



**MEETING MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HELD AT THE HIGHLAND VILLAGE MUNICIPAL COMPLEX
LOCATED AT 1000 HIGHLAND VILAGE ROAD
TUESDAY, FEBRUARY 26, 2019**

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

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Councilmember
	Barbara Fleming	Deputy Mayor Pro Tem
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Absent:	Fred Busche	Mayor Pro Tem
Staff Members:	Michael Leavitt	City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Mark Stewart	Assistant Police Chief
	Jason Collier	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Fince Espinoza	Park Operations & Projects Manager
	Jana Onstead	Human Resources Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

EARLY WORK SESSION

1. Receive an Update on the 86th Texas Legislative Session

Relative to the Denton County Transportation Authority (DCTA), City Manager Michael Leavitt reported HB 2319 / SB 1066 have been filed, with no action being taken yet. The proposed legislation would change the DCTA Board of Directors from 14 voting members to 5 voting members.

Mr. Leavitt further reported staff and City Council members attended Denton County Days held in Austin last week. Council and City staff met with our state representatives and provided information on a compromise relating to proposed legislation regarding property tax and rollback rate. When meeting with Senator Bettencourt, he referenced the City's M&O rate has increased every year. After returning, staff researched and found that the City's M&O rate increased about 3 cents over the past 17 years. This was largely resulting from construction of a voter-approved fire station in 2007 and transition to fully paid staffing

as well as needed increase in Police staffing. The existing total tax rate remained the same. Mr. Leavitt reported this updated information was sent to Representatives Dustin Burrows and Tan Parker, Senators Jane Nelson and Paul Bettencourt, as well as area cities.

2. Clarification of Consent or Action Items listed on today's City Council Regular Meeting Agenda of February 26, 2019

Relating to Agenda Item #17, Mr. Leavitt reported the item is on the agenda to authorize detailed design services relating to the Unity Park entry/Kids Kastle entry area only. He added that staff would seek written confirmation from the Highland Village Parks Foundation of their donation to the City before a contract is entered into with the design firm.

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 6:13 p.m.

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

Council concluded Closed Session at 7:09 p.m.

OPEN SESSION

4. Call to Order

Mayor Wilcox called the meeting to order at 7:30 p.m.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Councilmember
	Barbara Fleming	Deputy Mayor Pro Tem
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Absent:	Fred Busche	Mayor Pro Tem
Staff Members:	Michael Leavitt	City Manager
	Kevin Laughlin	City Attorney
	Angela Miller	City Secretary
	Travis Nokes	Deputy Fire Chief
	Jason Collier	Assistant Fire Chief

Scott Kriston	Public Works Director
Phil Lozano	Parks and Recreation Director
Fince Espinoza	Park Operations & Projects Manager
Jana Onstead	Human Resources Director
Sunny Lindsey	Information Services Director
Priscilla Ibarra	Court Administrator
Laurie Mullens	Director of Marketing & Communications
Andrew Boyd	Media Specialist

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

Deputy Mayor Pro Tem Fleming gave the invocation.

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

Deputy Mayor Pro Tem Fleming led the pledges.

7. Visitor Comments

The following person spoke:

Marcus Khong (2806 Butterfield Stage Road) – Mr. Khong stated he is part of a group of 10-16 adults that have reserved a field to play soccer at Unity Park on Thursday nights in Highland Village from 9-11:00 pm. They are not part of GLASA but just play regularly for recreation & exercise. With upcoming changes to Unity Park, the group may no longer have a field at Unity. He requested more lit soccer fields in Highland Village, possibly at Copperas, so they can continue to play.

8. City Manager/Staff Reports

Deputy Mayor Pro Tem Fleming reported the Lewisville ISD Education Foundation's Restaurant Week is this week and continues through the weekend. Check their website for participating Highland Village restaurants & menus. She also thanked the actors that participated in the 2019 State of the City video. Lastly, she wished Mayor Wilcox a happy early birthday.

- **Presentation of the State of the City Address**

City staff presented the 2019 State of the City video, which was also shown at the State of the Cities luncheon earlier today. The luncheon is a joint event that is hosted by the cities of Lewisville, Flower Mound and Highland Village. The video tells the story of the projects and initiatives under way or soon to be underway through the eyes of LISD students serving as Council members and City staff. Mayor Wilcox thanked Andrew Boyd, Crystal Babcock and Laurie Mullens for their hard work on the video.

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

- **Presentation of a Proclamation celebrating the 30th Anniversary of the Denton County Master Gardener Association**

Mayor Wilcox presented a proclamation to members of the Denton County Master Gardener Association in honor of their 30th Anniversary.

CONSENT AGENDA

10. Consider Approval of Minutes of the Regular City Council Meeting held on February 12, 2019
11. Consider Resolution 2019-2802 canceling the May 4, 2019 General Election for City Officers and Declaring Unopposed Candidates Elected to Office
12. Consider Resolution 2019-2803 authorizing the City Manager to Negotiate and Execute a Contract with North Rock Construction, LLC for Construction Services relating to the Unity Park Softball Field Expansion Project
13. Consider Resolution 2019-2804 authorizing the City Manager to Negotiate and Execute a Contract with North Rock Construction, LLC for Phase I Sunset Point Park Development Project
14. Consider Resolution 2019-2806 re-appointing an Alternate Judge to the City of Highland Village Municipal Court and Authorizing Negotiation and Execution of an Agreement for Such Services

Motion by Councilmember Lombardo, seconded by Councilmember Jaworski, to approve Consent Agenda Items #10 through #14. Motion carried 6-0.

ACTION AGENDA

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

NO ACTION TAKEN

16. Consider Resolution 2019-2801 approving the Appointment by the City Manager of Michael Thomson as Fire Chief for the City of Highland Village
APPROVED (6 – 0)

City Manager Michael Leavitt reported an extensive recruitment effort resulted in the consideration of over 40 applicants from across the nation for the position of Fire Chief. After panel interviews involving the Highland Village executive staff, Mayor Wilcox, and the Fire Department Captains and administrative staff, Michael Thomson was selected for the Fire Chief position. Mr. Thomson has accepted the conditional offer subject to approval by City Council of the City Manager's selection, in accordance with City Charter Section 5.10.

Motion by Councilmember Jaworski, seconded by Deputy Mayor Pro Tem Fleming, to approve Resolution 2019-2801. Motion carried 6-0.

17. Consider Resolution 2019-2805 authorizing the City Manager to Negotiate and Execute a Professional Services Agreement with la terra studio for Landscape Architectural Services relating to the Unity Park Entry and Kids Kastle Entry Area
APPROVED (6 – 0)

Parks and Recreation Director Phil Lozano reported the proposed agreement with la terra studio is for detailed design services and construction plans relating to the Unity Park entry and Kids Kastle entry feature. He added at the February 12, 2019 Council meeting, Highland Village Parks Foundation (Foundation) President Austin Adams verbally committed to donate \$125,000 to the City for the construction of the entry feature. The City will enter into an agreement with the Foundation for the donation to fund the design services and construction plans.

Mr. Lozano further reported the City would need to cover the cost of design, civil engineering, construction documents and construction administration totaling \$24,200. The City will be required to fund the remaining balance of the project construction cost, based on the consultant's completed design, probable cost and actual bid. With a current balance of \$44,000, the Unity Park Fund is identified as the designated funding source for the \$24,200.

Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Jaworski, to approve Resolution 2019-2805. Motion carried 6-0.

LATE WORK SESSION

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

Mr. Leavitt reported County Commissioner Bobbie Mitchell held a Precinct 3 Transportation Committee meeting in Highland Village recently. Transportation and mobility issues discussed at the meeting included:

- The managed lanes on I-35 have been successful and will therefore also be included in Phase II expansion
- Efforts are being made regarding a left-lane truck exclusion on more area highways
- Due to poor visibility and dark conditions, lighting is being requested at the intersection of Highland Village Road and I-35 Service Road

Councilmember Kixmiller encouraged residents to use the EyeOnWater app, which will help residents understand how much water their household uses throughout the day. The app also includes a notification option that will inform residents any potential leaks. He reported he received an alert of a potential leak, which he investigated and was able repair more timely due to the notification.

19. Adjournment

Mayor Wilcox adjourned the meeting at 8:10 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary