

**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, OCTOBER 10, 2017**

The City Council of the City of Highland Village, Texas met in Early Work Session on the 10th day of October, 2017 prior to the Regular Council Meeting.

Call to Order

Mayor Pro Tem Michelle Schwolert called the meeting to order at 6:02 p.m.

Roll Call

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| Present: | Michelle Schwolert Michael Lombardo Barbara Fleming Fred Busche John McGee Daniel Jaworski | Mayor Pro Tem Councilmember Deputy Mayor Pro Tem Councilmember Councilmember Councilmember |
| Absent: | Charlotte J. Wilcox | Mayor |
| Staff Members: | Michael Leavitt Kevin Laughlin Ken Heerman Angela Miller Brad Goudie Sunny Lindsey Laurie Mullens Andrew Boyd Karen Bradley | City Manager City Attorney Assistant City Manager City Secretary Fire Chief IT Director Director of Commic and Marketing Media Specialist Administrative Assistant |

EARLY WORK SESSION

1. Receive Presentation from Non-Profit Organizations Requesting Funding for Providing Services, Programs and/or Benefits Serving a Public Purpose to City Residents

City Manager Michael Leavitt thanked the representatives from each organization for attending the meeting. He gave a brief explanation of the guidelines in order for organizations to be considered. He also reported that Council has historically allocated 0.15% of the City's Maintenance & Operations budget (excluding capital project or purchasing funds) to be available for funding services provided by eligible non-profit organizations. There is \$38,700 included in the Fiscal Year 2017-2018 budget for funding community services and activities provided by non-profit organizations.

Council received brief presentations from the following non-profit organizations that have requested funding from the City of Highland Village for Fiscal Year 2017-2018:

- Christian Community Action (CCA) – Chasz Parker
- Greater Lewisville Community Theatre (NEW APPLICANT) – Nancy Thorne and Chris Robinson

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- Salvation Army of Lewisville – Steve Thomas
- PediPlace – Larry Robins
- Youth and Family Counseling – Mike Walker and Terry Dunsbar
- Lewisville ISD Education Foundation (LEF) – Ray Hernandez
- Communities in Schools of North Texas, Inc. – Katie Kellet
- Highland Village Lions Club – Harry Dinsmore
- Denton County Friends of the Family, Inc. – Tony Mowles
- Studio B Performing Arts Center – Elizabeth Nowell
- Lewisville Lake Symphony – Nancy Wright
- Winning The Fight – Kathy O’Keefe
- Friends of the Flower Mound Library – Ann Martin
- CASA of Denton County, Inc. – Debbie Jensen
- Journey to Dream – Nesa Grider
- Chisolm Trail RSVP, Inc. dba RSVP Serving Denton County – Diana Corona

Special Abilities of North Texas did not have a representative at the meeting.

Mayor Pro Tem Schwolert thanked all the non-profit representatives for attending and for providing information for Council regarding their organizations. She advised that the Council would consider funding allocations at the next Council meeting to be held on October 24, 2017.

2. Clarification of Consent or Action Items listed on today’s City Council Regular Meeting Agenda of October 10, 2017

Relating to Agenda Item #12, Councilmember Lombardo asked if the premium amount was on target for the amount that was budgeted. Assistant City Manager Ken Heerman reported it was.

Early Work Session ended at 7:26 p.m.

CLOSED SESSION

- 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)**

Council did not meet in Closed Session.

OPEN SESSION

4. Call to Order

Mayor Pro Tem Michelle Schwolert called the meeting to order at 7:35 p.m.

Roll Call

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| Present: | Michelle Schwolert | Mayor Pro Tem |
| | Michael Lombardo | Councilmember |
| | Barbara Fleming | Deputy Mayor Pro Tem |

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| Fred Busche | Councilmember |
| John McGee | Councilmember |
| Daniel Jaworski | Councilmember |

Absent: Charlotte J. Wilcox Mayor

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| Staff Members: | Michael Leavitt | City Manager |
| | Kevin Laughlin | City Attorney |
| | Ken Heerman | Assistant City Manager |
| | Angela Miller | City Secretary |
| | Doug Reim | Police Chief |
| | David Harney | Corporal |
| | Bobby Doyle | Lieutenant |
| | Brad Goudie | Fire Chief |
| | Laurie Mullens | Director of Communic and Marketing |
| | 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 Pledge to the U.S. and Texas flags.

7. Visitor Comments

No one wished to speak.

8. City Manager/Staff Reports

- **HVTV Update**

Restaurant Week – this week-long restaurant promotion runs October 15-21; participating restaurants will donate a percentage of their sales to the Fallen Officer Fund; the schedule and participating restaurants can be found at www.thehvba.com.

Sponsor a Veteran – the next Salute Our Veterans Luncheon will be held on Friday, November 10 from 11:00 am to 1:00 pm at the Hilton Garden Inn in Lewisville; contact Crystal Babcock regarding sponsorships to allow veterans and a guest to attend at no charge; sponsorships start at \$40.00, which covers the cost of two lunches, and continues in \$20 increments

Bond Election – a bond election will be held on November 7 to consider propositions for street and park improvements; early voting will begin on October 23 and qualified registered voters may vote at any Denton County polling location during that time

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

- **Swearing In of Police Officers Joshua Elliott and Michael Lazard**

Police Chief Doug Reim swore in Officer Joshua Elliott. His family was in attendance and his fiancée Priscilla pinned his badge.

Police Chief Doug Reim swore in Officer Michael Lazard. His family was in attendance and his mom pinned his badge.

- **Proclamation – Fallen Officer Day**

Mayor Pro Tem Schwolert presented a proclamation to Chief Reim, Lieutenant Bobby Doyle and Corporal David Harney with a proclamation to bring awareness and to honor October 21, 2017 as Fallen Officer Day in Highland Village.

CONSENT AGENDA

10. **Consider Approval of Minutes of the Regular Meeting held on September 26, 2017**
11. **Consider Resolution 2017-2708 Authorizing Various Purchases and Agreements relating to Replacement of the City’s Security Camera System**
12. **Consider Resolution 2017-2709 Authorizing the City Manager to Continue an Interlocal Agreement with TML Intergovernmental Risk Pool for Purposes of Providing City Liability Insurance**
13. **Consider Resolution 2017-2710 Authorizing the Purchase of a Kawasaki Mule Utility Vehicle and Accessories for the Police Department**
14. **Receive Budget Report for Period Ending August 31, 2017**

Motion by Councilmember McGee, seconded by Councilmember Lombardo, 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)**

NO ACTION TAKEN

16. **Consider Ordinance 2017-1235 Amending Section 20.05.001(b) of the Code of Ordinances relating to the Prohibition of Parking, Standing or Stopping of Vehicles on portions of Highland Forest Drive (1st of two reads)
APPROVED 1ST READ w/ MODIFICATION (6 – 0)**

City Manager Michael Leavitt reported in 2003, the City Council determined that commercial development in the vicinity of Highland Forest Drive and Nelson Parkway required certain parking restrictions be enacted. At that time, Ordinance 03-923 was passed which, in part, prohibits parking on the west side of Highland Forest Drive from Justin Rd north four hundred and fifty-one (451) feet.

The restricted parking distance of 451 feet ends approximately half-way in front of the residence located at 2041 Highland Forest Drive. This is the only location affected and does not allow the resident or their visitors to park in front of their home.

With additional parking now available in the area for nearby businesses, the homeowner has requested removal of the parking restriction in front of the residence. City staff has reviewed the need to restrict parking in this area and has determined there would be no negative impact in shortening the restricted distance from 451 feet to 429 feet. The amended distance provides a small 5 foot buffer between the end of the restricted parking area and the beginning of the property line at 2041 Highland Forest Drive, which begins at 434 feet. This change would allow lawful street parking directly in front of the residence.

Councilmember Jaworski stated although no plans have been submitted, there has been talk of another building being constructed behind Hidden Pines in the future and questioned the impact of additional parking in the area. He stated that only moving the no parking sign down a few feet did not really help the homeowner very much and asked if the sign could be removed all together. Chief Reim reported the down side would be any future planning, which could be addressed at that time. Chief Reim further reported the resident's complaint was that she could not park in front of her house and staff thought that moving the sign down to 5' beyond her property line would accommodate the homeowner, while still addressing any concerns at the intersection.

Motion by Councilmember Jaworski, seconded by Councilmember McGee, to approve first read of Ordinance 2017-1235 as presented amending Section 20.05.001(b) of the Code of Ordinances relating to the prohibition of parking, standing or stopping of vehicles on portions of Highland Forest Drive, with the exception that the distance of the prohibited parking area from the Highland Forest Drive and Justin Road intersection shall be changed to read "419 feet". Motion carried 6-0.

LATE WORK SESSION

- 17. 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.)**

City Manager Michael Leavitt reported there is a scheduling conflict on October 28 when the Planning Session was scheduled. Council discussed several different dates. Mr. Leavitt reported staff would follow up again with potential dates to reschedule.

- 18. Adjournment**

Mayor Pro Tem Schwolert adjourned the meeting at 8:22 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary