



**MEETING MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HELD AT THE HIGHLAND VILLAGE MUNICIPAL COMPLEX
LOCATED AT 1000 HIGHLAND VILLAGE ROAD
TUESDAY, MARCH 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
	Fred Busche	Mayor Pro Tem
	Robert A. Fiester	Councilmember (arrived at 6:07 p.m.)
	Daniel Jaworski	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Julie Doshier	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Heather Miller	Assistant Finance Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

EARLY WORK SESSION

1. Receive Presentation of Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2017-2018

Mr. Heerman introduced Ms. Paula Lowe with Pattillo, Brown & Hill LLP, who provided information to Council regarding the Comprehensive Annual Financial Report (CAFR). Ms. Lowe advised that the auditors from Pattillo, Brown & Hill, LLP issued an unqualified ("clean") opinion of the City's financial statements, which declare the statements present fairly the financial position of the City of Highland Village for the fiscal year ending September 30, 2018. She distributed copies of the audit documents to Council and provided an overview of the findings.

2. Receive an Update and Presentation from Upper Trinity Regional Water District (UTRWD) Board Director and Highland Village Public Works Director regarding UTRWD Projects, Operations and Services

City Manager Michael Leavitt stated Highland Village has been a member of UTRWD since 1990 and that water usage subscriptions are reviewed annually. Public Works Director Scott Kriston reported UTRWD provides surface water and wastewater treatment services to Highland Village. Highland Village has a 3 million gallon per day (MGD) subscription with UTRWD, which supplies approximately 80% of the City's water supply, with well water utilized for the remaining 20% during summer peak usage. Councilmember Kixmiller asked how rates in Highland Village compare with other area cities. Assistant City Manager Ken Heerman stated rates are a little higher due to sewer fees.

UTRWD Director/Vice President Richard Lubke provided an update on Lake Ralph Hall. He reported approximately 12,000 acres have already been purchased and roughly another 3,000 acres still need to be purchased for the lake. He added construction on the dam would begin sometime next year. He also reported TxDOT roadway projects have necessitated moving some of their sewer and water pipelines. In 2020, UTRWD will also begin working on a parallel pipeline project from the Taylor Wastewater Treatment Plant to the Stone Hill Pump Station, which is located in Flower Mound.

With Mr. Lubke's term on the UTRWD Board of Directors expiring this year, he stated he would like to continue serving and representing Highland Village. Mr. Leavitt stated that would require action of the Council at a future meeting.

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

No items were discussed.

Time permitting, Agenda Items #17 and #18 were moved up on the agenda.

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

Mr. Leavitt reported the bill-filing deadline has passed and that approximately 7,200 new bills have been filed, which is more than the number filed in 2017. He provided an update on various bills and their status. Mr. Leavitt will forward Council a link to Texas Legislature Online so they can follow the status and legislative history of bills.

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 stated there is a need to have a joint meeting of the City Council and Parks and Recreation Advisory Board regarding upcoming improvements at Unity Park. Parks and Recreation Director Phil Lozano reported there are some challenges with a community build, and in trying to have a successful project, it is important to address those challenges early. In communicating with other area cities, challenges included consistent involvement of volunteers throughout the project, total funding of the project and weather delays.

In addition to the challenges, Mr. Lozano reported on the following: trends in the play value experience have changed from when Kids Kastle was originally constructed, the importance of an inclusive playground, the design process, and targeting the input of children who will be the end users. Mr. Leavitt suggested having the joint meeting on April 15. Consensus of Council is to have the joint meeting on April 15 at 6:00 p.m.

Early Work Session ended at 7:16 p.m.

CLOSED SESSION

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

Council did not meet in Closed Session.

OPEN SESSION

5. **Call 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
	Fred Busche	Mayor Pro Tem
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Ken Heerman	Assistant City Manager
	Julie Doshier	City Attorney
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Mark Stewart	Assistant Police Chief
	Karl Schlichter	Police Commander
	Michael Thomson	Fire Chief
	Travis Nokes	Assistant Fire Chief
	Jason Collier	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist

6. **Prayer to be led by Mayor Pro Tem Fred Busche**

Mayor Pro Tem Busche gave the invocation.

7. Pledge of Allegiance to the U.S. and Texas flags to be led by Mayor Pro Tem Fred Busche

Mayor Pro Tem Busche led the pledges.

8. Visitor Comments

No one wished to speak.

9. City Manager/Staff Reports

- **HVTV Update**

The Foodie Friday segment was presented and featured Salerno's Italian Restaurant in Highland Village. Information was also presented on the upcoming Easter Egg Hunt scheduled for Saturday, April 13 at Unity Park.

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

Deputy Mayor Pro Tem Fleming announced Ally's Wish Boots and Blessings Gala that will be held on Saturday, April 6 at Austin Ranch in Grapevine. Mayor Wilcox reminded everyone to come out to Heritage Elementary's Hawkfest featuring a Lip Sync Battle on the evening of Friday, April 12 at Pediatric Dental World.

Mayor Wilcox read a letter from McAuliffe Elementary Principal Jennifer Mattingly thanking the Highland Village Police, Fire and Parks & Recreation Departments for their unified efforts in making the 14th Annual Chili Cook-off such a success.

- **Swearing In Ceremony for Highland Village Fire Chief Michael Thomson**

Mayor Wilcox swore in Michael Thomson as the new Fire Chief for the City of Highland Village.

- **Presentation of Citizen Certificate of Merit Award**

Mayor Wilcox, Chief Reim and Commander Schlichter presented awards to Zachary Harris, Lorenzo Rios, Dylan Martin and Mary Smith for their actions on February 29, 2019, which resulted in saving someone's life.

CONSENT AGENDA

11. Consider Approval of Minutes of the Regular City Council Meeting held on February 26, 2019

12. Consider Resolution 2019-2807 authorizing a Cooperative Purchasing Agreement with the City of Grapevine, Texas for Purchase of Goods and Services

13. **Consider Resolution 2019-2808 authorizing the City Manager to Execute an Agreement with Terracare Associates, LLC for Turf and Landscape Maintenance Services on the FM 2499 Corridor**

14. **Receive Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2017-2018**

15. **Receive Budget Reports for Period Ending January 31, 2019**

Motion by Mayor Pro Tem Busche, seconded by Deputy Mayor Pro Tem Fleming, to approve Consent Agenda Items #11 through #15. Motion carried 7-0.

ACTION AGENDA

16. **Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:**

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

NO ACTION TAKEN

LATE WORK SESSION

17. **Receive an Update on the 86th Texas Legislative Session**

This item was moved up to Early 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.)**

This item was moved up to Early Work Session.

19. **Adjournment**

Mayor Wilcox adjourned the meeting at 7:57 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary