%
Supplies / Equipment	7,885	**7,885**	**1,683**	6,202	21%
Utilities	-	**-**	**-**	-	0%
Other	-	**-**	**-**	-	0%
Total Services / Supplies	$ 104,560	**$ 104,560**	**$ 8,193**	$ 96,367	8%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total Building Operations	$ 523,538	**$ 523,538**	**$ 203,740**	$ 319,798	39%

Streets Division
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 983,521	**$ 983,521**	**$ 478,194**	$ 505,327	49%
Services / Supplies	1,058,719	**1,058,719**	**199,551**	859,168	19%
Capital	255,654	**255,654**	**10,891**	244,763	4%
	$ 2,297,894	**$ 2,297,894**	**$ 688,636**	$ 1,609,258	30%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 622,191	**$ 622,191**	**$ 294,298**	$ 327,893	47%
Employee Benefits	361,330	**361,330**	**183,896**	177,434	51%
Total Personnel	$ 983,521	**$ 983,521**	**$ 478,194**	$ 505,327	49%
Services / Supplies					
Professional Services	$ 107,300	**$ 107,300**	**$ 47,358**	$ 59,943	44%
Employee Development	17,886	**17,886**	**7,161**	10,725	40%
Supplies / Equipment	100,883	**100,883**	**33,563**	67,320	33%
Utilities *(Streetlights)*	115,000	**115,000**	**52,355**	62,645	46%
Other *(Street Maintenance)*	717,650	**717,650**	**59,114**	658,536	8%
Total Services / Supplies	$ 1,058,719	**$ 1,058,719**	**$ 199,551**	$ 859,168	19%
Capital					
Equipment / Vehicles	255,654	**255,654**	**10,891**	244,763	4%
Total Capital	$ 255,654	**$ 255,654**	$ 10,891	$ 244,763	4%
Total Streets	$ 2,297,894	**$ 2,297,894**	**$ 688,636**	$ 1,609,258	30%

Maintenance Division
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -					
	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 506,450	**$ 506,450**	**$ 220,157**	$ 286,293	43%
Services / Supplies	1,931,724	**1,931,724**	**1,027,317**	904,407	53%
Capital	750,000	**750,000**	**-**	750,000	0%
	$ 3,188,174	**$ 3,188,174**	**$ 1,247,474**	$ 1,940,701	39%

- - - Detail - - -					
Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 333,323	**$ 333,323**	**$ 140,420**	$ 192,903	42%
Employee Benefits	173,127	**173,127**	**79,737**	93,390	46%
Total Personnel	$ 506,450	**$ 506,450**	**$ 220,157**	$ 286,293	43%
Services / Supplies					
Professional Services	$ 87,226	**$ 87,226**	**$ 42,094**	$ 45,132	48%
Employee Development	6,537	**6,537**	**1,244**	5,293	19%
Supplies / Equipment	710,810	**710,810**	**513,572**	197,238	72%
Utilities	95,000	**95,000**	**41,238**	53,762	43%
Other *(Capital Lease Payments)*	1,032,151	**1,032,151**	**429,168**	$ 602,983	42%
Total Services / Supplies	$ 1,931,724	**$ 1,931,724**	**$ 1,027,317**	$ 904,407	53%
Capital					
Equipment / Vehicles	750,000	**750,000**	**-**	750,000	0%
Total Capital	$ 750,000	**$ 750,000**	**$ -**	$ 750,000	0%
Total Maintenance	$ 3,188,174	**$ 3,188,174**	**$ 1,247,474**	$ 1,940,701	39%

Parks Division
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 1,746,343	**$ 1,746,343**	**$ 832,441**	$ 913,903	48%
Services / Supplies	883,156	**883,156**	**432,694**	450,462	49%
Capital	56,700	**56,700**	**-**	56,700	0%
	$ 2,686,199	**$ 2,686,199**	**$ 1,265,135**	$ 1,421,065	47%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
Salaries / Wages	$ 1,103,982	**$ 1,103,982**	**$ 539,467**	$ 564,515	49%
Employee Benefits	642,361	**642,361**	**292,974**	349,387	46%
Total Personnel	$ 1,746,343	**$ 1,746,343**	**$ 832,441**	$ 913,903	48%
Services / Supplies					
Professional Services	$ 271,248	**$ 271,248**	**$ 118,505**	$ 152,743	44%
Employee Development	25,410	**25,410**	**12,633**	12,777	50%
Supplies / Equipment	451,617	**451,617**	**244,735**	206,882	54%
Utilities	133,300	**133,300**	**56,123**	77,177	42%
Other	1,581	**1,581**	**698**	883	44%
Total Services / Supplies	$ 883,156	**$ 883,156**	**$ 432,694**	$ 450,462	49%
Capital					
Equipment / Vehicles	56,700	**56,700**	**-**	56,700	0%
Total Capital	56,700	**56,700**	**-**	56,700	0%
Total Parks	$ 2,686,199	**$ 2,686,199**	**$ 1,265,135**	$ 1,421,065	47%

Recreation Division
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - - -

	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 255,382	**$ 255,382**	**$ 111,123**	$ 144,259	44%
Services / Supplies	437,545	**437,545**	**163,003**	274,542	37%
Capital	-	**-**	**-**	-	0%
	$ 692,927	**$ 692,927**	**$ 274,126**	$ 418,802	40%

- - - Detail - - -

Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 198,385	**$ 198,385**	**$ 83,203**	$ 115,182	42%
Employee Benefits	56,997	**56,997**	**27,919**	29,078	49%
Total Personnel	$ 255,382	**$ 255,382**	**$ 111,123**	$ 144,259	44%
Services / Supplies					
Professional Services	$ -	**$ -**	**$ -**	$ -	0%
Employee Development	14,495	**14,495**	**5,834**	8,661	40%
Supplies / Equipment	2,400	**2,400**	**440**	1,960	18%
Utilities	-	**-**	**-**	-	0%
Other *(Recreation Programs)*	420,650	**420,650**	**156,729**	263,921	37%
Total Services / Supplies	$ 437,545	**$ 437,545**	**$ 163,003**	$ 274,542	37%
Capital					
Equipment / Vehicles	-	**-**	**-**	-	0%
Total Capital	$ -	**$ -**	**$ -**	$ -	0%
Total Recreation	$ 692,927	**$ 692,927**	**$ 274,126**	$ 418,802	40%

Equipment Replacement / Capital Schedule
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	**-**	**-**	-	0%
Finance Capital Outlay	9,700	**9,700**	**-**	9,700	0%
Human Resources Capital Outlay	-	**-**	**-**	-	0%
City Secretary Capital Outlay	-	**-**	**-**	-	0%
Information Services Capital Outlay	140,000	**140,000**	**138,670**	1,330	99%
Marketing Capital Outlay	-	**-**	**-**	-	0%
Police Dept Capital Outlay	-	**-**	**-**	-	0%
Fire Dept Capital Outlay	95,468	**95,468**	**9,584**	85,884	10%
Community Services Capital Outlay	-	**-**	**-**	-	0%
Streets Dept Capital Outlay	255,654	**255,654**	**10,891**	244,763	4%
Maintenance Capital Outlay	750,000	**750,000**	**-**	750,000	0%
City Parks Capital Outlay	56,700	**56,700**	**-**	56,700	0%
City Recreation Capital Outlay	-	**-**	**-**	-	0%
Total Expenditures	$ 1,307,522	**$ 1,307,522**	**$ 159,145**	$ 1,148,377	12%

Utility Fund Revenues
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired 50.0%

Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
Electronic Payment	$ (191,000)	**$ (191,000)**	**$ (84,703)**	$ 106,298	44%
Charges / Penalties	91,100	**91,100**	**43,938**	(47,162)	48%
Total Fees	$ (99,900)	**$ (99,900)**	**$ (40,764)**	$ 59,136	41%
Licenses & Permits					
Construction Inspection	$ -	**$ -**		$ -	0%
Total Licenses & Permits	$ -	**$ -**	**$ -**	$ -	0%
Charges for Services					
Water Sales	$ 6,590,410	**$ 6,590,410**	**$ 2,246,341**	$ (4,344,069)	34%
Sewer Sales	4,332,213	**4,332,213**	**1,956,472**	(2,375,741)	45%
Inspection Fees	4,000	**4,000**	**8,997**	4,997	225%
Total Charges for Service	$ 10,926,623	**$ 10,926,623**	**$ 4,211,810**	$ (6,714,813)	39%
Interest					
Interest (Operations)	$ 370,522	**$ 370,522**	**$ 117,953**	$ (252,569)	32%
Interest (Capital Projects)	286,961	**286,961**	**-**	(286,961)	0%
Total Interest	$ 657,483	**$ 657,483**	**$ 117,953**	$ (539,530)	18%
Impact Fees					
Impact Fees	$ 125,000	**$ 125,000**	**$ 16,634**	$ (108,366)	13%
Total Impact Fees	$ 125,000	**$ 125,000**	**$ 16,634**	$ (108,366)	13%
Miscellaneous Income					
Miscellaneous Income	$ 7,500	**$ 7,500**	**$ 2,360**	$ (5,140)	31%
Grants/Contributions	$ -	**$ -**		$ -	0%
Total Miscellaneous Income	$ 7,500	**$ 7,500**	**$ 2,360**	$ (5,140)	31%
Total Utility Fund Revenues	$ 11,616,706	**$ 11,616,706**	**$ 4,307,993**	$ (7,308,713)	37%

Utility Division
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

- - - Summary - Operations - - -					
	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ 2,095,111	**$ 2,095,111**	**$ 940,835**	$ 1,154,276	45%
Services / Supplies	8,633,819	**8,633,819**	**3,131,967**	5,501,852	36%
Capital	18,000	**18,000**	**-**	18,000	0%
Total Utility Division	$10,746,930	**$ 10,746,930**	**$4,072,802**	$ 6,674,128	38%

- - - Detail - Operations - - -					
Category	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel					
Salaries / Wages	$ 1,375,208	**$ 1,375,208**	**$ 630,288**	$ 744,920	46%
Employee Benefits	719,903	**719,903**	**310,546**	409,356	43%
Total Personnel	$ 2,095,111	**$ 2,095,111**	**$ 940,835**	$ 1,154,276	45%
Services / Supplies					
Professional Services	$ 413,982	**$ 413,982**	**$ 159,227**	$ 254,755	38%
Employee Development	71,269	**71,269**	**35,160**	36,109	49%
Supplies / Equipment	92,812	**92,812**	**40,112**	52,700	43%
Utilities	504,896	**504,896**	**150,661**	354,235	30%
Other *(Well Lot Maintenance)*	2,352,249	**2,352,249**	**303,776**	2,048,473	13%
Sub-Total - Operations Services / Supplies	$ 3,435,208	**$ 3,435,208**	**$ 688,936**	$ 2,746,272	20%
Wholesale Water / Wastewater					
UTRWD - Administration Fees	$ 5,270	**$ 5,270**	**$ 4,981**	$ 289	95%
UTRWD - Water Volume Cost	1,403,505	**1,403,505**	**596,825**	806,680	43%
UTRWD - Water Demand Charges	1,673,295	**1,673,295**	**836,648**	836,648	50%
UTRWD - Sewer Effluent Volume Rate	635,151	**635,151**	**264,383**	370,768	42%
UTRWD - Capital Charge Joint Facilities	1,275,420	**1,275,420**	**637,710**	637,710	50%
UTRWD - HV Sewer Line to UTRWD	205,970	**205,970**	**102,485**	103,485	50%
UTRWD - Wtr Transmission - Opus Develop	-	**-**	**-**	-	0%
Sub-Total - Wholesale Water / Wastewater	$ 5,198,611	**$ 5,198,611**	**$ 2,443,031**	$ 2,755,580	47%
Total Services / Supplies	$ 8,633,819	**$ 8,633,819**	**$ 3,131,967**	$ 5,501,852	36%
Capital					
Equipment / Vehicles	18,000	**18,000**	**-**	18,000	0%
Total Capital	$ 18,000	**$ 18,000**	**$ -**	$ 18,000	0%
Total Utility Division - Operations	$ 10,746,930	**$ 10,746,930**	**$ 4,072,802**	$ 6,674,128	38%

Utility Fund Working Capital
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Water Sales	$ 6,590,410	**$ 6,590,410**	**$ 2,246,341**	$ (4,344,069)	34%
Sewer Sales	4,332,213	**4,332,213**	**1,956,472**	(2,375,741)	45%
Other Fees / Charges	102,600	**102,600**	**55,295**	(47,305)	54%
Electronic Payment Credit	(191,000)	**(191,000)**	**(84,703)**	106,298	44%
Interest	370,522	**370,522**	**117,953**	(252,569)	32%
Total Revenues	$ 11,204,745	**$ 11,204,745**	**$ 4,291,359**	$ (6,913,386)	38%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Administration	$ 545,065	**$ 545,065**	**$ 277,879**	$ 267,185	51%
Operations	4,985,254	**4,985,254**	**1,351,891**	3,633,363	27%
UTRWD	5,198,611	**5,198,611**	**2,443,031**	2,755,580	47%
Debt Service	981,248	**981,248**	**886,001**	95,247	90%
Capital Projects	-	**-**	**-**	-	0%
Equipment Replace / Capital	18,000	**18,000**	**-**	18,000	0%
Total Expenditures	$ 11,728,178	**$ 11,728,178**	**$ 4,958,803**	$ 6,769,375	42%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Transfers In *(Applied Impact Fees)*	$ 150,000	**$ 150,000**	**$ 150,000**	$ -	100%
Operating Transfers In / Utility Capital Projects			-	-	0%
Operating Transfers Out / Utility Capital Projects	-	**-**	**-**	-	0%
Operating Transfers Out / General Fund	(470,000)	**(470,000)**	**-**	(470,000)	0%
Sale of Capital Assets (Vehicles)	-	**-**	**10,800**	10,800	0%
Total Other Sources (Uses)	$ (320,000)	$ (320,000)	**$ 160,800**	$ (459,200)	-50%

Fund Balance	Original Budget	Revised Budget	Year to Date
Net Increase/Decrease	(843,433)	(843,433)	**(506,644)**
Beginning Working Capital			
Operations	4,116,140	**5,072,150**	**5,072,150**
Available Impact Fees	1,189,337	**1,080,132**	**1,080,132**
Total Available Working Capital	$ 5,305,477	**$ 6,152,282**	**$ 6,152,282**
Ending Working Capital			
Operations	3,272,707	**4,228,717**	**4,565,506**
Available Impact Fees	1,164,337	**1,055,132**	**946,766**
Total Available Working Capital	$ 4,437,044	**$ 5,283,849**	**$ 5,512,272**

Impact Fees			
Beginning Balance	1,189,337	1,080,132	1,080,132
+ Collections	125,000	125,000	16,634
- Applied to offset Debt Service	(150,000)	(150,000)	(150,000)
Ending Balance	1,164,337	1,055,132	946,766

*The working Capital Analysis is prepared to provide a picture of the "cash position" of this enterprise fund. Income restricted for specific use and non-operating expenses are excluded. Impact fees are excluded from revenues, however included for working capital balances - as they are available to address contingency expenditures.

Corps Leased Parks Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Park Entry Fees	$ 664,725	**$ 664,725**	**$ 213,544**	$ (451,181)	32%
Annual Park Passes	53,500	**53,500**	**22,145**	(31,355)	41%
Concession Sales	-	**-**	**-**	-	0%
Interest	39,000	**39,000**	**19,103**	(19,897)	49%
Total Revenues	$ 757,225	$ 757,225	**$ 254,792**	$ (502,433)	34%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 266,330	**266,330**	**$ 133,638**	$ 132,692	50%
Services / Supplies	476,423	**476,423**	**69,479**	406,944	15%
Capital	6,000	**6,000**	**5,282**	718	88%
Total Expenditures	$ 748,753	**$ 748,753**	**$ 208,399**	$ 540,354	28%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 998,152	**$ 966,170**	**$ 966,170**
+ Net Increase (Decrease)	8,472	**8,472**	**46,393**
Ending Fund Balance	$ 1,006,625	**$ 974,642**	**$ 1,012,563**

Debt Service Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	**_50.0%_**

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax Revenues	$ 2,776,917	**$ 2,776,917**	**$ 2,669,709**	$ (107,208)	96%
Interest Income	$ 20,811	**$ 20,811**	**$ 11,022**	(9,789)	53%
Total Revenues	$ 2,797,728	**$ 2,797,728**	**$ 2,680,731**	$ (116,997)	96%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Principal Payments	$ 2,088,000	**$ 2,088,000**	**$ 2,088,000**	$ -	100%
Interest Payments	$ 1,209,817	**$ 1,209,817**	**$ 578,789**	631,028	48%
Paying Agent Fees	$ 3,000	**$ 3,000**	**$ 1,695**	1,305	56%
Total Expenditures	$ 3,300,817	**$ 3,300,817**	**$ 2,668,484**	$ 632,333	81%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Transfers In (Out) [To 4B]	532,900	**532,900**	**456,075**	$ 76,825	86%
Proceeds from Refunding Debt	-	**-**		-	0%
Debt Issuance Cost	-	**-**		-	0%
Payment to Escrow Agent	-	**-**		-	0%
Total Financing Sources	$ 532,900	**$ 532,900**	**$ 456,075**	$ 76,825	86%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 121,667	**$ 110,149**	**$ 110,149**
+ Net Increase (Decrease)	29,811	**29,811**	**468,322**
Ending Fund Balance	$ 151,478	**$ 139,960**	**$ 578,471**

Capital Projects Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	50.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	$ -	$ -		$ -	0%
Contributions	-	-		-	0%
Interest Income	575,280	575,280	396,056	(179,224)	69%
Total Revenues	$ 575,280	$ 575,280	$ 396,056	$ (179,224)	69%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2021 Bond Issue (Parks)	4,869,631	4,869,631	238,435	4,631,196	5%
2021 Bond Issue (Streets)	2,111,315	2,111,315	341,648	1,769,667	16%
2024 Tax Note	885,871	885,871	447,567	438,304	51%
2025 Bond Issue (Streets)	4,713,920	4,713,920	-	4,713,920	0%
Total Expenditures	$ 12,580,737	$ 12,580,737	$ 1,027,650	$ 11,553,087	8%

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds		$ -	-	$ -	0%
Bond Discount / Premium	-	-	-	-	0%
Debt Issuance		-	52	52	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
Total Financing Sources	$ -	$ -	$ 52	$ 52	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning fund balance	$ 19,759,209	$ 20,073,810	$ 20,073,810
+Net Increase (Decrease)	(12,005,457)	(12,005,457)	(631,541)
Ending Fund Balance	$ 7,753,752	$ 8,068,353	$ 19,442,269

Drainage Utilities
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Drainage Conversion Fee	$ 10,000	**10,000**	**$ 9,000**	$ (1,000)	90%
Drainage Fee Receipts	658,856	**658,856**	**300,820**	(358,036)	46%
Miscellaneous	-	**-**		-	0%
Interest	-	**-**	**-**	-	0%
Total Revenues	$ 668,856	**$ 668,856**	**$ 309,820**	$ (359,036)	46%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	$ 429,393	**$ 429,393**	**$ 222,074**	$ 207,319	52%
Services / Supplies	265,607	**265,607**	**145,931**	119,676	55%
Capital	31,500	**31,500**	**-**	31,500	0%
Total Expenditures	$ 726,500	**$ 726,500**	**$ 368,006**	$ 358,494	51%

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 71,560	**$ 86,175**	**$ 86,175**
+ Net Increase (Decrease)	(57,644)	**(57,644)**	**(58,186)**
Ending Fund Balance	$ 13,916	**$ 28,531**	**$ 27,989**

Park Development Fee Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Interest	$ 3,700	**$ 3,700**	**$ 2,379**	(1,321)	64%
Community Park Fees	**17,100**	**17,100**	**17,100**	-	100%
Linear Park Fees	-	**-**	**-**	-	0%
Neighborhood Park Fees	-	**-**	**-**	-	0%
Service Area II	-	**-**	**-**	-	0%
Service Area IV	25,625	**25,625**	**25,625**	-	100%
Total Revenues	$ 46,425	**$ 46,425**	**$ 45,104**	$ (1,321)	97%

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

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

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 95,008	**$ 95,119**	**$ 95,119**
+ Net Increase (Decrease)	46,425	**46,425**	**45,104**
Ending Fund Balance	$ 141,433	**$ 141,544**	**$ 140,223**

Ending Fund Balance Detail	Original Budget	Year to Date
Community Park Fees	$ 19,699	**19,070**
Linear Park Fees	-	**-**
Neighorhood Park Fees (Area I)	-	**-**
Neighorhood Park Fees (Area II)	96,109	**95,528**
Neighorhood Park Fees (Area IV)	25,625	**25,625**
Total	$ 141,433	**$ 140,223**

Public Safety Special Revenue Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	50.0%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	$ 76,100	$ 76,100	$ 34,108	$ (41,992)	45%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Police Grant Related	$ 51,600	$ 51,600	$ 23,193	$ 28,407	45%
Fire Grant Related	2,500	2,500	-	2,500	0%
Total Expenditures	$ 54,100	$ 54,100	$ 23,193	$ 30,907	43%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	$ -	$ -	$ -	$ -	0%
Operating Transfers Out	(20,000)	(20,000)	-	20,000	0%
Total Other Sources (Uses)	$ (20,000)	$ (20,000)	$ -	$ 20,000	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 83,261	$ 64,386	$ 64,386
+ Net Increase (Decrease)	2,000	2,000	10,915
Ending Fund Balance	$ 85,261	$ 66,386	$ 75,301

Municipal Court Technology Fee Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	*50.0%*

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	$ 3,400	**$ 3,400**	**$ 1,768**	(1,632)	52%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Services / Supplies	$ 3,600	**$ 3,600**	**$ 3,720**	$ (120)	103%
Total Expenditures	$ 3,600	**$ 3,600**	**$ 3,720**	$ (120)	103%

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

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	$ 13,384	**$ 13,916**	**$ 13,916**
+ Net Increase (Decrease)	(200)	**(200)**	**(1,952)**
Ending Fund Balance	$ 13,184	**$ 13,716**	**$ 11,964**

Municipal Court Building Security Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

Revenues	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Received
Revenues (Court Fines)	$ 3,700	$ 3,700	$ 2,166	$ (1,534)	59%

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

Beginning & Ending Balance	Original Budget	**Revised Budget**	**Year to Date**
Beginning Fund Balance	$ 55,387	**$ 55,317**	**$ 55,317**
+ Net Increase (Decrease)	3,700	**3,700**	**2,166**
Ending Fund Balance	$ 59,087	**$ 59,017**	**$ 57,483**

Highland Village Community Development Corporation

Working Capital Analysis (FY 2026)

	Actual 2023-2024	Actual 2024-2025	Budget 2025-2026	YTD 2025-2026
Beginning Fund Balance	$ 1,361,972	$ 2,007,661	$ 2,429,759	$ 2,465,779
Revenues				
4B Sales Tax	1,806,379	1,819,132	1,861,753	644,093
Park Fees (Rental)	63,691	68,949	77,400	57,716
Miscellaneous Income	-		-	-
Interest Income	79,051	92,459	110,000	49,545
Total	$ 1,949,121	$ 1,980,540	$ 2,049,153	$ 751,354
Expenditures				
Personnel	280,010	348,235	406,647	154,171
Services / Supplies	447,732	562,487	362,660	124,106
Reimburse GF (Support Functions)	28,000	28,000	28,000	-
Reimburse GF (Debt Service)	539,165	536,025	532,900	456,075
Total Non-Capital Expenditures	$ 1,294,907	$ 1,474,747	$ 1,330,207	$ 734,352
Capital				
Equipment	8,525	47,675	-	-
Net Increase / (Decrease)	645,689	458,118	718,946	17,002
Working Capital Balance	$ 2,007,661	$ 2,465,779	$ 3,148,705	$ 2,482,781

PEG Fee Fund
FY 2025/2026 Budget

YEAR TO DATE MARCH

Percent of Budget Year Transpired	***50.0%***

Revenues	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Received
PEG Fee Receipts	$ 16,759	**$ 16,759**	**$ 4,069**	$ (12,690)	24%
Total Revenues	$ 16,759	**$ 16,759**	**$ 4,069**	$ (12,690)	24%

Expenditures	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Personnel	$ -	**$ -**	**$ -**	$ -	0%
Services / Supplies	7,000	**7,000**	**159**	6,841	2%
Capital	27,108	**27,108**	**20,859**	6,249	77%
Total Expenditures	$ 34,108	**$ 34,108**	**$ 21,018**	$ 13,090	62%

Other Sources/Uses	Original Budget	**Revised Budget**	**Year to Date**	Variance	% Used
Operating Transfers In	$ -	**$ -**	**$ -**	$ -	0%
Operating TransfersOut	-	**-**	**-**	-	0%
Total Other Sources (Uses)	$ -	$ -	$ -	$ -	0%

Fund Balance	Original Budget	**Revised Budget**	**Year to Date**
Beginning fund balance	$ 191,082	**$ 194,294**	**$ 194,294**
+Net Increase (Decrease)	(17,349)	**(17,349)**	**(16,950)**
Ending Fund Balance	$ 173,733	**$ 176,945**	**$ 177,344**

CITY COUNCIL MEMORANDUM
AGENDA ITEM 16

MEETING DATE: May 12, 2026

SUBJECT: Consider Resolution 2026-3238 awarding and authorizing a contract with Bull-G Construction, LLC for the 24"/27" Sanitary Sewer Line Manhole Replacement Project.

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND

Previous Council action dated January 28, 2025, approved a project that City staff had identified for the existing 24"and 27" sanitary sewer located along the lake on the northeast part of the City that needed to be cleaned and inspected in order to determine the condition of the pipeline and the manholes and whether any corrective action was necessary to ensure the continued service of this sanitary sewer line This sewer line was installed in 1993 and took nine lift stations out of service, saving the City significant costs of operating and maintaining those lift stations. As a result of the project to clean and inspect this sanitary sewer line, it was determined that the pipeline is still in good condition; however ,due to sulfide corrosion, staff identified five manholes that need to be replaced due to their deteriorated condition. Bids were received on April 9th from five general contractors for the replacement of these manholes. Several very good bids were received. Following are the bids received:

BIDDER	TOTAL BID
Bull-G Construction	$159,100.00
A&M Construction	$204,000.00
G-Rod Construction	$262,500.00
Four Star Excavating	$286,500.00
Pennington Concrete and Utilities	$504,000.00

The low bidder is Bull-G Construction with a total bid in the amount of $159,100. The low bid has been reviewed and evaluated and is considered a very good bid. Bull-G Construction has the experience and sufficient resources to provide the services required for this project and is considered the lowest responsive bidder.

BUDGETARY IMPACT

Funded through the Utility Fund.

RECOMMENDATION

To approve Resolution 2026-3238 authorizing a contract with Bull G Construction for the Wastewater System Improvements 24"/27" Sanitary Sewer Line Manhole Replacement Project, as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2026-3238

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS AWARDING AND AUTHORIZING A CONTRACT WITH BULL-G CONSTRUCTION, LLC FOR CONSTRUCTION OF THE 24"/27" SANITARY SEWER LINE MANHOLE REPLACEMENT PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City administration, having solicited, received, and reviewed the bids for the 24"/27" Sanitary Sewer Line Manhole Replacement Project has determined that Bull-G Construction, LLC has submitted the lowest responsive bid in an amount of $159,100.00 and recommends award of a contract for the Project to said bidder; and

WHEREAS, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to accept the recommendation of the City administration and approve the above-described contract 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 execute a contract with Bull-G Construction, LLC in the amount of $159,100.00 for the Project and, subject to applicable state laws, city policies, and, in the event change order(s) result in an increase in the contract amount, the availability of funds for such purpose, to negotiate and sign such change order(s) to said contract as the City Manager determines to be in the best interest of the City.

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

PASSED AND APPROVED THIS 12TH DAY OF MAY 2026.

APPROVED:

____
Charlotte J. Wilcox, Mayor

ATTEST:

____
Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____
Kevin B. Laughlin, City Attorney
(kbl:4/16/2026:4906-1957-2898 v1)

CITY COUNCIL MEMORANDUM
AGENDA ITEM 17

MEETING DATE: May 13, 2025

SUBJECT: Discuss and Consider Resolution 2026-3240 nominating One Candidate to a Slate of Nominees for the Denco Area 911 District Board of Managers

PREPARED BY: Angela Miller, City Secretary

BACKGROUND

The Denco Area 9-1-1 District (the District) service area fields more than 900 calls a day from people reporting fires, crimes, injuries and other emergencies. When a caller dials 9-1-1, the call is routed to one of 9 state-of-the-art communication centers located within the District service area, known as a public safety answering point (PSAP). These PSAPs act as the first point of contact for people calling for help. The Highland Village Police Department serves as the primary PSAP for calls that originate from areas within and from areas outside of its corporate boundaries. In addition to the above service, the District provides training programs and protocols that assist 9-1-1 emergency telecommunicators within its member jurisdictions located throughout Denton County.

In order to meet the needs and goals of the member jurisdictions, the Denco Area 911 District is governed by a locally elected or appointed Board of Managers (Board). Denton County, participating cities and the Denton County Fire Chiefs Association appoint members to the Board, with members serving two-year staggered terms. Chapter 772, Texas Health and Safety Code provides for the District's Board of Managers to have two members appointed jointly by all participating municipalities located whole or partly within the District. Every year on September 30th, the term of one of the two Board members appointed by the participating municipalities expires. The term for current representative, Mr. Jim Carter, will expire this year. Members are eligible for consecutive terms and Mr. Carter has expressed his desire to serve another term.

Prior to the term expiration date, the District will accept nominations for candidates to represent the municipalities. Nominees are historically current or former elected officials in the District; however, there are no official prerequisites. City staff has solicited interested parties via the City's website and social media. To date, only Mr. Carter has indicated an interest in being nominated for the Board.

This agenda items provides an opportunity for Council discussion and to take formal action to nominate a candidate. If Council does not wish to nominate a candidate, Denco staff will provide the slate of nominees submitted by other participating municipalities, and Council will still have the opportunity to cast votes from the list of nominees submitted by other jurisdictions.

BUDGETARY IMPACT

N/A

RECOMMENDATION

To approve Resolution 2026-3240 nominating a candidate to fill an unexpired term on the DCAD Board of Managers.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2026-3240

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS NOMINATING ONE CANDIDATE TO A SLATE OF NOMINEES FOR THE BOARD OF MANAGERS OF THE DENCO AREA 9-1-1 DISTRICT

WHEREAS, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of the Denco Area 9-1-1 District ("the District") shall be appointed jointly by all cities and towns lying wholly or partly within the District; and

WHEREAS, having determined that ____________________________ will represent the interest of cities well on the District's board, the City Council finds it to be in the public interest to nominate _________________________ for appointment to a term beginning October 1, 2026.

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

SECTION 1. The City of Highland Village hereby nominates ______________________ as a candidate for appointment to the Board of Managers for the Denco Area 9-1-1 District for a term beginning October 1, 2026.

SECTION 2. This Resolution shall take effect immediately upon approval and passage.

PASSED AND APPROVED THIS THE 12TH DAY OF MAY, 2026.

APPROVED:

____

Charlotte J. Wilcox, Mayor

ATTEST:

____

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____

Kevin B. Laughlin, City Attorney

(kbl:5/6/2026:4915-5266-3977 v1)

CITY COUNCIL MEMORANDUM
AGENDA ITEM 18

MEETING DATE: May 12, 2026

SUBJECT: Consider Resolution 2026-3239 canvassing the Returns and Declaring the Results of the General Election held on May 2, 2026 for the Purpose of Electing Council Members to Places 1 (Mayor), 2, 4 and 6

PREPARED BY: Angela Miller, City Secretary

BACKGROUND
On January 27, 2026, the City Council passed and approved Resolution 2026-3230 calling a general election to be held on May 2, 2026, for the purpose of electing Council members to Places 1 (Mayor), 2, 4 and 6. In accordance with the City Charter and Texas Election Code, notice of the election was posted and published, and the election was legally held in accordance with the laws of the Texas Election Code.

The results of the election, including the early voting results, have been certified and returned. Pursuant to state law, and, in order to be declared elected, a candidate must receive the majority of the number of votes cast for the office for which a person is a candidate.

Per the Texas Election Code, the City Council is required to canvass the election results not earlier than 3 days or later than 11 days after Election Day. The General Election was conducted on May 2, 2026 and the results of the election, as canvassed and tabulated in Resolution 2026-3239, reflect the expressed desires of the resident, qualified voters of the City.

BUDGETARY IMPACT
N/A

RECOMMENDATION
To approve Resolution No. 2026-3239 canvassing the returns and declaring the results of the May 2, 2026, General Election.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2026-3239

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE MAY 2, 2026, GENERAL ELECTION FOR THE PURPOSE OF ELECTING COUNCIL MEMBERS FOR PLACES 1 (MAYOR), 2, 4 AND 6; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on January 27, 2026, the City Council of the City of Highland Village, Texas, passed and approved Resolution 2026-3230, which called a general election for the purpose of electing Council Members to Places 1 (Mayor), 2, 4 and 6 to be held on May 2, 2026; and

WHEREAS, the City Council has found and declared the above elections were duly called and notice duly posted and the elections were legally held in accordance with the laws of the Texas Election Code; and

WHEREAS, the results of the elections, including the early voting results, have been certified and returned by the proper judges and clerks thereof; and

WHEREAS, pursuant to state law and in order to be declared elected, a candidate must receive the majority of the number of votes of the entire City cast for the office for which such person is a candidate; and

WHEREAS, the returns of the elections were duly and legally made and showed that each candidate received the following votes:

Council, Place 1 (Mayor)	**Total Number of Absentee Votes Received**	**Total Number of Early Votes Received**	**Total Number of Election Day Votes Received**	**Total Number of Votes Received**	**Percentage of Votes Received**
Charlotte Wilcox	36	754	340	1,130	100%

Council, Place 2	**Total Number of Absentee Votes Received**	**Total Number of Early Votes Received**	**Total Number of Election Day Votes Received**	**Total Number of Votes Received**	**Percentage of Votes Received**
Hogan Heathington	16	436	197	649	51.47%
Misty Sedillo	21	409	182	612	48.53%

Council, Place 4	**Total Number of Absentee Votes Received**	**Total Number of Early Votes Received**	**Total Number of Election Day Votes Received**	**Total Number of Votes Received**	**Percentage of Votes Received**
Shawn Nelson	36	690	315	1,041	100%

Council, Place 6	Total Number of Absentee Votes Received	Total Number of Early Votes Received	Total Number of Election Day Votes Received	Total Number of Votes Received	Percentage of Votes Received
Lorri Hill	17	411	184	612	47.55%
Daniel Jaworski	20	449	206	675	52.45%

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

SECTION 1. The results of the election, as canvassed and tabulated in the preamble of this resolution, reflect the expressed desires of the resident, qualified electors of the City.

SECTION 2. The duly elected members of the City Council of the City, elected May 2, 2026, for Places 1 (Mayor), 2, 4 and 6 and the corresponding terms of office, are as follows:

Name	Council - Place	Term
Charlotte Wilcox	Place 1 (Mayor)	Two (2) Years
Hogan Heathington	Place 2	Two (2) Years
Shawn Nelson	Place 4	Two (2) Years
Daniel Jaworski	Place 6	Two (2) Years

SECTION 3. This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED THIS THE 12TH DAY OF MAY 2026.

APPROVED:

____

Charlotte J. Wilcox, Mayor

ATTEST:

____

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____

Kevin B. Laughlin, City Attorney

City of Highland Village

CITY COUNCIL MEMORANDUM
AGENDA ITEM 19

MEETING DATE: May 12, 2026

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

PREPARED BY: Paul Stevens, City Manager

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

CITY OF Highland Village

UPCOMING MEETINGS

May 18, 2026	**Parks and Recreation Advisory Board Meeting – 6:00 pm**
May 19, 2026	**Planning and Zoning Meeting – 7:00 pm**
May 26, 2026	**Regular City Council Meeting – Cancelled**
June 8, 2026	**HV Community Development Corporation Meeting – 6:00 pm**
June 9, 2026	**Regular City Council Meeting – 7:00 pm**
June 15, 2026	**Parks and Recreation Advisory Board Meeting – 6:00 pm**
June 16, 2026	**Planning and Zoning Meeting – 7:00 pm**
June 23, 2026	**Regular City Council Meeting – 7:00 pm**
July 2, 2026	**Zoning Board of Adjustment Meeting – 7:00 pm**
July 13, 2026	**HV Community Development Corporation Meeting – 6:00 pm**
July 14, 2026	**Regular City Council Meeting – 7:00 pm**
July 20, 2026	**Parks and Recreation Advisory Board Meeting – 6:00 pm**
July 21, 2026	**Planning and Zoning Meeting – 7:00 pm**
July 28, 2026	**Regular City Council Meeting – 7:00 pm**
August 6, 2026	**Zoning Board of Adjustment Meeting – 7:00 pm**
August 10, 2026	**HV Community Development Corporation Meeting – 6:00 pm**
August 11, 2026	**Regular City Council Meeting – 7:00 pm**
August 17, 2026	**Parks and Recreation Advisory Board Meeting – 6:00 pm**
August 18, 2026	**Planning and Zoning Meeting – 7:00 pm**
August 25, 2026	**Regular City Council Meeting – 7:00 pm**

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