



**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, JUNE 11, 2019**

Mayor Charlotte J. Wilcox called the meeting to order at 6:30 p.m.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	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
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

EARLY WORK SESSION

1. Receive an Update on Amending the City Fee Schedule relating to Residential Building Permit Fees

City Manager Michael Leavitt reported during the 86th Texas Legislative session, Governor Abbott signed HB 852, which prohibits a municipality from requiring the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit, except as required by the Federal Emergency Management Agency (FEMA) for participation in the National Flood Insurance Program. This new law prohibits cities from considering the value or cost of construction/improvement of a residential dwelling in establishing building permit fees. The law became effective on May 21, 2019 at which time the City suspended collection of all building permit fees until a new fee schedule was approved.

Mr. Leavitt provided an update showing methodology used in calculating a new rate schedule. Mayor Wilcox asked how the new fees compare with other cities. Mr. Leavitt stated they were comparable, although there are some that are higher than the fees being proposed for Highland Village. Councilmember Fiester asked if the permit fees are for cost recovery or to generate revenue. Mr. Leavitt reported the fees are for cost recovery related to plan review and inspections, which ensure building standards are being met.

2. Receive an Update on a Recent Citizen Request relating to Traffic Safety on Medina Drive

Mr. Leavitt reported the Public Works and Police Department was recently contacted by resident Karen Fenton requesting a speed reduction or installation of speed bumps in the 500 block of Medina Drive. In response, the Public Works Department deployed a traffic counter to verify the volume of traffic and speed on Medina Drive from Wednesday, April 10 through Tuesday, April 16, 2019. In addition, the Police Department deployed their traffic radar on Medina Drive toward the end of May 2019. Mr. Leavitt provided a summary of the data collected:

- A total of 2,373 vehicles were recorded traveling on Medina Drive, with the majority traveling southbound
- Of the total vehicles traveling on Medina Drive, 23 exceeded 30 miles per hour
- Public Works data collection reported 85% vehicle speed is 24 miles per hour; Police Department data collection reported the 85% vehicle speed is 28 miles per hour

Based on the data, Mr. Leavitt reported Medina Drive is functioning as a minor collector road, with vehicle speed not indicated as an issue therefore no additional traffic control devices are warranted or recommended at this time; Councilmember Jaworski voiced concern that speeding is not an issue. Mr. Leavitt recommended Public Works and Police Department coordinate another deployment over the summer while school is not in session, with an update if that data contradicts any of the already collected data.

Resident Karen Fenton was in attendance for discussion of this agenda item.

3. Clarification of Consent or Action Items listed on Today's City Council Regular Meeting Agenda of June 11, 2019

Relating to Agenda Item #13, Mr. Leavitt stated this item includes interior repairs of the rotunda located in the Municipal Complex. He added the repairs are extensive with environmental issues that need to be addressed.

Relating to Agenda Item #17, consensus of Council is to move this item up to the Consent Agenda.

Early Work Session ended at 7:11 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 Charlotte J. Wilcox called the meeting to order at 7:30 p.m.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	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
	Michael Thomson	Fire Chief
	Travis Nokes	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist

6. Prayer to be led by Mayor Pro Tem Mike Lombardo

Mayor Pro Tem Mike Lombardo gave the Invocation.

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

Mayor Pro Tem Lombardo announced visiting Scout Troop 2 would lead the pledges.

8. Visitor Comments

The following people spoke:

Gordon Shelton (909 Tartan Trail) – Mr. Shelton stated his neighborhood is located in a flight path and asked the City Council to petition the DFW International Airport to alter their flight path. He added the noise is loud and sometimes flights come through every three to five (3-5) minutes throughout the day.

Guy T. Phillips (701 Scottish Mist Trail) – Mr. Phillips thanked the staff of the Highland Village Business Association for their efforts in the recent video shoot and thanked them for their hard work.

9. City Manager/Staff Reports

• **HVTV Update**

The HVTV Update featured a spotlight video focusing on Highland Village business, What's That Guy's Name? Photography by Guy T. The video also informed residents of mosquito prevention measures and the Eye on Highland Village app that can be used to notify staff of issues around the City in need of attention.

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

No items were discussed.

CONSENT AGENDA

Mayor Wilcox moved Agenda Item #17 up to the Consent Agenda.

- 11. Consider approval of Minutes of the Regular City Council Meeting held on May 28, 2019**
- 12. Consider Resolution 2019-2818 cancelling the July 9, 2019 City Council Meeting**
- 13. Consider Resolution 2019-2819 authorizing an Agreement with 308 Construction, LLC through the City's Cooperative Purchasing Agreement with The Interlocal Purchasing System (TIPS) for Water Damage Repairs at the Municipal Complex**
- 14. Consider Resolution 2019-2822 authorizing an Agreement extending the Investment Advisory Services with Valley View Consulting, LLC for up to an Additional Two Years**
- 15. Receive Budget Reports for the Period Ending April 30, 2019**
- 17. Consider Resolution 2019-2820 amending the City Fee Schedule relating to Residential Building Permit Fees authorized pursuant to Code of Ordinances Section 24.02.053**

Motion by Deputy Mayor Pro Tem Fleming, seconded by Mayor Pro Tem Lombardo, to approve Consent Agenda Items #11 through #15, and #17. 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)****

Council did not Meet in Closed Session on this Item

17. **Consider Resolution 2019-2820 amending the City Fee Schedule relating to Residential Building Permit Fees authorized pursuant to Code of Ordinances Section 24.02.053**

This item was moved up to the Consent Agenda.

18. **Consider Resolution 2019-2821 designating Wells Fargo Bank, N.A. as the City's Depository and authorizing the City Manager to Sign a Depository Services Contract with Wells Fargo Bank, N.A.**

APPROVED (5 – 1)

Councilmember Tom Heslep recused himself from discussion and vote on this item.

Assistant City Manager Ken Heerman reported the City's current depository contract with Independent Bank expires on August 31, 2019. Mr. Heerman further reported the City utilized a consultant (Valley View Consulting, L.L.C.) to assist in the development of the RFA and the subsequent analysis, with the delineation to evaluate the best option for the City targeted to three primary considerations: 1) cost of services, 2) earnings credits and interest paid, 3) demonstrated ability of provided service level.

City staff advertised a Request for Application (RFA) soliciting proposals for a new depository contract, as required by the Texas Local Government Code and also distributed to sixteen (16) identified area banks within a five-mile radius of the City Municipal Complex. As part of this process, a non-mandatory pre-application conference was also conducted. Mr. Heerman reported applications were received from the following six (6) area banks:

- Bank of the West
- Compass Bank
- Independent Bank
- JPMorgan Chase Bank, N.A.
- Southside Bank
- Wells Fargo Bank, N.A.

Mr. Heerman reported Independent Bank has been a sound and supportive business partner during the current depository contract term. However, the higher fees and lower rates offered at this time supported the consideration of other options. Although Compass Bank has a slight advantage in overall net income, Mr. Heerman stated City staff considered the complete range of services presented by Wells Fargo Bank, N.A., including the competitive pricing of service fees, ability to maintain lower operating balances to offset monthly fees, the location of Wells Fargo within the City of Highland Village municipal boundaries, and the City's positive outlook of using the overall services offered. Mr. Heerman stated that, based on the analysis results and discussion with staff, it was determined that the terms offered by Wells Fargo Bank, N.A. provide the "best value" to the City.

Motion by Deputy Mayor Pro Tem Fleming, seconded by Mayor Pro Tem Lombardo, to approve Resolution 2019-2821. Motion carried with the following 5-1 vote:

Ayes – Lombardo, Fleming, Kixmiller, Wilcox, and Fiester

Nos – Jaworski

LATE WORK SESSION

- 19. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific 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 reminded everyone budget meetings would begin this week. Councilmember Fiester asked Mr. Leavitt how recent state legislation would affect next year's budget. Mr. Leavitt stated he believes this next year will not be affected as much as following years. Mr. Leavitt stated he would be attending a legislative update on June 24 and will provide an update for everyone at the next City Council meeting.

- 20. Adjournment**

Mayor Wilcox adjourned the meeting at 7:55 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary