CITY OF Highland Village

AGENDA

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, AUGUST 10, 2026 at 6:00 PM
HIGHLAND VILLAGE MUNICIPAL COMPLEX
COUNCIL CHAMBERS
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS

1. **Call to Order & Roll Call for Highland Village Community Development Corporation**

2. **Visitors Comments** *(Anyone wishing to address the Highland Village Community Development Corporation board of directors must complete a Speaker's Request form and return it to the Administrative Assistant. In accordance with the Texas Open Meetings Act, Highland Village Community Development Corporation 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 Chairperson may impose a three (3) minute limitation on any person addressing the Highland Village Community Development Corporation.)*

3. **Consider approval of the Minutes from the Special Community Development Corporation Meetings held on July 16, 2026 and July 28, 2026.**

4. **Receive a Presentation of Budget Amendments**

5. **Discuss the three Village Connection FM 407 Corridor & Amenity options provided by Halff and make a recommendation on which option to move forward with and present to City Council.**

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

7. **Adjournment**

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 4th Day of August, 2026 NOT LATER THAN 5:00 P.M.

Pat Kuykendall
Administrative Assistant

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 ____:____

By______________________________

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 3

MEETING DATE: August 10, 2026

SUBJECT: Consider approval of Minutes for the Special Highland Village Community Development Corporation Meetings held on July 16, 2026 and July 28, 2026

PREPARED BY: Pat Kuykendall, Administrative Assistant

BACKGROUND

Minutes are approved by a majority vote of HVCDC and listed on the Agenda. The Corporation is encouraged to contact the Administrative Assistant prior to the meeting if there are any suggested changes. Upon doing so, staff can make suggested changes and the minutes 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 the Corporation for consideration prior to the vote, or could be moved to a future meeting for approval.

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

BUDGETARY IMPACT

N/A

RECOMMENDATION

To approve minutes for the Special Highland Village Community Development Corporation Meetings held on July 16, 2026 and July 28, 2026.

MINUTES
HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
SPECIAL BUDGET MEETING
THURSDAY, JULY 16, 2026 at 6:00 PM

1. Call to Order & Roll Call for Highland Village Community Development Corporation.

The meeting was called to order at 6:01 p.m. by Council Representative Brian Fiorenza, attendance was taken, Megan Glass absent.

Present:	Brian Fiorenza	Council Representative
	Rhonda Hurst	Council Representative
	Matthew Enslin	Citizen Representative
	Hogan Heathington	Council Representative
	Mike Sedillo	Citizen Representative
	Kevin Cox	Council Representative
Absent:	Megan Glass	Citizen Representative
Staff Members:	Phil Lozano	Director of Parks and Recreation
	Heather Miller	Director of Finance
	Paul Stevens	City Manager
	Pat Kuykendall	Administrative Assistant
	Scott Kriston	Director of Public Works

Visitors Comments
No one chose to speak.

3. Consider approval of the Minutes from the Regular Community Development Corporation Meetings(s) held on May 11, 2026 and June 29, 2026.

Representative Fiorenza asked the Board if there were any questions about the meeting minutes. No one had any questions or comments. Representative Heathington made a motion to approve the meeting minutes, and Representative Hurst seconded. The motion carried 6-0.

AI Affirm

4. Follow-Up Discussion on the Annual Updates to the Facilities Development Capital Improvement Program (FDCIP) and Budget for fiscal year 2026-2027.

Finance Director Miller presented a follow-up to the annual Facilities Development Capital Improvement Program and budget, and noted a change to the FY 2026 budget, which was $23,000 for a vehicle lease that was moved from the general fund to the 4B budget. In the FY2027 budget, there was $23,000 included for the Doubletree Ranch Park Pavilion staining project, which is being delayed to FY2028. There is $18,057 also included in the FY2027 budget for the vehicle lease payment. Director Miller noted that FY2027 sales tax revenue projection will be about $30,000 less than the FY2026 budget.

Two Supplementals were also reviewed:

- Pond diffusers at Doubletree Ranch Park - $13,456; and
- Renovation of the City Trial Landscape beds at the 2499 tunnel - the estimated cost was increased from $275,000 to $825,000 as per the Board recommendation based on the nature of the improvements

Projections indicate ending FY 2027 with a net gain of $58,000, and a fund balance just over $3M. Director Miller presented the 5-year outlook and outlined the next steps for the upcoming budget meetings, including conducting a public hearing at the July 28 meeting to adopt the budget, including the supplementals; the Board had no objection. The Board noted that the meeting on July 28th would start at 5:30 p.m. prior to the City Council meeting.

5. Review SPI's Proposal for Professional Service related to the Priority Trail cost estimate and seek a recommendation.

Director Lozano reported the SPI proposal study would cost $5,700 for the Briarhill east/west trail connections, District trail connection, Unity Park alignment and rail crossing. The Board discussed the crossings over the railroad and the challenges with it and noted that it will require some work for both the west and east side of Briarhill Road. Representative Sedillo noted a concern that the trail alignment into Unity Park has a potential blind spot; Director Lozano noted it and stated that the engineer would take it into consideration. He added that staff is also seeking direction regarding consideration of a funding agreement for this project.

Representative Cox made the motion to move forward with the professional services agreement with SPI relating to the Priority Trail in the amount of $5,700, seconded by Representative Heathington. Motion carried 6-0.

Representative Cox amended his motion to include the funding agreement with the city, seconded by Representative Heathington. Motion carried 6-0.

6. Review Halff's Proposal for the additional Analysis work requested by the board and seek direction and a recommendation.

Director Phil Lozano presented the Halff proposal for the Village Connection FM407 corridor and amenity project. Halff's proposal of $90,000 is to perform pedestrian impact, business impact, O&M/end-of-life cost analysis, and potential revenue enhancement analysis. Representative Hurst questioned the cost and asked if it would increase revenue. Representative Fiorenza noted that the original intent was to meet the Comprehensive Plan, which was approved by the community, and that they wanted trail connections and more amenities. The second initiative was: will it have a financial impact, and the number one goal was not to bring dollars to the city through the trail. Representative Hurst noted that, as she understood it, the focus was on increasing sales revenue through the FM407 trail. City Manager Stevens stated that the FM407 Trail project was twofold: economic impetus and tie-in, and to bring traffic to FM407, not just by vehicles but also pedestrians, bicycles and other similar means also to make a link into the existing trail system and serve as an extension of the city's entire trail system. City Manager Stevens also stated that the FM407 trail could potentially bring economic and sales tax growth. Representative Fiorenza agreed and noted that the comprehensive plan included a goal of trail and FM407 trail enhancements. Representative Fiorenza noted that the primary goal of the FM407 trail was not for economic impact but meeting the comprehensive plan in accordance with what the citizens of the community had requested. Representative Hurst noted that 4B funds may be diverted in the future and that having the M&O cost was important moving forward to keep costs down, but noted that she was under the impression that the focus was on economic impact. Council Representative Fiorenza noted that his research showed that when a trail like the FM407 is built in other communities, they have had an economic boost in sales tax revenue and property values, and all are positive with the exception of a few.

Representative Fiorenza also noted previous city surveys that were performed in the Highland Village community and business community, with both noting they wanted trail improvements. Council Representative Fiorenza asked if staff had any information on sidewalk operation, maintenance, and end-of-life cost analysis. Director Lozano said that in 2024 the city spent $21,000 on concrete grinding instead of panel replacement. Representative Cox noted the low maintenance costs to date for the trail system. Representative Fiorenza stated that business owners agreed it would bring in sales tax revenue. He also stated that FM407 trail projects, based on funding and if we receive grants, will cost the city 20% of the total cost. Representative Hurst expressed her disapproval of Halff for not providing the city with the same level of service they provide to other cities for similar analysis work.
Representative Hurst made a motion to not move forward with the Halff proposal; Representative Enslin seconded the motion. Motion carried 6-0.

7. **Status Reports on Current Projects and Discussion on Future Agenda Items (A Board member 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.)**

Director Lozano stated the next CDC meeting will be August 10 in which he will bring forward an item asking the Board for a recommendation on which FM407 Trail Project option to move forward with, and present to the City Council. Representative Cox asked how long SPI's study would take; Director of Public Works Kriston stated 3-4 months. Director Lozano stated there will be no more meetings with Halff for this project with the Board; he will present all three options, and the Board will decide.

AI Affirm

8. Adjournment

Representative Brian adjourned the meeting at 6:47 p.m.

Brian Fiorenza, Chair

ATTEST:

Pat Kuykendall, Administrative Assistant

MINUTES
HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
SPECIAL BUDGET MEETING
TUESDAY, JULY 28, 2026 at 5:30 PM

1. **Call to Order & Roll Call for Highland Village Community Development Corporation.**

The meeting was called to order at 5:30 p.m. by Representative Fiorenza,

Present:	Brian Fiorenza	Council Representative
	Rhonda Hurst	Council Representative
	Megan Glass	Council Representative
	Hogan Heathington	Council Representative
	Kevin Cox	Citizen Representative
Absent:	Matthew Enslin	Council Representative
	Mike Sedillo	Council Representative
Staff Members:	Phil Lozano	Director of Parks and Recreation
	Heather Miller	Director of Finance
	Paul Stevens	City Manager
	Pat Kuykendall	Administrative Assistant

Visitors Comments
No one chose to speak.

3. **Conduct a Public Hearing and Consider Adoption of the Annual Updates to the Facilities Development Capital Improvement Program ("FDCIP") and Proposed FY 2027 Budget Included Therein.**

Finance Director Miller presented slides for the update and reported there were no changes since the last meeting. she reported a net increase in the FY2026 fund balance in the amount of $648,000, ending the fund balance at $3,114,000.

She stated that the base budget for FY2027 will have anticipated revenues of approximately $2,045,000 and

expenditures of $586,000 with transfers to debt service fund to pay for debt services related to 4B projects, resulting in a net increase of $896,000. FY2027 anticipates an ending fund balance of $4,011,000. Proposed budget supplementals were also reviewed, and are incorporated in the proposed budget at $838,456. For FY2027 an increased fund balance of $58,000, with an ending balance of $3,172,000.

Director Miller highlighted projects identified in the updated FDCIP:

- Village Connection FM 407 Corridor Trail and Amenity Station
- FM2499 Pedestrian Tunnel Erosion Mitigation and Landscape Improvements
- Priority Trail Connections along Briarhill Road and The District Connection

Director Miller provided a Five-Year Outlook and will provide future budget updates at the Board's request.

Representative Fiorenza opened the floor for a public hearing. With no comments, the public hearing was closed.

Representative Cox made a motion to adopt the annual updates to the Facilities Development Capital Improvement Program FDCIP and proposed FY2027 budget, as presented; Representative Hurst seconded. The motion carried 5-0.

4. Discuss and Take Action to Enter into a Funding Agreement with the City to Utilize the Board-Approved FY2027 Budget Funds for Maintenance, Operations, and Projects.

Director Lozano presented to the Board a funding agreement with the City for funds to be used for maintenance and operation of city trails and soccer fields for the FY2026-2027 budget and projects.

Representative Heathington made a motion for the Highland Village Community Development Corporation Board to enter into a funding agreement with the City to utilize the approved FY2027 budget funds for maintenance, operations, and projects; seconded by Representative Cox. Motion carried 5-0.

5. Status Reports on Current Projects and Discussion on Future Agenda Items (A Board member 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.)

Representative Fiorenza inquired about possible widening of FM2499 with additional lanes by TXDOT and if there would be an opportunity for the City to ask them to complete the sidewalk connections along FM2499. Director Lozano stated yes and noted that Director of Public Works Kriston is aware of the City and Board's desire to do the infill on those sidewalks. Representative Fiorenza stated he would like the Board to consider other areas throughout the City with disconnects projects with existing funds when the trail projects are completed and start looking at what would be left for a future planning tool.

6. Adjournment

AI Affirm

Representative Fiorenza adjourned the meeting at 5:43 p.m.

____
Brian Fiorenza, Chair

ATTEST

____
Pat Kuykendall, Administrative Assistant

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 4

MEETING DATE: August 10, 2026

SUBJECT: Receive a Presentation of Budget Amendments

PREPARED BY: Heather Miller, Finance Director

BACKGROUND

The budget provides expenditure authority at the departmental level within three categories: Personnel, Services and Supplies, and Capital. Departments are responsible for managing expenditures within these approved category appropriations. Any reallocation of appropriations between categories or between departments requires City Council approval through a budget amendment.

Budget amendments are scheduled for City Council consideration on August 25, 2026. Prior to that meeting, staff is presenting the proposed Highland Village Community Development Corporation (HVCDC) budget amendments to the Board for review and recommendation.

The proposed amendments are consistent with the year-end financial projections presented during the budget process. Some adjustments reflect encumbrances from Fiscal Year 2024-2025 that will be paid during Fiscal Year 2025-2026. These amendments ensure sufficient appropriations are available to accommodate projected year-end expenditures.

A detailed summary of the proposed budget amendments is provided in the attached worksheet.

BUDGETARY IMPACT

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

RECOMMENDATION

This item is for informational purposes only.

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 4

Budget Amendment Request Worksheet

Line Item for Proposed Change:

DEPARTMENT	Category	Current Budget (Annual)	Proposed Budget (Annual)	Increase / (Decrease)
HV Community Development	Personnel	406,647	341,647	(65,000)
HV Community Development	Supplies/Services	362,660	465,660	103,000
		HV Community Development		**38,000**
		Total Adjustment		**38,000**

Reason For Request

Personnel - (Various departments) – Actual charges vary from budget resulting from various issues: employee changes in selected insurance coverage, retirements (pmt of accrued balances), certifications, promotions, etc).

HV Community Development - Supplies/Services - $103,000 == Costs associated with increase in scope for design study for FM 406 Village Connector (encumbered in FY 2024-2025), City Trail at FM2499 Tunnel Erosion and Landscape Improvement Study, City Trail signage, lease payments for crew work truck**.**

HV Community Development Net Change $ 38,000

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 5

MEETING DATE: August 10, 2026

SUBJECT: Discuss the three Village Connection FM 407 Corridor & Amenity options provided by Halff and make a recommendation on which option to move forward with and present to City Council

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND

At the May 11, 2026, Regular Board Meeting, Halff presented three options for the Village Connection FM 407 Corridor & Amenity Project and provided its recommended option. To provide context for this item, brief excerpts from Halff's presentation are included below as a reminder of the key points discussed:

ALIGNMENTS

Option 1. FM 407 Sidewalk Gap Connections

- Limits - Market Trail to Highland Village Road
- Fill Existing Sidewalk Gaps with 6-foot wide sidewalk to provide full connectivity
- ~3,700 LF of pedestrian improvements (length of sidewalk gap infill)
- Conceptual Opinion of Probable Construction Cost - $1,775,000 in FY 29/30
- Turnkey Survey, Design, and Construction Phase Cost – $425,000

Option 2. FM 407 Full-Width Shared Use Path

- Limits - Market Trail to Highland Village Road
- Construct new 12-foot Shared Use Path (SUP) Trail (Ped and Bike Function)
- ~5,200 LF of pedestrian improvements
- Conceptual Opinion of Probable Construction Cost - $3,800,000 in FY29/30
- Turnkey Survey, Design, and Construction Phase Cost – $870,000

Option 3. Unity Park Trail Connections

- Limits – Briarhill Blvd. to Highland Village Road
- Construct new 8- to 12-foot Shared Use Path Trail (Ped and Bike Function)
- ~3,900 LF of pedestrian improvements
- Conceptual Opinion of Probable Construction Cost - $2,190,000 in FY29/30
- Turnkey Survey, Design, and Construction Phase Cost – $525,000

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 5

RECOMMENDATIONS

Recommended Trail Option

- Considering Project Feasibility, Functionality, Cost and Grant Funding Potential, we recommended the City move forward with **Option 2, Full Width 12-foot SUP Trail**, for Grant Pre-Positioning

HIGHLAND VILLAGE FUNDING SOURCES

Local Funds

HVCDC Fund:
$2,482,783
(less debt service of annual $538,000)
$1,944,783

DCTA TRiP Fund:
$1,777,485

Total Available:
$3,722,268

Alignments Total Package				
	Option 1 FM 407 Sidewalk Gap Connections	Option 2 FM 407 Full-Width Shared Use Path	Option 3 Unity Park Trail Connections	Totals
Fund Option's 1 & 3				
Construction	$1,775,000		$2,190,000	$3,965,000
Turn-Key Engineering	$425,000		$525,000	$950,000
Total	**$2,200,000**		**$2,715,000**	**$4,915,000**
Fund Option's 2 & 3				
Construction		$3,800,000	$2,190,000	$5,990,000
Turn-Key Engineering		$870,000	$525,000	$1,395,000
Total		**$4,670,000**	**$2,715,000**	**$7,385,000**

HIGHLAND VILLAGE FUNDING SOURCES

Local Funds

HVCDC Fund:
$2,482,783
(less debt service of annual $538,000)
$1,944,783

DCTA TRiP Fund:
$1,777,485

Total Available:
$3,722,268

Local Investment when Grant Funding Scenario 2 with TFP OR TxDOT TAP (Includes Design)					
	Option 1 FM 407 Sidewalk Gap Connections	Option 2 FM 407 Full-Width Shared Use Path	Option 3 Unity Park Trail Connections	Local Total Investment	Federal Total Investment
100% Locally Funded	N/A		$2,715,000	**$2,715,000**	
80% Federal/Grant		$3,736,000			**$3,736,000**
20% Local Match		$934,000		**$934,000**	
Total Investment				**$3,649,000**	**$3,736,000**

Local Investment when Grant Funding Scenario 2 with NCTCOG TAP (Does NOT Include Design)					
	Option 1 FM 407 Sidewalk Gap Connections	Option 2 FM 407 Full-Width Shared Use Path	Option 3 Unity Park Trail Connections	Local Total Investment	Federal Total Investment
100% Locally Funded	N/A		$2,715,000	**$2,715,000**	
80% Federal/Grant		$3,040,000			**$3,040,000**
20% Local Match		$760,000		**$760,000**	
Turnkey Engineering		$870,000		**$870,000**	
Total Investment				**$4,345,000**	**$3,040,000**

City's cost range for Option 2 is approximately $934K – $1.63 Million for the NCTCOG

HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 5

RECOMMENDATIONS

Updated to August/September

June/July 2026: Meet with and Submit the chosen project to NCTCOG Transportation Funding Program.

Pre-Position

- Begin discussing ROW/easements with owners

Late Fall 2026: Pending decision and feedback from NCTCOG, submit the project to TxDOT's TAP Grant program (opens January 2027) if project cost meets 'Any Area' funding threshold ($5 million in 2025).

Pre-Position

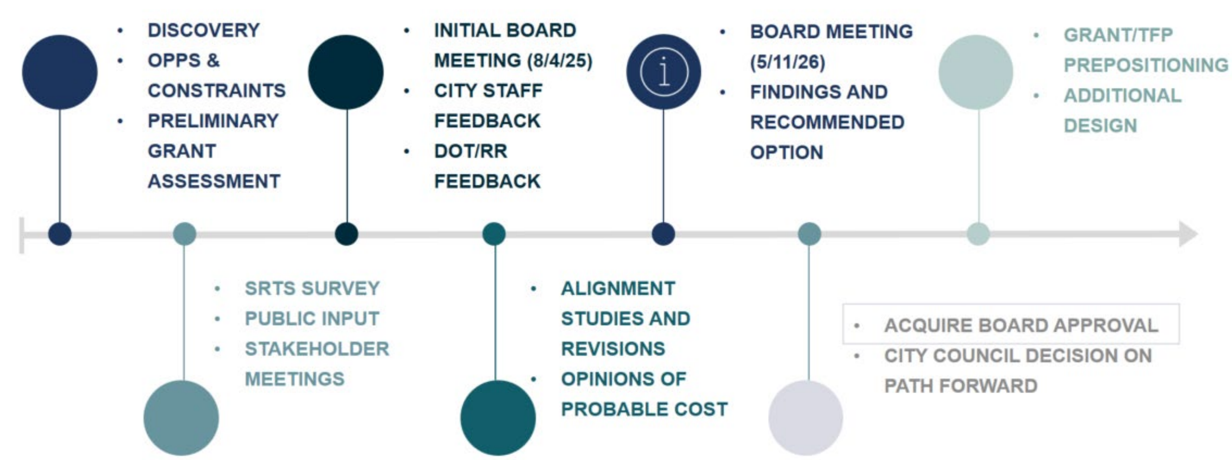
- Begin discussing ROW/easements with owners
- Consider advancing design to 30%

Late Spring 2027: Pending decision and feedback from NCTCOG, submit the project to NCTCOG's TAP Grant program (deadline TBD/NCTCOG reports earliest opening in late Spring 2027).

Pre-Position

- Begin discussing ROW/easements with owners
- Consider advancing design to 30%
- Consider adopting SRTS Plan with projects identified

NEXT STEPS



HIGHLAND VILLAGE COMMUNITY DEVELOPMENT CORPORATION MEMORANDUM AGENDA ITEM 5

BUDGETARY IMPACT

Staff needs the selected option from the board,

- Option 1: $2,200,000.00 (Not grant eligible, fully funded by the City)
- Option 2: $4,670,000.00 (Net cost to the City of approximately $934K to $1.63 million; the City's contribution to the Grant at 20%)
- Option 3: $2,715,000.00 (Grant eligible; railroad not allowing easement and has some challenges with private property easements and running into the dog park and drainage area)

Staff will present a formal proposal, including costs, from Halff at a future meeting for the professional services required to prepare and submit the grant application(s). These services may include, but are not limited to, grant application preparation and submission, supporting documents, plans, renderings, grant administration, presentations, and coordination meetings with staff and other required entities. Staff will also request Board approval to enter into a funding agreement with the City for professional services related to the grant application(s).

RECOMMENDATION

Staff is seeking direction and a recommendation from the Board on which Trail/Sidewalk option to move forward with, to present to the City Council, and enter into a funding agreement with the City to fund the selected option.

CITY COUNCIL MEMORANDUM
AGENDA ITEM 6

MEETING DATE: August 10, 2026

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

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND

This item is on the agenda to allow a board member 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