

**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, FEBRUARY 12, 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
	Daniel Jaworski	Councilmember
Staff Members:	Michael Leavitt	City Manager
	Kevin Laughlin	City Attorney
	Ken Heerman	Assistant City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Mark Stewart	Assistant Police Chief
	Sheri Morrison	Commander
	Wes Fiddes	Animal Control Officer
	Travis Nokes	Deputy Fire Chief
	Scott Kriston	Public Works Director
	Kim Huntley	Community Service Assistant
	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Recreation Manager
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist
	Karen Bradley	Administrative Assistant

EARLY WORK SESSION

1. Receive a Quarterly Presentation from Community Waste Disposal on Solid Waste, Recycling and Household Hazardous Waste Collection Services in Highland Village

Public Works Director Scott Kriston reported Community Waste Disposal (CWD) started providing solid waste and recycling collections and hauling services for the City in September 2018. CWD President Greg Roemer and CWD Municipal Coordinator Jason Roemer provided an update on services in Highland Village. Mr. Roemer reported there are over 67,000 service opportunities each month in Highland Village and included the following in the update:

- Service inquiries have reduced drastically over the past quarter
- Process for use of Door Side Household Hazardous Waste and Electronic Waste Collection service, which is offered twice a month to residents
- Concerns relating lids and placement of carts – lids are left open after servicing to allow route supervisors to conduct a dashboard audit to confirm streets have received collection; carts are to be returned within 2 feet of set out location

2. Receive an Overview of Animal Care / Shelter

Police Chief Doug Reim and Animal Control Officer (ACO) Wes Fiddes provided an update and overview of the Animal Care unit and our current kennel shelter, located at Animal Medical Center of Highland Village (Center). Topics included:

- Current Shelter Information
- Budget Overview
- Adoption Process
- Animal Shelter Data – intakes, adoptions, RTO, transfers, euthanizations
- Animal-related Calls for Service
- Future Considerations

Chief Reim reported that ACO Fiddes is also trained in snake identification, fox population, rodents and animal related health hazards. City Manager Michael Leavitt reported in 2002 the City entered into a twenty year lease for an area within the Center, which has resulted in a very good working relationship for both entities in providing care for our animals. Councilmember Kixmiller asked how often the current shelter has been overcapacity. Mr. Fiddes reported only 2-3 occasions, but added staff also works with rescue groups to get the animals placed. Mayor Pro Tem Busche asked about funding a new facility. Mr. Leavitt reported the cost estimate is approximately \$400/square foot. With the current lease ending in May 2022, he asked if Council wished to re-enter a similar lease agreement with the Center. Consensus of the Council is to continue the relationship with the Center.

3. Receive an Update on the Copperas Branch Park Master Plan Community Engagement Process

Marketing and Communications Director Laurie Mullens provided results of a recent resident survey of how residents receive their community information, which indicated a large percentage of respondents would like to use online engagement tools for interaction and collaboration with the City on specific projects. Parks and Recreation Director Phil Lozano reported in moving forward with the master planning of Copperas Branch Park, the City has contracted with Bang the Table for a one-year subscription to provide online engagement services, which will be known as *Speak Up HV*.

Consensus of Council is to move forward with the master planning process by utilizing Bang The Table. An update for Council will be provided in the spring on Bang The Table and its use to receive online engagement from the community relative to the Copperas Branch Park Master Plan.

4. Clarification of Consent or Action Items listed on today's City Council Regular Meeting Agenda of February 12, 2019

Relating to Agenda Item #19, Mr. Leavitt reminded Council they will need to formally acknowledge receipt of the annual report.

CLOSED SESSION

5. 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.

Early Work Session ended at 7:13 p.m.

OPEN SESSION

6. 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
	Kevin Laughlin	City Attorney
	Ken Heerman	Assistant City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Mark Stewart	Assistant Chief of Police
	Karl Schlichter	Commander
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Laurie Mullens	Director of Marketing & Communications
	Andrew Boyd	Media Specialist

7. Prayer to be led by Councilmember Mike Lombardo

Councilmember Lombardo gave the invocation.

8. Pledge of Allegiance to the U.S. and Texas flags to be led by Councilmember Mike Lombardo.

Councilmember Lombardo led the pledges.

9. Visitor Comments

No one wished to speak.

10. City Manager/Staff Reports

• HVTV Update

The Shopping Saturday segment featuring Décor to Your Door in The Shops at Highland Village, information about pet registration, and community education classes offered by

the Parks and Recreation Department during spring break were featured in the HVTV Update.

11. **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**

Councilmember Jaworski reported on the following:

- ❖ Briarhill Middle School 8th grade boys division II basketball team won a district championship
- ❖ Marcus High School cheerleaders finished 2nd in nationals
- ❖ Several Marcus High School football players were named to the Texas Academic All-State Football Team
- ❖ Marcus Academic Decathlon Team are the regional champions

- **Highland Village Parks Foundation Donation**

Austin Adams, President of the Highland Village Parks Foundation (Foundation) reported the Foundation was formed nearly twenty years ago with the purpose of assisting the City to improve and support Highland Village parks system and recreational facilities through land acquisition and development of existing parks, and to improve opportunities for visual and performing arts within the City. Mr. Adams announced the Foundation's intent to donate \$125,000 to the City of Highland Village. The donation will partially fund the construction of an entrance feature which will provide a historical visual of Kids Kastle and the importance of Unity Park to the community, as well as an entrance feature to the pavilion and play area. City staff, the Highland Village Parks and Recreation Advisory Board, and the Foundation have agreed on a concept plan, which will cost approximately \$180,000 and will be built in conjunction with the rebuild of Kids Kastle.

City Manager Michael Leavitt reported the Foundation has officially taken action on the donation. City Council thanked Mr. Adams and the Foundation for their generous donation.

CONSENT AGENDA

12. **Consider Approval of Minutes of the Regular City Council Meeting held on January 22, 2019**
13. **Consider Resolution 2019-2798 cancelling the March 12, 2019 City Council Meeting**
14. **Consider Resolution 2019-2799 authorizing Agreements with Duro-Last, Inc. through the City's Cooperative Purchasing Agreement with the Interlocal Purchasing System (TIPS) for Replacement of the Municipal Complex Roof**
15. **Consider Resolution 2019-2800 amending the Design Manual for the Installation of Network Nodes and Node Support Poles**
16. **Receive Investment Report for the Quarter Ending December 31, 2018**
17. **Receive Budget Reports for Period Ending December 31, 2018**

Motion by Councilmember Fiester, seconded by Deputy Mayor Pro Tem Fleming, to approve Consent Agenda Items #12 through #17. Motion carried 7-0.

ACTION AGENDA

- 18. 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

Council did not meet in Closed Session.

- 19. Receive Highland Village Police Department’s Annual Compliance Report under the Texas Code of Criminal Procedure (CCP) sections 2.131-2.134 Prohibiting Racial Profiling**

REPORT RECEIVED

Commander Karl Schlichter presented the report for 2018. He advised state law requires each law enforcement agency in the state to adopt a written policy on racial profiling and to submit a report containing the information compiled during the previous calendar year to its governing body. He explained new reporting requirements went into effect January 1, 2018, requiring all traffic stops be included in the report regardless of whether a warning or court citation was issued. Commander Schlichter advised the City has a policy in place which complies with the Code of Criminal Procedure Requirements.

Councilmember Jaworski asked how long it takes to gather the required data that is included in the report. Commander Schlichter reported the Highland Village Police Department tracks the data through Brazos Electronic Citation Devices and Software, which automates the process. Chief Reim added the electronic devices are invaluable when compiling the information to be included in the report. Chief Reim and Mr. Leavitt also thanked Council for their support in purchasing body cameras and equipment for the Police Department.

Motion by Mayor Wilcox, seconded by Councilmember Jaworski, to accept the annual Racial Profiling Report. Motion carried 7-0.

LATE WORK SESSION

- 20. Discuss Senate Bill 2 Property Tax Cap**

Assistant City Manager Ken Heerman reported proposed SB2 and HB2 property tax legislation that is currently under consideration by the state legislature would reduce the current 8% rollback rate to 2.5% for taxing entities that collect more than \$15M a year in property tax and sales tax revenues. An election with approval by 60% of total voters would be required for local governments wanting to exceed the cap. Mr. Heerman provided the impacts over the last two fiscal years if the cap were in place. Mr. Heerman also provided information when applying the rollback retroactively from 2001 through 2019.

Councilmembers voiced their support of providing relief to our residents relating to property taxes and voiced their concerns relating to the complexity of the topic, unfunded

mandates placed on cities by the state, and the need for appraisal and school finance reform. Mr. Leavitt suggested City Council and staff provide a compromise to the proposed rollback provision that can be submitted to Texas Legislatures when attending Denton County Days. Consensus of Council was to move forward with presenting a compromise to the Texas Legislature.

- 21. 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.)**

Deputy Mayor Pro Tem Fleming asked why there is a cable running across Tartan Trail. Mr. Leavitt reported it is for a utility company and their crew is in the process of getting the cable buried.

Relating to questions about recent work along Highland Village Road, Mr. Leavitt reported T-Mobile is visiting all eight cell towers in Highland Village to lay fiber optics to each tower in order to provide better service in Highland Village.

- 22. Adjournment**

Mayor Wilcox adjourned the meeting at 8:59 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary