

# City of *OVILLA* City Council

Rachel Huber, Place One  
Larry Stevenson, Place Two  
David Griffin, Place Three

Richard Dormier, Mayor

Doug Hunt, Place Four, Mayor Pro Tem  
Michael Myers, Place Five  
Dennis Burn, City Manager

## NOTICE OF CITY COUNCIL BRIEFING SESSION 105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, June 13, 2016

6:00 P.M.

Council Chamber Room

## AGENDA

- I. CALL TO ORDER
- II. CONDUCT A BRIEFING SESSION to review and discuss agenda items for the 6:30 p.m. regular meeting.
- III. CONDUCT A BRIEFING SESSION to review and discuss future agenda items.
  1. Shiloh Road Annexation Memo
  2. Budget Workshops
- IV. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the June 13, 2016 Briefing Session Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.cityofovilla.org](http://www.cityofovilla.org), on the 10<sup>th</sup> day of June 2016 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall, City Secretary

DATE OF POSTING: 6-10-2016 TIME: 11:00 am/pm  
DATE TAKEN DOWN: \_\_\_\_\_ TIME: \_\_\_\_\_ am/pm

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call 972-617-7262 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



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**DATE: June 13, 2016**

**TO: Honorable Mayor and City Council**

**FROM: Dennis Burn, City Manager**

**SUBJECT: Shiloh Road Annexation**

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The total width of the annexation is approximately 90 feet and the total length is approximately 1,138 feet. The annexation on the north side is approximately 50 feet from the existing road centerline and the annexation to the south side is approximately 40 feet from the existing road centerline. This annexation will allow the Midlothian Independent School District (MISD) to construct pavement widening and transitions for school traffic. State law does not allow annexation of partial roadways. The entire road right-of-way must be annexed hence the annexation to the south of the roadway centerline. The annexation line south of the roadway centerline corresponds to the boundary line established by the interlocal cooperation agreement approved by the City of Midlothian and the City of Ovilla.

As a part of the MISD Elementary School construction, MISD will be improving Shiloh Road within the limits of the annexation. This improvement of Shiloh Road by MISD is in accordance with the MISD-Ovilla Interlocal Agreement. The south line of the existing pavement will be matched by the new construction. The north line of the existing pavement will be widened by approximately 11 feet in front of the school property with transitions on the east and west ends to the existing paved width of Shiloh Road. The total paved width of Shiloh Road in front of the school is approximately 35 feet. The paving improvements at the intersection of Bryson Lane and Shiloh Road will consist of 8" thick reinforced concrete pavement over 8" thick lime stabilized base course. The paving improvements in front of the new school will consist of 8" thick hot mix asphaltic concrete (HMAC) over 8" thick lime stabilized base course.

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Dennis Burn, City Manager

Monday, June 13, 2016

105 S. Cockrell Hill Road, Ovilla, TX 75154

6:30 P.M.

Council Chamber Room

## AGENDA

NOTICE is hereby given of a **Regular Meeting** of the City Council of the City of Ovilla, to be held on **Monday, June 13, 2016 at 6:30 P.M.** in the Ovilla Municipal Building, Council Chamber Room, 105 S. Cockrell Hill Road, Ovilla, Texas, 75154, for the purpose of considering the following items:

### **I. CALL TO ORDER**

- Invocation
- Pledge of Allegiance

### **II. COMMENTS, PRESENTATIONS & REPORTS**

Mayor Dormier will conduct Oaths of Office to returning Council Members Place 1 Rachel Huber and Place 3 David Griffin.

#### ▪ **Citizen Comments**

*The City Council welcomes comments from Citizens. Those wishing to speak must sign in before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers under citizen's comments must observe a three-minute time limit. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.*

#### ▪ **Department Activity Reports / Discussion**

- |                                       |                                 |
|---------------------------------------|---------------------------------|
| • Police Department                   | Police Chief B. Windham         |
| ○ Monthly Report                      |                                 |
| • Fire Department                     | Fire Chief B. Kennedy           |
| ○ Monthly Report                      |                                 |
| 1. Outdoor Burning Proposal           |                                 |
| • Public Works                        | Public Works Director B. Piland |
| ○ Monthly Report                      |                                 |
| 1. Monthly Park Maintenance           |                                 |
| • Finance Department                  | Accountant L. Harding           |
| ○ April 2016 Financials               |                                 |
| • Administration                      | City Manager D. Burn            |
| ○ City Manager Reports                |                                 |
| 1. Activity Reports                   |                                 |
| ○ Monthly Municipal Court Report      | City Secretary P. Woodall       |
| ○ Monthly Code/Animal Control Reports | Code/AC Officer M. Dooly        |
| 1. Permits                            |                                 |

### **III. CONSENT AGENDA**

*The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for individual consideration on the regular agenda during this meeting.*

- C1. April 2016 Financial Transactions over \$5,000
- C2. Resolution approving ONCOR 2016 Assessment for Committee Membership
- C3. Resolution approving NCTCOG 911-Emergency Dispatch Services

# City of *OVILLA* City Council

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- C4. Minutes of the Council Briefing Session and Regular Meeting of May 09, 2016
- C5. Minutes of the Special Council Meeting of June 06, 2016.

## **IV. PUBLIC HEARING**

Case ANNEX 2016-02 Receive presentation and citizen comments on a request to Annex approximately 2.271 acre tract of land in the James S. Berry Survey, Abstract 86, the John R. Billingsley Survey, Abstract 80, the William Billingsley Survey, Abstract 81, and the James P. Laughlin Survey, Abstract 627, Ellis County, Texas, known as Shiloh Road, adjacent to the Ovilla City limits. (2<sup>nd</sup> Public Hearing)

- a. **Presentation** of Request to annex said property, filed by Mr. Todd Hemphill, Midlothian Independent School District, Board President, authorized representative for the Midlothian Independent School District.
- b. **PUBLIC HEARING** to receive comments from the public regarding the request.

## **V. REGULAR AGENDA**

- ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on the nominations and appointment of Mayor Pro Tem.
- ITEM 2. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission to consider and act upon a Specific Use Permit Application filed by Yara Masri Management Company for the construction of a Golden Chick Restaurant located at 2887 Ovilla Road, Ovilla, Texas 75154.
- ITEM 3. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission to consider and act upon a Final Plat Application filed by Yara Masri Management Company for a Golden Chick Restaurant on 0.6134 acre of land in the Broadmoor Addition, located at 2887 Ovilla Road, Ovilla, Texas 75154.
- ITEM 4. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment and/or reappointments to serve a term on the Municipal Services Advisory Committee (MSAC) and direct staff as necessary.
- ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointments to serve a term on the Economic Development Corporation (EDC) and direct staff as necessary.
- ITEM 6. **DISCUSSION/ACTION** – Consideration of and action on volunteer alternate board appointments to serve a term and to fill the vacancy of an existing term on the Board of Adjustment (BOA) and direct staff as necessary.
- ITEM 7. **DISCUSSION/ACTION** – Consideration of and action on the appointment of the Planning and Zoning Commission and one ad hoc member to serve as an Ovilla Impact Fee Advisory Committee to conduct a Water and Wastewater Impact Fee Study Update for the City of Ovilla in conjunction with Birkhoff, Hendricks and Carter, LLP and direct staff as necessary.
- ITEM 8. **DISCUSSION/ACTION** – Consideration of and action on for approval of a proposed Budget Calendar for Fiscal Year 2016-2017 budget preparations.
- ITEM 9. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.



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## VI. EXECUTIVE SESSION

ITEM 10. **DISCUSSION/ACTION** – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Manager.

The City Council of the City of Ovilla, Texas, reserves the right to meet in a closed session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

## VII. REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF

## VIII. ADJOURNMENT

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## OATH OF OFFICE

In the name and by the authority of

**The State of Texas**

**I, Rachel Huber, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of CITY COUNCIL MEMBER PLACE 1 of the City of Ovilla of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.**

\_\_\_\_\_  
Affiant

State of Texas  
County of Ellis

***SWORN TO and subscribed before me by affiant on this 13th day of June 2016.***

\_\_\_\_\_  
Signature of Person Administering Oath

Richard Dormier  
Mayor, City of Ovilla





## OATH OF OFFICE

In the name and by the authority of

**The State of Texas**

**I, David Griffin, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of CITY COUNCIL MEMBER PLACE 3 of the City of Ovilla of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.**

\_\_\_\_\_  
Affiant

State of Texas  
County of Ellis

***SWORN TO and subscribed before me by affiant on this 13th day of June 2016.***

\_\_\_\_\_  
Signature of Person Administering Oath

Richard Dormier  
\_\_\_\_\_  
Mayor, City of Ovilla



OVILLA POLICE DEPARTMENT  
105 S Cockrell Hill Rd  
Ovilla, TX 75154  
(972) 617-7262

To: Mayor Richard Dormier  
Ovilla City Council  
Dennis Burn City Manager

Subject: Police Department Monthly Activity Report

Calls For Service	May 2016	May 2016 YTD	May 2015	May 2015 YTD
Accident	1	9	3	11
Alarms	12	102	14	66
Arrest	2	9	3	17
Assault	1	1	1	1
Assists: Agency/Unit:23 EMS/Fire:4 Motorist:2	29	104	14	163
Building / House Security Check	1654	7745	1531	7285
Burglary	1	3	1	1
Burglary of Motor Vehicle	0	1	0	2
Criminal Mischief	3	8	1	5
Disturbance	6	31	0	31
Neighborhood Check	1836	7920	1828	9088
Other Calls for Service	62	390	138	726
Suspicious Person	6	39	1	21
Suspicious Vehicle	21	59	6	65
Theft	0	4	1	10
Traffic Assignment	116	640	15	99
<b>TOTAL CALLS FOR SERVICE</b>	<b>3750</b>	<b>17065</b>	<b>3557</b>	<b>17591</b>

Reserve Officer Hours	18	66	74	252.5
Average Response Time (Minutes)	5.09	4.852	0	3.48
Traffic Stop (Warnings)	83	407	14	221
Traffic Stop (Citations)	96	575	7	126
Total Citations & Warnings Combined	179	982	21	347
<b>PERCENT OF STOPS RECEIVING CITATIONS</b>	<b>53.6</b>	<b>58.6</b>	<b>33.3</b>	<b>36.3</b>

OVILLA PD VEHICLE MILEAGE							
January-16				February-16			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	95612	96275.8	663.8	100	96275.8	96840	564.2
102	103886	103888	2	102	103888	104047	159
103	121749	124456	2707	103	124456	126418	1962
104	81995	83597.5	1602.5	104	83597.5	84310	712.5
105	74127	74965	838	105	74965	75720	755
116	0	464	464	116	464	2656	2192
March-16				April-16			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	96840	97243	403	100	97243	97861	618
103	126418	128364	1946	103	128364	130190	1826
104	84310	85236	926	104	85236	87536	2300
105	75720	77057	1337	105	77057	78828	1771
116	2656	in shop	#VALUE!	116	2656	4635	1979
May-16				June-16			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	97861	98397	536	100			0
103	130190	131706	1516	103			0
104	87536	88888.2	1352.2	104			0
105	78828	79179	351	105			0
116	4635	6138	1503	116			0
July-16				August-16			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100			0	100			0
103			0	103			0
104			0	104			0
105			0	105			0
116			0	116			0
September-16				October-16			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100			0	100			0
103			0	103			0
104			0	104			0
105			0	105			0
116			0	116			0





# OVILLA FIRE DEPARTMENT

## Ovilla City Council Monthly Report for Fire Department - May 2016

City of Ovilla Calls for Service	2015 Totals		2016 Totals
Fire 6		Fire 10	
EMS 23	29	EMS 21	31
<b>ESD #2 Calls for Service</b>			
Fire 5		Fire 4	
EMS 12	17	EMS 15	19
<b>ESD #4 Calls for Service</b>			
Fire 0		Fire 1	
EMS 5	5	EMS 1	2
<b>Mutual Aid Provided</b>			
Fire 14		Fire 10	
EMS 1	15	EMS 1	11
<b>Total Calls For Service / Month</b>	66		63
<b>Total Calls For Service / YTD</b>	277		316

	Time from Notify to Time On Scene		Reaction Times	
	<u>April</u>	<u>May</u>	<u>April</u>	<u>May</u>
Average Response Times for City of Ovilla	6:39	5:38		
			<b>E-701</b>	
Average Response Times for ESD # 2	8:31	7:19	1:48	2:09
Average Response Times for ESD # 4	7:20	9:29		



# OVILLA FIRE DEPARTMENT

## **From the Deputy Chief / Fire Marshal**

1 - Consultation  
4 - Meetings  
1 - Assist P.D. with investigation  
14 - Inspections  
CQI Reports

## **Fire Department News For the Month**

1. Finalize Spec's on new Engine
2. C-701 responded to 12 calls for support.
3. C-702 responded to 11 calls for supprt.
4. Hired and began training with 6 new Volunteer Recruits
5. Attended Monthly ESD #2 and ESD #4 Meeting
6. Promoted Darrell Wolf to Captain
7. Current staffing, 2-Chiefs, 5-Captains, 27-Part Time Firefighters, 12-Volunteer Firefighters

Thank you

Brandon Kennedy  
City of Ovilla Fire Chief



**OVILLA  
FIRE DEPARTMENT**

# Outdoor Burning Proposal



# OVILLA FIRE DEPARTMENT

The purpose of creating an outdoor burning ordinance is not to ban outdoor burning. It is to create a document where anyone may go to find the outdoor burning requirements for the City of Ovilla. We already fall under the 2012 International Fire Code and TCEQ which spell out what can and can't be burned. And under those, as the Authority Having Jurisdiction, citations may be issued for any violations that occur. Also, we already have an authorized burning permit fee of \$10 established in the City of Ovilla Code of Ordinances. I would like our requirements to be easily accessed for people wishing to burn. This way there is no misunderstanding when we are called out to an illegal burn. A majority of the surrounding cities already have some type of ordinance in place along these same lines.

*Kevin R. Lindsey*

Deputy Chief/ Fire Marshal





## BURN REQUIREMENTS

**\*\*OUTDOOR BURNING IS PROHIBITED DURING  
AN ELLIS COUNTY INITIATED BURN BAN \*\***

Persons wishing to conduct an outdoor burn should be aware of State and Local Regulations that apply to outdoor burning. State Requirements are addressed in a document entitled "Outdoor Burning in Texas", published by the Texas Commission on Environmental Quality, (formerly the Texas Natural Resources Conservation Commission). This information can be accessed online at [www.tceq.state.tx.us](http://www.tceq.state.tx.us) and searching under available publications. Local requirements from the City of Ovilla are covered in the 2012 Edition of the International Fire Code, Section 307 and amendments.

The Fire Code requires that all persons who wish to conduct open burning, other than campfire size, shall complete a permit application and obtain a burning permit. Before a permit is issued, a fire department official will inspect the premises to verify information regarding the permit application. In instances where laws or regulations are enforceable by any other governmental entity having jurisdiction, joint approval shall be obtained. Permits shall be kept on the premises designated therein at all times and shall be posted in a conspicuous locations on the premises, or shall be kept on the premises in a location designated by the Fire Marshal. Permits shall be subject to inspection at all times by an officer of the fire or police department or other persons authorized by the Fire Marshal. Permits may be revoked at any time when it is determined by the Fire Marshal (or designee) that any conditions or limitations set forth in a permit have been violated, which may result in fines or additional fees issued by the fire department.

**The authority to conduct outdoor burning under the regulations listed below does not exempt or excuse any person responsible from the consequences, damages, or injuries resulting from the burning and does not exempt or excuse anyone from complying with all other applicable laws or ordinances, regulations, and orders of governmental entities having jurisdiction, even though the burning is otherwise conducted in compliance with the regulations listed below.**

Review the following burn regulations and then **contact the Fire Department** to request a burn permit; permits can be applied for at Fire Administration. A Fire Inspector will set up an appointment to come out and conduct a site inspection. **A copy of the permit application and inspection must remain available on site at all times.** Permits are issued "per occurrence". Burn permits are **valid for 30 days**. When the permit expires, applicants may start the permit process again.

### **General Requirements for Burning within the City Limits of Ovilla:**

After receiving your Permit and/or approval from the Fire Inspector, contact police / fire dispatch non-emergency at **972-775-3333** each day, prior to the commencement of burning. **Also notify Fire Administration the weekday/business day before the planned burn at 972-617-7375.** Give the Fire Department or Dispatcher your address information and verify that the weather conditions are satisfactory to conduct the burn. **Outdoor burning is not allowed on ozone action days, when "HIGH" fire weather threat index is forecasted, or a burn ban is in effect. Conducting an outdoor burn during any of the above conditions is a citable offense.**

If a complaint is received by Ovilla Fire-Rescue that your burn is aggravating the sensitive receptors, which includes humans and livestock, as well as "sensitive live vegetation" such as nursery plants, mushrooms under cultivation, and plants raised for pharmaceutical production or used in lab experiments, you will be asked by the Fire Marshal or his representative to immediately extinguish the fire. **Failure to comply with the request to extinguish the fire may result in a citation being issued to the individual(s) conducting the burn.** For a complete definition of "sensitive receptors see 30 TAC 111.203(7).





## BURN REQUIREMENTS

**\*\*OUTDOOR BURNING IS PROHIBITED DURING  
AN ELLIS COUNTY INITIATED BURN BAN \*\***

### Open Burn Checklist

- \$10.00 Permit required from City Hall
- 10 feet in diameter by 6 feet high is the maximum allowable size.
- Winds more than **6 MPH** but less than **23 MPH** during the burn period.
- The location for open burning shall not be less than 50 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet of any structure.
- Burning shall commence no earlier than one hour after sunrise and shall be completed on the same day one hour before sunset.
- Burning shall not be conducted during periods of actual or predicted persistent low-level atmospheric temperature inversions.
- The burning of domestic waste is **PROHIBITED** where other waste disposal is provided. Included in domestic waste is the following: kitchen garbage, treated lumber, cardboard boxes, packaging, clothing, grass, and leaves. Such things as tires, construction debris, furniture, carpet, electrical wire, and appliances are not considered to be domestic waste but also cannot be burned.
- Open burning shall be constantly attended by a person knowledgeable in the use of fire-extinguishing equipment and familiar with the permit limitations. An attendant shall supervise the burning material until the fire has been completely extinguished. A garden hose connected to a water supply or other approved fire-extinguishing equipment shall be readily available for use at open-burning sites.
- Burning must be conducted downwind of, or at least 50 feet from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from whoever owns or rents the adjacent property and either resides or conducts business there.
- The use of ignitable liquids to initiate the burn is **PROHIBITED**.
- A phone shall be available to call 9-1-1 if the fire gets out of control.

### Recreational Fire Checklist

- No permit required
- 3 feet diameter by 2 feet high is the maximum allowable size.
- Located at least 25 feet from structures, or 15 feet if in an approved container (outdoor fireplace, chiminea, etc.)
- Shall be conducted downwind of structures or property containing sensitive receptors and shall not be a nuisance.
- Winds more than **6 MPH** but less than **23 MPH** during the burn period.
- Conditions which could cause a fire to spread within 25 feet of a structure shall be eliminated prior to ignition.
- A garden hose connected to a water supply or other approved fire-extinguishing equipment shall be readily available for use at burn site.
- Burning is allowed after dark however, the fire must be completely extinguished before leaving unattended.
- The use of ignitable liquids to initiate the burn are **PROHIBITED**
- A phone shall be available to call 9-1-1 if the fire gets out of control.



# OVILLA FIRE DEPARTMENT

## BURN PERMIT

**Please notify the following when you are ready to burn:**

FIRE DEPARTMENT (972) 617-7375

DISPATCH (972) 775-3333

**PLEASE PRINT OR TYPE**

TODAY'S DATE: \_\_\_\_\_

DATE OF BURN: \_\_\_\_\_

**OPEN BURN PERMITS ARE "PER OCCURANCE". PERMIT EXPIRES AFTER THIRTY (30) DAYS.  
BURN RULES ARE STRICTLY ENFORCED.**

**PERMIT FEE: \$10.00**

ADDRESS OF OPERATION: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ (Preferably Cell Phone)

APPLICANT'S SIGNATURE: \_\_\_\_\_

OFFICE USE:

DATE PAID: \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

BY: \_\_\_\_\_

Approved by: \_\_\_\_\_ Title: \_\_\_\_\_

## City of Ovilla Code of Ordinances

### ARTICLE A6.000 FIRE INSPECTIONS AND RELATED FEES

(a) Inspection fee. The fire inspection fees provided herein apply to both residential and commercial inspections and inspections after reoccupancy:

- (1) Inspection: No charge.
- (2) First re-inspection: No charge.
- (3) Each additional re-inspection \$150.00.

(Ordinance 2015-010 adopted 3/9/15)

(b) Explosive materials permit: \$100.00.

(c) Authorized burning: \$10.00/day.

(d) Direction of fireworks displays: \$100.00/date.

(e) Pyrotechnic special or theatric effects: \$50.00/event, \$250.00/annual.

(Ordinance 2011-025, sec. 4, adopted 9/26/11)



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[International Fire Code](#)  
[\[ 2012 \(First Printing\) \]](#)  
[Chapter 3 - General Requirements](#)

- [SECTION 301 GENERAL](#)
- [SECTION 302 DEFINITIONS](#)
- [SECTION 303 ASPHALT KETTLES](#)
- [SECTION 304 COMBUSTIBLE WASTE MATERIAL](#)
- [SECTION 305 IGNITION SOURCES](#)
- [SECTION 306 MOTION PICTURE PROJECTION ROOMS AND FILM](#)
- [SECTION 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES](#)
- [SECTION 308 OPEN FLAMES](#)
- [SECTION 309 POWERED INDUSTRIAL TRUCKS AND EQUIPMENT](#)
- [SECTION 310 SMOKING](#)
- [SECTION 311 VACANT PREMISES](#)
- [SECTION 312 VEHICLE IMPACT PROTECTION](#)
- [SECTION 313 FUELED EQUIPMENT](#)
- [SECTION 314 INDOOR DISPLAYS](#)
- [SECTION 315 GENERAL STORAGE](#)
- [SECTION 316 HAZARDS TO FIRE FIGHTERS](#)
- [SECTION 317 ROOFTOP GARDENS AND LANDSCAPED ROOFS](#)
- [SECTION 318 LAUNDRY CARTS](#)

[307.1 General.](#)

[307.2 Permit required.](#)

[307.3 Extinguishment authority.](#)

[307.4 Location.](#)

[307.5 Attendance.](#)

[307.1 General.](#)

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[307.3 Extinguishment authority.](#)

[307.4 Location.](#)

[307.5 Attendance.](#)

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To view the next subsection please select the Next Section option.

## **SECTION 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES**

### **307.1 General.**

A person shall not kindle or maintain or authorize to be kindled or maintained any *open burning* unless conducted and *approved* in accordance with [Sections 307.1.1](#) through [307.5](#).

**307.1.1 Prohibited open burning.**

Open burning shall be prohibited when atmospheric conditions or local circumstances make such fires hazardous.

**Exception:** Prescribed burning for the purpose of reducing the impact of wildland fire when authorized by the *fire code official*.

**307.2 Permit required.**

A permit shall be obtained from the *fire code official* in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or a bonfire. Application for such approval shall only be presented by and permits issued to the *owner* of the land upon which the fire is to be kindled.

**307.2.1 Authorization.**

Where required by state or local law or regulations, *open burning* shall only be permitted with prior approval from the state or local air and water quality management authority, provided that all conditions specified in the authorization are followed.

**307.3 Extinguishment authority.**

When open burning creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the *fire code official* is authorized to order the extinguishment of the open burning operation.

**307.4 Location.**

The location for *open burning* shall not be less than 50 feet (15 240 mm) from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet (15 240 mm) of any structure.

**Exceptions:**

1. Fires in *approved* containers that are not less than 15 feet (4572 mm) from a structure.
2. The minimum required distance from a structure shall be 25 feet (7620 mm) where the pile size is 3 feet (914 mm) or less in diameter and 2 feet (610 mm) or less in height.

**307.4.1 Bonfires.**

A bonfire shall not be conducted within 50 feet (15 240 mm) of a structure or combustible material unless the fire is contained in a barbecue pit. Conditions which could cause a fire to spread within 50 feet (15 240 mm) of a structure shall be eliminated prior to ignition.

**307.4.2 Recreational fires.**

*Recreational fires* shall not be conducted within 25 feet (7620 mm) of a structure or combustible material. Conditions which could cause a fire to spread within 25 feet (7620 mm) of a structure shall be eliminated prior to ignition.

**307.4.3 Portable outdoor fireplaces.**

Portable outdoor fireplaces shall be used in accordance with the manufacturer's instructions and shall not be operated within 15 feet (3048 mm) of a structure or combustible material.



**Exception:** Portable outdoor fireplaces used at one- and two-family *dwelling*s.

### 307.5 Attendance.

*Open burning*, bonfires, *recreational fires* and use of portable outdoor fireplaces shall be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher complying with [Section 906](#) with a minimum 4-A rating or other *approved* on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

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option.

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**Section 307.1.1; change to read as follows:**

**307.1.1 Prohibited open burning.** Open burning shall be prohibited that is offensive or objectionable because of smoke emissions or when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.

Exception: {No change.}

*(Reason: Maintains current local requirements based on legacy and 2009 IFC requirements.)*

---

**Section 307.2; change to read as follows:**

**307.2 Permit required.** A permit shall be obtained from the *fire code official* in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or open burning a bonfire. Application for such approval shall only be presented by and permits issued to the owner of the land upon which the fire is to be kindled.

Examples of state or local law, or regulations referenced elsewhere in this section may include but not be limited to the following:

1. Texas Commission on Environmental Quality guidelines and/or restrictions.
2. State, County, or Local temporary or permanent bans on open burning.
3. Local written policies as established by the fire code official. X

*(Reason: Amendments to 307.2, 307.4, 307.4.3, and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)*

---

**Section 307.3; change to read as follows:**

**307.3 Extinguishment authority.** ~~When open burning creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the fire code official is authorized to order the extinguishment of the open burning operation. The fire code official is authorized to order the extinguishment by the permit holder, another person responsible or the fire department of open burning that creates or adds to a hazardous or objectionable situation.~~

*(Reason: Maintains current local requirements based on legacy and 2009 IFC requirements.)*

---

**Section 307.4; change to read as follows:**

**307.4 Location.** The location for open burning shall not be less than ~~50 300~~ feet (~~45-240 91 440~~ mm) from any structure, and provisions shall be made to prevent the fire from spreading to within ~~50 300~~ feet (~~45-240 91 440~~ mm) of any structure.

Exceptions: {No change.}

*(Reason: Amendments to 307.2, 307.4, 307.4.3 and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)*

---

**Section 307.4.3, Exceptions: add exception #2 to read as follows:**

**Exceptions:**

2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system.

*(Reason: Amendments to 307.2, 307.4, 307.4.3 and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)*

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*Section 307.4.4 and 5; add section 307.4.4 and 307.4.5 to read as follows:*

**307.4.4 Permanent outdoor firepit.** Permanently installed outdoor firepits for recreational fire purposes shall not be installed within 10 feet of a structure or combustible material.

**Exception:** Permanently installed outdoor fireplaces constructed in accordance with the International Building Code.

**307.4.5 Trench Burns.** Trench burns shall be conducted in air curtain trenches and in accordance with Section 307.2.

*(Reason: Amendments to 307.2, 307.4, 307.4.3 and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)*

*Section 307.5; change to read as follows:*

**307.5 Attendance.** Open burning, trench burns, bonfires, recreational fires, and use of potable outdoor fireplaces shall be constantly attended until the... {remainder of section unchanged}

*(Reason: Amendments to 307.2, 307.4, 307.4.3 and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)*

*Section 308.1.1; add sentence to read as follows:*

Unmanned free-floating devices containing an open flame or other heat source, such as but not limited to sky lanterns shall be prohibited.

*(Reason: Wildland and inherent fire risk presented by allowing an airborne open flame.)*

*Section 308.1.4; change to read as follows:*

**308.1.4 Open-flame cooking devices.** ~~Charcoal burners and other~~ Open-flame cooking devices, charcoal grills and other similar devices used for cooking shall not be operated ~~located or used~~ on combustible balconies, decks, or within 10 feet (3048 mm) of combustible construction.

**Exceptions:**

1. One- and two-family dwellings, except that LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 100 lbs (5 containers).
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system, except that LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity], with an aggregate LP-gas capacity not to exceed 40 lbs (2 containers).
3. {No change.}

*(Reason: Decrease fire risk in multi-family dwellings and minimizes ignition sources and clarify allowable limits for 1 & 2 family dwellings, and allow an expansion for sprinklered multi-family uses. This amendment adds clarification and defines the container size allowed for residences.)*

*Section 308.1.6.2, Exception #3; change to read as follows:*

**Exceptions:**

3. Torches or flame-producing devices in accordance with Section ~~308.4~~ 308.1.3.

*(Reason: Section identified in published code is inappropriate.)*

**SUBCHAPTER B: OUTDOOR BURNING**

**§§111.201, 111.203, 111.205, 111.207, 111.209, 111.211, 111.213,  
111.215, 111.219, 111.221**  
**Effective February 6, 2014**

**§111.201. General Prohibition.**

No person may cause, suffer, allow, or permit any outdoor burning within the State of Texas, except as provided by this subchapter or by orders or permits of the commission. Outdoor disposal or deposition of any material capable of igniting spontaneously, with the exception of the storage of solid fossil fuels, shall not be allowed without written permission of the executive director. The term "executive director," as defined in Chapter 3 of this title (relating to Definitions), includes authorized staff representatives.

Adopted August 21, 1996

Effective September 16, 1996

**§111.203. Definitions.**

Unless specifically defined in the Texas Clean Air Act (TCAA) or in the rules of the Texas Commission on Environmental Quality (commission), the terms used by the commission have the meanings commonly ascribed to them in the field of air pollution control. In addition to the terms that are defined by the TCAA, the following terms, when used in this chapter, have the following meanings, unless the context clearly indicates otherwise.

(1) **Extinguished**-The absence of any visible flames, glowing coals, or smoke.

(2) **Landclearing operation**-The uprooting, cutting, or clearing of vegetation in connection with conversion for the construction of buildings, rights-of-way, residential, commercial, or industrial development, or the clearing of vegetation to enhance property value, access, or production. It does not include the maintenance burning of on-site property wastes such as fallen limbs, branches, or leaves, or other wastes from routine property clean-up activities, nor does it include burning following clearing for ecological restoration.

(3) **Neighborhood**-A platted subdivision or property contiguous to and within 300 feet of a platted subdivision.

(4) **Practical alternative**-An economically, technologically, ecologically, and logistically viable option.

(5) **Prescribed burn**-The controlled application of fire to naturally occurring vegetative fuels under specified environmental conditions and confined to a predetermined area, following appropriate planning and precautionary measures.

(6) **Refuse**-Garbage, rubbish, paper, and other decayable and nondecayable waste, including vegetable matter and animal and fish carcasses.

(7) **Structure containing sensitive receptor(s)**-A man-made structure utilized for human residence or business, the containment of livestock, or the housing of sensitive live vegetation. The term "man-made structure" does not include such things as range fences, roads, bridges, hunting blinds, or facilities used solely for the storage of hay or other livestock feeds. The term "sensitive live vegetation" is defined as vegetation that has potential to be damaged by smoke and heat, examples of which include, but are not limited to, nursery production, mushroom cultivation, pharmaceutical plant production, or laboratory experiments involving plants.

(8) **Sunrise/Sunset**-Official sunrise/sunset as set forth in the United States Naval Observatory tables available from National Weather Service offices.

(9) **Wildland**-Uncultivated land other than fallow, land minimally influenced by human activity, and land maintained for biodiversity, wildlife forage production, protective plant cover, or wildlife habitat.

Adopted June 28, 2006

Effective July 19, 2006

#### **§111.205. Exception for Fire Training.**

(a) Outdoor burning shall be authorized for training fire-fighting personnel when requested in writing and when authorized either verbally or in writing by the local air pollution control agency. In the absence of such local entities, the appropriate commission regional office shall be notified. The burning shall be authorized if notice of denial from the local air pollution control agency, or commission regional office is not received within 10 working days after the date of postmark or the date of personal delivery of the request.

(b) Facilities dedicated solely for fire-fighting training, at which training routinely will be conducted on a frequency of at least once per week, shall submit an annual written notification of intent to continue such training to the appropriate commission regional office and any local air pollution control agency.

(c) Facilities dedicated solely for fire-fighting training, at which training is conducted less than weekly, shall provide an annual written notification of intent, with a



telephone or electronic facsimile notice 24 hours in advance of any scheduled training session. No more than one such notification is required for multiple training sessions scheduled within any one-week period, provided the initial telephone/facsimile notice includes all such sessions. Both the written and telephone notifications shall be submitted to the appropriate commission regional office and any local air pollution control agency.

(d) Authorization to conduct outdoor burning under this provision may be revoked by the executive director if the authorization is used to circumvent other prohibitions of this subchapter.

Adopted August 21, 1996

Effective September 16, 1996

**§111.207. Exception for Fires Used for Recreation, Ceremony, Cooking, and Warmth.**

Outdoor burning shall be authorized for fires used solely for recreational or ceremonial purposes, or in the noncommercial preparation of food, or used exclusively for the purpose of supplying warmth during cold weather. Such burning shall be subject to the requirements of §111.219(7) of this title (relating to General Requirements for Allowable Outdoor Burning).

Adopted August 21, 1996

Effective September 16, 1996

**§111.209. Exception for Disposal Fires.**

Except as provided in Local Government Code, §352.082, outdoor burning is authorized for the following:

(1) domestic waste burning at a property designed for and used exclusively as a private residence, housing not more than three families, when collection of domestic waste is not provided or authorized by the local governmental entity having jurisdiction, and when the waste is generated only from that property. Provision of waste collection refers to collection at the premises where the waste is generated. The term "domestic waste" is defined in §101.1 of this title (relating to Definitions). Wastes normally resulting from the function of life within a residence that can be burned include such things as kitchen garbage, untreated lumber, cardboard boxes, packaging (including plastics and rubber), clothing, grass, leaves, and branch trimmings. Examples of wastes not considered domestic waste that cannot be burned, include such things as tires, non-wood construction debris, furniture, carpet, electrical wire, and appliances;

(2) diseased animal carcass burning when burning is the most effective means of controlling the spread of disease;

(3) veterinarians in accordance with Texas Occupations Code, §801.361, Disposal of Animal Remains;

(4) on-site burning of trees, brush, grass, leaves, branch trimmings, or other plant growth, by the owner of the property or any other person authorized by the owner, and when the material is generated only from that property:

(A) in a county that is part of a designated nonattainment area or that contains any part of a municipality that extends into a designated nonattainment area; if the plant growth was generated as a result of right-of-way maintenance, landclearing operations, and maintenance along water canals when no practical alternative to burning exists. Such burning is subject to the requirements of §111.219 of this title (relating to General Requirements for Allowable Outdoor Burning). Commission notification or approval is not required; or

(B) in a county that is not part of a designated nonattainment area and that does not contain any part of a municipality that extends into a designated nonattainment area; this provision includes, but is not limited to, the burning of plant growth generated as a result of right-of-way maintenance, landclearing operations, and maintenance along water canals. Such burning is subject to local ordinances that prohibit burning inside the corporate limits of a city or town and that are consistent with the Texas Clean Air Act, Chapter 382, Subchapter E, Authority of Local Governments, and the requirements of §111.219(3), (4), (6), and (7) of this title. Commission notification or approval is not required.

(5) at a site designated for consolidated burning of waste generated from specific residential properties. A designated site must be located outside of a municipality and within a county with a population of less than 50,000. The owner of the designated site or the owner's authorized agent shall:

(A) post at all entrances to the site a placard measuring a minimum of 48 inches in width and 24 inches in height and containing, at a minimum, the words "DESIGNATED BURN SITE - No burning of any material is allowed except for trees, brush, grass, leaves, branch trimmings, or other plant growth generated from specific residential properties for which this site is designated. All burning must be supervised by a fire department employee. For more information call {PHONE NUMBER OF OWNER OR AUTHORIZED AGENT}." The placard(s) must be clearly visible and legible at all times;

(B) designate specific residential properties for consolidated burning at the designated site;

(C) maintain a record of the designated residential properties. The record must contain the description of a platted subdivision and/or a list of each property address. The description must be made available to commission or local air pollution control agency staff within 48 hours, if requested;

(D) ensure that all waste burned at the designated site consists of trees, brush, grass, leaves, branch trimmings, or other plant growth;

(E) ensure that all such waste was generated at specific residential properties for which the site is designated; and

(F) ensure that all burning at the designated site is directly supervised by an employee of a fire department who is part of the fire protection personnel, as defined by Texas Government Code, §419.021, and is acting in the scope of the person's employment. The fire department employee shall notify the appropriate commission regional office with a telephone or electronic facsimile notice 24 hours in advance of any scheduled supervised burn. The commission shall provide the employee with information on practical alternatives to burning. Commission approval is not required;

(6) crop residue burning for agricultural management purposes when no practical alternative exists. Such burning shall be subject to the requirements of §111.219 of this title and structures containing sensitive receptors must not be negatively affected by the burn. When possible, notification of the intent to burn should be made to the appropriate commission regional office prior to the proposed burn. Commission notification or approval is not required. This section is not applicable to crop residue burning covered by an administrative order; and

(7) brush, trees, and other plant growth causing a detrimental public health and safety condition burned by a county or municipal government at a site it owns upon receiving site and burn approval from the executive director. Such a burn can only be authorized when there is no practical alternative, and it may be done no more frequently than once every two months. Such burns cannot be conducted at municipal solid waste landfills unless authorized under §111.215 of this title (relating to Executive Director Approval of Otherwise Prohibited Outdoor Burning), and shall be subject to the requirements of §111.219 of this title.

**§111.211. Exception for Prescribed Burn.**

Outdoor burning shall be authorized for:

(1) Prescribed burning for forest, range and wildland/wildlife management, and wildfire hazard mitigation purposes, with the exception of coastal salt-marsh management burning. Such burning shall be subject to the requirements of §111.219 of this title (relating to General Requirements for Allowable Outdoor Burning), and structures containing sensitive receptors must not be negatively affected by the burn. When possible, notification of intent to burn should be made to the appropriate commission regional office prior to the proposed burn. Commission notification or approval is not required.

(2) Coastal salt-marsh management burning conducted in Aransas, Brazoria, Calhoun, Chambers, Galveston, Harris, Jackson, Jefferson, Kleberg, Matagorda, Nueces, Orange, Refugio, and San Patricio Counties. Coastal salt-marsh burning in these counties shall be subject to the following requirements:

(A) All land on which burning is to be conducted shall be registered with the appropriate commission regional office using a United States Geological Survey map or equivalent upon which are identified significant points such as roads, canals, lakes, and streams, and the method by which access is made to the site. For large acreage, the map should be divided into manageable blocks with identification for each defined block. The information must be received for review at least 15 working days before the burning takes place.

(B) Prior to any burning, notification, either verbal or written, must be made to, and authorization must be received from the appropriate commission regional office. Notification must identify the specific area and/or block to be burned, approximate start and end time, and a responsible party who can be contacted during the burn period.

(C) Such burning shall be subject to the requirements of §111.219 of this title.

Adopted January 15, 2014

Effective February 6, 2014

**§111.213. Exception for Hydrocarbon Burning.**

Outdoor burning shall be authorized for hydrocarbon burning from pipeline breaks and oil spills only upon proper notification as set forth in §101.6 of this title (relating to Notification Requirements for Major Upset), and if the executive director



has determined that the burning is necessary to protect the public welfare. Sampling and monitoring may be required to determine and evaluate environmental impacts.

Adopted August 21, 1996

Effective September 16, 1996

**§111.215. Executive Director Approval of Otherwise Prohibited Outdoor Burning.**

If not otherwise authorized by this chapter, outdoor burning may be authorized by written permission from the executive director if there is no practical alternative and if the burning will not cause or contribute to a nuisance, traffic hazard or to a violation of any federal or state primary or secondary ambient air standard. The executive director may specify procedures or methods to control or abate emissions from outdoor burning authorized pursuant to this rule. Authorization to burn may be revoked by the executive director at any time if the burning causes nuisance conditions, is not conducted in accordance with the specified conditions, violates any provision of an applicable permit, or causes a violation of any air quality standard.

Adopted August 21, 1996

Effective September 16, 1996

**§111.219. General Requirements for Allowable Outdoor Burning.**

Outdoor burning which is otherwise authorized shall also be subject to the following requirements when specified in any section of this subchapter.

- (1) Prior to prescribed or controlled burning for forest management purposes, the Texas Forest Service shall be notified.
- (2) Burning must be outside the corporate limits of a city or town except where the incorporated city or town has enacted ordinances which permit burning consistent with the Texas Clean Air Act, Subchapter E, Authority of Local Governments.
- (3) Burning shall be commenced and conducted only when wind direction and other meteorological conditions are such that smoke and other pollutants will not cause adverse effects to any public road, landing strip, navigable water, or off-site structure containing sensitive receptor(s).
- (4) If at any time the burning causes or may tend to cause smoke to blow onto or across a road or highway, it is the responsibility of the person initiating the burn to post flag-persons on affected roads.

(5) Burning must be conducted downwind of or at least 300 feet (90 meters) from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from the adjacent occupant with possessory control.

(6) Burning shall be conducted in compliance with the following meteorological and timing considerations:

(A) The initiation of burning shall commence no earlier than one hour after sunrise. Burning shall be completed on the same day not later than one hour before sunset, and shall be attended by a responsible party at all times during the active burn phase when the fire is progressing. In cases where residual fires and/or smoldering objects continue to emit smoke after this time, such areas shall be extinguished if the smoke from these areas has the potential to create a nuisance or traffic hazard condition. In no case shall the extent of the burn area be allowed to increase after this time.

(B) Burning shall not be commenced when surface wind speed is predicted to be less than six miles per hour (mph) (five knots) or greater than 23 mph (20 knots) during the burn period.

(C) Burning shall not be conducted during periods of actual or predicted persistent low-level atmospheric temperature inversions.

(7) Electrical insulation, treated lumber, plastics, non-wood construction/demolition materials, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, and items containing natural or synthetic rubber must not be burned.

Adopted August 21, 1996

Effective September 16, 1996

**§111.221. Responsibility for Consequences of Outdoor Burning.**

The authority to conduct outdoor burning under this regulation does not exempt or excuse any person responsible from the consequences, damages, or injuries resulting from the burning and does not exempt or excuse anyone from complying with all other applicable laws or ordinances, regulations, and orders of governmental entities having jurisdiction, even though the burning is otherwise conducted in compliance with this regulation.

Adopted August 21, 1996

Effective September 16, 1996



Red OAK

### Open Burning

This information is provided for all persons within the City Limits of Red Oak Texas.

Persons wishing to conduct an outdoor burn should be aware of State and Local Regulations that apply to outdoor burning. State Requirements are addressed in a document entitled "Outdoor Burning in Texas", published by the Texas Commission on Environmental Quality, (formerly the Texas Natural Resources Conservation Commission). This information can be accessed online at [www.tceq.state.tx.us](http://www.tceq.state.tx.us) and searching under available publications. Local requirements from the City of Red Oak are covered in the 2003 Edition of the International Fire Code, Section 307. A copy of the International Fire Code is available for review purposes at the **Red Fire Administration Offices located at 547 N. Methodist St., Red Oak, Texas 75154**. Any of these regulations may apply to outdoor burns in Red Oak.

The Fire Code requires that all persons who wish to conduct open burning complete a permit application and obtain a burning permit. Before a permit is issued, a fire department official may inspect the premises to verify information regarding the permit application. In instances where laws or regulations are enforceable by any other governmental entity having jurisdiction, joint approval shall be obtained. Permits shall be kept on the premises designated therein at all times and shall be posted in a conspicuous locations on the premises, or shall be kept on the premises in a location designated by the Fire Marshal. Permits shall be subject to inspection at all times by an officer of the fire or police department or other persons authorized by the Fire Marshal. Permits may be revoked at anytime when it is determined by the Fire Marshal (or designee) that any conditions or limitations set forth in a permit have been violated, which may result in fines or additional fees issued by the fire department or TCEQ.

**The authority to conduct outdoor burning under the regulations listed below does not exempt or excuse any person responsible from the consequences, damages, or injuries resulting from the burning and does not exempt or excuse anyone from complying with all other applicable laws or ordinances, regulations, and orders of governmental entities having jurisdiction, even though the burning is otherwise conducted in compliance with the regulations listed below.**

Review the following burn regulations and then **contact the Fire Department** to request a burn permit; permits can be applied for at Fire Administration. **A Fire Inspector will set up an appointment to come out and conduct a site inspection. This inspection must be conducted with the owner or owner's representative.** If the inspection passes, the Fire Inspector will approve the permit and provide the applicant a copy for future reference. It is recommended to apply for a burn permit two to three days prior to the desired commencement of the burn.

**A copy of the permit application and inspection must remain available on site at all times.** Burning is allowed (up to a maximum pile size of 10 feet diameter by 6 feet high) with a permit after an on-site inspection by the fire department. Permit fee is \$50. Permits are issued "per occurrence". Burn permits are **valid for 30 days**. When the permit expires, applicants may start the permit process again.

**Recreational fires (camp fire size of 3 feet diameter by 2 feet high) are allowed without a permit. Recreational fires shall be at least 25 feet from structures, or 15 feet if in an approved container (outdoor fireplace, chimenea, etc.)**

**Contact police/fire dispatch non-emergency at 972-723-9910 prior to the commencement of burning.** Also notify Fire Administration the weekday/business day before the planned burn at 469-218-7713. Give the Fire Inspector or Dispatcher your address information to verify that the weather conditions are satisfactory to conduct the burn. The Fire Inspector will also check that an ozone action day or burn ban is not in effect. This approval will be documented by the Fire Inspector/Fire Marshal and could be considered a violation of the permit regulations if it is not made each day prior to commencement of an open burn.

A phone shall be available to **call 9-1-1 if the fire gets out of control.**

You must **have control of your fire at all times.** Out of control wildfires are subject to fees or fines to cover expenses incurred by the fire department during extinguishment.

The location for **open burning shall not be less than 300 feet from any structure,** and provisions shall be made to prevent the fire from spreading to within 300 feet of any structure.

**Exceptions:**

Fires in approved containers that are **not less than 15 feet** from a structure.

Fires where the pile size is 3 feet or less in diameter and 2 feet or less in height that are **not less than 25 feet** from a structure.

**Burning shall be commenced and conducted only when wind direction and other meteorological conditions are such that smoke and other pollutants will not cause adverse effects to any public road, or off-site structure containing sensitive receptor (s) as listed below:**

Winds more than **6 MPH** but less than **15 MPH** during the burn period.

Burning shall not be conducted during periods of actual or predicted persistent low-level atmospheric temperature inversions.

The initiation of burning shall commence no earlier than **one hour after sunrise.** Burning **shall be completed on the same day one hour before sunset (ceremonial and campfire/cooking fires may be later).** In cases where residual fires and / or smoldering objects continue to emit smoke after this time, such areas shall be extinguished if the smoke from these areas has the potential to create a nuisance or traffic hazard condition. In no case shall the extent of the burn area be allowed to increase after this time.

***The burning of domestic waste is PROHIBITED. The State of Texas defines domestic waste as follows:*** wastes that normally result from the function of life within a residence—for example, kitchen garbage, untreated lumber, cardboard boxes, packaging, clothing, grass, leaves. Such things as tires, construction debris, furniture, carpet, electrical wire, and appliances are not considered to be domestic waste but also cannot be burned. Other conditions of the general requirements for outdoor burning do not apply to the burning of domestic waste, but the outdoor burn must not cause a nuisance or traffic hazard. **If at any time the burning causes or may tend to cause smoke to blow onto or across a road or highway, it is the responsibility of the person initiating the burn to post flag-persons on affected roads.**



Open burning shall be constantly attended by a person knowledgeable in the use of fire-extinguishing equipment and familiar with the permit limitations which restrict open burning until the fire is extinguished. An attendant shall supervise the burning material until the fire has been completely extinguished. A garden hose connected to a water supply or other approved fire-extinguishing equipment shall be readily available for use at open-burning sites.

Burning must be conducted downwind of, or at least 300 feet from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from whoever owns or rents the adjacent property and either resides or conducts business there.

Recreational fires shall not be conducted within 25 feet of a structure or combustible material unless the fire is contained in a barbecue pit or other appliance (chiminea, fire pit, etc.). Conditions which could cause a fire to spread within 25 feet of a structure shall be eliminated prior to ignition.

If a complaint is received by Red Oak Fire-Rescue that your Outdoor Burn is aggravating the sensitive receptors i.e., eyes, nose, and/or lungs of persons in the area near your burn, you will be asked by the Fire Marshal or his representative to immediately extinguish the fire.

Please contact us if you have any questions or need to schedule a permit inspection. Thank you for your compliance with these fire safety requirements.



**CITY OF LANCASTER FIRE DEPARTMENT**  
1650 N. Dallas Ave., Lancaster, TX 75134 • 972-218-2600 • Fax 972-218-2699

**Fee (Each Occurrence): \$25.00 Open Burning**

**OUTDOOR BURN APPLICATION/PERMIT**

Applicant's Name: \_\_\_\_\_, Cell #: \_\_\_\_\_, Home #: \_\_\_\_\_

Applicant's Home Address: \_\_\_\_\_, City & Zip \_\_\_\_\_

Burn Address: \_\_\_\_\_, Lancaster, TX 75 \_\_\_\_\_

Property Owner: \_\_\_\_\_, City & Zip \_\_\_\_\_

What Type of Fuel Will be Burned? Trees ☐ Limbs ☐ Brush ☐ (These are the only types allowed.)

Requested Date of Burn: \_\_\_\_\_, 20 \_\_\_\_ Distance to adjacent property: \_\_\_\_\_

Has location been prepared to control the burn? Yes ☐ No ☐

Has suitable fire protection been provided? Yes ☐ No ☐

Does burn have potential to impact a smoke-sensitive area? Yes ☐ No ☐

If yes, what is type and name of sensitive areas identified? \_\_\_\_\_

Requirements: All burning must take place during the time period of one hour after sunrise to one hour before sunset. Winds must not take smoke over roads or toward human habitation. All burning must cease if atmospheric conditions create smoke stagnation or a dangerous condition which may spread the fire. Material to be burned must be dry and the amount of dirt on material to be burned must be minimized. No natural or synthetic rubber or petroleum products may be burned. Fire Department must be notified at the start of the burn and upon completion. The burn MUST be attended at all times and this Permit must remain on-site at all times during burn. The property owner and individual conducting burn will be held legally and financially accountable for any fire spread or damage resulting from the burn.

Signed: \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public, State of \_\_\_\_\_

This application has been received by the Lancaster Fire Department Fire Marshal's Office and is  
**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ for the following reasons:

Does \_\_\_\_\_ Does not \_\_\_\_\_ Confirm to NFPA 1, requirements for open burning.

Does \_\_\_\_\_ Does not \_\_\_\_\_ Confirm to fuel type requirements.

Does \_\_\_\_\_ Does not \_\_\_\_\_ Confirm to requirements for fire protection.

Does \_\_\_\_\_ Does not \_\_\_\_\_ Confirm to requirements for separation from adjacent property.

This Permit is approved for the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

The Lancaster Fire Department reserves the right to cancel this Permit at any time if the public interest warrants. The holder of this permit is, therefore, cautioned and charged that he/she alone assumes full responsibility to exercise the utmost care and judgment before igniting fires. The Lancaster Fire Department hereby disclaims any and all liability of itself or its agents that might be incurred by the petitioner's acts.

Signed: \_\_\_\_\_, Date: \_\_\_\_\_, 20 \_\_\_\_

Name and Title

THOMAS GRIFFITH, Fire Chief

NATHAN DIAZ, Arson Investigator/Fire Inspector

## Checklist for Open Burning

	Yes	No
Trench burns shall not exceed 12' wide, 35' long and no less than 10' deep.		
Burn consists of no more than 10 acres or 1000 cubic feet of piles of material per day.		
Is burn at least 300' from any structure(s)?		
Is the material to be burned as dry as practicable?		
Is the material free of paper, plastic and other trash?		
If burn is more than one (1) acre or 100 cubic feet of piled material, have neighbors within ¼ mile received prior notice?		
Are burn times within limits?		
Will the burn be attended at ALL times?		
Was the Fire Department notified?		
Burning shall not commence nor continue if wind speed is above 15 mph.		
Have conditions been corrected that could result in fire spread toward structures?		
Is the appropriate fire protection equipment in place?		
Must have a water source and hose for extinguishment.		
No fires larger than ability to extinguish with water source.		
Special considerations:		

Applicant's signature: \_\_\_\_\_

Applicant's printed name: \_\_\_\_\_ Date: \_\_\_\_\_

## OPEN BURN GUIDELINES

1. Must have valid and approved burn permit on-site at all times.
2. When attempting to burn, the following notifications must be made:
  - o Call Lancaster Fire Department, 972-218-2600
  - o Call Lancaster Fire/Police non-emergency Dispatch, 972-218-2711.
3. Never leave the burn pile. If found unattended, it will be extinguished and a fine may incur from ordinance #04-21, Section 307, IFC 2003 Edition, "Improper handling of fire."
4. Never burn tires or synthetic materials. The Fire Department can determine if there are synthetics in the pile.
5. The following must be on-site at all times:
  - o Shovel
  - o Water source with hose for extinguishment
  - o Hoe and/or rake
  - o Fire extinguisher (minimum of a 4A rating).
6. Take into consideration potential weather conditions the day before you burn; watch the news and *call before you burn!!!!*

### NOTE:

7. NO burning allowed on holidays.
8. If Dallas County has a Burn Ban in effect at the time your permit is requested, no permit will be issued by the City of Lancaster.
9. All open burns allowed within the City limits will be conducted under the rules and regulations of TCEQ and the Fire Marshal's Office.
10. No fires larger than ability to extinguish.

THANK YOU FOR BEING CAREFUL!

Applicant's signature: \_\_\_\_\_

Applicant's printed name: \_\_\_\_\_ Date: \_\_\_\_\_



Desoto

Fire Permits  
April 23, 2009

**105.7.13 Fire Prevention permit fees.**

**1. Fire protection systems permit fee schedule.** The following permit fee schedule

shall be charged for the installation, addition to or alteration of the following:

a. Fire sprinkler systems:

Underground - \$100

Aboveground, 1 – 19 heads	\$50
20 – 99 heads	\$75
100 – 299 heads	\$150
300 – 1000 heads	\$300

An additional \$.33 per head for each head over one thousand (1000).

Fire Pump – additional \$100

\$75 shall be charged for each test exceeding one per permit. The testing fee shall be paid prior to conducting the test.

b. Fire alarm systems:

1 – 10 devices	\$50
11 - 25 devices	\$75
26 – 100 devices	\$150
101 -200 devices	\$200
201 – 500 devices	\$400

An additional \$1.00 per device for each device over five hundred (500).

An additional fee of \$75.00 shall be charged for each test exceeding one per permit. The testing fee shall be paid prior to conducting the test.

c. Fire suppression systems: \$75.00 per system.

d. Underground or above ground storage tanks (does not include temporary tanks or residential propane).

- i. \$100.00 per tank for installation of or removal of underground tanks.

ii. \$100.00 for the permit and inspection of underground piping.

iii. \$200.00 per tank for abandonment of underground tanks/lines.

e. Access control gates (across a fire lane). The installation of or alteration of an access control gate across a fire lane or access road shall be \$100.00 per gate.

**f. Open burning/trench burning.**

i. \$100.00 per day.

ii. A permit fee is not required for a campfire, flag retirement ceremony or similar event.

g. Foster Home Inspections \$100.

**2. Other permit fees.** A fee of \$75.00 shall be charged for the following permits:

a. Fireworks and pyrotechnics displays.

b. Temporary aboveground tanks to include:

i. Propane exchange stations.

ii. Residential propane.

iii. Temporary tank at a construction site.

c. Re-inspections. A \$75.00 re-inspection fee shall be charged for each re-inspection of a fire alarm system, fire sprinkler system, fire suppression system, underground storage tank and aboveground storage tanks.

d. Temporary membrane structures, tents and canopies.

e. Standpipe systems.

**3. Investigation fee.** An investigation shall be made whenever any work for which a permit is required by this code has commenced without first obtaining a permit. An

investigation fee, in addition to the permit fee, shall be collected whether or not a permit is subsequently issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law. The investigation fee shall be equal to the amount of the permit fee required by this code not to exceed \$2,000.00.

**4. Third party review fee.** A third party review fee shall be paid in addition to the permit fee where an impartial third party reviews a permit submittal and makes code-related comments. The third party shall be selected from a list provided by the Fire Code Official. The third party must have extensive experience and knowledge in the field to be reviewed. This review process shall also be utilized for permit submittals with fire system technology not normally permitted. The third party review fee shall be the cost of the review plus associated shipping or courier cost.

**5. Inspection after normal business hours fee.** Inspections may be conducted after hours or on Saturdays at the request of a contractor if inspection personnel are available. The fee for such inspections shall be \$100.00 per hour per inspector with a two-hour minimum per inspector.



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## Burn Permits

### SITE TOOLS

[Burn Permits](#)  
[Certificate of Occupancy Requirements](#)  
[Commercial Kitchen Fire Safety](#)  
[Fire Code Plan Reviews](#)  
[Fire Code Requirements for Developers](#)  
[Fire Department Requirements for Subdivisions](#)  
[Fireworks](#)  
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[Tents and Membrane Structures](#)

[Online Payments](#)  
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**CODE RED**

1. Outdoor burning inside the city limits of Midlothian is evaluated and approved by the Midlothian Fire Marshal's Office and regulated by Texas Commission on Environmental Quality (TCEQ), International Fire Code, and City of Midlothian requirements. This allows us to track outdoor burning and provide information regarding safety requirements, unsafe weather conditions, and burn ban status.
2. If you live inside the city limits of Midlothian, you shall contact the Fire Marshal's office (972-775-7662) for authorization and a burn permit prior to outdoor burning. Burn permits are issued Monday - Friday from 8:00am - 5:00pm. Currently, there is no fee for burn permits and they are only valid for the day issued. City residents wanting to burn on weekends shall obtain a burn permit during regular business hours. Unauthorized burning inside the city limits is subject to a fine of up to \$1,000.
3. Approval for outdoor burning in Emergency Services District #2 (ESD#2), which is the Ellis County area outside of the city limits of Midlothian, shall be obtained from the Ellis County Sheriff's Office (972-937-6060) or Ellis County Fire Marshal's office (972-825-5555). Persons wishing to burn in ESD#2 are requested to notify the Midlothian Fire Marshal's office or NEED Dispatch (972-775-3333) so the location of the outdoor burning can be logged.
4. Per TCEQ requirements, garbage/trash, electrical insulation, treated lumber, plastics, non-wood construction/demolition materials, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, tires, furniture, and items containing natural or synthetic rubber shall not be burned. These are violations of Texas Water Code Chapter 7, Section 7.177 "Violations of Clean Air Act" and are subject to a fine of \$1,000 to \$50,000 and/or confinement of up to 180 days.

Contact  
 Kevin Lucia  
 Fire Marshal  
 100 W. Ave F  
 Midlothian, TX 76065  
[Email](#)

Ph: (972) 775-7662

Hours  
 Monday - Friday  
 8:00 am - 5:00 pm

### Items 1-10 below are requirements for outdoor burning inside the City Limits:

1. Outdoor burning shall not commence nor continue if the wind speed is ten (10) mph or greater. Outdoor burning is not allowed on ozone action days, when "HIGH" fire weather threat index (Red Flag Day) is forecasted, or when a burn ban is in effect.
2. All outdoor burning shall be constantly attended by one or more persons until the fire is fully extinguished.
3. Attendants shall have water, fire extinguishers, and/or equipment capable of preventing the spread of fire on site until the fire is extinguished.
4. The location for outdoor burning shall not be less than 50 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet of any structure.
5. Outdoor burning is allowed from one hour after sunrise to one hour before sunset the same day. All fires and burning materials shall be fully extinguished one hour before sunset.
6. Brush piles shall not be more than ten (10) feet in diameter or six (6) feet in height. Larger brush piles shall be divided into smaller piles prior to burning. Only trees, brush, grass, leaves, branch trimmings, or other plant growth may be burned on the property on which the material grew. Material shall not be transported to the site from another location.
7. Accumulations of brush/trees from land clearing for development shall be chipped or trench burned utilizing an approved Air Curtain Incinerator. Contact the Fire Marshal's office for a site evaluation and approval prior to trench burning.
8. If any complaints are received regarding the outdoor burning being a nuisance or creating a traffic hazard, the burn permit will be revoked and we will respond to the site and assist the attendant in extinguishing the fire.
9. Recreational fires (campfires) for pleasure, cooking or warmth do not require a permit as long as they are contained in incinerators, outdoor fireplaces, portable outdoor fire places or barbeque grills/pits with a total fuel area of three (3) feet or less in diameter and are two (2) feet or less in height. Recreational fires shall not be conducted within 25 feet of structures or combustible materials and shall be attended at all times.
10. Sky Lanterns. A person shall not release or cause to be released an unmanned free-floating device(s) containing an open flame or other heat source, such as but not limited to a sky lantern.

View the [Texas Commission on Environmental Quality Outdoor Burning Guidelines](#).

The authority to conduct outdoor burning under these regulations does not exempt or excuse any person responsible from the consequences, damages, or injuries resulting from the burning, and does not exempt or excuse anyone from complying with all other applicable laws or ordinances, regulations, and orders of governmental entities having jurisdiction, even though the burning is otherwise conducted in compliance with these regulations.



**Can I burn brush or trash in Cedar Hill?**

The Cedar Hill City Council passed Ordinance 2002-127 on November 12, 2002, effective immediately, which **prohibits all outdoor open burning except for approved TNRCC commercial trench sites.** Commercial trench sites approved by TNRCC must also have a permit issued by the Fire Marshall's Office, which may include further restrictions.

This does **not** prohibit campfires in an approved fire-ring (state park), barbeque grills, masonry patio grills, chimneas, etc.

▼ **Fire Department**

[Show All Answers](#)

1. [Are you hiring firefighters? What are the requirements to become a Firefighter?](#)
2. [How do I get an ambulance call report?](#)
3. [Can I burn brush or trash in Cedar Hill?](#)
4. [Why is a fire engine sent when I call for an ambulance?](#)
5. [How can I get a copy of a Fire Report?](#)
6. [How do I request a tour of a fire station?](#)
7. [Does the Cedar Hill Fire Department have smoke alarms?](#)
8. [What is the best kind of fire extinguisher for my house?](#)
9. [Can I get my blood pressure checked at the fire station?](#)
10. [How can I relay a compliment concerning Fire Department Service?](#)

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# Waxahachie, TX

[Browse](#) [Results](#) [Changes](#) new!

## Waxahachie, Texas - Code of Ordinances

CODE OF ORDINANCES CITY OF WAXAHACHIE, TEXAS


SUPPLEMENT HISTORY TABLE modified


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CHARTER COMPARATIVE TABLE


 Chapter 1 - GENERAL PROVISIONS

 Chapter 2 - ADMINISTRATION


 Chapter 3 - ADVERTISING


 Chapter 4 - ALCOHOLIC BEVERAGES

 Chapter 4½ - AMBULANCES AND EMERGENCY MEDICAL SERVICE


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 Chapter 12 - FIRE PROTECTION AND PREVENTION

ARTICLE I. - IN GENERAL

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ARTICLE IV. - OPEN BURNING

Sec. 12-71. - Adoption of Texas Administrative Code.

Sec. 12-72. - General prohibition.

Sec. 12-73. - Exceptions to article.

Sec. 12-74. - Requirements for authorization.

Sec. 12-75. - Fee for permit.

Sec. 12-76. - General requirements for burning.

Sec. 12-77. - Parallel requirements.

Sec. 12-78. - Remedies.

Chapter 13 - FOOD AND FOOD HANDLERS

Chapter 14 - GARBAGE AND TRASH

Chapter 15 - HEALTH AND SANITATION

Chapter 16 - HOUSING

Chapter 17 - JUNK AND JUNK DEALERS

Chapter 18 - LAKE WAXAHACHIE

Chapter 19 - MOBILE HOMES

Chapter 20 - NOISE

Chapter 21 - OFFENSES AND MISCELLANEOUS PROVISIONS

Chapter 22 - PARKS AND RECREATION

Chapter 23 - PEDDLERS

Chapter 24 - PLANNING, ZONING AND DEVELOPMENT

Chapter 25 - PLUMBING AND GAS

Chapter 26 - POLICE

Chapter 27 - RAILROADS

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The city manager, the chief of the fire department and the fire marshal shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies, which shall require permits, in addition to those now enumerated in the code. The fire marshal shall post such list in a conspicuous place in his office, and distribute copies thereof to interested persons.

(Ord. No. 1766, 12-21-92)

### **Sec. 12-57. - Abatement of hazardous material spills and cost recovery.**



- (a) The fire chief shall have the authority to order the clean up of leaking or spilled substances that are considered hazardous to the health and safety of the public.
- (b) The actual cost of abatement of a hazardous material leak or spill may be recovered from the responsible party; including damage to equipment and/or the environment; operational costs including use of city-owned equipment, additional storage cost; and administrative cost.

(Ord. No. 2035, § 1, 6-5-00)

### **Secs. 12-58—12-70. - Reserved.**



## **ARTICLE IV. - OPEN BURNING**



### **Sec. 12-71. - Adoption of Texas Administrative Code.**



The City of Waxahachie hereby adopts the outdoor burning rules as outlined in Title 30 of the Texas Administration Code, Sections 111.201—111.211. If a conflict occurs between Title 30 of the Texas Administrative Code, 111.201—111.221 and this article, the stricter of the two codes shall prevail.

(Ord. No. 2424, § 1, 8-20-07)

### **Sec. 12-72. - General prohibition.**

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No person may cause, suffer, allow, or permit any outdoor burning within the city limits of the City of Waxahachie, except as provided by this article. The burning of household trash, garbage of any form, or municipal solid waste is prohibited within the city limits. It shall also be unlawful for any person to light or have lighted any fire in any street, alley, thoroughfare or public property. Outdoor disposal or disposition of any material capable of igniting spontaneously, with the exception of the storage of fossil fuels, shall not be allowed. No furniture, construction/demolition materials, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, and item containing natural or synthetic rubber shall be burned.

(Ord. No. 2424, § 2, 8-20-07)

### **Sec. 12-73. - Exceptions to article.**



- (a) *Fire training:* Outdoor burning shall be authorized for training of firefighting personnel when requested in writing and authorized by the city fire marshal's office. The burning shall be authorized if notice of denial is not received within ten (10) working days after the date of postmark or date personal delivery of the request.
- (b) *Domestic outdoor fire:* Fires are allowed out-of-doors for cooking or warmth provided such a fire is built in a fireproof container, such as a bar-b-que pit chimenea, made of brick, stone, metal, or other fireproof material in such a manner to prevent said fire from escaping. Domestic outdoor fires do not require a burn permit.
- (c) *Land clearing:* Special permission may be obtained for the burning of vegetation in the clearing of land. See section 12-74 below for obtaining permission to burn.

(Ord. No. 2424, § 3, 8-20-07)

### **Sec. 12-74. - Requirements for authorization.**



- (a) Application for a "permit to burn" shall be made to the fire marshal in writing or in person by the owner, operator, or other person in control of the property upon which the burning is to occur. Application is to indicate the permitted address, applicants name, address, telephone number and valid driver's license or identification number.
- (b) The permit is effective for thirty (30) days from the date of issuance.
- (c) Requestor must obtain final approval to burn from the City of Waxahachie Fire Marshal's office immediately prior to the start of burning to ensure that weather conditions will be conducive to the type of burning.
- (d) Permit is automatically voided if the Waxahachie Fire Marshal's office considers the conditions unsafe.

(Ord. No. 2424, § 4, 8-20-07)



#### **Sec. 12-75. - Fee for permit.**



The fee for a "permit to burn" shall be paid before the permit is issued. The fee for the said permit shall be fifty dollars (\$50.00).

(Ord. No. 2424, § 5, 8-20-07)

#### **Sec. 12-76. - General requirements for burning.**

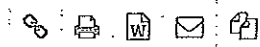


- (a) Requester must contact the Waxahachie Fire Marshal's office prior to burning. The fire marshal, or his designee, shall inspect the burn site and materials to ensure that no prohibited materials are included and that general requirements are being followed.
- (b) Burning is permitted only when the wind direction and other meteorological conditions are such that the smoke and other pollutants will not present a hazard to any public road or have an effect on any building structure.
- (c) If at any time the burning causes or may tend to cause smoke to blow onto or across a street, roadway, or highway, it is the responsibility of the person initiating the burn to post flag persons on the affected roads.
- (d) Fires must be kept downwind of, or at least three hundred (300) feet away, from any neighboring structure.
- (e) Burning shall not commence when the surface wind speed is predicted to be less than six (6) miles per hour (six (6) mph or five (5) knots) or greater than twenty-three (23) miles per hour (twenty-three (23) mph or twenty (20) knots) during the burn period.
- (f) Burning shall not be conducted during periods of actual or predicted persistent low level atmospheric temperature inversions.
- (g) Burning may begin no earlier than one (1) hour after sunrise and must end the same day no later than one (1) hour before sunset.
- (h) A responsible party must be present while the burn is active. Such persons shall have a water hose connected to a reliable water supply or have other fire extinguishing equipment readily available for use.
- (i) Any residual fires and/or smoldering objects that continue to emit smoke must be extinguished at the end of the burn.
- (j) Only brush/vegetation generated and gathered from the burn site area will be permitted. There shall be no importation of brush from any other properties for the purpose of burning.

(Ord. No. 2424, § 6, 8-20-07)

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#### **Sec. 12-77. - Parallel requirements.**



The authority to conduct outdoor burning under this article does not exempt or excuse the requestor from complying with all other applicable laws and ordinances, regulations, and orders of any governmental entity having jurisdiction, even though the burning is otherwise conducted in compliance with this article.

(Ord. No. 2424, § 7, 8-20-07)

#### **Sec. 12-78. - Remedies.**



Violators of this article shall be issued a citation and upon conviction for such violation shall be punished by a penalty of not less than two hundred fifty dollars (\$250.00) nor more than five hundred dollars (\$500.00).

(Ord. No. 2424, § 9, 8-20-07)

# Duncanville, TX


Browse  Results  Changes new!

## Duncanville, Texas - Code of Ordinances

CODE OF ORDINANCES CITY OF DUNCANVILLE, TEXAS

Supplement History Table modified

 CHARTER

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 Chapter 1 - GENERAL PROVISIONS

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 Chapter 11 - LIBRARY

 Chapter 11A - SEXUALLY ORIENTED BUSINESSES, DANCE HALLS AND MASSAGE ESTABLISHMENTS

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 Chapter 13 - PEDDLERS, SOLICITORS AND ITINERANT VENDORS

 Chapter 14 - PLUMBING, FUEL GAS AND MECHANICAL CODES


 Chapter 15 - POLICE


 Chapter 16 - RAILROADS

 Chapter 16A - SIGN GUIDELINES

 Chapter 16B - SMOKING

 Chapter 17 - STREETS AND SIDEWALKS

 Chapter 18 - TAXATION

 Chapter 18A - TAXICABS

 CODE OF ORDINANCES CITY OF DUNCANVILLE, TEXAS

CHARTER COMPARATIVE TABLE

CODE COMPARATIVE TABLE modified

## Chapter 9 - FIRE PREVENTION AND PROTECTION

### ARTICLE I. - IN GENERAL

Sec. 9-1. - Burning of trash, leaves, etc.

Sec. 9-2. - Burning of uncut weeds and grass.

Sec. 9-3. - Reserved.

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Sec. 9-4. - Arson reward.



Secs. 9-5—9-14. - Reserved.

## ARTICLE II. - FIRE DEPARTMENT

Sec. 9-15. - Establishment and supervision of bureau of fire prevention.

Secs. 9-16—9-26. - Reserved.

## ARTICLE III. - FIRE MARSHAL

Sec. 9-27. - Reserved.

Sec. 9-28. - Appointment and removal.

Sec. 9-29. - Duty to investigate fires.

Sec. 9-30. - Taking of testimony generally.

Sec. 9-31. - Authority to summon witness, require production of evidence and administer oaths.

Sec. 9-32. - Investigation may be private; separation of witnesses.

Sec. 9-33. - Duty when evidence indicates crime in connection with fire.

Sec. 9-34. - Misconduct of witnesses summoned by fire marshal.

Sec. 9-35. - Inspection of premises; ordering removal or repair of dangerous conditions.

Sec. 9-36. - Failure to comply with order to remove or repair dangerous conditions.

Sec. 9-37. - Right of entry.

Sec. 9-38. - Record of fires to be kept.

Sec. 9-39. - Texas Commission on Fire Protection.

Sec. 9-40. - Prosecutions and recovery of penalties under article.

Secs. 9-41—9-48. - Reserved.

## ARTICLE IV. - INTERNATIONAL FIRE CODE

### DIVISION 1. - GENERALLY

Sec. 9-49. - Adopted.

Sec. 9-50. - Appeals under code.

Sec. 9-51. - Amendments.

## **Chapter 9 - FIRE PREVENTION AND PROTECTION**



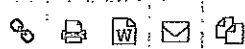
FOOTNOTE(S):

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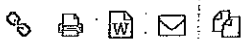
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**Cross reference**— Buildings and general building regulations, ch. 5; electrical code, ch. 8; streets and sidewalks, ch. 7; smoking, ch. 16B; fire department vehicles designed as authorized emergency vehicles for traffic purposes, § 19-1.

## ARTICLE I. - IN GENERAL



### Sec. 9-1. - Burning of trash, leaves, etc.



It shall be unlawful for any person to burn rubbish, trash, waste, leaves, grass, lumber or other combustible materials in or on any street or alley, or on any lot within 100 feet of any building in the city; provided that such materials may be burned in containers that have been approved by the chief of the fire department. Any person constructing a furnace or container to be used for such purpose shall build and construct the same under the supervision of the chief of the fire department.

(Ord. No. 146, § 1, 11-26-56)

**Cross reference**— Trash generally, ch. 10.

### Sec. 9-2. - Burning of uncut weeds and grass.



It shall be unlawful for any person owning, occupying, or being in charge and control of any premises within the corporate limits of the city to burn or cause to be burned any uncut grass or weeds growing on such premises, without first obtaining written permission from the chief of the fire department, who shall be authorized to permit such grass and weeds to be burned, provided in his opinion the same does not constitute a fire hazard.

(Ord. No. 146, § 4, 11-26-56)

**Cross reference**— Growth limitations and cutting and removal of weeds and other vegetation, § 12-48 et seq.

### Sec. 9-3. - Reserved.



### Sec. 9-4. - Arson reward.



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(a)



Date: June 13, 2016

**TO:** Honorable Mayor and City Council Members

**FROM:** Brad Piland Public Works Director

**TOPIC:** Public Works Monthly Report for May 2016

---

- Sewer Lift Station Repairs-
  - Pulled pump 1 at Highland Meadows Lift Station
  - Removed pump 1 from Cumberland
  - Begin work on lift station repairs
- Read water meters, serviced disconnects and reconnects
- Replaced meters
  - 611 Georgetown and 839 Cockrell Hill Road
- Street Repairs: Winding Way, Ovilla Oaks Drive, Willow Creek, Northwood, Cockrell Hill
- Locate waterlines on Westmoreland & 664
- Repaired and replaced 4 street signs
- Updated marquee as needed
- Conducted daily water maintenance residual and pressure tests
- Tree and grass maintenance:
  - Heritage Park
  - Silver Spur Park
  - Baseball fields and Cindy Jones Park
  - Install boarder & EWF
  - Assist Code Enforcement with mowing properties
- Repaired water leaks
  - 612 Green meadows
  - 611 Georgetown

❖ Jimmy Bryan -

- Serviced PD Units: 102,104,105
- Service 2008 Chev public works truck

\*\*Flushed Hydrants

- Collect water samples for TCEQ reporting
- Water Maintenance – routine flushing mains and hydrant
- Meter Box repair and replace lids as needed

\*\*Watered plants at City Hall and park

## APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

### Surfacing (§2.4)

- ☒ Adequate protective surfacing under and around the equipment.
  - ☐ Install/replace surfacing
- ☒ Surfacing materials have not deteriorated.
  - ☐ Replace surfacing
  - ☐ Other maintenance: \_\_\_\_\_
- ☒ Loose-fill surfacing materials have no foreign objects or debris.
  - ☐ Remove trash and debris
- ☒ Loose-fill surfacing materials are not compacted.
  - ☒ Rake and fluff surfacing
- ☒ Loose-fill surfacing materials have not been displaced under heavy use areas such as under swings or at slide exits.
  - ☐ Rake and fluff surfacing

### Drainage (§2.4)

- ☒ The entire play area has satisfactory drainage, especially in heavy use areas such as under swings and at slide exits.
  - ☐ Improve drainage
  - ☐ Other maintenance: \_\_\_\_\_

### General Hazards

- ☐ There are no sharp points, corners or edges on the equipment (§3.4).
- ☒ There are no missing or damaged protective caps or plugs (§3.4).
- ☐ There are no hazardous protrusions (§3.2 and Appendix B).
- ☒ There are no potential clothing entanglement hazards, such as open S-hooks or protruding bolts (§2.5.2, §3.2, §5.3.8.1 and Appendix B).
- ☒ There are no crush and shearing points on exposed moving parts (§3.1).
- ☒ There are no trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in a use zone (§3.6).

### Security of Hardware (§2.5)

- ☒ There are no loose fastening devices or worn connections.
  - ☐ Replace fasteners
  - ☐ Other maintenance: \_\_\_\_\_
- ☒ Moving parts, such as swing hangers, merry-go-round bearings, and track rides, are not worn.
  - ☐ Replace part
  - ☐ Other maintenance: \_\_\_\_\_

### Durability of Equipment (§2.5)

- ☐ There are no rust, rot, cracks, or splinters on any equipment (check carefully where it comes in contact with the ground).
- ☒ There are no broken or missing components on the equipment (e.g., handrails, guardrails, protective barriers, steps, or rungs).
- ☒ There are no damaged fences, benches, or signs on the playground.
- ☒ All equipment is securely anchored.

### Leaded Paint (§2.5.4)

- ☐ Paint (especially lead paint) is not peeling, cracking, chipping, or chalking.
- ☐ There are no areas of visible leaded paint chips or accumulation of lead dust.
  - ☐ Mitigate lead paint hazards

### General Upkeep of Playgrounds (§4)

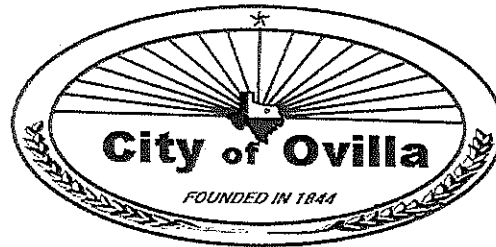
- ☒ There are no user modifications to the equipment, such as strings and ropes tied to equipment, swings looped over top rails, etc.
  - ☐ Remove string or rope
  - ☐ Correct other modification
- ☒ The entire playground is free from debris or litter such as tree branches, soda cans, bottles, glass, etc.
  - ☐ Clean playground
- ☒ There are no missing trash receptacles.
  - ☐ Replace trash receptacle
- ☒ Trash receptacles are not full.
  - ☐ Empty trash

### NOTES:

DATE OF INSPECTION: 5/12/16.  
Cindy Jones Park

INSPECTION BY: 





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DATE: June 13, 2016

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Financial Statements Through April 2016

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000100 · Taxes					
4000105 · Ad Valorem, Current	7,395	1,445,787	1,481,056	(35,269)	98%
4000110 · Ad Valorem, Delinquent	136	4,193	12,366	(8,173)	34%
4000113 · Interest/Penalties - Prop Tax	809	4,579	4,833	(254)	95%
4000120 · Sales Tax	12,808	109,211	188,676	(79,465)	58%
4000125 · Sales Tax - Street Improvement	3,202	27,303	47,919	(20,616)	57%
4000130 · Franchise Tax	327	47,584	150,000	(102,416)	32%
<b>Total 4000100 · Taxes</b>	<b>24,676</b>	<b>1,638,658</b>	<b>1,884,850</b>	<b>(246,192)</b>	<b>87%</b>
4000200 · Licenses and Permits					
4000208 · Building Permits					
4000210 · Residential Building Permits	636	9,555	100,000	(90,445)	10%
4000213 · Fire Inspection Permits	0	5,250	7,150	(1,900)	73%
4000212 · Commercial Building Permits	0	0	2,968	(2,968)	0%
4000214 · Misc Building Permits	2,160	13,970	16,070	(2,100)	87%
<b>Total 4000208 · Building Permits</b>	<b>2,796</b>	<b>28,775</b>	<b>126,188</b>	<b>(97,413)</b>	<b>23%</b>
4000230 · Plan Review Fee	922	9,115	26,940	(17,825)	34%
4000260 · Alarm Permits	644	1,519	2,400	(881)	63%
4000270 · Animal Tag Fees	348	2,162	2,900	(738)	75%
4000272 · Impound Fees	185	1,605	1,700	(95)	94%
4000290 · Misc Licenses and Permits	25	675	1,000	(325)	68%
<b>Total 4000200 · Licenses and Permits</b>	<b>4,920</b>	<b>43,851</b>	<b>161,128</b>	<b>(117,277)</b>	<b>27%</b>
4000400 · Charges for Services					
4000325 · ESD #2	0	113,500	160,000	(46,500)	71%
4000330 · ESD #4	0	18,543	55,628	(37,085)	33%
4000411 · Copies and Maps	1	28	100	(73)	28%
4000415 · Police Reports	6	42	150	(108)	28%
4000420 · Park Lights	0	0	1,000	(1,000)	0%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
4000440 · Oak Leaf Animal Control	0	1,050	1,600	(550)	66%
4000450 · Subdivision Fees	0	14,000	14,000	0	100%
4000480 · Solid Waste (Garbage)	18,074	137,394	253,793	(116,399)	54%
4000485 · 50/50 Sidewalk Program	0	2,756	5,000	(2,244)	55%
4000490 · Misc Charges for Services	475	2,703	4,500	(1,797)	60%
<b>Total 4000400 · Charges for Services</b>	<b>18,556</b>	<b>290,015</b>	<b>495,771</b>	<b>(205,756)</b>	<b>58%</b>
 4000500 · Fines and Forfeitures					
4000535 · Omni Warrant Revenue	180	1,344	800	544	168%
4000510 · Fines - Police	16,539	90,827	112,000	(21,173)	81%
4000520 · Fines - Animal Control	0	266	1,000	(734)	27%
4000525 · Fines - Code Enforcement	74	5,221	9,330	(4,109)	56%
4000550 · Municipal Court Technology	413	1,969	1,300	669	151%
4000551 · Municipal Court Security	310	1,477	1,000	477	148%
4000590 · Misc Fines and Forfeitures	3	6	400	(394)	1%
<b>Total 4000500 · Fines and Forfeitures</b>	<b>17,519</b>	<b>101,110</b>	<b>125,830</b>	<b>(24,720)</b>	<b>80%</b>
 4000800 · Other Revenue					
4000810 · Heritage Day	0	4,260	19,000	(14,740)	22%
4000818 · Leose Proceeds	0	1,155	1,165	(10)	99%
4000820 · Water Tower Lease	6,463	65,304	100,000	(34,696)	65%
4000840 · Interest Earned	683	4,823	6,000	(1,177)	80%
4000870 · Insurance Proceeds	0	19,467	35,000	(15,533)	56%
4000885 · Proceeds from Sale of Assets	-1,400	-1,400	20,000	(21,400)	(7%)
4000887 · HOA Revenue	0	1,015	1,015	0	100%
4000890 · Misc Other Revenue	48	2,223	4,000	(1,777)	56%
<b>Total 4000800 · Other Revenue</b>	<b>5,794</b>	<b>96,847</b>	<b>186,180</b>	<b>(89,333)</b>	<b>52%</b>
 4000900 · Transfers In					
4000925 · Admin.Rev. received from 4B-EDC	0	1,250	2,500	(1,250)	50%
4000930 · Admin. Rev. Rec. From W&S Fund	0	45,644	92,583	(46,940)	49%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
 October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
4000940 · Admin.Rev. Rec. from MDD Fund	0	250	500	(250)	50%
4000990 · Reduction in Fund Balance	0	0	711,707	(711,707)	0%
<b>Total Revenues</b>	<b>71,465</b>	<b>2,217,624</b>	<b>3,661,049</b>	<b>(1,443,425)</b>	<b>61%</b>
<b>Gross Resources</b>	<b>71,465</b>	<b>2,217,624</b>	<b>3,661,049</b>	<b>(1,443,425)</b>	<b>61%</b>
<b>Expenditures</b>					
<b>10 · Administration</b>					
<b>5101100 · Salaries &amp; Wages</b>					
5101110 · City Administrator	6,782	39,013	61,800	(22,787)	63%
5101115 · City Secretary	4,202	25,457	39,398	(13,941)	65%
5101117 · City Accountant	3,917	23,674	37,080	(13,406)	64%
5101120 · Admin. Support	2,357	14,244	22,308	(8,064)	64%
5101180 · Merit Raises, Staff	0	0	8,706	(8,706)	0%
<b>Total 5101100 · Salaries &amp; Wages</b>	<b>17,259</b>	<b>102,388</b>	<b>169,292</b>	<b>(66,904)</b>	<b>60%</b>
<b>5101400 · Support Staff</b>					
5101490 · Overtime	0	66	625	(559)	11%
<b>Total 5101400 · Support Staff</b>	<b>0</b>	<b>66</b>	<b>625</b>	<b>(559)</b>	<b>11%</b>
<b>5102100 · Employee Benefits</b>					
5102110 · Group Insurance	2,649	15,233	32,665	(17,432)	47%
5102135 · TMRS	1,536	11,451	19,892	(8,441)	58%
5102160 · Worker's Compensation	197	482	790	(308)	61%
5102170 · Payroll Taxes	235	1,749	3,238	(1,489)	54%
5102180 · Unemployment Taxes	0	2,790	2,790	0	100%
5102196 · Indiv. Membership Dues	0	433	1,800	(1,367)	24%
<b>Total 5102100 · Employee Benefits</b>	<b>4,618</b>	<b>32,138</b>	<b>61,175</b>	<b>(29,037)</b>	<b>53%</b>
<b>5102200 · Special Services</b>					
5102210 · Tax Assessing & Collecting Fees	0	0	1,570	(1,570)	0%



**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5102220 · Tax Appraisal Fee	0	7,312	14,000	(6,688)	52%
5102230 · Legal Fees	1,485	10,515	25,000	(14,485)	42%
5102240 · Audit	0	7,150	7,150	0	100%
5102250 · Accounting	0	474	2,000	(1,526)	24%
5102260 · Engineering Fees	2,084	6,556	5,000	1,556	131%
<b>Total 5102200 · Special Services</b>	<b>3,569</b>	<b>32,007</b>	<b>54,720</b>	<b>(22,713)</b>	<b>58%</b>
5102300 · Contractual Services					
5102310 · Consultant Fees	780	1,536	20,000	(18,464)	8%
<b>Total 5102300 · Contractual Services</b>	<b>780</b>	<b>1,536</b>	<b>20,000</b>	<b>(18,464)</b>	<b>8%</b>
5102500 · Operating Services					
5102530 · Custodial Service Contract	344	2,408	4,128	(1,720)	58%
5102540 · IT - Computer Maintenance	5,057	14,443	27,740	(13,297)	52%
<b>Total 5102500 · Operating Services</b>	<b>5,401</b>	<b>16,851</b>	<b>31,868</b>	<b>(15,017)</b>	<b>53%</b>
5102600 · Special Expenses					
5102610 · Election - Payroll	0	0	0	0	0%
5102620 · Election - Supplies	0	230	230	(0)	100%
5102630 · Election Meeting Expense	0	0	0	0	0%
5102650 · Codification Book Update	0	2,035	4,100	(2,065)	50%
<b>Total 5102600 · Special Expenses</b>	<b>0</b>	<b>2,265</b>	<b>4,330</b>	<b>(2,065)</b>	<b>52%</b>
5103100 · General Supplies					
5103110 · Office Supplies	598	3,345	8,000	(4,655)	42%
5103140 · Uniforms	0	0	250	(250)	0%
<b>Total 5103100 · General Supplies</b>	<b>598</b>	<b>3,345</b>	<b>8,250</b>	<b>(4,905)</b>	<b>41%</b>
5103400 · Maintenance Supplies / Parts					
5103410 · Supplies - Custodial	0	794	1,500	(706)	53%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5103440 · Maintenance Agreement Expense	0	135	400	(265)	34%
5103460 · Miscellaneous	0	297	200	97	149%
<b>Total 5103400 · Maintenance Supplies / Parts</b>	<b>0</b>	<b>1,226</b>	<b>2,100</b>	<b>(874)</b>	<b>58%</b>
<b>5104200 · Travel Expenses</b>					
5104210 · Travel - Local	33	33	500	(467)	7%
5104220 · Professional Development	250	1,492	5,000	(3,508)	30%
5104222 · Professional Develop - Council	0	0	1,200	(1,200)	0%
5104225 · City Council Meal Expense	0	183	1,400	(1,217)	13%
5104230 · Professional Develop - In-House	0	0	500	(500)	0%
<b>Total 5104200 · Travel Expenses</b>	<b>283</b>	<b>1,708</b>	<b>8,600</b>	<b>(6,892)</b>	<b>20%</b>
<b>5105200 · Data Processing Expenses</b>					
5105230 · Data Proc-Maintenance & Repair	0	884	885	(1)	100%
5105240 · Data Processing - Software	1,465	7,546	13,300	(5,754)	57%
<b>Total 5105200 · Data Processing Expenses</b>	<b>1,465</b>	<b>8,430</b>	<b>14,185</b>	<b>(5,755)</b>	<b>59%</b>
<b>5105300 · Printing Expense</b>					
5105310 · Copier Expense	-942	1,823	3,300	(1,477)	55%
5105320 · Printing - Newsletters	0	1,626	6,000	(4,374)	27%
5105330 · Printing - Forms	0	528	1,500	(972)	35%
<b>Total 5105300 · Printing Expense</b>	<b>-942</b>	<b>3,977</b>	<b>10,800</b>	<b>(6,823)</b>	<b>37%</b>
<b>5105400 · Utilities</b>					
5105410 · Telephone	109	764	1,400	(636)	55%
5105415 · Cellular Phone	122	850	2,680	(1,830)	32%
5105417 · Internet	101	706	1,609	(903)	44%
5105420 · Wireless Cards	76	532	1,100	(568)	48%
5105450 · Electricity	304	2,116	4,635	(2,519)	46%
<b>Total 5105400 · Utilities</b>	<b>712</b>	<b>4,968</b>	<b>11,424</b>	<b>(6,456)</b>	<b>43%</b>

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>5105500 · Repairs &amp; Bldg Improvements</b>					
5105520 · Repairs - Buildings	312	3,331	4,000	(669)	83%
5105540 · Repairs - Machinery & Equipment	0	540	500	40	108%
5105590 · Repairs - Other	445	486	500	(14)	97%
<b>Total 5105500 · Repairs &amp; Bldg Improvements</b>	<b>757</b>	<b>4,357</b>	<b>5,000</b>	<b>(643)</b>	<b>87%</b>
<b>5105600 · Insurance</b>					
5105610 · Insurance - Property	277	832	1,110	(278)	75%
5105620 · Insurance - Liability	301	903	1,205	(302)	75%
5105630 · Insurance - Fidelity Bond	0	300	300	0	100%
5105635 · Public Officials Surety Bonds	100	100	1,000	(900)	10%
<b>Total 5105600 · Insurance</b>	<b>678</b>	<b>2,134</b>	<b>3,615</b>	<b>(1,481)</b>	<b>59%</b>
<b>5105700 · Other Expenses</b>					
5105756 · FM 664	0	23,928	24,000	(72)	100%
5105705 · Postage	734	4,526	7,000	(2,474)	65%
5105710 · Cash - Over/Short	0	0	10	(10)	0%
5105725 · Records Management Expense	0	0	7,167	(7,167)	0%
5105730 · City - Memberships	0	1,340	2,500	(1,160)	54%
5105740 · Legal Notices/Advertisement	1,138	4,090	9,000	(4,910)	45%
5105752 · Employment Screening	0	42	400	(358)	11%
5105760 · Bank Service Charge	0	81	60	21	135%
5105764 · Filing Fees	0	25	500	(475)	5%
5105765 · Miscellaneous	766	1,636	2,767	(1,131)	59%
<b>Total 5105700 · Other Expenses</b>	<b>2,639</b>	<b>35,668</b>	<b>53,404</b>	<b>(17,736)</b>	<b>67%</b>
<b>5106400 · Minor Capital Outlay</b>					
5106440 · Machinery & Equipment	0	0	2,000	(2,000)	0%
5106465 · Furniture	0	1,580	1,700	(120)	93%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

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				Budget	58%
Total 5106400 - Minor Capital Outlay	0	1,580	3,700	(2,120)	43%
5107400 - Capitalized Assets					
5107420 - Buildings	0		35,000	(35,000)	0%
Total 5107400 - Capitalized Assets	0	0	35,000	(35,000)	0%
5109000 - Reserves					
Total 5109000 - Reserves	0	0	5,096	(5,096)	0%
Total 10 - Administration	37,817	254,645	503,184	(248,539)	51%
20 - Police					
5201100 - Salaries & Wages					
5201120 - Police Chief	5,385	40,385	70,000	(29,615)	58%
5201143 - Command Staff	4,120	30,900	52,000	(21,100)	59%
5201150 - Certification Pay	92	761	2,400	(1,639)	32%
5201180 - Merit Raises - Staff	0	0	3,660	(3,660)	0%
Total 5201100 - Salaries & Wages	9,597	72,046	128,060	(56,014)	56%
5201400 - Support Salaries					
5201405 - Support Staff	2,142	16,068	27,040	(10,972)	59%
5201410 - Patrol	9,282	124,280	268,590	(144,310)	46%
5201412 - Patrol Part Time	7,575	7,575	20,500	(12,925)	37%
5201415 - Certification Pay	69	519	1,636	(1,117)	32%
5201480 - Merit Raises	0	0	1,281	(1,281)	0%
5201490 - Overtime	347	9,556	16,600	(7,044)	58%
Total 5201400 - Support Salaries	19,416	157,999	335,647	(177,648)	47%
5202100 - Employee Benefits					
5202110 - Group Insurance	5,336	38,776	76,313	(37,537)	51%
5202135 - TMRS	2,459	19,772	38,775	(19,003)	51%
5202160 - Worker's Compensation	2,781	8,839	11,126	(2,287)	79%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5202170 · Payroll Taxes	498	3,823	7,926	(4,103)	48%
5202196 · Membership Dues	0	235	315	(80)	75%
<b>Total 5202100 · Employee Benefits</b>	<b>11,075</b>	<b>71,445</b>	<b>134,455</b>	<b>(63,010)</b>	<b>53%</b>
<b>5202300 · Contractual Services</b>					
5202355 · Contract Labor - Individual	0	0	500	(500)	0%
5202356 · Gingerbread House	0	1,000	1,000	0	100%
5202380 · Dispatch	7,263	14,525	14,525	0	100%
5202385 · Jail Expense	0	0	1,000	(1,000)	0%
5202390 · Special Response Team	0	0	8,500	(8,500)	0%
5202395 · Contractual Services Other	0	0	1,000	(1,000)	0%
<b>Total 5202300 · Contractual Services</b>	<b>7,263</b>	<b>15,525</b>	<b>26,525</b>	<b>(11,000)</b>	<b>59%</b>
<b>5202500 · Operating Services</b>					
5202530 · Custodial Service Contract	235	1,645	2,820	(1,175)	58%
5202540 · Computer Maintenance	0	0	1,150	(1,150)	0%
5202560 · Internet Subscriptions	0	0	900	(900)	0%
<b>Total 5202500 · Operating Services</b>	<b>235</b>	<b>1,645</b>	<b>4,870</b>	<b>(3,225)</b>	<b>34%</b>
<b>5202600 · Special Expenses</b>					
5202675 · National Night Out	0	0	500	(500)	0%
<b>Total 5202600 · Special Expenses</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>(500)</b>	<b>0%</b>
<b>5203100 · General Supplies</b>					
5203110 · Office Supplies	24	631	1,400	(769)	45%
5203140 · Uniforms	193	2,421	9,000	(6,579)	27%
5203170 · Evidence Gathering	83	218	700	(482)	31%
<b>Total 5203100 · General Supplies</b>	<b>300</b>	<b>3,270</b>	<b>11,100</b>	<b>(7,830)</b>	<b>29%</b>
<b>5203400 · Maintenance Supplies &amp; Parts</b>					



# City of Ovilla General Fund Actual vs Budget Review

October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5203410 · Supplies - Custodial	113	286	600	(314)	48%
Total 5203400 · Maintenance Supplies & Parts	113	286	600	(314)	48%
5204200 · Travel Expenses					
5204210 · Travel - Local	0	541	1,000	(459)	54%
5204220 · Professional Development	0	1,049	3,750	(2,701)	28%
5204225 · Professional Dev - LEOSE	235	565	2,000	(1,435)	28%
5204235 · Ammo	0	0	1,000	(1,000)	0%
5204270 · Vehicle Expenses	1,114	8,139	24,000	(15,861)	34%
Total 5204200 · Travel Expenses	1,349	10,294	31,750	(21,456)	32%
5205200 · Data Processing Expenses					
5205240 · Data Processing - Software	0	17,851	18,000	(149)	99%
Total 5205200 · Data Processing Expenses	0	17,851	18,000	(149)	99%
5205300 · Printing Expenses					
5205310 · Copier Expense	84	591	1,500	(909)	39%
5205330 · Printing - Forms	0	150	300	(150)	50%
5205350 · Printing - Other	0	177	400	(223)	44%
Total 5205300 · Printing Expenses	84	918	2,200	(1,282)	42%
5205400 · Utilities					
5205410 · Telephone	109	764	1,600	(836)	48%
5205415 · Cellular Phone	106	744	1,350	(606)	55%
5205417 · Internet - PD	101	706	1,610	(904)	44%
5205420 · Wireless Cards	228	1,596	2,750	(1,154)	58%
5205450 · Electricity	315	2,340	4,500	(2,160)	52%
Total 5205400 · Utilities	860	6,150	11,810	(5,660)	52%
5205500 · Repairs & Building Improvements					

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	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5205520 · Repairs - Building	0	19	13,032	(13,013)	0%
5205540 · Repairs- Machinery & Equipment	0	0	1,200	(1,200)	0%
5205550 · Repairs - Vehicles	10	3,451	8,000	(4,549)	43%
<b>Total 5205500 · Repairs &amp; Building Improvements</b>	<b>10</b>	<b>3,470</b>	<b>22,232</b>	<b>(18,762)</b>	<b>16%</b>
 5205600 · Insurance					
5205610 · Insurance - Property	412	1,236	1,650	(414)	75%
5205620 · Insurance - Liability	1,378	4,135	5,515	(1,380)	75%
5205640 · Insurance - Vehicle	607	1,822	2,430	(608)	75%
<b>Total 5205600 · Insurance</b>	<b>2,398</b>	<b>7,193</b>	<b>9,595</b>	<b>(2,402)</b>	<b>75%</b>
 5205700 · Other Expenses					
5205742 · Public Relations	0	87	200	(113)	43%
5205752 · Employment Screeing	125	900	1,550	(650)	58%
5205765 · Miscellaneous	0	300	1,620	(1,320)	19%
<b>Total 5205700 · Other Expenses</b>	<b>125</b>	<b>1,287</b>	<b>3,370</b>	<b>(2,083)</b>	<b>38%</b>
 5206400 · Minor Capital Outlay					
5206440 · Machinery & Equipment	4,073	5,166	5,424	(258)	95%
5206445 · Personal Protective Equipment	0	600	2,600	(2,000)	23%
5206450 · Vehicles	0	46,980	82,000	(35,020)	57%
<b>Total 5206400 · Minor Capital Outlay</b>	<b>4,073</b>	<b>52,746</b>	<b>90,024</b>	<b>(37,278)</b>	<b>59%</b>
 <b>Total 20 · Police</b>	<b>56,896</b>	<b>422,125</b>	<b>830,738</b>	<b>(408,613)</b>	<b>51%</b>
 25 · Municipal Court					
5251100 · Salaries & Wages					
5251140 · Municipal Judge	585	4,095	7,000	(2,905)	59%
<b>Total 5251100 · Salaries &amp; Wages</b>	<b>585</b>	<b>4,095</b>	<b>7,000</b>	<b>(2,905)</b>	<b>59%</b>
 5251400 · Support Staff					

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	Current	Year to Date		\$ Over	% of Budget
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				Budget	58%
5251405 · Support Staff	2,590	19,428	32,692	(13,264)	59%
5251420 · Jury Fees	0	0	200	(200)	0%
5251425 · City Prosecutor	1,495	3,267	8,500	(5,233)	38%
5251480 · Merit Raises	0	0	981	(981)	0%
5251490 · Overtime	176	310	1,400	(1,090)	22%
<b>Total 5251400 · Support Staff</b>	<b>4,262</b>	<b>23,005</b>	<b>43,773</b>	<b>(20,768)</b>	<b>53%</b>
<b>5252100 · Employee Benefits</b>					
5252110 · Group Insurance	662	3,974	8,166	(4,192)	49%
5252135 · TMRS	246	1,760	3,000	(1,240)	59%
5252160 · Worker's Compensation	46	139	186	(47)	75%
5252170 · Payroll Taxes	40	286	488	(202)	59%
5252196 · Membership Dues	0	0	100	(100)	0%
<b>Total 5252100 · Employee Benefits</b>	<b>995</b>	<b>6,159</b>	<b>11,940</b>	<b>(5,781)</b>	<b>52%</b>
<b>5252300 · Contractual Services</b>					
5252375 · Comptroller - Warratn Fees	0	27,636	34,270	(6,634)	81%
<b>Total 5252300 · Contractual Services</b>	<b>0</b>	<b>27,636</b>	<b>34,270</b>	<b>(6,634)</b>	<b>81%</b>
<b>5252500 · Operating Services</b>					
5252540 · Computer Maintenance	0	0	75	(75)	0%
<b>Total 5252500 · Operating Services</b>	<b>0</b>	<b>0</b>	<b>75</b>	<b>(75)</b>	<b>0%</b>
<b>5253100 · General Supplies</b>					
5253110 · Office Supplies	11	160	150	10	107%
5253140 · Uniforms	0	0	50	(50)	0%
<b>Total 5253100 · General Supplies</b>	<b>11</b>	<b>160</b>	<b>200</b>	<b>(40)</b>	<b>80%</b>
<b>5254200 · Travel Expenses</b>					
5254210 · Travel - Local	0	0	25	(25)	0%

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	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
Total 5254200 · Travel Expenses	0	0	25	(25)	0%
5255200 · Data Processing Expenses					
5255240 · Data Processing - SW Maint.	0	1,953	1,955	(2)	100%
Total 5255200 · Data Processing Expenses	0	1,953	1,955	(2)	100%
5255300 · Printing Expense					
5255350 · Printing - Other	0	524	800	(276)	66%
Total 5255300 · Printing Expense	0	524	800	(276)	66%
5255600 · Insurance					
5255620 · Insurance - Liability	85	256	341	(85)	75%
Total 5255600 · Insurance	85	256	341	(85)	75%
5255700 · Other Expenses					
5255765 · Miscellaneous	0	0	100	(100)	0%
5255768 · Collection Agency Fees	2,203	5,032	6,000	(968)	84%
5255772 · Warrant Fee - Omni	108	2,426	2,000	426	121%
Total 5255700 · Other Expenses	2,311	7,458	8,100	(642)	92%
Total 25 · Municipal Court	8,249	71,245	108,479	(37,234)	66%
30 · Fire					
5301100 · Salaries & Wages					
5301125 · Fire Chief	2,924	21,933	36,909	(14,976)	59%
5301135 · Deputy Chief/Fire Aprshall	1,648	12,164	20,000	(7,836)	61%
5301140 · Fire Captains	4,093	36,385	97,246	(60,861)	37%
5301180 · Merit Raises - Staff	0	0	4,624	(4,624)	0%
Total 5301100 · Salaries & Wages	8,666	70,483	158,779	(88,296)	44%
5301400 · Support Salaries					

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	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5301440 · Firefighters	19,665	144,100	230,246	(86,146)	63%
5301480 · Merit Raises	0	0	6,907	(6,907)	0%
5301485 · Volunteer Incentive Program	1,425	9,093	15,600	(6,508)	58%
<b>Total 5301400 · Support Salaries</b>	<b>21,090</b>	<b>153,193</b>	<b>252,753</b>	<b>(99,560)</b>	<b>61%</b>
 5302100 · Employee Benefits					
5302135 · TMRS	260	2,011	3,387	(1,376)	59%
5302137 · Volunteer Retirement	0	324	500	(176)	65%
5302160 · Worker's Compensation	2,496	8,106	9,984	(1,878)	81%
5302170 · Payroll Taxes	1,986	15,018	28,154	(13,136)	53%
5302196 · Membership Dues	0	2,194	1,900	294	115%
<b>Total 5302100 · Employee Benefits</b>	<b>4,742</b>	<b>27,652</b>	<b>43,925</b>	<b>(16,273)</b>	<b>63%</b>
 5302300 · Contractual Services					
5302310 · Consultant Fees	0	1,500	1,500	0	100%
5302380 · Dispatch	7,263	14,525	14,525	0	100%
5302385 · Emergency Transport Service	15,890	47,669	66,257	(18,588)	72%
<b>Total 5302300 · Contractual Services</b>	<b>23,152</b>	<b>63,694</b>	<b>82,282</b>	<b>(18,588)</b>	<b>77%</b>
 5302500 · Operating Services					
5302510 · Maintenance Agreements	3,070	6,386	10,000	(3,614)	64%
5302540 · Computer Maintenance	0	613	2,500	(1,887)	25%
5302570 · Warning System Maintenance	0	780	780	0	100%
5302580 · Generator Maintenance	0	702	2,120	(1,418)	33%
<b>Total 5302500 · Operating Services</b>	<b>3,070</b>	<b>8,481</b>	<b>15,400</b>	<b>(6,919)</b>	<b>55%</b>
 5302600 · Special Expenses					
5302675 · National Night Out	0	0	350	(350)	0%
<b>Total 5302600 · Special Expenses</b>	<b>0</b>	<b>0</b>	<b>350</b>	<b>(350)</b>	<b>0%</b>



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	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>5303100 · General Supplies</b>					
5303110 · Office Supplies	0	569	1,600	(1,031)	36%
5303140 · Uniforms	0	3,109	5,000	(1,891)	62%
5303160 · Medical Supplies	241	1,741	8,000	(6,259)	22%
5303165 · Medical Support	0	439	1,000	(561)	44%
5303170 · Evidence Gathering	0	0	50	(50)	0%
5303175 · Education Aids	0	0	50	(50)	0%
<b>Total 5303100 · General Supplies</b>	<b>241</b>	<b>5,858</b>	<b>15,700</b>	<b>(9,842)</b>	<b>37%</b>
<b>5303400 · Maintenance Supplies &amp; Parts</b>					
5303410 · Supplies - Custodial	43	900	2,500	(1,600)	36%
5303420 · Building Alarm Maintenance	0	420	420	0	100%
<b>Total 5303400 · Maintenance Supplies &amp; Parts</b>	<b>43</b>	<b>1,320</b>	<b>2,920</b>	<b>(1,600)</b>	<b>45%</b>
<b>5304200 · Travel Expenses</b>					
5304220 · Professional Development	941	4,138	6,300	(2,162)	66%
5304270 · Vehicle Expenses	437	3,463	9,665	(6,202)	36%
<b>Total 5304200 · Travel Expenses</b>	<b>1,379</b>	<b>7,601</b>	<b>15,965</b>	<b>(8,364)</b>	<b>48%</b>
<b>5305200 · Data Processing Expenses</b>					
5305230 · Data Proc-Maintenance & Repair	0	0	500	(500)	0%
5305240 · Data Processing - Software	0	1,783	2,850	(1,067)	63%
<b>Total 5305200 · Data Processing Expenses</b>	<b>0</b>	<b>1,783</b>	<b>3,350</b>	<b>(1,567)</b>	<b>53%</b>
<b>5305300 · Printing Expense</b>					
5305310 · Copier Expense	241	1,764	3,100	(1,336)	57%
5305330 · Printing - Forms	0	0	100	(100)	0%
<b>Total 5305300 · Printing Expense</b>	<b>241</b>	<b>1,764</b>	<b>3,200</b>	<b>(1,436)</b>	<b>55%</b>
<b>5305400 · Utilities</b>					

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				Budget	58%
5305410 · Telephone	239	1,605	2,350	(745)	68%
5305415 · Cellular Phone	52	360	1,237	(877)	29%
5305417 · Internet - Fire Dept.	329	2,301	4,345	(2,044)	53%
5305430 · Natural Gas	85	1,199	2,400	(1,201)	50%
5305450 · Electricity	398	2,772	5,562	(2,790)	50%
<b>Total 5305400 · Utilities</b>	<b>1,103</b>	<b>8,237</b>	<b>15,894</b>	<b>(7,657)</b>	<b>52%</b>
<b>5305500 · Repairs &amp; Bldg Improvements</b>					
5305520 · Repairs - Building	779	2,981	2,800	181	106%
5305540 · Repairs - Machinery & Equipment	288	4,806	19,000	(14,194)	25%
5305545 · Repairs - Apparatus	5,731	8,696	12,000	(3,304)	72%
5305550 · Repairs - Vehicles	2,098	2,561	3,500	(939)	73%
<b>Total 5305500 · Repairs &amp; Bldg Improvements</b>	<b>8,896</b>	<b>19,044</b>	<b>37,300</b>	<b>(18,256)</b>	<b>51%</b>
<b>5305600 · Insurance</b>					
5305620 · Insurance - Liability	225	3,327	5,660	(2,333)	59%
5305640 · Insurance - Vehicle	2,367	7,100	10,415	(3,315)	68%
<b>Total 5305600 · Insurance</b>	<b>2,592</b>	<b>10,427</b>	<b>16,075</b>	<b>(5,648)</b>	<b>65%</b>
<b>5305700 · Other Expenses</b>					
5305705 · Postage	0	47	50	(3)	95%
5305752 · Employment Screening	0	274	500	(226)	55%
5305765 · Flags & Miscellaneous	0	0	100	(100)	0%
<b>Total 5305700 · Other Expenses</b>	<b>0</b>	<b>321</b>	<b>650</b>	<b>(329)</b>	<b>49%</b>
<b>5306400 · Minor Capital Outlay</b>					
5306440 · Machinery & Equipment	0	4,716	10,300	(5,584)	46%
5306445 · Personal Protective Equipment	11	10,197	20,247	(10,050)	50%
<b>Total 5306400 · Minor Capital Outlay</b>	<b>11</b>	<b>14,913</b>	<b>30,547</b>	<b>(15,634)</b>	<b>49%</b>
<b>Total 30 · Fire</b>	<b>75,226</b>	<b>394,771</b>	<b>695,090</b>	<b>(300,319)</b>	<b>57%</b>
<b>40 · Community Services</b>					

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				Budget	58%
<b>5401100 · Salaries &amp; Wages</b>					
5401135 · ACO/Code Enforcement Officer	3,566	26,681	45,000	(18,319)	59%
5401180 · Merit Raises - Staff	0	0	1,350	(1,350)	0%
5401190 · Overtime	568	4,615	7,500	(2,885)	62%
<b>Total 5401100 · Salaries &amp; Wages</b>	<b>4,135</b>	<b>31,296</b>	<b>53,850</b>	<b>(22,554)</b>	<b>58%</b>
<b>5402100 · Employee Benefits</b>					
5402110 · Group Insurance	350	2,450	6,177	(3,727)	40%
5402135 · TMRS	372	2,822	4,011	(1,189)	70%
5402160 · Worker's Compensation	77	287	310	(23)	93%
5402170 · Payroll Taxes	66	494	653	(159)	76%
5402190 · License	0	165	625	(460)	26%
<b>Total 5402100 · Employee Benefits</b>	<b>865</b>	<b>6,219</b>	<b>11,776</b>	<b>(5,557)</b>	<b>53%</b>
<b>5402300 · Contractual Services</b>					
5402315 · Contract Building Inspections	2,810	26,042	115,000	(88,958)	23%
5402370 · Impound Fees	650	1,400	2,300	(900)	61%
<b>Total 5402300 · Contractual Services</b>	<b>3,460</b>	<b>27,442</b>	<b>117,300</b>	<b>(89,858)</b>	<b>23%</b>
<b>5402600 · Special Expenses</b>					
5402680 · Environmental Testing	0	520	2,300	(1,780)	23%
5402685 · Clean up Day	0	0	100	(100)	0%
<b>Total 5402600 · Special Expenses</b>	<b>0</b>	<b>520</b>	<b>2,400</b>	<b>(1,880)</b>	<b>22%</b>
<b>5403100 · General Supplies</b>					
5403110 · Office Supplies	0	0	50	(50)	0%
5403120 · Animal Care	0	0	150	(150)	0%
5403122 · Pet Supplies	0	376	600	(224)	63%
5403140 · Uniforms	0	274	600	(326)	46%
<b>Total 5403100 · General Supplies</b>	<b>0</b>	<b>650</b>	<b>1,400</b>	<b>(750)</b>	<b>46%</b>

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				Budget	58%
5403400 · Maintenance Supplies & Parts					
5403460 · Miscellaneous	0	28	200	(172)	14%
Total 5403400 · Maintenance Supplies & Parts	0	28	200	(172)	14%
5404200 · Travel Expenses					
5404210 · Travel - Local	0	0	25	(25)	0%
5404220 · Professional Development	0	32	200	(168)	16%
5404270 · Vehicle Expenses	93	555	3,000	(2,445)	18%
Total 5404200 · Travel Expenses	93	586	3,225	(2,639)	18%
5405200 · Data Processing Expenses					
5405230 · Data Proc-Maintenance & Repairs	0	0	1,080	(1,080)	0%
Total 5405200 · Data Processing Expenses	0	0	1,080	(1,080)	0%
5405300 · Printing Expense					
5405330 · Printing - Forms	0	397	400	(3)	99%
Total 5405300 · Printing Expense	0	397	400	(3)	99%
5405400 · Utilities					
5405415 · Cellular Phone	89	626	950	(324)	66%
Total 5405400 · Utilities	89	626	950	(324)	66%
5405600 · Insurance					
5405610 · Insurance - Property	2	6	9	(3)	67%
5405620 · Insurance - Liability	57	172	230	(58)	75%
5405640 · Insurance - Vehicle	68	203	230	(27)	88%
Total 5405600 · Insurance	127	381	469	(88)	81%
5405700 · Other Expenses					
5405765 · Miscellaneous	0	30	100	(70)	30%

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	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
Total 5405700 · Other Expenses	0	30	100	(70)	30%
5406400 · Minor Capital Outlay					
5406440 · Machinery & Equipment	54	217	1,000	(783)	22%
Total 5406400 · Minor Capital Outlay	54	217	1,000	(783)	22%
Total 40 · Community Services	8,824	68,391	194,150	(125,759)	35%
45 · Solid Waste					
5455400 · Utilities					
5455465 · Solidwaste Pickup (Garbage)	18,343	128,401	226,356	(97,955)	57%
Total 5455400 · Utilities	18,343	128,401	226,356	(97,955)	57%
Total 45 · Solid Waste	18,343	128,401	226,356	(97,955)	57%
50 · Streets					
5501400 · Support Staff					
5501415 · Maintenance Crew	1,800	13,528	23,400	(9,872)	58%
5501490 · Overtime	34	582	1,500	(918)	39%
5501500 · Streets - On Call	50	250	600	(350)	42%
Total 5501400 · Support Staff	1,884	14,361	25,500	(11,139)	56%
5502100 · Employee Benefits					
5502110 · Group Insurance	662	3,974	8,170	(4,196)	49%
5502135 · TMRS	168	1,281	2,148	(867)	60%
5502160 · Worker's Compensation	437	1,409	1,750	(341)	81%
5502170 · Payroll Taxes	27	202	350	(148)	58%
5502190 · License	0	61	122	(61)	50%
Total 5502100 · Employee Benefits	1,294	6,927	12,540	(5,613)	55%
5502200 · Special Services					



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				Budget	58%
5502280 · NCTCOG- SWMP Fees	0	3,353	6,400	(3,047)	52%
Total 5502200 · Special Services	0	3,353	6,400	(3,047)	52%
5502600 · Special Expenses					
5502620 · Emergency Clean Up	0	0	2,250	(2,250)	0%
Total 5502600 · Special Expenses	0	0	2,250	(2,250)	0%
5503100 · General Supplies					
5503110 · Office Supplies	0	0	100	(100)	0%
5503140 · Uniforms	0	0	600	(600)	0%
Total 5503100 · General Supplies	0	0	700	(700)	0%
5503400 · Maintenance Supplies & Parts					
5503405 · Drainage Maintenance	0	0	500	(500)	0%
5503420 · Supplies - Street Signs	0	2,496	4,500	(2,004)	55%
5503460 · Miscellaneous	0	181	300	(119)	60%
Total 5503400 · Maintenance Supplies & Parts	0	2,678	5,300	(2,622)	51%
5504200 · Travel Expenses					
5504220 · Professional Development	75	75	500	(425)	15%
5504270 · Vehicle Expenses	429	2,620	6,500	(3,880)	40%
Total 5504200 · Travel Expenses	504	2,695	7,000	(4,305)	39%
5505300 · Printing Expense					
5505350 · Printing - Other	0	0	350	(350)	0%
Total 5505300 · Printing Expense	0	0	350	(350)	0%
5505400 · Utilities					
5505450 · Electricity	3,759	26,296	45,000	(18,704)	58%

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**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
Total 5505400 · Utilities	3,759	26,296	45,000	(18,704)	58%
5505500 · Repairs & Bldg Improvements					
5405520 · Repairs - Building	0	0	500	(500)	0%
5505540 · Repairs - Machinery & Equipment	563	752	3,000	(2,248)	25%
5505550 · Repairs - Vehicles	473	1,328	2,500	(1,172)	53%
5505560 · Repairs -Street Maint.& Repairs	360	23,445	50,000	(26,555)	47%
5505565 · Repairs - Infrastruct Drainage	0	10	3,000	(2,990)	0%
5505575 · Repairs - 50/50 Sidewalk Program	0	0	10,000	(10,000)	0%
5505590 · Repairs - Other	54	201	1,500	(1,299)	13%
Total 5505500 · Repairs & Bldg Improvements	1,450	25,736	70,500	(44,764)	37%
5505600 · Insurance					
5505620 · Insurance - Liability	308	924	1,235	(311)	75%
5505640 · Insurance - Vehicle	888	2,665	3,554	(889)	75%
Total 5505600 · Insurance	1,196	3,589	4,789	(1,200)	75%
5505700 · Other Expenses					
5505752 · Employment Screening	0	0	150	(150)	0%
Total 5505700 · Other Expenses	0	0	150	(150)	0%
5506400 · Minor Capital Outlay					
5506440 · Machinery & Equipment	0	800	2,500	(1,700)	32%
5506445 · Personal Protective Equipment	0	0	300	(300)	0%
5506490 · Other	9	350	850	(500)	41%
Total 5506400 · Minor Capital Outlay	9	1,150	3,650	(2,500)	32%
5507400 · Capitalized Assets					
5507440 · Machinery & Equipment	0	0	6,000	(6,000)	0%
5507460 · Infrastructure	0	382,766	870,814	(488,048)	44%
Total 5507400 · Capitalized Assets	0	382,766	876,814	(494,048)	44%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Total 50 · Streets</b>	10,096	469,551	1,060,943	(591,392)	44%
<b>60 · Parks</b>					
<b>5602400 · Rentals</b>					
5602490 · Rental - Other	210	1,677	3,000	(1,323)	56%
<b>Total 5602400 · Rentals</b>	210	1,677	3,000	(1,323)	56%
<b>5602600 · Special Expenses</b>					
5602680 · Heritage Day	0	1,263	8,000	(6,737)	16%
5602690 · Special Events	506	1,660	4,500	0	37%
<b>Total 5602600 · Special Expenses</b>	506	2,923	12,500	(6,737)	23%
<b>5603400 · Maintenance Supplies &amp; Parts</b>					
5603460 · Miscellaneous	0	275	300	(25)	92%
<b>Total 5603400 · Maintenance Supplies &amp; Parts</b>	0	275	300	(25)	92%
<b>5605400 · Utilities</b>					
5605450 · Electricity	710	4,436	8,300	(3,864)	53%
<b>Total 5605400 · Utilities</b>	710	4,436	8,300	(3,864)	53%
<b>5605500 · Repairs &amp; Bldg Improvements</b>					
5605520 · Repairs - Building	0	0	250	(250)	0%
5605530 · REPAIRS-IMP OTHER THAN BLDGS	93	595	1,000	(405)	60%
<b>Total 5605500 · Repairs &amp; Bldg Improvements</b>	93	595	1,250	(655)	48%
<b>5605600 · Insurance</b>					
5605610 · Insurance - Property	29	86	115	(29)	75%
5605620 · Insurance - Liability	130	391	521	(130)	75%
5605640 · Insurance - Vehicle	57	171	230	(59)	74%

**City of Ovilla General Fund  
Actual vs Budget Review**

October 2015 through April 2016

	Current	Year to Date		\$ Over (Under)	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	Budget	Thru April 58%
Total 5605600 · Insurance	216	647	866	(219)	75%
5605700 · Other Expenses					
5605765 · Miscellaneous	0	208	300	(92)	69%
Total 5605700 · Other Expenses	0	208	300	(92)	69%
5606400 · Minor Capital Outlay					
5606410 · Land Improvements	3,514	5,043	14,093	(9,050)	36%
5606440 · Machinery & Equipment	1,570	1,845	500	1,345	369%
Total 5606400 · Minor Capital Outlay	5,084	6,887	14,593	(7,706)	47%
5607400 · Capitalized Assets					
5607440 · Machinery & Equipment	963	963	1,000	(37)	96%
Total 5607400 · Capitalized Assets	963	963	1,000	(37)	96%
Total 60 · Parks	7,782	18,612	42,109	(23,497)	44%
Total Expenditures	223,233	1,827,741	3,661,049	(1,833,308)	50%
Net Change in Fund Balance	-151,767	389,883	0	389,883	100%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Resources</b>					
4000400 · Charges for Services					
4000460 · Water Sales	45,177	513,998	1,004,932	(490,934)	51%
4000461 · Sewer Service	23,938	197,825	411,770	(213,945)	48%
4000465 · Water & Sewer Penalties	827	10,491	19,000	(8,509)	55%
4000471 · Reconnect Fees	218	3,081	5,400	(2,319)	57%
4000472 · Meters	0	1,050	3,700	(2,650)	28%
4000473 · Connect Fees	375	1,575	4,400	(2,825)	36%
4000478 · Infrastructure Improvement Fee	4,756	35,887	70,133	(34,246)	51%
4000480-Solid Waste Fees (Garbage)	(30)	0	0	0	0%
<b>Total 4000400 · Charges for Services</b>	<b>75,262</b>	<b>763,907</b>	<b>1,519,335</b>	<b>(755,428)</b>	<b>50%</b>
4000800 · Other Revenue					
4000880 · Capital Rec Fee	0	6,250	62,500	(56,250)	10%
4000840 · Interest Earned	226	1,692	3,100	(1,408)	55%
4000890 · Misc Other Revenue	0	0	160,800	(160,800)	0%
<b>Total 4000800 · Other Revenue</b>	<b>226</b>	<b>7,942</b>	<b>226,400</b>	<b>(218,458)</b>	<b>4%</b>
<b>Total Resources</b>	<b>75,488</b>	<b>771,849</b>	<b>1,745,735</b>	<b>(973,886)</b>	<b>44%</b>
<b>Expense</b>					
70 · Administration					
5701100 · Salaries & Wages					
5701110 · City Administrator	0	10,744	21,765	(11,021)	49%
5701115 · City Secretary	0	6,061	13,264	(7,203)	46%
5701117 · Finance Accountant	0	5,705	12,360	(6,655)	46%
5701120 · Part Time Admin. Support	0	3,432	7,435	(4,003)	46%
5701130 · Public Works Director	4,151	31,131	52,388	(21,257)	59%
5701180 · Merit Raises, Staff	0	0	3,177	(3,177)	0%
<b>Total 5701100 · Salaries &amp; Wages</b>	<b>4,151</b>	<b>57,072</b>	<b>110,389</b>	<b>(53,317)</b>	<b>52%</b>



**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>5702100 · Employee Benefits</b>					
5702110 · Group Insurance	662	4,636	8,166	(3,530)	57%
5702135 · TMRS	374	2,807	4,808	(2,001)	58%
5702170 · Payroll Taxes	60	447	783	(336)	57%
<b>Total 5702100 · Employee Benefits</b>	<b>1,096</b>	<b>7,890</b>	<b>13,757</b>	<b>(5,867)</b>	<b>57%</b>
<b>5702200 · Special Services</b>					
5702230 · Legal Fees	0	0	1,000	(1,000)	0%
5702240 · Audit		7,150	7,150	0	100%
5702250 · Accounting	0	0	500	(500)	0%
<b>Total 5702200 · Special Services</b>	<b>0</b>	<b>7,150</b>	<b>8,650</b>	<b>(1,500)</b>	<b>83%</b>
<b>5702300 · Contractual Services /Personnel</b>					
5702310 · Consultant Fees	0	1,101	3,500	(2,399)	31%
<b>Total 5702300 · Contractual Services /Personnel</b>	<b>0</b>	<b>1,101</b>	<b>3,500</b>	<b>(2,399)</b>	<b>31%</b>
<b>5703100 · General Supplies</b>					
5703110 · Office Supplies	0	516	800	(284)	64%
<b>Total 5703100 · General Supplies</b>	<b>0</b>	<b>516</b>	<b>800</b>	<b>(284)</b>	<b>64%</b>
<b>5703400 · Maintenance Supplies / Parts</b>					
5703410 · Supplies - Custodial	0	17	200	(183)	9%
<b>Total 5703400 · Maintenance Supplies / Parts</b>	<b>0</b>	<b>17</b>	<b>200</b>	<b>(183)</b>	<b>9%</b>
<b>5704200 · Travel Expenses</b>					
5704210 · Travel - Local	0	0	200	(200)	0%
5704220 · Professional Development	0	0	750	(750)	0%
<b>Total 5704200 · Travel Expenses</b>	<b>0</b>	<b>0</b>	<b>950</b>	<b>(950)</b>	<b>0%</b>
<b>5705200 · Data Processing Expenses</b>					

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5705240 · Data Processing - Software	0	0	511	(511)	0%
Total 5705200 · Data Processing Expenses	0	0	511	(511)	0%
5705300 · Printing Expense					
5705350 · Printing - Other	0	163	250	(87)	65%
Total 5705300 · Printing Expense	0	163	250	(87)	65%
5705400 · Utilities					
5705410 · Telephone	109	764	1,250	(486)	61%
5705415 · Cellular Phone	38	266	850	(584)	31%
5705417 · Internet	101	706	1,610	(904)	44%
Total 5705400 · Utilities	248	1,736	3,710	(1,974)	47%
5705700 · Other Expenses					
5705705 · Postage	715	3,715	8,900	(5,185)	42%
5705740 · Advertising	0	0	300	(300)	0%
5705760 · Bank Service Charge	10	120	200	(80)	60%
5705765 · Miscellaneous	0	0	150,100	(150,100)	0%
5705775 · Credit Card Transaction Fee	100	1,659	3,000	(1,341)	55%
Total 5705700 · Other Expenses	825	5,494	162,500	(157,006)	3%
5706400 · Minor Capital Outlay					
5706440 · Machinery & Equipment	0	0	500	(500)	0%
Total 5706400 · Minor Capital Outlay	0	0	500	(500)	0%
5709000 · Reserve					
5708215 · Admin. Exp. to General Fund	0	45,644	92,583	(46,940)	49%
5709001 · Reserve for Contingency	0	0	48,008		
5709002 · Capital Improv. Water Reserve	0	0	26,015	(26,015)	0%
5709003 · Capital Improv. Sewer Reserve	0	0	32,685	(32,685)	0%
5709010 · Administrative Reserves	0	0	2,747	(2,747)	0%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under) Budget	Thru April 58%
Total 5709000 · Reserve	0	45,644	202,038	(156,395)	23%
Total 70 · Administration	6,319	126,782	507,755	(380,973)	25%
75 · Water					
5751100 · Salaries & Wages					
5751133 · Superintendent	3,328	24,958	42,000	(17,042)	59%
5751180 · Merit Raises - Staff	0	0	1,260	(1,260)	0%
Total 5751100 · Salaries & Wages	3,328	24,958	43,260	(18,302)	58%
5751400 · Support Salaries					
5751405 · Support Staff	3,232	18,444	30,593	(12,149)	60%
5751415 · Maintenance Crew	6,213	46,596	78,395	(31,799)	59%
5751430 · Seasonal Crew	0	0	3,000	(3,000)	0%
5751450 · Certification Pay	92	692	1,200	(508)	58%
5751480 · Merit Raises	0	0	3,666	(3,666)	0%
5751490 · Overtime	347	2,960	4,000	(1,040)	74%
5751500 · Water - On Call	150	950	1,550	(600)	61%
Total 5751400 · Support Salaries	10,034	69,642	122,404	(52,762)	57%
5752100 · Employee Benefits					
5752110 · Group Insurance	2,687	18,808	41,115	(22,307)	46%
5752135 · TMRS	1,185	8,924	14,792	(5,868)	60%
5752160 · Worker's Compensation	846	3,152	3,385	(233)	93%
5752170 · Payroll Taxes	200	1,497	2,408	(911)	62%
5752190 · Licenses	0	0	222	(222)	0%
Total 5752100 · Employee Benefits	4,918	32,381	61,922	(29,541)	52%
5752300 · Contractual Services/Personnel					
5752350 · Contract Labor - Company	0	0	1,500	(1,500)	0%
5752380 · Dispatch	6,225	12,450	12,587	(137)	99%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Total 5752300 · Contractual Services/Personnel</b>	6,225	12,450	14,087	(1,637)	88%
<b>5752400 · Rentals</b>					
5752420 · Rental - Machinery & Equipment	0	236	250	(14)	94%
<b>Total 5752400 · Rentals</b>	0	236	250	(14)	94%
<b>5752500 · Operating Services</b>					
5752580 · Water Testing	68	1,056	4,000	(2,944)	26%
5752590 · TCEQ Fees	0	2,984	3,500	(516)	85%
<b>Total 5752500 · Operating Services</b>	68	4,041	7,500	(3,459)	54%
<b>5753100 · General Supplies</b>					
5753140 · Uniforms	0	1,416	1,700	(284)	83%
<b>Total 5753100 · General Supplies</b>	0	1,416	1,700	(284)	83%
<b>5753400 · Maintenance Supplies &amp; Parts</b>					
5753460 · Miscellaneous	23	83	300	(217)	28%
<b>Total 5753400 · Maintenance Supplies &amp; Parts</b>	23	83	300	(217)	28%
<b>5754200 · Travel Expenses</b>					
5754220 · Professional Development	150	310	750	(440)	41%
5754270 · Vehicle Expenses	478	3,215	10,000	(6,785)	32%
<b>Total 5754200 · Travel Expenses</b>	628	3,525	10,750	(7,225)	33%
<b>5755200 · Data Processing Expenses</b>					
5755230 · Data Proc-Maintenance & Repairs	0	671	1,300	(629)	52%
5755240 · Data Processing - Software	0	3,850	4,200	(350)	92%
<b>Total 5755200 · Data Processing Expenses</b>	0	4,521	5,500	(979)	82%
<b>5755300 · Printing Expenses</b>					
5755310 · Copier Expense	1,382	1,382	3,000	(1,618)	46%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
5755350 · Printing - Other	0	907	2,000	(1,093)	45%
<b>Total 5755300 · Printing Expenses</b>	<b>1,382</b>	<b>2,290</b>	<b>5,000</b>	<b>(2,710)</b>	<b>46%</b>
 5755400 · Utilities					
5755415 · Cellular Phone	50	403	1,500	(1,097)	27%
5755450 · Electricity	1,636	13,472	26,000	(12,528)	52%
5755460 · Water, wholesale	18,240	190,340	391,500	(201,160)	49%
<b>Total 5755400 · Utilities</b>	<b>19,926</b>	<b>204,215</b>	<b>419,000</b>	<b>(214,785)</b>	<b>49%</b>
 5755500 · Repairs & Building Improvements					
5755540 · Repairs- Machinery & Equipment	45	895	4,000	(3,105)	22%
5755550 · Repairs - Vehicles	473	1,443	2,000	(557)	72%
5755570 · Inventory Expense	665	6,200	9,000	(2,800)	69%
5755580 · Water Chemical Expense	515	4,280	8,000	(3,720)	54%
5755590 · Repairs - Other	0	15	3,000	(2,985)	1%
<b>Total 5755500 · Repairs &amp; Building Improvements</b>	<b>1,698</b>	<b>12,833</b>	<b>26,000</b>	<b>(13,167)</b>	<b>49%</b>
 5755600 · Insurance					
5755610 · Insurance - Property	668	2,004	2,672	(668)	75%
5755620 · Insurance - Liability	431	1,293	1,724	(431)	75%
5755640 · Insurance - Vehicle	158	474	633	(159)	75%
<b>Total 5755600 · Insurance</b>	<b>1,257</b>	<b>3,770</b>	<b>5,029</b>	<b>(1,259)</b>	<b>75%</b>
 5755700 · Other Expenses					
5755752 · Employment Screening	0	0	150	(150)	0%
<b>Total 5755700 · Other Expenses</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>(150)</b>	<b>0%</b>
 5756400 · Minor Capital Outlay					
5756440 · Machinery & Equipment	0	158	1,000	(842)	16%
5756490 · Other	0	449	500	(51)	90%
<b>Total 5756400 · Minor Capital Outlay</b>	<b>0</b>	<b>607</b>	<b>1,500</b>	<b>(893)</b>	<b>40%</b>

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>5757400 · Capitalized Assets</b>					
5757440 · Machinery & Equipment	0	0	2,500	(2,500)	0%
5757470 · Infrastructure - Water	2,443	2,843	4,000	(1,157)	71%
<b>Total 5757400 · Capitalized Assets</b>	<b>2,443</b>	<b>2,843</b>	<b>6,500</b>	<b>(3,657)</b>	<b>44%</b>
<b>5757900 · Long-Term Debt</b>					
5758225 · Admin. Expense to Debt Fund	0	51,393	102,786	(51,393)	50%
<b>Total 5757900 · Long-Term Debt</b>	<b>0</b>	<b>51,393</b>	<b>102,786</b>	<b>(51,393)</b>	<b>50%</b>
<b>Total 75 · Water</b>	<b>51,930</b>	<b>431,204</b>	<b>833,638</b>	<b>(402,434)</b>	<b>52%</b>
<b>80 · Sewer</b>					
<b>5801400 · Support Salaries</b>					
5801405 · Support Staff	0	5,801	10,197	(4,396)	57%
5801415 · Maintenance Crew	2,637	19,776	33,280	(13,504)	59%
5801450 · Certification Pay	92	692	1,210	(518)	57%
5801480 · Merit Raises	0	0	998	(998)	0%
5801490 · Overtime	0	964	3,000	(2,036)	32%
5801500 · Sewer - On Call	0	250	600	(350)	42%
<b>Total 5801400 · Support Salaries</b>	<b>2,729</b>	<b>27,483</b>	<b>49,285</b>	<b>(21,802)</b>	<b>56%</b>
<b>5802100 · Employee Benefits</b>					
5802110 · Group Insurance	662	4,636	8,451	(3,815)	55%
5802135 · TMRS	239	1,903	3,054	(1,151)	62%
5802160 · Worker's Compensation-Sewer	846	3,152	3,385	(233)	93%
5802170 · Payroll Taxes	38	305	497	(192)	61%
5802190 · Licenses	0	0	150	(150)	0%
<b>Total 5802100 · Employee Benefits</b>	<b>1,786</b>	<b>9,997</b>	<b>15,537</b>	<b>(5,540)</b>	<b>64%</b>
<b>5802300 · Contractual Services/Personnel</b>					



**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over (Under)	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	Budget	Thru April 58%
5802350 · Contract Labor - Company	0	0	37,000	(37,000)	0%
Total 5802300 · Contractual Services/Personnel	0	0	37,000	(37,000)	0%
5802500 · Operating Services					
5802515 · Sardis Collection Expense	575	4,412	9,618	(5,206)	46%
5802590 · TCEQ Fees - Sewer	0	0	100	(100)	0%
Total 5802500 · Operating Services	575	4,412	9,718	(5,306)	45%
5803100 · General Supplies					
5803140 · Uniforms	0	1,083	1,200	(117)	90%
Total 5803100 · General Supplies	0	1,083	1,200	(117)	90%
5803400 · Maintenance Supplies & Parts					
5803460 · Miscellaneous	0	0	500	(500)	0%
Total 5803400 · Maintenance Supplies & Parts	0	0	500	(500)	0%
5804200 · Travel Expenses					
5804220 · Professional Development	75	75	500	(425)	15%
5804270 · Vehicle Expense	54	562	1,200	(638)	47%
Total 5804200 · Travel Expenses	129	637	1,700	(1,063)	37%
5805400 · Utilities					
5805450 · Electricity	302	1,907	3,000	(1,093)	64%
5805463 · TRA Wastewater Treatment	22,567	164,098	270,806	(106,708)	61%
Total 5805400 · Utilities	22,869	166,005	273,806	(107,801)	61%
5805500 · Repairs & Bldg Improvements					
5805510 · Repairs - Land Improvements	0	0	300	(300)	0%
5805540 · Repairs - Machinery & Equipment	0	1,480	6,000	(4,520)	25%
5805570 · Inventory Expense	112	413	2,000	(1,587)	21%
5805590 · Repairs - Other	0	0	600	(600)	0%
Total 5805500 · Repairs & Bldg Improvements	112	1,893	8,900	(7,007)	21%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>5805600 · Insurance</b>					
5805610 · Insurance - Property	14	42	56	(14)	75%
5805620 · Insurance - Liability	99	298	400	(102)	75%
5805640 · Insurance - Vehicle	10	29	40	(11)	73%
<b>Total 5805600 · Insurance</b>	<b>123</b>	<b>369</b>	<b>496</b>	<b>(127)</b>	<b>74%</b>
<b>5805700 · Other Expenses</b>					
5805752 · Employment Screening	0	0	200	(200)	0%
<b>Total 5805700 · Other Expenses</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>(200)</b>	<b>0%</b>
<b>5807400 · Capitalized Assets</b>					
5807440 · Machinery & Equipment	0	5,542	6,000	(458)	92%
<b>Total 5807400 · Capitalized Assets</b>	<b>0</b>	<b>5,542</b>	<b>6,000</b>	<b>(458)</b>	<b>92%</b>
<b>Total 80 · Sewer</b>	<b>28,324</b>	<b>217,422</b>	<b>404,342</b>	<b>(186,920)</b>	<b>54%</b>
<b>Total Expense</b>	<b>86,573</b>	<b>775,408</b>	<b>1,745,735</b>	<b>(970,327)</b>	<b>44%</b>
<b>Net Change in Fund Balance</b>	<b>(11,085)</b>	<b>(3,559)</b>	<b>0</b>	<b>(3,559)</b>	<b>100%</b>

**Ovilla Debt Service**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000100 · Taxes					
4000107 · Ad Valorem, Current I & S	2,335	456,564	467,702	(11,138)	98%
4000111 · Ad Valorem, Delinquent I & S	48	1,336	4,122	(2,786)	32%
4000114 · Interest/Penalties - I & S	259	1,452	1,611	(159)	90%
Total 4000100 · Taxes	2,642	459,352	473,435	(14,083)	97%
4000800 · Other Revenue					
4000840 · Interest Earned	68	294	700	(406)	42%
4000900 · Reduction of Reserve Fund Bal.	-	-	1,604	(1,604)	0%
4000930 · Admin.Rev.Rec.Fr Water & Sewer	-	51,393	102,786	(51,393)	50%
Total 4000800 · Other Revenue	68	51,687	105,090	(53,403)	49%
<b>Total Revenues</b>	<b>2,711</b>	<b>511,039</b>	<b>578,525</b>	<b>(67,486)</b>	<b>88%</b>
<b>Expenditures</b>					
5157900 · Long-Term Debt					
5157930 · Paying Agent Fees	-	-	500	(500)	0%
51579349 - 2011 Bond Issue Principle	-	-	375,000	(375,000)	0%
5157940 · 2011 Bond Issue Interest	-	101,513	203,025	(101,513)	50%
Total 5157900 · Long-Term Debt	-	101,513	578,525	(477,013)	18%
<b>Total Expenditures</b>	<b>-</b>	<b>101,513</b>	<b>578,525</b>	<b>(477,013)</b>	<b>18%</b>
<b>Net Change in Fund Balance</b>	<b>2,711</b>	<b>409,527</b>	<b>-</b>	<b>409,527</b>	<b>100%</b>

# City of Ovilla Capital Projects Fund

## Actual vs Budget Review

October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000800 · Other Revenue					
4000845 · Interest Earned - Texstar	0	2	1	1	173%
4000850 · Interest Earned - Prosperity	21	152	255	(103)	59%
<b>Total 4000800 · Other Revenue</b>	<b>22</b>	<b>153</b>	<b>256</b>	<b>(103)</b>	<b>60%</b>
<b>Total Revenues</b>	<b>22</b>	<b>153</b>	<b>256</b>	<b>(103)</b>	<b>60%</b>
<b>Expense</b>					
5879000 · Reserves					
5879010 · Admin Reserves	0	0	256	(256)	0%
<b>Total 5879000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>256</b>	<b>(256)</b>	<b>0%</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>256</b>	<b>(256)</b>	<b>0%</b>
<b>Change in Net Position</b>	<b>22</b>	<b>153</b>	<b>0</b>	<b>153</b>	<b>100%</b>

**Ovilla Park Impact Fund  
Actual vs Budget Review  
October 2015 through April 2016**

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000400 · Charges for Services					
4000460 · Park Impact	669	2,676	16,726	(14,050)	16%
Total 4000400 · Charges for Services	669	2,676	16,726	(14,050)	16%
4000800 · Other Revenue					
4000840 · Interest Earned	13	83	100	(17)	83%
Total 4000800 · Other Revenue	13	83	100	(17)	83%
<b>Total Revenues</b>	<b>682</b>	<b>2,759</b>	<b>16,826</b>	<b>(14,067)</b>	<b>16%</b>
<b>Expenditures</b>					
5606400 · Minor Capital Outlay					
5606410 · Land Improvements	0	0	500	(500)	0%
Total 5606400 · Minor Capital Outlay	0	0	500	(500)	0%
5607400 · Capitalized Assets					
5607440 · Capital Machinery & Equipment	0	0	6,000	(6,000)	0%
Total 5607400 · Capitalized Assets	0	0	6,000	(6,000)	0%
5609000 · Reserves					
5609035 · Park Impact Reserves	0	0	10,326	(10,326)	0%
Total 5609000 · Reserves	0	0	10,326	(10,326)	0%
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>16,826</b>	<b>(16,826)</b>	<b>0%</b>
<b>Net Change in Fund Balance</b>	<b>682</b>	<b>2,759</b>	<b>0</b>	<b>2,759</b>	<b>100%</b>

**Ovilla W&S Impact Fee Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000400 · Charges for Services					
4000476 · Water Impact Fee	0	3,100	3,100	0	100%
4000477 · Sewer Impact Fee	0	2,800	70,000	(67,200)	4%
Total 4000400 · Charges for Services	0	5,900	73,100	(67,200)	8%
4000800 · Other Revenue					
4000840 · Interest Earned	16	123	200	(77)	61%
4000880 · Transfer In - Water Impact	0	0	0	0	0%
Total 4000800 · Other Revenue	16	123	200	(77)	61%
<b>Total Revenues</b>	16	6,023	73,300	(67,277)	8%
<b>Expense</b>					
5859000 · Reserves					
5859020 · Water Impact Consultant Fee	0	0	40,600	(40,600)	0%
5859030 · Sewer Impact Fees Reserve	0	0	32,700	(32,700)	0%
Total 5859000 · Reserves	0	0	73,300	(73,300)	0%
<b>Total Expense</b>	0	0	73,300	(73,300)	0%
<b>Change in Net Position</b>	16	6,023	0	6,023	100%



Ovilla 4B Economic Development Corporation

**Actual vs Budget Review**

October 2015 through APRIL 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000100 · Taxes					
4000120 · Sales tax	6,404	54,605	81,838	(27,233)	67%
<b>Total 4000100 · Taxes</b>	<b>6,404</b>	<b>54,605</b>	<b>81,838</b>	<b>(27,233)</b>	<b>67%</b>
4000800 · Other Revenue					
4000840 · Interest Income	136	915	1,200	(285)	76%
4000990 · Reduction in Fund Balance			55,685	(55,685)	0%
<b>Total 4000800 · Other Revenue</b>	<b>136</b>	<b>915</b>	<b>56,885</b>	<b>(55,970)</b>	<b>2%</b>
<b>Total Revenues</b>	<b>6,540</b>	<b>55,520</b>	<b>138,723</b>	<b>(83,203)</b>	<b>40%</b>
<b>Expenditures</b>					
8102200 · Special Services					
8102230 · Legal Fees	0	0	500	(500)	0%
8102240 · Audit	0	1,600	1,600	0	100%
<b>Total 8102200 · Special Services</b>	<b>0</b>	<b>1,600</b>	<b>2,100</b>	<b>(500)</b>	<b>76%</b>
8102300 · Consultant Services					
8102310 · Consultant Fees	0	0	20,000	(20,000)	0%
<b>Total 8102300 · Consultant Services</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>(20,000)</b>	<b>0%</b>
8103100 · General Supplies					
8103110 · Office Supplies	0	0	100	(100)	0%
<b>Total 8103100 · General Supplies</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>(100)</b>	<b>0%</b>
8104200 · Travel Expense					
8104210 · Travel Expense	0	0	1,000	(1,000)	0%
8104220 · Professional Development	0	200	2,300	(2,100)	9%
<b>Total 8104200 · Travel Expense</b>	<b>0</b>	<b>200</b>	<b>3,300</b>	<b>(3,100)</b>	<b>6%</b>

**Ovilla 4B Economic Development Corporation**

**Actual vs Budget Review**

October 2015 through APRIL 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
8105300 - Printing					
8105320 - Printing Expense	0	0	300	(300)	0%
Total 8105300 - Printing	0	0	300	(300)	0%
8105500 - Projects					
8105560 - Sewer Line	0	0	45,000	(45,000)	0%
Total 8105500 - Projects	0	0	45,000	(45,000)	0%
8105600 - Insurance					
8105620 - Insurance - Liability	65	195	261	(66)	75%
Total 8105600 - Insurance	65	195	261	(66)	75%
8105700 - Other Expenses					
8105705 - Postage	0	0	100	(100)	0%
8105730 - Memberships		3,350	3,350	0	100%
8105740 - Advertising	0	3,610	5,300	(1,690)	68%
8105765 - Business Expense	0	0	1,000	(1,000)	0%
Total 8105700 - Other Expenses	0	6,960	9,750	(2,790)	71%
816400 - Minor Capital Outlay					
8106420 - Buildings	0	0	52,500	(52,500)	0%
Total 8106400 - Minor Capital Outlay	0	0	52,500	(52,500)	0%
8109000 - Reserves					
8109015 - Administrative Reserves	0	384	2,912	(2,528)	13%
8109215 - Admin. Expense to General Fund	0	1,250	2,500	(1,250)	50%
Total 8109000 - Reserves	0	1,634	5,412	(3,778)	30%
Total Expenditures	65	10,589	138,723	(128,134)	8%
Net Change in Fund Balance	6,475	44,931	0	44,931	100%

# Ovilla Municipal Development District

## Actual vs Budget Review

October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000100 · Taxes					
4000120 · Sales tax	3,562	23,054	40,919	(17,865)	56%
Total 4000100 · Taxes	3,562	23,054	40,919	(17,865)	56%
4000800 · Other Revenue					
4000840 · Interest Income	42	278	300	(22)	93%
Total 4000800 · Other Revenue	42	278	300	(22)	93%
<b>Total Revenues</b>	<b>3,604</b>	<b>23,332</b>	<b>41,219</b>	<b>(17,887)</b>	<b>57%</b>
<b>Expenditures</b>					
9102200 · Special Services					
9102230 · Legal Fees	0	0	250	(250)	0%
9102240 · Audit	0	1,600	1,600	0	100%
9102250 · Accounting	0	0	250	(250)	0%
Total 9102200 · Special Services	0	1,600	2,100	(500)	76%
9102300 · Consultant Services					
9102310 · Consultant Fees	0	0	534	(534)	0%
Total 9102300 · Consultant Services	0	0	534	(534)	0%
9103100 · General Supplies					
9103110 · Office Supplies	0	0	100	(100)	0%
Total 9103100 · General Supplies	0	0	100	(100)	0%
9104200 · Travel Expense					
9104220 · Professional Development	0	0	250	(250)	0%
Total 9104200 · Travel Expense	0	0	250	(250)	0%

**Ovilla Municipal Development District**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over (Under)	% of Budget Thru April
9105600 · Insurance					
9105620 · Insurance - Liability	0	130	261	(131)	50%
Total 9105600 · Insurance	0	130	261	(131)	50%
9105700 · Other Expenses					
9105705 · Postage	0	0	25	(25)	0%
Total 9105700 · Other Expenses	0	0	25	(25)	0%
9109000 · Reserves					
9109015 · Administrative Reserves	0	0	37,449	(37,449)	0%
9109215 · Admin. Expense to General Fund	0	250	500	(250)	50%
Total 9109000 · Reserves	0	250	37,949	(37,699)	1%
Total Expenditures	0	1,980	41,219	(39,239)	5%
Net Change in Fund Balance	3,604	21,352	0	21,352	100%

**Ovilla Employee Benefit Trust**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under) Budget	Thru April 58%
<b>Revenues</b>					
4000991 - Insurance Contributions					
4000991 Insurance Contributions	14,486	101,652	0	101,652	100%
Total 4000991 - Insurance Contributions	14,486	101,652	0	101,652	100%
4000800 - Other Income					
4000840 - Interest Income	0	5	0	5	100%
<b>Total Revenues</b>	14,486	101,657	0	101,657	100%
<b>Expenditures</b>					
5902110 - Benefit Premiums					
5902110 - Benefit Premiums	13,823	101,238	0	101,238	100%
Total 5902110 - Insurance	13,823	101,238	0	101,238	100%
<b>Total Expenditures</b>	13,823	101,238	0	101,238	100%
<b>Net Change in Fund Balance</b>	663	419	0	419	100%

**Ovilla Fire Department Auxiliary**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over	% of Budget
	April 2016	Oct 2015 - Apr 2016	Budget	(Under)	Thru April
				Budget	58%
<b>Revenues</b>					
4000800 · Other Revenue					
4000815 · Gifts	0	1,050	1,050	0	100%
<b>Total 4000800 · Other Revenue</b>	<b>0</b>	<b>1,050</b>	<b>1,050</b>	<b>0</b>	<b>100%</b>
<b>Total Revenues</b>	<b>0</b>	<b>1,050</b>	<b>1,050</b>	<b>0</b>	<b>100%</b>
<b>Expenditures</b>					
5333400 · Maintenance Supplies and Parts					
5333460 · Supplies - Miscellaneous	0	0	1,050	(1,050)	0%
<b>Total 5333400 · Maintenance Supplies and Parts</b>	<b>0</b>	<b>0</b>	<b>1,050</b>	<b>(1,050)</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>1,050</b>	<b>(1,050)</b>	<b>0%</b>
<b>Net Change in Fund Balance</b>	<b>0</b>	<b>1,050</b>	<b>0</b>	<b>1,050</b>	<b>100%</b>

**Ovilla Police Department Special Fund**  
**Actual vs Budget Review**  
October 2015 through April 2016

	Current	Year to Date		\$ Over (Under)	% of Budget Thru April
	April 2016	Oct 2015 - Apr 2016	Budget	\$ Over Budget	58%
<b>Revenues</b>					
4000800 · Other Revenue					
4000815 · Gifts	0	170	170	0	100.0%
Total 4000800 · Other Revenue	0	170	170	0	100.0%
<b>Total Revenues</b>	0	170	170	0	100.0%
<b>Expenditures</b>					
5232600 · Special Expenses					
5232690 · Special Expenses - Other	0	159	170	(11)	93.67%
Total 5232600 · Special Expenses	0	159	170	(11)	93.67%
<b>Total Expenditures</b>	0	159	170	(11)	93.67%
<b>Net Income</b>	0	11	0	11	100%





**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 30, 2016 through June 3, 2016

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This report is to provide you an overview of City Manager information items for the week ending June 3, 2016. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

#### **Comprehensive Land Use Plan (CLUP)**

There was a meeting of the CLUP Committee on Tuesday, May 31 at 6:00 PM in the City Council Chambers. At the meeting, the committee reviewed the red lined edited version of the 2010 CLUP. The red lined version incorporates comments made by the Committee at their March 29 meeting and other revisions that staff has incorporated. The Committee agreed with the changes made with two minor revisions. The CLUP Committee will meet one more time to approve the document. The document will be forwarded to the Planning and Zoning Commission and to the City Council for consideration.

#### **Municipal Services Advisory Committee (MSAC)**

There will be a meeting of MSAC on Tuesday, June 7 at 5:00 PM. The committee will review the needs assessments of the City departments.

#### **Planning and Zoning Commission**

There will be a meeting on Tuesday, June 6 at 6:00 PM. The Golden Chick Restaurant Specific Use Permit will be on the agenda.

#### **City Council**

There will be a Special Called meeting for Monday, June 6 at 6:30 PM. The first public hearing for the Shiloh Road Annexation and the swearing in of Place 5 will be on the agenda.

#### **Park Board**

The Park Board will meet Monday, June 6 at 4:30 PM. They are meeting earlier than normal so that staff and the board can go look at each of the City parks and assess the playground improvements and other conditions.

#### **Golden Chick**

Golden Chick submitted their Site Plan for the Specific Use Permit (SUP) and the Final Plat for their proposed restaurant on FM 664. There will be a June 7 Special Called meeting of



the Planning and Zoning Commission for consideration of the SUP and then placement of the SUP and Final Plat on the June 13 City Council meeting.

#### **Bryson Lane/Shiloh Road Intersection**

I met with the Midlothian Independent School District (MISD) engineer and construction superintendent to discuss the Bryson Lane/Shiloh Road intersection construction plans. AT&T still has not moved their facilities and time is running out to construct the intersection of Bryson Lane and Shiloh Road. In order to facilitate traffic movement in time for the August school opening, the entire intersection will not be rebuilt at this time but the portion of the road proceeding north will be built. This will involve the construction of a protective curb and gutter island that will isolate and shield a telephone riser. MISD will still ultimately reconstruct the entire intersection once AT&T have moved their facilities.

#### **City Hall Roof Repair**

Bids for the repair to the City Hall Roof were received on Tuesday, May 31. I received two proposals. I have awarded the bid to a firm from DeSoto with extensive comparable experience. Their bid is within budget.

**Ashburne Glen Park Play Ground.** We have removed the existing play equipment and have replaced with a new “fort” style equipment set. Funding for this project will come from the Park Impact Fund. The new equipment will be compliant with applicable safety requirements. We must still install all of the border and additional engineered wood fiber.

#### **Hidden Valley Estates Subdivision**

The developer is proposing a completely different layout. They now want one acre lots, septic system (no connection to our wastewater system) and bar ditch drainage with no curb and gutter. The property is zoned R15 (minimum lot area of 15,000 SF) so it is acceptable to build a subdivision with one acre lots. The Subdivision Ordinance requires that the sanitary sewer system connect to the city’s gravity system. The Subdivision Ordinance requires that storm drainage be conveyed through an underground pipe system. I have asked the developer if they desire to make a presentation to the City Council at the June 13 meeting as a discussion item only with no action being taken. They are to get back to me and let me know.





**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 23, 2016 through May 27, 2016

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This report is to provide you an overview of City Manager information items for the week ending May 27, 2016. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

#### **Waterlines at FM 664 and Westmoreland**

Public Works has located our waterlines at the intersection of FM 664 and Westmoreland. We will now plot the locations on the TxDOT drawings to see if we have to relocate any of our lines for the FM 664 improvement project.

#### **Comprehensive Land Use Plan (CLUP)**

There will be a meeting of the CLUP Committee on Tuesday, May 31 at 6:00 PM in the City Council Chambers. At the meeting, the committee will review the red lined edited version of the 2010 CLUP. The red lined version incorporates comments made by the Committee at their March 29 meeting and other revisions that staff has incorporated.

#### **Memorial Day Holiday**

City offices will be closed on Monday, May 30 in observance of Memorial Day. The United States flag will be flown at half-staff from sunrise until noon and then raised to full height from noon to sundown.

#### **Garage Sales**

The summer months typically bring out more garage sale activity than at other times. A few reminders for you and your neighbors are:

1. A permit is required. The permit may be obtained at City Hall. The cost is \$5.00. The permit must be displayed at the residence so that it can be viewed from the street.
2. Garage sales are allowed four times per year but must be spaced a minimum of 90 days apart.
3. Garage sales are limited to three consecutive days.
4. All items must be removed no later than midnight on the third day.
5. Signs to advertise can be no more than 308 square inches on one face. One sign is permitted on premise and two more may be placed off premise (with the permission of the landowner). Signs may not be placed in public right-of-way.



### **Best Southwest Scholarship Luncheon**

The luncheon was held on Thursday, May 26. Thirteen scholarships were awarded. Ovilla had two tables and we were well represented by members of the City Council and the 4B Economic Development Corporation. Ovilla's scholarship recipient and mother sat at one of the Ovilla tables.

### **Ovilla Sports Association**

I met with representatives of the Ovilla Sports Association and they want us to consider participation in funding of new fences, new lights (they can provide the poles), new bleachers and improvements to the existing concession stand/restrooms. I asked them to send me a detailed list with specifics and that we would review their list.

### **Hidden Valley Estates**

In April, I was contacted by the Engineer for the development and was told to not place the preliminary plat on the May Planning and Zoning Commission meeting. I was contacted yesterday by the developer and was informed that they want the preliminary plat process to again proceed. They indicated that the developer is returning to a previous layout. The preliminary plat has had three reviews by City staff and the City Engineer.

### **Golden Chick**

Golden Chick today submitted their Site Plan for the Specific Use Permit (SUP) and the Final Plat for their proposed restaurant on FM 664. Staff is attempting to schedule a June 7 Special Called meeting of the Planning and Zoning Commission for consideration of the SUP and then placement of the SUP and Final Plat on the June 13 City Council meeting.



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 16, 2016 through May 20, 2016

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This report is to provide you an overview of City Manager information items for the week ending May 20, 2016. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

### **Cindy Jones Park**

The status of the park is as follows. The recommendations that guide our efforts is the "Public Playground Safety Handbook".

1. The entire border is in except at the Dome Climber.
2. We are trying to purchase connector caps for the Dome Climber. If we are successful, we will install the caps and install the border around it (plus the engineered wood fiber). If we are unsuccessful, we will remove the Dome Climber.
3. Engineered wood fiber has been installed to the recommended depth and limits.
4. The swings are installed with new swing belts and new plastic coated chains. The swing spacing is to the recommended spacing.
5. New ropes are installed.
6. The bench has been repaired.
7. The road around the baseball fields up to the park has been graded and additional gravel installed.
8. Once every two weeks the park equipment and surfacing will be checked using the recommended checklist.
9. A new sign will be installed when it becomes available.

### **Bryson Manor Phase I**

The maintenance warranty bond for the utility portion of the project (which includes all sanitary sewer constructed to the existing TRA manhole) has been received. The maintenance warranty bond for the grading/earthwork/paving portion of the project has also been received. New home construction permit applications are now being accepted.

### **4B Economic Development Corporation (4B EDC)**

The 4B EDC met Monday, May 16 and did approve their portion of the FY 2015-2016 Budget Amendment.





### **Cockrell Hill Road/West Main Street**

On Tuesday, May 19, staff did conduct a pre-construction conference with Ellis County and Oldcastle. Items discussed were: (1) I requested a bar chart schedule and a traffic control plan, (2) Ellis County will begin ditch-grading work on June 6 and (3) Oldcastle will begin their work July 20 or earlier.

### **FM 664**

I am working with TxDOT on any relocation requirements we may have relative to the construction improvements. Ovilla has an 8-inch water line on the south side of FM 664 at Westmoreland and then running west. We also have an 8-inch water on the west side of Westmoreland at FM 664 and then running south. It appears, preliminarily, that waterline relocations will be required in the southwest quadrant of the FM 664/Westmoreland intersection to connect the existing waterlines along FM 664 and Westmoreland. It appears, preliminarily, the existing waterline south of and parallel to FM 664 will not require relocation based on my review of the construction plans. We are in the process of "potholing" the water lines to determine exact location and depth.

### **Concrete Repair**

There are various locations in Ovilla that need concrete curb repair/road repair/sidewalk repair. Those locations are in the Meadow Glen Subdivision, Highland Meadows Subdivision and Cumberland Drive. We will be receiving quotes for this work.

### **Manhole/Lift Station Rehabilitation**

Fuquay will begin their work next week rehabilitating the four existing manholes and the one lift station in the Cumberland Forest Subdivision.

### **Comprehensive Land Use Plan (CLUP)**

The final redlined version of the updated 2010 CLUP is complete. The packets have been delivered to each committee member. The next meeting will be Tuesday, May 31 at 6:00 PM in City Council Chambers.

### **New Councilman Place 5**

The City Secretary and I conducted an orientation session with new Councilman Place 5.



### **Police Department**

The police department has hired a new officer. Her first day will be Monday, May 23. We are now fully staffed.



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 9, 2016 through May 13, 2016

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This report is to provide you an overview of City Manager information items for the week ending May 13, 2016. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

### **Briefing Session**

Whether or not to have the briefing session will be on the June 13 City Council meeting. At our last meeting, keeping the briefing session was justified. By asking me questions about the regular agenda items, we were able to approve 12 items under Consent in one motion, one second and one vote. The regular agenda was streamlined and expedited. We covered a large agenda packet between 6:30 PM when we began and 7:55 PM when we ended. I encourage you to keep the Briefing Session and use it for its intended purpose, which is to answer/clarify regular agenda items thus providing a smooth meeting.

### **Outdoor Burning**

The only ordinance we have relative to outdoor burning is Sec. 13.02.014 Burning of Garbage Prohibited. We have no ordinance regulating outdoor burning of vegetation. The Fire Department has developed a policy (currently not implemented) to be followed by those who do outdoor burning. This policy does not ban the practice; however, it does set standards. Our City Attorney is taking this policy and is formulating an ordinance that I will bring to a City Council meeting.

### **Bryson Manor Phase I**

The maintenance warranty bond for the utility portion of the project (which includes all sanitary sewer constructed to the existing TRA manhole) has been received. We are waiting on the bond for the grading/earthwork/paving portion of the project. Once received, new home construction permit applications that have been approved by Bureau Veritas and staff can be issued.

### **New Elementary School**

I have made you aware in the past about AT&T's refusal to relocate their facilities until they are paid \$180,000.00+. Our attorney and the MISD attorney have forwarded demand letters. The problem, I believe, may have been solved. AT&T's lines are on poles owned by Hilco Electric. Hilco Electric is in the process of relocating their poles and have told AT&T to remove





their lines or their lines will be taken off and laid on the ground. AT&T is now in the process of relocating their facilities.

#### **City Hall Roof Repair**

We only received one bid for the City Hall roof repair. I have revised the bid proposal. This project will be re-advertised with bids due on May 31.

#### **City Standard Construction Details**

Staff met with the City Engineer to prepare revisions to the Ovilla Construction Standards. The standards are in need of revision to follow current construction practices and methods. When the standards are revised, I will bring them to a City Council meeting for consideration.

#### **Shiloh Road Annexation**

I have received a revised annexation exhibit for the portion of Shiloh Road in front of the new elementary school extending beyond the school property to the east and the west. Two public hearings will be scheduled followed by City Council action on the ordinance. Our City Attorney has reviewed and approved the exhibit. The dates for the two public hearings are Monday, June 6 (special called meeting) and Monday June 13 (regular meeting). City Council adoption of the annexation ordinance is scheduled for June 29 (special called meeting).

#### **4B Economic Development Corporation (4B EDC)/Zoning Board of Adjustments (BOA)**

There will be a 6:00 PM EDC meeting and a 7:00 PM BOA meeting on Monday, May 16.

#### **Cockrell Hill Road/West Main Street**

On Tuesday, May 17, staff will conduct a pre-construction conference with Ellis County and Oldcastle. After the meeting, I will provide you with a project schedule.

#### **Police Memorial Week**

The flags at The Police Department, City Hall and Heritage Park will be flown at half-staff on Sunday, May 15.

#### **FM 664**

I am working with TxDOT on any relocation requirements we may have relative to the construction improvements. Ovilla has an 8-inch water line on the south side of FM 664 at Westmoreland and then running west. We also have an 8-inch water on the west side of Westmoreland at FM 664 and then running south.



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 2, 2016 through May 6, 2016

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This report is to provide you an overview of City Manager information items for the week ending May 6, 2016. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

### **City Council Meeting**

There will be a meeting of the City Council on Monday, May 9 starting at 6:00 PM with the Briefing Session followed by the Regular Session at 6:30 PM.

### **Movie in the Park**

The Movie in the Park was Saturday, April 30. The movie started at 8:15 PM and was at Heritage Park. The movie that was presented was the Animated Feature "Inside Out" which won an academy award in February. There was popcorn, water and soft drinks available all at no charge to the attendees. I estimate that there were 150+/- attendees. The weather was perfect.

### **Park Board**

There was a meeting of the Park Board on Monday, May 2 at 5:00 PM. Based on the success of last Saturday night's Movie in the Park, the Park Board is considering another movie this Christmas (funded in the FY 2016-2017 Budget) in conjunction with the Christmas Tree Lighting event. Brian Treadaway and Windy Zabochnik were appointed as Park Board liaisons to the Heritage Day Committee.

### **Planning and Zoning Commission**

There was a meeting of the Planning and Zoning Commission on Monday, May 2 at 6:00 PM. The meeting agenda included the preliminary plat for Bryson Manor Phase II, a single-family residential subdivision zoned R-15. The Commission approved the preliminary plat unanimously. Their recommendation will be forwarded to the City Council for the May 9 meeting.

### **Bryson Manor Wastewater System Improvements**

The wastewater system improvements that serves Bryson Manor are complete. A Deed of Dedication of Public Improvements (Wastewater Systems), as required in the City/Developer agreement, has been prepared. The developer has signed the document. I will place this Deed



of Dedication on the May 9 City Council agenda for approval. A letter of acceptance of the wastewater system improvements has been sent to the developer.

### **Comprehensive Land Use Plan**

I met with our Town Planner to review the updates to the 2010 Comprehensive Land Use Plan that the Committee approved at their last meeting. She has incorporated the updates into the 2010 Plan and staff is reviewing her work. We will have another meeting of the Committee soon to approve the update for subsequent forwarding to the City Council.

### **Water Street**

Water Street is experiencing some "bleeding" of the oil (onto the road surface) that was used when Ellis County chip sealed the road. We are researching the cause. The cause may be due to a bad batch of chip oil from the manufacturer and/or the road was chip sealed when the ambient temperature was too cold and the road surface was too cold. Ellis County has been applying crusher fines to the roadway and rolling the material with a pneumatic roller in an effort to control the "bleed". We will continue to monitor the situation.

### **Shiloh Road Annexation**

I have received a revised annexation exhibit for the portion of Shiloh Road in front of the new elementary school extending beyond the school property to the east and the west. Two public hearings will be scheduled followed by City Council action on the ordinance. Our City Attorney has reviewed and approved the exhibit.

## Ovilla Municipal Court Report

<b>FY-2015-2016</b>	<b>Total Traffic Cases Filed</b>	<b>State Law Cases Filed</b>	<b>Parking Cases Filed</b>	<b>Penal Code Cases Filed</b>	<b>City Ordinance Filed</b>	<b>Trials</b>	<b>Total Revenue</b>	<b>Amount Kept by City</b>	<b>Amount sent to State</b>	<b>Warrants Issued</b>	<b>Cases sent to Collections</b>
October	12	0	0	1	0	1	\$6,503.40	\$4,829.79	\$1,673.61	18	18
November	30	0	6	1	1	0	\$6,343.00	\$4,506.02	\$1,836.98	6	6
December	36	1	0	0	0	0	\$4,249.52	\$2,462.16	\$1,787.36	5	5
January	103	1	0	2	6	0	\$8,208.30	\$4,486.94	\$3,721.36	8	8
February	227	2	0	0	0	0	\$23,074.90	\$12,744.35	\$10,330.55	6	6
March	104	0	0	1	0	0	\$28,633.00	\$16,155.86	\$12,477.14	11	11
April	94	0	0	2	0	0	\$17,970.30	\$9,158.08	\$8,812.22	21	21
May	132	1	0	1	3	2	\$16,137.40	\$8,766.04	\$7,371.36	32	32
June											
July											
August											
September											
<b>Totals</b>	<b>738</b>	<b>5</b>	<b>6</b>	<b>8</b>	<b>10</b>	<b>3</b>	<b>\$111,119.82</b>	<b>\$63,109.24</b>	<b>\$48,010.58</b>	<b>107</b>	<b>107</b>

2014-2015 FY

May	8	1	0	3	1	0	\$5,212.90	\$3,304.22	\$1,908.68	7
<b>FY Totals</b>	<b>207</b>	<b>7</b>	<b>0</b>	<b>15</b>	<b>17</b>	<b>5</b>	<b>\$44,290.78</b>	<b>\$26,559.47</b>	<b>\$17,731.31</b>	<b>83</b>

<b>FY-2014-2015</b>	<b>Total # of Warrants</b>	<b>Total Amount of Warrants</b>	<b>Warrants Cleared</b>	<b>Warrants Amount</b>
<b>October</b>	398	\$140,651.01	11	\$2,061.60
<b>November</b>	386	\$135,375.84	18	\$4,541.00
<b>December</b>	386	\$136,131.44	5	\$1,897.07
<b>January</b>	392	\$138,629.21	2	\$1,178.53
<b>February</b>	391	\$138,216.61	7	\$2,827.30
<b>March</b>	375	\$131,858.32	27	\$7,231.83
<b>April</b>	392	\$138,396.92	4	\$177.00
<b>May</b>	412	\$146,009.55	12	\$3,666.00
<b>June</b>				
<b>July</b>				
<b>August</b>				
<b>September</b>				
<b>Totals</b>			<b>86</b>	<b>\$23,580.33</b>



Code Enforcement Report  
 105 S Cockrell Hill Rd  
 Ovilla, TX 75154  
 (972) 617-7262

To: Mayor Richard Dormier  
 Ovilla City Council  
 Dennis Burn

Subject: **Code Enforcement Monthly Report**

	May 2016	May 2016 YTD	May 2015	
Calls For Service				
Complaints (Nuisance 26, Permit 4, Parking 6)	46	182	40	
Follow Ups (Nuisance 36, Permits-8, Parking-7)	53	193	52	
Door Notices (Nuisance-20, Permits-8, Parking-5)	22	129	15	
Mail Notices (9 Parking 15, Grass 6 permits)	30	117	13	
Posted Property (Grass-15, Nuisance-5)	20	44	3	
Court (JV-3, 1 grasss, 1 no permit)	\$0	325	\$196.00	
Citizen Contacts	74	297	58	
Permits Reviewed	16	75	10	
Permits Issued	11	51	13	
Inspections	14	88	28	
Nuisance Abated by City (Grass-2)(Mosquito-2)	4	4	0	
Nuisance Signs (Garage sales-15, Lost dogs-8)	23	128	40	
Board Of Adjustment- 1 approved, 1 denied	2	7	0	

OVILLA ANIMAL CONTROL  
105 S Cockrell Hill Rd  
Ovilla, TX 75154  
(972) 617-7262

To: Mayor Richard Dormier  
Ovilla City Council  
Denis Burn

Subject: **Animal Control Monthly Report**

	May 2016	May1 2016 YTD	May 2015	
Calls For Service				
Complaint (Regist-12/ At Large-7/Barking 4)	22	207	52	
Followups	16	158	49	
Door Notice (Registrations-15, Barking-1)	14	112	28	
Impounded Animal (Dogs- 6)	12	33	4	
Animal Welfare Check	7	35	9	
Impound Results (Returned-4, Transported-2)	3	25	3	
Impound fee collected	\$160.00	\$880.00	75	
Court( )	\$0.00	\$266.00	0	
Citizen Contacts	42	186	31	
Registration Tags Issued \$173	15	95	26	
Registration Reminders Mailed	22	114	13	
Nuisance Letters Mailed - 3 for barking	1	18	0	
Animals released (2 armadillos,2 snakes,1 opossum)	5	8	5	
Deceased Removed	18	99	13	
Oak Leaf (8 cats)	3	11	0	
Traps Checked Out	4	24	5	





To: Honorable Mayor and Council Members  
From: Mike Dooly, Community Services  
Subject: Monthly and Y-T-D Building permits

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Activity Report:

**I. Building permits issued beginning of FY 2015-2016:**

**Total Homes = 11 and Total Other 188**

(Other: plumbing, flatwork, fences, mechanical, swimming pools, etc.)

- May 2016 – New home construction: 2 / Other: 16
- April 2016 – New home construction: 2 / Other: 21
- March 2016 – New home construction: 2 / Other: 24 (9 are sign permits)
- February 2016 – New home construction: 1 / Other: 36 (10 are sign permits)
- January 2016 – New home construction: 0 / Other: 29
- December 2015 – New home construction: 3 / Other: 15
- November 2015 – New home construction: 0 / Other: 27
- October 2015 – New home construction: 1 / Other: 20

**As of June 10, 2016:**

Total home building permits issued - 13

Total home building permits approved - 6  
(Waiting for pick up)



**CONSENT ITEMS C1 – C5**

**Meeting Date: June 13, 2016**

**Department: Administration/Finance**

☒ Discussion ☒ Action

**Budgeted Expense:** ☒ YES ☐ NO ☒ N/A

**Submitted by: Staff**

**Amount: N/A**

**Attachments:**

- C1. April 2016 Financial Transactions over \$5,000
- C2. Resolution approving ONCOR 2016 Assessment for Committee Membership
- C3. Resolution approving NCTCOG 911-Emergency Dispatch Services
- C4. Minutes of the Council Briefing Session and Regular Meeting of May 09, 2016
- C5. Minutes of the Special Council Meeting of June 06, 2016.

**Discussion / Justification:**

**Recommendation / Staff Comments:**

Staff recommends approval.

**Sample Motion(s):**

I move to approve the consent items as presented.



DATE: June 13, 2016

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Transactions Over \$5,000 For April 2016

**City of Ovilla Expenditures Over \$5,000  
for the Month of APRIL 2016**

Date	Check#	General Fund Payee	Description	Amount
4/4/2016	44917	Larry Moore Concrete	50/50 Sidewalk Program	\$5,512.00
4/5/2016	44931	T.M.R.S.	Retirement	\$12,947.21
4/7/2016	ACH	Quick Books Payroll Service	Payroll	\$40,864.70
4/8/2016	44920	US Treasury	Payroll Taxes	\$7,564.06
4/8/2016	44931	State Comptroller	State Criminal Cost & Fees	\$24,794.77
4/15/2016	44951	Progressive Waste Solutions of TX, Inc.	Solid Waste	\$18,343.00
4/15/2016	44957	TML	Quarterly Ins. Payment	\$13,358.03
4/15/2016	44940	City of Midlothian	Dispatch/ Emergency	\$30,414.75
4/15/2016	44939	Bureau Veritas North America	Inspections	\$9,577.95
4/21/2016	ACH	Quick Books Payroll Service	Payroll	\$42,863.32
4/22/2016	44774	US Treasury	Payroll Taxes	\$7,447.28
4/29/2016	45002	Blue Cross Blue Shield of Texas	Health Insurance	\$9,338.42

Total General Fund Transactions \$5,000 and Over

\$223,025.49

Date	Check#	Water & Sewer Fund Payee	Description	Amount
4/8/2016	16237	City of Ovilla General Fund	Solid Waste	\$17,543.44
4/8/2016	16256	City of Ovilla General Fund	Payroll	\$11,305.24
4/15/2016	16257	City of Ovilla General Fund	Due to General Fund	\$68,985.96
4/15/2016	16248	City of Midlothian	Dispatch	\$6,225.00
4/22/2016	16260	City of Dallas	Water	\$18,240.42
4/22/2016	16262	Trinity River Authority	Sewer	\$22,567.00
4/22/2016	16262	City of Ovilla General Fund	Payroll	\$11,731.31

Total Water & Sewer Fund Transactions \$5,000 and Over

\$156,598.37

**CITY OF OVILLA  
RESOLUTION NO. R2016-03**

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF 11 CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

- WHEREAS, the City of OVILLA is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the city; and
- WHEREAS, the Steering Committee has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and
- WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and
- WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor; and
- WHEREAS, the Steering Committee functions under the direction of an Executive Committee which sets an annual budget and directs interventions before state and federal agencies, courts and legislatures, subject to the right of any member to request and cause its party status to be withdrawn from such activities; and
- WHEREAS, the Executive Committee in its December 2015 meeting set a budget for 2016 that compels an assessment of eleven cents (\$0.11) per capita; and
- WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS:

I.

That the City is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the City of OVILLA and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the City limits.

II.

The City is further authorized to pay its assessment to the Steering Committee of eleven cents (\$0.11) per capita based on the population figures for the City shown in the latest TML Directory of City Officials.

III.

A copy of this Resolution and the assessment payment check made payable to "Steering Committee of Cities Served by Oncor" shall be sent to Brandi Stigler, Steering Committee of Cities

Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

PRESENTED AND PASSED on this the 13TH day of JUNE, 2016, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays at a regular meeting of the City Council of the City of \_\_\_\_\_, Texas.

\_\_\_\_\_  
Signature  
Mayor

ATTEST:

\_\_\_\_\_  
Signature  
City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Signature  
City Attorney

## **STAFF REPORT ON ASSESSMENT RESOLUTION FOR STEERING COMMITTEE OF CITIES SERVED BY ONCOR**

### **Purpose of the Resolution**

The City of **OVILLA** is a member of a 156-member city coalition known as the Steering Committee of Cities Served by Oncor. The resolution approves the assessment of an eleven cent (\$0.11) per capita fee to fund the activities of the Steering Committee.

### **Why this Resolution is Necessary**

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over two decades.

The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

### **Explanation of "Be It Resolved" Paragraphs**

I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City's membership.

II. This paragraph authorizes payment of the City's assessment to the Steering Committee in the amount of eleven cents (\$0.11) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.

III. This paragraph requires notification to the Chair of the Steering Committee, Paige Mims, that the City has adopted the Resolution.

### **Payment of Assessment**

A copy of the resolution should be mailed with payment of the fee to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010. Checks should be made payable to: *Steering Committee of Cities Served by Oncor.*



## MEMORANDUM

TO: Steering Committee of Cities Served by Oncor

FROM: Paige Mims, Chair

DATE: May 6, 2016

RE: **Action Needed – 2016 Membership Assessment Invoice**

Enclosed please find the 2016 Steering Committee of Cities Served by Oncor (“Steering Committee”) membership assessment invoice and draft resolution. These items are discussed below. We ask that your city please take action on the membership assessment as soon as possible.

Although the Steering Committee does not require that your city take action by resolution to approve the assessment, some members have requested a resolution authorizing payment of the 2016 membership assessment. Payment of the membership assessment fee shall be deemed to be in agreement with the terms of the Steering Committee participation agreement.

Please forward the membership assessment fee and, if applicable, the signed resolution to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010. Checks should be made payable to: *Steering Committee of Cities Served by Oncor*. If you have any questions, please feel free to contact me at (972/941-7125) or Geoffrey Gay (ggay@lglawfirm.com, 512/322-5875) or Thomas Brocato (tbrocato@lglawfirm.com, 512/322-5857).

### **Membership Assessment Invoice and Resolution**

The Steering Committee is the most active consumer group advocating the interests of cities and residential and small commercial customers within the cities to keep electric transmission and distribution (*i.e.*, wires) rates reasonable. Steering Committee activities protect the authority of municipalities over the regulated wires service and rates charged by Oncor Electric Delivery Company, LLC (“Oncor”).

The work undertaken by the Steering Committee has saved cities and ratepayers millions of dollars in unreasonable charges. In order to continue to be an effective voice before the Public Utility Commission of Texas (“Commission” or “PUC”), ERCOT, the Legislature, and in the courts, the Steering Committee must have your support. The membership assessment is deposited in an account which funds Steering Committee activities.

In 2015, Oncor filed for approval of a change in ownership. The Steering Committee has been an active participant in that process seeking to ensure that ratepayers are not harmed. In addition, the Steering Committee remained involved in numerous rulemakings and projects at the PUC. The Steering Committee also participated in Oncor’s Energy Efficiency Cost Recovery Factor (“EECRF”) proceeding, which is the annual proceeding to determine the surcharge to fund the Commission’s energy efficiency program.

On December 16, 2015, the Steering Committee approved the 2016 assessment for Steering Committee membership. Based upon the population-based assessment protocol previously adopted by the Steering Committee, the assessment for 2016 is a per capita fee of \$0.11 based upon the population figures for each city shown in the latest TML Directory of City Officials. The enclosed invoice represents your city's assessment amount.

To assist you in the assessment process, we have attached several documents to this memorandum for your use:

- OCSC 2015 Year in Review
- Model resolution approving the 2016 assessment (optional, provided for those cities that have requested a resolution to authorize payment)
- Model staff report supporting the resolution
- List of Steering Committee members
- 2016 Assessment invoice
- 2015 Assessment invoice and statement (only if not yet paid)
- Blank member contact form to update distribution lists

**STEERING COMMITTEE CITIES SERVED BY ONCOR (Total 156)**

Addison	Flower Mound	Oak Leaf
Allen	Forest Hill	Oak Point
Alvarado	Fort Worth	Odessa
Andrews	Frisco	O'Donnell
Anna	Frost	Ovilla
Archer City	Gainesville	Palestine
Argyle	Garland	Pantego
Arlington	Glenn Heights	Paris
Azle	Grand Prairie	Plano
Bedford	Granger	Pottsboro
Bellmead	Grapevine	Prosper
Belton	Haltom City	Ranger
Benbrook	Harker Heights	Rhome
Beverly Hills	Haslet	Richardson
Big Spring	Heath	Richland
Breckenridge	Henrietta	Richland Hills
Bridgeport	Hewitt	River Oaks
Brownwood	Highland Park	Roanoke
Buffalo	Honey Grove	Robinson
Burkburnett	Howe	Rockwall
Burleson	Hurst	Rosser
Caddo Mills	Hutto	Rowlett
Cameron	Iowa Park	Sachse
Canton	Irving	Saginaw
Carrollton	Jolly	Sansom Park
Cedar Hill	Josephine	Seagoville
Celina	Justin	Sherman
Centerville	Kaufman	Snyder
Cleburne	Keller	Southlake
Coahoma	Kennedale	Springtown
Colleyville	Kerens	Stephenville
Collinsville	Killeen	Sulphur Springs
Comanche	Krum	Sunnyvale
Commerce	Lake Worth	Sweetwater
Coppell	Lakeside	Temple
Copperas Cove	Lamesa	Terrell
Corinth	Lancaster	The Colony
Crowley	Lewisville	Trophy Club
Dallas	Lindale	Tyler
Dalworthington Gardens	Little Elm	University Park
DeLeon	Little River Academy	Venus
De Soto	Malakoff	Waco
Denison	Mansfield	Watauga
Duncanville	McKinney	Waxahachie
Early	Mesquite	Westover Hills
Eastland	Midland	White Settlement
Edgecliff Village	Midlothian	Wichita Falls
Ennis	Murchison	Willow Park
Euless	Murphy	Woodway
Everman	Nacogdoches	Wylie
Fairview	New Chapel Hill	
Farmers Branch	North Richland Hills	
Fate	Northlake	

REQUEST FOR CONTACT INFORMATION  
MAY 2016

CONTACTS

*Please provide contact information for the following coalitions:*

- ☐ OCSC (Oncor Cities Steering Committee)
- ☐ ACSC (Atmos Cities Steering Committee)
- ☐ TCCFUI (Texas Coalition of Cities for Utility Issues)

*Please type or print clearly*

*MAIN CONTACT*

Name:	
Title:	
City of:	
Address:	
Phone:	
Fax:	
Email:	

*ADDITIONAL CONTACT*

Name:	
Title:	
City of:	
Address:	
Phone:	
Fax:	
Email:	

*CONTACT TO SEND INVOICES OR CHECKS*

Name:	
Title:	
City of:	
Address:	
Phone:	
Fax:	
Email:	

Please duplicate if more room needed.

(Please complete and return to: Brandi Stigler @ [brandi.stigler@arlingtontx.gov](mailto:brandi.stigler@arlingtontx.gov) or 817-459-6897 fax).  
7093158.1

## RESOLUTION NO. 2016-04

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS AUTHORIZING THE CREATION OF THE NORTH CENTRAL TEXAS REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT**

**WHEREAS**, Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the "act"), provides the creation of a Regional Emergency Communications District; and

**WHEREAS**, the act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 Million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission; and

**WHEREAS**, the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the "District"); and

**WHEREAS**, as of June 13, 2016, the City of Ovilla exclusively receives 9-1-1- system services operated through the North Central Texas Council of Governments, a regional planning commission;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
OVILLA, TEXAS; AUTHORIZES THE CREATION OF THE NORTH CENTRAL TEXAS  
REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT**

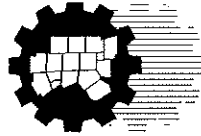
**RESOLVED, PASSED and APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED:

\_\_\_\_\_  
Richard Dormier, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Woodall, City Secretary



North Central Texas Council Of Governments

Richard Dormier  
Mayor  
City of Ovilla  
105 Cockrell Hill Road, #2  
Ovilla, TX 75154

Dear Richard Dormier,

The North Central Texas Council of Governments (NCTCOG) currently administers the State's 9-1-1 Program for your city/county, as directed by legislation enacted in 1987. NCTCOG is recognized nationally as a leader in the provision of 9-1-1 services. They have more than met the legislative charge of providing emergency dispatch centers with the latest and best available equipment and technology; and assuring that this equipment and technology is operating or backed up on a 24 hour/365 day basis. Additionally, they have actively assisted with the training and certification of dispatch center personnel.

I am writing this letter to you on behalf of the NCTCOG 9-1-1 Regional Advisory Committee, which is made up of elected and appointed officials from the entities which are served by the NCTCOG 9-1-1 program. We believe there is a positive opportunity for the participants in the NCTCOG program to have a real and larger impact on policy and fiscal matters than is now available through the state administrative program.

In the most recent legislative session, the Health and Safety Code was amended by SB 1108/HB 3462 to permit Councils of Governments/Regional Planning Commissions to establish Regional Emergency Communications Districts (ECD). We see a lot of potential advantages and opportunities that would be to our benefit by creating an ECD. I will attempt to lay out our reasoning in the following paragraphs.

Currently, our citizens and businesses are charged 50 cents on their phone bills to pay for 9-1-1 services. This money is remitted to and held by the state until the legislature appropriates all or part of the funds collected to the Texas Commission on State Emergency Communications (CSEC). CSEC then allocates these funds to councils of governments. The problem is that the Legislature does not always appropriate all of the funds collected, but rather retains some of the funds to show (on paper) a balanced state budget. Currently, the state is holding over \$150 million. Over 15% of this amount has been collected from our Region.

If we were to create an ECD, the monies collected through the maximum 50 cent fee would be remitted in their entirety to this district. The major benefit from this, aside from all the funds collected in our region coming back to it, is that a long-range strategic plan could be adopted outlining future capital improvements and replacements for our dispatch centers based on a known and reliable stream of revenue. Under the present situation, we have no certainty of the amount of funding that the region will receive during any given biennium. This results in a lot of inefficiencies because long-term planning for capital equipment is difficult to do.

The other major benefit to be realized from having our own district is one of local control. Policy and budgetary matters would be decided by a Board of Directors consisting of local elected officials from entities served by NCTCOG's 9-1-1 Program. An initial ECD Board of Directors consisting of a representative from participating entities would meet to determine the size of the permanent Board, and the qualifications of its members. At least two-thirds of the initial Board members must be elected officials.

616 Six Flags Dr, CenterPoint Two  
P.O. Box 5888, Arlington, Texas 76005-5888  
(817) 640-3300 FAX: 817-640-7806  
[www.nctcog.org](http://www.nctcog.org)

The new law specifies that councils of governments, NCTCOG in our case, will continue as staff to the district. This assures that there will be no disruption to the current services provided to our citizens and businesses through the already existing dispatch centers.

The new law requires that the governing body of each entity now served by a councils of governments pass a resolution calling for the creation of an ECD. Many of our entities have already indicated an interest in doing so. Thus, the Regional Advisory Council is now reaching out to everyone to see if there is a broader interest in creating a district. Please use the enclosed form to let us know of your preference and/or if you would like to have a meeting to learn more about this matter and to get any questions answered. Also enclosed is a sample resolution, which can be used if you are ready to support the creation of an EDS. The final enclosure is a membership list for the Regional Advisory Committee. Please submit your response forms or resolutions to Mike Eastland, the NCTCOG Executive Director, using the contact information below. I would also encourage you to call me at 903-408-4146, if you have any questions. Other members of the Advisory Committee will be happy to receive inquiries.

Yours Truly,

A handwritten signature in black ink, appearing to read "John Horn", with a large, stylized loop at the beginning.

John Horn  
County Judge, Hunt County  
Chair, 9-1-1 Regional Advisory Committee

Contact information for Mike Eastland is:  
Mailing Address: PO Box 5888, Arlington, Texas 76005  
Email Address: [meastland@nctcog.org](mailto:meastland@nctcog.org)  
Phone: 817-695-9101  
Fax: 817-704-2543

Enclosures:  
Questionnaire Form  
Resolution  
9-1-1 Regional Advisory Committee Membership List  
Frequently Asked Questions



# Creation of a Regional Emergency Communications District

## Frequently Asked Questions

### **What is a regional emergency communication district?**

A regional emergency communication district is composed of counties and municipalities that operate a 9-1-1 system solely through a council of governments/regional planning commission.

### **What is required to start the process of creating a regional emergency communication district?**

Each county and municipality currently provided 9-1-1 services by the North Central Texas Council of Governments (NCTCOG) must pass a resolution calling for the creation of a district.

### **How is a governing board formed?**

Once all resolutions have been submitted, a meeting will be called and a representative from each county and municipality will be invited to attend for the purpose of determining the appropriate size of a governing board and the qualifications of its members. (At least 2/3 of these representatives must be elected officials.)

### **What are the responsibilities and powers of the governing board?**

- To set policies for the district.
- Adopt an annual budget.
- Adopt bylaws, rules and procedures governing operation of the district.

### **How is the district staffed?**

NCTCOG remains responsible for the day to day administration and operations of the district with services to be provided by its professional 9-1-1 staff.

### **Does the creation of a district create another level of government with taxing power?**

- No, NCTCOG is already providing 9-1-1 support services to the same counties and municipalities that would be members of the district.
- No, the district by state law is prohibited from levying and collecting a tax.

### **How would the district be funded?**

The district would be funded by a maximum fee of \$.50 on telephone bills. All revenue would be remitted to the district.

### **How does this differ from the current funding method?**

- The \$.50 fee remains the same.
- The difference is all of the revenues would come directly to the district for 9-1-1 services.
- Currently, the revenues are sent to the State Comptroller and remain there until the Legislature appropriates them to the Commission on State Emergency Communications (CSEC) for disbursement to Councils of Governments across the state.
- The problem is the Legislature often does not appropriate all of the monies that have been collected from across the state, in fact, the state is holding approximately \$150 million dollars which could be used for 9-1-1 purposes as it is intended.

**9-1-1 Regional Advisory Committee Members:**

Chair: Judge John Horn (Hunt County)  
Vice-Chair: Judge Bruce Woods (Kaufman County)  
Major Pam Palmisano (Collin County Sheriff's Department)  
Brett Latta (Navarro County Sheriff's Department)  
Judge Craig Johnson (Wise County)  
Chief Michael Jennings (City of Dublin)  
Judge Danny Chambers (Somervell County)  
Patrick Adams (City of Mineral Wells)  
Sheriff Roger Deeds (Hood County)  
Chief Mike Manning (Parker County)  
Commissioner Jerry Stringer (Johnson County)  
Chief Mark Poindexter (Rockwall County)  
Chief Victor Kemp (Dallas County)  
Chief Carl Smith (Ellis County)  
Mayor Steve Terrell (City of Allen)  
Chief Deputy Brian Peterson (Somervell County)

**Term Expiration:**

December 2016

Sheriff Rodger Deeds – Representing Hood County  
Mayor Steve Terrell – Representing Urban County

December 2017

Patrick Adams – Representing Palo Pinto County  
Judge John Horn – Representing Hunt County  
Judge Bruce Woods – Representing Kaufman County

December 2018

Chief Mike Manning – Representing Parker County  
Chief Mark Poindexter – Representing Rockwall County  
Chief Victor Kemp – Representing Dallas County  
Commissioner Jerry Stringer – Representing Johnson County  
Judge Danny Chambers – Representing Somervell County  
Chief Carl Smith – Representing Ellis County  
Chief Deputy Brian Peterson – Representing Rural County

December 2019

Major Pam Palmisano - Representing Collin County  
Captain Brett Latta - Representing Navarro County  
Chief Michael Jennings – Representing Erath County  
Judge Craig Johnson – Representing Wise County

# CITY OF OVILLA MINUTES

**Monday, May 09, 2016**

**City Council Briefing Session**

**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Council Briefing Session of the Ovilla City Council to order at 6:00 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

---

The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
David Griffin	Council Member, Place 3
Doug Hunt	Mayor Pro Tem, Place 4
Dean Oberg	Council Member, Place 5

Mayor Dormier announced present Council members, thus constituting a quorum. Various department directors and staff were also present. Staff presented Council with future agenda items and pending items still under staff review.

## **CALL TO ORDER**

### **CONDUCT A BRIEFING SESSION to review and discuss agenda items on the 6:30 p.m. regular meeting.**

City Manager Dennis Burn and Council reviewed each item on the 6:30 p.m. Council agenda sharing questions on items under consent and the regular agenda.

Consent:

C3 – Consider other investment opportunities.

C6 – Clarified the extent of the Old Castle Project.

C7 – Clarified the Birch Agreement.

Staff and Council briefly reviewed the regular agenda items.

### **CONDUCT A BRIEFING SESSION to review and discuss future agenda items.**

Mr. Burn reviewed the pending item sharing tentative meeting dates for budget workshops.

#### **1. Budget Calendar**

## **ADJOURNMENT**

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:25 p.m.

ATTEST:

\_\_\_\_\_  
Pamela Woodall, City Secretary

\_\_\_\_\_  
Richard A. Dormier, Mayor

***Approved June 13, 2016***

# CITY OF OVILLA MINUTES

**Monday, May 09, 2016**

**Regular City Council Meeting**

**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 6:30 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

---

The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
David Griffin	Council Member, Place 3
Doug Hunt	Mayor Pro Tem, Place 4
Dean Oberg	Council Member, Place 5

Mayor Dormier announced present Council members, thus constituting a quorum. City Manager Dennis Burn, various department directors and staff were also present.

Mayor Pro Tem Hunt gave the Invocation and Mayor Dormier led the recitation of the Pledge of Allegiance.

## **COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS**

Mayor Dormier read aloud two proclamations: Police Officer Memorial Week and Public Works Week. Following the readings, photos were taken.

### **• Citizen Comments**

1. MS Dani Muckleroy, 608 Green Meadows Lane commented on a few items:
  - a. Thanked Mayor Dormier and PL3 Griffin for their donation work with the Salvation Army.
  - b. Concerned about mowing blue bonnets and wildflowers before they seed.
  - c. City should consider budgeting for land purchase in the downtown area for park space or a community center.
2. Mr. Phil Lynch, 316 Shadowwood Trail: Property appraisals are increasing.

### **• Department Activity Reports and Discussion**

- |   |                                 |
|---|---------------------------------|
| • Police Department   | Police Chief B. Windham         |
| • Monthly Report – Department was commended for quick action on two recent incidents.           |                                 |
| • During the “Drugs Turn-In” Ovilla received 79 pounds.   |                                 |
| • Fire Department   | Fire Chief B. Kennedy           |
| • Monthly Report – Storm sirens were tested and working properly.                               |                                 |
| • Public Works  | Public Works Director B. Piland |
| • Monthly Report – The Ovilla Annual Clean-up went smoothly.                                    |                                 |
| • Finance Department  | Accountant L. Harding           |
| • March 2016 Financials were reviewed.  |                                 |
| • Administration  | City Manager D. Burn            |
| • City Manager Reports  |                                 |
| • Activity Reports  |                                 |
| • Monthly Board Activity  |                                 |
| • Shiloh Road Annexation-received new drawings and the process for public hearings is underway. |                                 |

- Monthly Municipal Court Report
- Monthly Code/Animal Control Reports
  - Permits – reviewed.

City Secretary P. Woodall  
Code/AC Officer M. Dooly

### **CONSENT AGENDA**

- C1. March 2016 Financial Transactions over \$5,000
- C2. Committed Fund Balance for quarter ending March 31, 2016
- C3. Quarterly Investment Report
- C4. Minutes of the Council Briefing Session and Regular Meeting of April 11, 2016.
- C5. Minutes of the Special Council Meeting of April 19, 2016.
- C6. Contract with Old Castle (Approved Budget Amendment)
- C7. Contract with Birch Communications (Approved Budget Amendment)
- C8. Contract with Fuquay (Approved Budget Amendment)
- C9. Contract with SRRG Interlocal (Approved Budget Amendment)
- C10. Ordinance 2016-10, ATMOS settlement
- C11. Resolution R2016-02, ONCOR procedural schedule
- C12. Cooperative Purchasing Program with Tarrant County

PL2 Stevenson moved to approve the consent items as presented, seconded by PL5 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

### **REGULAR AGENDA**

**ITEM 1.      *DISCUSSION/ACTION*** – Receive recommendation from the Planning and Zoning Commission to consider and act upon a preliminary plat application filed by Massey Shaw for development of Bryson Manor Subdivision Phase 2.

City Manager Dennis Burn gave the following facts on the subdivision, adding that this was exactly the same presentation as was the concept plan shared with Council in December 2015 regarding the developer's (Shaw Development Group, LLC) request for two variances:

1. Alleys for non-perimeter lots narrower than 130 feet wide and
2. Maximum density of two lots per acre.

The Council's consensus was favorable for the Concept Plan in December. The Developer was now requesting approval of the preliminary plat.

### **PRELIMINARY PLAT REQUEST**

**SUBDIVISION NAME:** BRYSON MANOR SUBDIVISION PHASE 2

**AUTHORIZED AGENT OF RECORD:** Massey Shaw

**ENGINEER:** Atlas Associates, Inc.

**APPLICATION DATE:** March 07, 2016

**LOCATION:** Northeast corner of Shiloh Road and Bryson Road

**UTILITIES:** City Sewer / Sardis Water

**ZONING:** R15

**PROPOSED LAND USE:** Residential Subdivision

**MAJOR THOROUGHFARE:** Highway 664 Ovilla Road

**APPLICANT'S PROPOSAL:** Develop 30 lots on residential home sites

Total area in subdivision was listed as 14.602 acres in the city limits of Ovilla.

*Richard Dormier, Mayor*  
*Rachel Huber, Place One*  
*Larry Stevenson, Place Two*

*Doug Hunt, Place Four*  
*David Griffin, Place Three*  
*Dean Oberg, Place Five*



Mayor Pro Tem Hunt moved to approve the preliminary plat application filed by Massey Shaw for Bryson Manor Subdivision Phase 2, located at the NE corner of Bryson Lane and Shiloh Road, to include the variances for no alleyway and maximum density of two lots per acre, seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 2.      *DISCUSSION/ACTION*** – Consider approval of the Deed of Dedication of Public Utilities (Wastewater System) in connection with the Bryson Manor development, authorizing the Mayor to execute said document.

This document was presented to Council for the construction of the wastewater system improvements that serves the three phases of Bryson Manor. The improvements consisted of the sewer main, serviced up to the property line, manholes and the connection of the sewer main to the existing TRA manhole (off-site). The document was reviewed and approved by Ovilla's legal counsel and signed by the developer.

Mayor Pro Tem Hunt moved to approve the Deed of Dedication of Public Utilities (Wastewater System) in connection with the Bryson Manor development, authorizing the Mayor to execute said document, seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 3.      *DISCUSSION/ACTION*** – Consideration of and action on volunteer board appointments and/or reappointments to serve a term on the Board of Adjustment and direct staff as necessary.

Staff shared an annual summary report of the Board's activities and advised that Board of Adjustment consisted of a five-member board and two alternates. Council appoints/reappoints volunteer residents for two-year terms. Current terms expiring in July are:

Jamie Hilburn, PL2 – Does not desire reappointment

Stephanie Albright, PL4 – No response

Jeanne Ham, PL6 – Does not desire reappointment

Mayor Pro Tem Hunt moved that Council appoint John Knight to serve as Place 2 and Sandy Cawley (currently serving in an alternate position, PL7) to serve as Place 4 on the BOA, both to serve two-year terms and directed staff to post notice for applications to fill the two alternate positions, (PL6 and PL7), seconded by PL1 Huber.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 4.      *DISCUSSION/ACTION*** – Consideration of and action on volunteer board appointments and/or reappointments to serve a term on the Economic Development Corporation (EDC) and direct staff as necessary.

Staff advised that the Economic Development Corporation consisted of a seven-member board. EDC Bylaws state that each member shall be appointed by the City Council for a two-year term. Current terms expiring in June are:

Ronald Kingsley, PL (Does not desire reappointment)

Vacant, PL3

John Knight, PL5 (Does not desire reappointment to the EDC, but requests appointment to another Board)

Barbara Turner, PL7 (Desires reappointment)

It was reported that the EDC has struggled this past fiscal year with absences and several missed meetings due to a lack of a quorum.

PL2 Stevenson moved to appoint the following to serve on the EDC Board of Directors:

Reappoint Barbara Turner to Place 7

Appoint Ozzie Molina to Place 1

Appoint Scott Surplus to Place 3

Appoint bob Betik to Place 5.

Motion died for a lack of second.

PL3 Griffin moved to reappoint Barbara Turner to Place 7 on the EDC Board of Directors and to direct staff to continue accepting application for EDC appointment consideration, seconded by PL5 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 5.      *DISCUSSION/ACTION*** – Consideration of and action on volunteer board appointment and/or reappointments to serve a term on the Municipal Services Advisory Committee (MSAC) and direct staff as necessary.

The MSAC, established July 28, 2014, consists of three-resident members and two ex-officio members, Public Works Director and City Manager. This Committee serves to assess current and future development and capital improvement budget recommendations. This Committee works strictly as an advisory committee to the Council. MSAC meetings are the first Tuesday of the month, meeting quarterly or as needed at 5:00 p.m. MSAC had not yet met this fiscal year, but was expected to meet in June. Committee members serve a two-year term, but with the possibility of losing members, staff is bringing to Council. Members are:

CM Dennis Burn

PW Director Brad Piland

Ozzie Molina

Michael Myers

Scott Surplus

It was unknown if Mr. Myers (new Council member, effective June 2016) will be able to serve on this advisory committee. Mr. Molina and Mr. Surplus have also requested to serve on other boards. The consensus of Council was to leave these members in place for now and continue accepting applications for volunteer service.

PL2 Stevenson moved that Council reappoint Ozzie Molina, Michael Myers and Scott Surplus to serve on the MSAC Committee and directed staff to continue receiving applications for volunteer service, seconded by PL3 Griffin.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 6.      *DISCUSSION/ACTION*** – Consideration of and action on volunteer board appointments and/or reappointments to serve a term on the Planning and Zoning Commission and direct staff as necessary.

The Planning & Zoning Commission consists of a seven-member volunteer advisory board to Council. Each member is appointed by the City Council for a two-year term. Current terms expiring are:

Michael Yordy, PL2 (Desires reappointment to serve another term)

Alan Whittaker, PL4 (Desires reappointment to serve another term)

Fred Hart, PL6 (Desires reappointment to serve another term)

***Richard Dormier, Mayor***

***Rachel Huber, Place One***

***Larry Stevenson, Place Two***



Mayor Pro Tem Hunt moved that Council reappoint Michael Yordy, PL2, Alan Whittaker, PL4 and Fred Hart, PL6 to serve a two-year term on the Planning and Zoning Commission, seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 7.      *DISCUSSION/ACTION*** – Consideration of and Action on ORDINANCE 2016-08 of the City of Ovilla, Texas, amending Chapter 12, Article 12.03, Division 2, Section 12.03.042 of the Ovilla Code of Ordinances; establishing speed limits for vehicles upon the certain named streets within the City of Ovilla; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

This item was reviewed and considered by Council during their April 11, 2016 Regular Meeting. Staff was directed to return this item with clarification at the May Council Meeting. Several streets in Ovilla are posted at a 20 mph speed limit, which is not allowed by state law. The minimum posting allowed is 25 mph. Additionally, several streets in Ovilla are posted at a 25 mph speed limit, but they can only be posted at 25 mph if they are currently so stated in Ovilla's existing ordinance. The presented ordinance will amend the current ordinance to place the noted streets in compliance with state law.

PL3 Griffin moved that Council approve Ordinance 2016-08, of the City of Ovilla, Texas, amending Chapter 12, Article 12.03, Division 2, Section 12.03.042 of the Ovilla Code of Ordinances; establishing speed limits for vehicles upon the certain named streets within the City of Ovilla; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication, seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 5-0.***

**ITEM 8.      *DISCUSSION/ACTION*** – Consideration of and action on the update and status of repairs to park facilities and direct staff as necessary.

City Manager Dennis Burn advised the following updates to Cindy Jones Park:

1. Border for the Engineered Wood Fiber (EWF) is ordered, including a sufficient quantity to border other park(s).
2. Swings have been removed (except for the children bucket swings). Swings will be reinstalled with plastic coated chains with the correct spacing.
3. Ropes have been removed and will be replaced.
4. Tires are removed.
5. Reinforced concrete pipe has been removed.
6. A new "rules sign" is on order and will replace the existing sign.
7. The bench has been repaired.

Included with this agenda item is the "Public Playground Safety Handbook" published by the U.S. Consumer Product Safety Commission and recommended by Texas Municipal League. Staff advised that this document will be used to guide work efforts. PL5 Oberg asked that crews follow through with the repairs to maintain and meet these goals for all City parks, including seeing that at least one staff member obtain a park safety certification. The consensus of Council was for staff to present a new report each month on Park safety and updates, listed under the Public Works Department.

***No Action.***

**ITEM 9. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

*No Discussion, no action.*

**EXECUTIVE SESSION**

NONE

**REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS**

- |                       |  |
|-----------------------|--|
| 1. PL1 Huber          | None   |
| 2. PL2 Stevenson      | Remove Briefing Session and begin Regular Meeting at 6:30 p.m.   |
| 3. PL3 Griffin        | None   |
| 4. Mayor Pro Tem Hunt | City Secretary to send out reminder of the upcoming BSW Luncheon |
| 5. PL5 Oberg          | None   |
| 6. Mayor              | Shared appreciation for PL5 Oberg's service to Ovilla            |
| 7. City Manager       | None   |

**ADJOURNMENT**

PL5 Oberg moved to adjourn the May 09, 2016 Council Meeting, seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 7:53 p.m.

ATTEST:

Richard A. Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 13, 2016*

Attachment: Citizen Comments

# CITY OF OVILLA MINUTES

**Monday, June 06, 2016**

**Special City Council Meeting**

**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 6:30 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

---

The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
Doug Hunt	Mayor Pro Tem, Place 4
New Council Member Michael Myers	Council Member, Place 5

Absent      David Griffin      Council Member, Place 3

Mayor Dormier announced present Council members, thus constituting a quorum. City Manager Dennis Burn, various department directors and staff were also present.

PL2 Stevenson gave the Invocation and PL1 Huber led the recitation of the Pledge of Allegiance.

## **COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS**

Mayor Dormier conducted the Oath of Office for new Council Member Place 5 Michael Myers. Mr. Myers took his seat in the Council Chamber.

### **• Citizen Comments**

1. None

## **PUBLIC HEARING**

Case ANNEX 2016-02 Receive presentation and citizen comments on a request to Annex approximately 2.271 acre tract of land in the James S. Berry Survey, Abstract 86, the John R. Billingsley Survey, Abstract 80, the William Billingsley Survey, Abstract 81, and the James P. Laughlin Survey, Abstract 627, Ellis County, Texas, known as Shiloh Road, adjacent to the Ovilla City limits. (2<sup>nd</sup> Public Hearing scheduled on Monday, June 13, 2016 at 6:30 p.m.)

- a. **Presentation** of Request to annex said property, filed by Mr. Todd Hemphill, Midlothian Independent School District, Board President, authorized representative for the Midlothian Independent School District.

City Manager Dennis Burn gave a brief summary sharing the exhibit for the annexation, explaining that the total width of the annexation was approximately 90 feet and the total length was approximately 1,138 feet. The annexation will allow the Midlothian Independent School District (MISD) to construct pavement widening and transitions for school traffic.

- b. **PUBLIC HEARING** to receive comments from the public regarding the request.

Mayor Dormier opened the Public Hearing at 6:37 p.m.

1. Mr. Leon Poldrack, 6620 Shiloh Road: Questioned the annexation stating the City was annexing a portion of his property. He was in opposition.
2. Mr. Wayne Kanack, 6630 Shiloh Road: Stated he received the Municipal Service Plan for this annexation from the City Secretary and was unsure why the City needed to annex a portion of his property. He stated that he chose to remain in the County.

3. MS Rebecca Switzer, 2980 Bryson Lane: This annexation would take a small corner of her property and did not understand why it was necessary, as it is not in front of the MISD School. Would she be paying City taxes?

There being no further public comments on the annexation, Mayor Dormier closed the Public Hearing at 6:42 p.m.

**NO DISCUSSION. NO ACTION.**

**EXECUTIVE SESSION**

NONE

**REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS**

- |                       |        |
|-----------------------|--------|
| 1. PL1 Huber          | None   |
| 2. PL2 Stevenson      | None.  |
| 3. PL3 Griffin        | Absent |
| 4. Mayor Pro Tem Hunt | None   |
| 5. PL5 Myers          | None   |
| 6. Mayor              | None   |
| 7. City Manager       | None   |

**ADJOURNMENT**

PL2 Stevenson moved to adjourn the June 06, 2016 Special Council Meeting, seconded by Mayor Pro Tem Hunt. There being no further business, Mayor Dormier adjourned the meeting at 6:44 p.m.

ATTEST:

\_\_\_\_\_  
Pamela Woodall, City Secretary

\_\_\_\_\_  
Richard A. Dormier, Mayor

*Approved June 13, 2016*

Attachment: None





# Ovilla City Council

## PUBLIC HEARING

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☐ Action

Receive comments regarding the proposed request:

Attachments:
NOTICE
Agenda Item / Topic:
<p><b>Case ANNEX.2016-02</b> Receive presentation and citizen comments on a request to Annex approximately 2.271 acre tract of land in the James S. Berry Survey, Abstract 86, the John R. Billingsley Survey, Abstract 80, the William Billingsley Survey, Abstract 81, and the James P. Laughlin Survey, Abstract 627, Ellis County, Texas, known as Shiloh Road, adjacent to the Ovilla City limits. (2<sup>nd</sup> Public Hearing scheduled on Monday, June 13, 2016 at 6:30 p.m.)</p> <ul style="list-style-type: none"><li>a. <b>Presentation</b> of Request to annex said property, filed by Mr. Todd Hemphill, Midlothian Independent School District, Board President, authorized representative for the Midlothian Independent School District.</li><li>b. <b>PUBLIC HEARING</b> to receive comments from the public regarding the request.</li></ul>

# ANNEXATION OF SHILOH ROAD

06/06 and 06/13 as dates for public hearings (regular and a special Council meeting).

\*Send notice to newspaper on May 12, 2016 to run in paper on May 17, 2016 (For 20-day notice)

\* And, to run in newspaper on June 02 (For 10-day notice)

*Contact paper on May 31 to make sure the second notice to run on June 02 is published on time.*

	1 <sup>ST</sup> PUBLICATION	1 <sup>ST</sup> HEARING	2 <sup>ND</sup> PUBLICATION	2 <sup>ND</sup> HEARING
Annexation Publication Dates & Public Hearing Dates –  Complete Annexation on 06/30/2016 with ordinance adoption	1 <sup>st</sup> Publish Date: May 17, 2016	For First Public Hearing at <b>Special</b> Meeting on: Monday, June 06, 6:30 PM	2 <sup>nd</sup> Publish Date: June 02	For Second Public Hearing at <b>Regular</b> Meeting on: Monday, June 13, 6:30 PM
Public Hearing Dates: June 06, 6:30 PM June 13, 6:30 PM Ordinance adoption 06/30 (tentative)	20-day notice To Paper May 12, 2016		10-day notice Reminder to Paper – May 31, 2016	

Publication date – 20-day notice for 1<sup>st</sup> public hearing and 10-day for second public hearing [LGC, Sec. 43.063(c)]  
Annexation must be completed within 90 days, beginning to end (LGC, Sec. 43.064).

**Ordinance adoption – June 30, 2016 at a special (budget) meeting.**

Ron has prepared the ordinance – it is in the Annexation file!

**Notice of Public Hearings  
Before the Ovilla City Council  
Ovilla, Texas 75154**

The City of Ovilla, Texas is proposing annexation proceedings to enlarge and extend the corporate boundary limits of the City. The City of Ovilla has scheduled the first public hearing regarding the proposed annexation on Monday, June 06, 2016, at 6:30 PM and the second public hearing regarding the proposed annexation on Monday, June 13, 2016, at 6:30 PM. Said hearings will be held in the Council Chamber Room of the Ovilla Municipal Building, located at 105 S. Cockrell Hill Road, Ovilla, Texas. The City Council of the City of Ovilla will conduct the public hearings to hear public testimony concerning the proposed annexation of the property described below.

General Description of the Property: Approximately 2.271 acres in the James S. Berry Survey, Abstract 86, the John R. Billingsley Survey, Abstract 80, the William Billingsley Survey, Abstract 81, and the James P. Laughlin Survey, Abstract 627, Ellis County, Texas, known as Shiloh Road.

Metes and Bounds Description of the Property: Shiloh Road

**FIELD NOTES**

**2.271 Acres**

BEING all that certain lot, tract, or parcel of land situated in the JAMES S. BERRY SURVEY, Abstract No. 86, the JOHN R. BILLINGSLEY SURVEY, Abstract No. 80, the WILLIAM BILLINGSLEY SURVEY, Abstract No. 81 and the James P. Laughlin Survey, Abstract No. 627 in Ellis County, Texas, and being a portion of the following tracts: (Tract 1) a portion (0.2590 acre) of the existing 50' right of way of SHILOH ROAD, as dedicated on the Plat of SHILOH FOREST, PHASE 2 as recorded in Cabinet H, Slides 335 through 341 of the Plat Records of Ellis County, Texas (PRECT); (Tract 2) a portion (0.7184 acre) of a called 13.998 acre tract of land conveyed to Midlothian Independent School District (ISD) and described in Volume 2601, Page 1498 of the Official Public Records of Ellis County, Texas (OPRECT); (Tract 3) a portion (0.2484 acre) of the residual of a called 124.850 acre tract of land conveyed to Shaw Development Group, LLC by deed as recorded in Volume 2105, Page 1989 OPRECT; (Tract 4) a portion (0.3857 acre) of a called 10.00 acre tract of land conveyed to Leon Poldrack, et ux by deed as recorded in Volume 1287, Page 854 OPRECT; (Tract 5) a portion (0.1837 acre) of a called 5 acre tract of land conveyed to Wayne D. Kanack, Jr. et ux by deed as recorded in Volume 1415, Page 687 OPRECT; (Tract 6) a portion (0.3837 acre) of a called 2 acre tract of land conveyed to David Davis by deed as recorded in Volume 2814, Page 1754 OPRECT and (Tract 7) a portion (0.0919 acre) of a called 12.756 acre tract of land conveyed to Rebecca Ann Switzer by deed as recorded in Volume 745, Page 505 of the Deed Records of Ellis County, Texas (DRECT), and being more particularly described as follows:

BEGINNING at a PK nail set for the easterly northwest corner of this tract in the east line of said 13.998 acre tract and the occupied east line of said William Billingsley Survey and the west line of said 124.850 acre tract and the occupied west line of said John R. Billingsley Survey in the approximate centerline of the current location of BRYSON LANE, a public road, said nail bears N 01°11'05" W, 49.86 feet from a 60-d nail found at the approximate centerline intersection of the current location of BRYSON LANE and SHILOH ROAD, a public road, at the southeast corner of said 13.998 acre tract and the occupied southeast corner of said William Billingsley Survey, and the southwest corner of said 124.850 acre tract and the occupied southwest corner of said John R. Billingsley Survey, (with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, and having a beginning co-ordinate of: Northing = 6874920.37, Easting = 2459176.92);



**Notice of Public Hearings  
Before the Ovilla City Council  
Ovilla, Texas 75154**

THENCE through said 124.850 acre tract as follows:

N 89°18'31" E, 36.63 feet along the north line of this tract to a bend point in the future west right of way line of BRYSON LANE, a future 100' wide right of way;

N 89°11'55" E, 179.84 feet continuing along the north line of this tract crossing said future BRYSON LANE right of way to the northeast corner of this tract;

S 00°31'00" E along the east line of this tract, passing at approximately 50.64 feet the approximate centerline of said SHILOH ROAD and the south line of said 124.850 acre tract and the occupied south line of said John R. Billingsley Survey and the north line of said 12.756 acre tract and the occupied north line of said Berry Survey, in all, 90.65 feet to the southeast corner of this tract;

THENCE along the south line of this tract as follows:

S 89°25'37" W, 100.00 feet through said 12.756 acre tract to the west line of said 12.756 acre tract and the east line of said 2 acre tract in the approximate centerline of said BRYSON LANE;

S 89°25'37" W through said 2 acre tract, passing at approximately 115.88 feet the occupied west line of said Berry Survey and the occupied east line of said Laughlin Survey, in all, 417.64 feet to the west line of said 2 acre tract and the east line of said 5 acre tract;

S 89°25'37" W, 200.00 feet through said 5 acre tract to the west line of said 5 acre tract and the east line of said 10.00 acre tract;

S 89°25'37" W, 420.00 feet through said 10.00 acre tract to the southwest corner of this tract in the west line of said 10.00 acre tract and the east line of a called 10.373 acre tract of land conveyed to Seven S Ranch, Inc. by deed as recorded in Volume 2090, Page 1345 OPRECT;

THENCE N 00°31'10" W along the west line of this tract and the west line of said 10.00 acre tract and the east line of said 10.373 acre tract, passing at 39.84 feet the northwest corner of said 10.00 acre tract and the northeast corner of said 10.373 acre tract in the approximate centerline of said SHILOH ROAD and the occupied north line of said Laughlin Survey and the occupied south line of said William Billingsley Survey, in all, 89.80 feet to the northwest corner of this tract in the north line of said SHILOH ROAD and the south line of Lot 5 in Block I of said SHILOH FOREST, PHASE 2;

THENCE along the north line of this tract as follows:

N 89°24'39" E, 226.00 feet along the north line of said SHILOH ROAD and the south line of said Lot 5 to a ½" steel rod found with cap #4466 for the southeast corner of said Lot 5 in the west line of said 13.998 acre tract and being the westerly northeast corner of this tract;

S 00°39'22" E, 4.86 feet along the west line of said 13.998 acre tract to a ½" steel rod set for an inner ell corner of this tract;

N 89°25'37" E, 695.22 feet through said 13.998 acre tract to a PK nail set for an inner ell corner of this tract in the east line of said 13.998 acre tract and the occupied east line of said William Billingsley

**Notice of Public Hearings  
Before the Ovilla City Council  
Ovilla, Texas 75154**

Survey and the west line of said 124.850 acre tract and the occupied west line of said John R. Billingsley Survey in the approximate centerline of the current location of BRYSON LANE;

N 01°11'05" W, 4.86 feet along the east line of said 13.998 acre tract and the west line of said 124.850 acre tract and along the said common William Billingsley-John R. Billingsley survey line and along the approximate centerline of the current location of said BRYSON LANE to the POINT OF BEGINNING and containing approximately 2.271 acres of land.

**END OF FIELD NOTES.**

A notice has been sent to all owners of real property within the area proposed for annexation as such ownership appears in the Ellis County Central Appraisal District tax records.

A map of the area being proposed for annexation and a Municipal Service Plan describing the services that would be provided by the City of Ovilla to the property annexed into the City are available for review at the City Secretary's Office (972-617-7262 or [pwoodall@cityofovilla.org](mailto:pwoodall@cityofovilla.org)) located at 105 S. Cockrell Hill Road, Ovilla, Texas 75154 and on the City of Ovilla website at <http://www.cityofovilla.org>.

At said hearings, all interested parties shall have the right to an opportunity to appear and be heard on the subject.

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Pamela Woodall

City Secretary, City of Ovilla, Texas

If you have any questions or need additional information regarding the proposed annexation, please contact Dennis Burn, City Manager, 972-617-7262, or email [dburn@cityofovilla.org](mailto:dburn@cityofovilla.org).



**City of Ovilla**  
**Municipal Service Plan**  
**2.271 Acres**

***Approximately 2.271 acres by the City of Ovilla, Ellis County, Texas of the following described in the James S. Berry Survey, Abstract 86, the John R. Billingsley Survey, Abstract 80, the William Billingsley Survey, Abstract 81, and the James P. Laughlin Survey, Abstract 627, Ellis County, Texas, known as Shiloh Road, adjacent to the City of Ovilla's Corporate Limits.***

The following is a plan whereby the City of Ovilla will provide municipal services as defined in Section 43.056 of the Texas Local Government Code utilizing methods by which it extends services to any other equivalent area in the city.

Municipal facilities and services will be provided to the annexed area at the following levels and in accordance with the following schedule:

**1. POLICE PROTECTION**

Upon the effective date of annexation, the City of Ovilla will provide police protection to the newly annexed area in the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed area. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed area.

**2. PROTECTION and EMERGENCY MEDICAL SERVICES**

Upon the effective date of annexation, the City of Ovilla will provide fire protection services and emergency medical services to the newly annexed area in the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed area.

**3. MAINTENANCE OF WATER AND WASTEWATER FACILITIES**

The City of Ovilla is aware of the existence of publicly owned water facilities in the newly annexed area.

The City of Ovilla is not aware of the existence of any publicly owned wastewater facilities in the newly annexed area.

**4. SOLID WASTE SERVICE**

The City of Ovilla contracts with a provider for the collection of solid waste, recycling and refuse within the corporate limits of the City. Solid waste and recycling collection will be provided, within ninety (90) days after the effective date of annexation, to the citizens in the newly annexed area at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed area.

**5. ROADS AND STREETS/STREET LIGHTING**

Any and all public roads, streets, alleyways or street lighting shall be maintained to the same degree and extent that other public roads, streets, alleyways, and street lighting are maintained in areas of the City with like topography, land use and density as those found within the newly annexed area. Roads that are privately owned will remain under private ownership and as such maintained by the individual owner(s).

**6. MAINTENANCE OF PARKS AND PLAYGROUNDS**

The City of Ovilla is not aware of the existence of any publicly owned parks or playgrounds now located in the proposed annexed area. In the event any such parks or playgrounds do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to the other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed area. Private facilities that are privately owned will remain under private ownership and as such maintained by the individual owner(s).

**7. MAINTENANCE OF ANY PUBLICLY OWNED FACILITY, BUILDING OR MUNICIPAL SERVICE**

The City of Ovilla is not aware of the existence of any publicly owned facility, building or other municipal service now located in the proposed area of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

**8. OTHER SERVICES**

The City of Ovilla finds and determines that such services as planning, code enforcement, animal control, parks and recreation, court and general administration will be made available upon the effective date of annexation at the same or similar level of



**City of Ovilla**  
**Municipal Service Plan**  
**2.271 Acres**

service now being provided to other areas of the City with similar topography, land use and density as those found as those found within the newly annexed area.

**CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS.**

**9. POLICE AND FIRE PROTECTION AND SOLID WASTE COLLECTION**

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of annexation of the particular annexed area for the purpose of providing police protection, fire protection, or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Ovilla with like topography, land use and population density as those found with the newly annexed areas.

**10. WATER FACILITIES**

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements for water services to this property as it is served by the Sardis Lone Elm Water Supply Corporation. Construction of any capital improvements for water service to the newly annexed area will be developed pursuant to the Sardis Lone Elm Water Supply Corporation capital improvement plan and policies.

**11. WASTEWATER FACILITIES**

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for wastewater services. Thereafter construction of any capital improvements for wastewater services to the newly annexed area will be developed pursuant to the City's capital improvement plan and policies. This property is served by the Trinity River Authority, Red Oak Creek Regional Wastewater Treatment Plant.

**12. ROADS AND STREETS**

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area. Thereafter, construction of any roads and streets will be developed pursuant to the City's Thoroughfare Standards and in accordance with the City's Code of Ordinances.

**13. MAINTENANCE OF PARKS AND PLAYGROUNDS AND ANY OTHER PUBLICLY OWNED FACILITY, BUILDING OR SERVICE.**

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for the purpose of parks maintenance, playgrounds, and other publicly owned facility, building or service.

**SPECIFIC FINDINGS**

The City of Ovilla finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the area being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation area's topography, land utilization and population density, the service levels to be provided in the newly annexed area will be equivalent to those provided to other areas of the City with similar characteristics.

**TERMS**

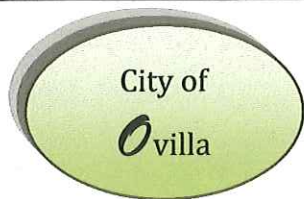
This plan shall be valid for a term of ten (10) years. Renewal of the Municipal Service Plan is at the discretion of the City of Ovilla.

**LEVEL OF SERVICE**

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

**AMENDMENTS**

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 1

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☐ Other: Staff

#### Attachments:

1. Copy of excerpt from LGC 22.037

#### Agenda Item / Topic:

1. **DISCUSSION/ACTION** – Consideration of and action on the nominations and appointment of Mayor Pro Tem.

#### Discussion / Justification:

Section 22.037 of the Local Government Code states that the Mayor Pro-Tem is a council member that performs the mayor's duties in the event of the mayor's incapacity or absence. The Mayor Pro Tem is selected by majority vote of the council from among its own governing body. The Mayor Pro Tem's term renews annually following the municipal election and retains the right to vote on all matters before the Council while performing the duties of the mayor.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

*I move that Council appoints \_\_\_\_\_ to serve as Mayor Pro Tem for the City of Ovilla for a term through the May 2017 Uniform Election Date.*



# EXCERPT

## LOCAL GOVERNMENT CODE

### TITLE 2. ORGANIZATION OF MUNICIPAL GOVERNMENT

#### SUBTITLE B. MUNICIPAL FORM OF GOVERNMENT

#### CHAPTER 22. ALDERMANIC FORM OF GOVERNMENT IN TYPE A GENERAL-LAW MUNICIPALITY

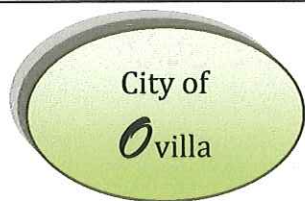
##### SUBCHAPTER A. GENERAL PROVISIONS

**Sec. 22.037.** MAYOR AS PRESIDING OFFICER; PRESIDENT PRO TEMPORE. (a) The mayor shall preside at all meetings of the governing body of the municipality and, except in elections, may vote only if there is a tie.

(b) At each new governing body's first meeting or as soon as practicable, the governing body shall elect one alderman to serve as president pro tempore for a term of one year.

(c) If the mayor fails, is unable, or refuses to act, the president pro tempore shall perform the mayor's duties and is entitled to receive the fees and compensation prescribed for the mayor.

(d) If the mayor and the president pro tempore are absent, any alderman may be appointed to preside at the meeting.



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 2

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Staff

#### Attachments:

1. Planning & Zoning Recommendation
2. Ovilla Code of Ordinances Excerpts for SUP requirements
3. SUP Check List and Application Procedures
4. Completed Application, Warranty Deed and Property ID
5. Construction Plans, including project details

#### Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission to consider and act upon a Specific Use Permit application filed by Yara Masri Management Company for the construction of a Golden Chick Restaurant located at 2887 Ovilla Road, Ovilla, Texas 75154.

#### Discussion / Justification:

The Ovilla Code of Ordinances Land Use Table allows for the construction of a restaurant/drive-thru with the approval of a Specific Use Permit (SUP). The Planning and Zoning Commission met in a Special-called meeting on Tuesday, June 07, 2016 (duly posted under the Open Meetings Act), to consider this application request and following consideration unanimously approved a favorable recommendation to the Ovilla City Council for approval of a Golden Chick Restaurant. All conditions for the granting of a SUP were addressed with supporting documentation provided by the applicant. Note: there is no zoning change request with this SUP Application. This location is zoned General Commercial.

### SPECIFIC USE PERMIT

**NAME: GOLDEN CHICK**

**AUTHORIZED AGENT OF RECORD:** Yara Masri Management Company

**ENGINEER:** Davis & McDill, Inc.

**APPLICATION DATE:** May 27, 2016

**LOCATION:** 2887 Ovilla Road, Ovilla

**UTILITIES:** Glenn Heights CCN

**ZONING:** CG General Commercial

**PROPOSED LAND USE:** Commercial

**MAJOR THOROUGHFARE:** Highway 664/Ovilla Road

**APPLICANT'S PROPOSAL:** Restaurant, Drive-thru

Recommendation / Staff Comments:
The Planning and Zoning Commission and city staff find that all requirements are met for the approval of this SUP Application for a Golden Chick Restaurant.
Sample Motion(s):
I move that Council <b>approve/deny</b> a Specific Use Permit Application filed by Yara Masri Management Company for the construction of a Golden Chick Restaurant located at 2887 Ovilla Road, Ovilla, Texas 75154.





## City of OVILLA Planning & Zoning Commission Recommendation

**Case PZ16.05** – An application of request was filed by Yara Masri Management Company for consideration of Specific Use Permit for Golden Chick Restaurant located at 2887 Ovilla Road.

**ITEM 1. DISCUSSION/ACTION – Case PZ16.05** - Review and consideration of Specific Use Permit application filed by Yara Masri Management Company (Golden Chick Restaurant) located at 2887 Ovilla Road, and forward recommendation to the Ovilla City Council.

\*\*\*\*\*

**PLANNING AND ZONING Members present, and upon a record vote of:**

PL 1 Jungman AYE  
PL2 Yordy ABSENT  
PL3 Lynch AYE  
PL4 Whittaker AYE

PL5 Zabochnik ABSENT  
PL6 Hart AYE  
PL7 Zimmermann AYE

5 FOR

0 AGAINST

0 ABSTAIN

\*\*\*\*\*

*A. Lynch*  
Presiding Officer of P&Z

JUNE 7, 2016  
Date

*Guier*  
Board Secretary

JUNE 7, 2016  
Date

Table 11.A											
City of Ovilla Land Use Table											
Residential							Land Use Descriptions	Nonresidential			Conditions
R-C	R-E	R-22	R-15	R-D	MF	MH		CR	CG	I	
							Restaurant	S	S	S	b, g
							Restaurant, Drive-in / Drive-thru	S	S	S	b, g
							Restaurant, Refreshment Stand (Temporary or Seasonal)	S	S	S	b, g

The following describe conditions and special regulations for uses listed in the Permitted Use Table. Additional requirements may be added to these herein by the Planning and Zoning Commission or City Council, as deemed necessary, to protect the health, safety, and general welfare of the citizens of Ovilla. No construction or occupancy shall commence for any permitted use until the conditions herein stated or required by the Planning and Zoning Commission and City Council have been met

**B.** A site plan, in accordance with [Section 26](#) Site Plan Requirements, will only be required in districts that require a Specific Use Permit.

- **All Site Plan Requirements are met.**

**G.** All outdoor lighting, including parking lot lighting, shall be directed away from any property zoned or developed for residential uses.

- **Construction documents show outdoor lighting will be met.**

#### Site Plans Hearing Notice excerpt:

C. Site Plans with No Zoning Change Requested. City Council approval of a site plan required for the issuance of a building permit for a structure on a site for which no zoning change has been requested, or which is not in a planned development district shall not constitute an official public hearing as required by state law. Notice of the consideration of the site plan by the City Council in the posted agenda of the Council shall be sufficient notice for the purposes of approving a site plan by City Council action for the issuance of a building permit.

REQUEST FOR AN APPEARANCE / PUBLIC HEARING  
THE CITY OF OVILLA, TEXAS \*\* CITY COUNCIL  
- REQUEST FOR SPECIFIC USE PERMIT -



SPECIFIC USE PERMIT CHECK LIST COVER SHEET

Please provide the following information/items as part of your submittal packet:

☒ CURRENT SURVEY / SITE PLAN ATTACHED

☒ PROPERTY OWNER'S NAME, MAILING ADDRESS AND CONTACT INFORMATION

Name:	ABDEL RADAK
Address:	1420 Mendocino Lancaster 75146
Contact Info.:	Sack 469-441-9290
Email:	Law maxint@gmail.com

YARA MASRI  
MANAGEMENT  
COMPANY -  
gu

☒ RECEIPT SHOWING ALL PROPERTY TAXES PAID - ATTACHED.

☒ EXISTING ZONING Commercial

☒ TITLE BLOCK LISTING OF / COMPLETE LEGAL DESCRIPTION OF PROPERTY OF PROPOSED SPECIFIC USE PERMIT.

☒ PROPOSED USE OF PROPERTY (if other than current use).

☒ SIZE OF PROPERTY .61 ACRES

☒ PAID RECEIPT ATTACHED - # 103122

DATE RECEIVED AT CITY HALL OFFICE: 2/25/16 RECEIVED BY: TM

Mayor Richard Dormier  
Mayor Pro-Tem Doug Hunt  
Council Members - Rachel Huber, Larry Stevenson, David Griffin, Dean Oberg  
City Manager Dennis Burn





## INSTRUCTIONS AND REGULATIONS FOR COMPLETING THE APPLICATION PROCEDURE FOR

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### ***SPECIFIC USE PERMIT***

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The instruction pages are provided for your information and aid in filling out this ***SPECIFIC USE PERMIT*** request. It is not to be considered legal advice. City employees are not permitted to give legal advice in this matter.

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**DEFINITION** from the Ovilla Code of Ordinances: The use of any building, structure, or land not specifically allowed by district regulations, but permitted as a specific use in accordance with Chapter 14 Specific Use Permits.

---

No special use shall be erected, used, altered, occupied nor shall any person convert any land, building or structure to such a use unless a ***Specific Use Permit*** has been issued by the City Council. The granting of a ***Specific Use Permit*** shall be done in accordance with the provision for amendment of the Ovilla Comprehensive Zoning Ordinance.

**An application for a *Specific Use Permit* shall be filed with the administrative official on city application forms. The application shall be accompanied with the following:**

1. A completed application form signed by the property owner;
2. An application fee as established by the city's latest adopted schedule of fees;
3. A certificate stating that all city and school taxes have been paid to date;
4. A property description of the area where the *Specific Use Permit* is proposed to apply;
5. A site plan complying with the requirements stated in this section which will become a part of the *Specific Use Permit*, if approved; and
  - a. A site plan shall contain, at a minimum the following information:
    - i. The boundary lines and dimensions of the property, existing subdivision lots, available utilities, easements, roadways, sidewalks, emergency access easements, and public rights-of-way.

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*Council Members \* Rachel Huber \* Larry Stevenson \* David Griffin \*Dean Oberg*  
*City Manager Dennis Burn*



- ii. Topography of the property proposed for development in contours of not more than two feet, apart with any proposed grade elevations, if different **from** existing elevations. (Note: If the natural contour of the land is to be altered or changed in any location on the property more than four (4) feet, the site plan must provide detailed information on the proposed grading plan. This information shall include the correlation of the proposed grading plan to the surrounding properties and the use of those surrounding properties and shall include information indicating the drainage and the line of sight effect the proposed grading plan will have on the surrounding properties.
- iii. One-hundred year flood plains, water courses, marshes, drainage areas, and other significant environmental features including, but not limited to, rock outcroppings and major tree groupings. Topographic and drainage map information provisions may be waived by the reviewing body when the inclusion of such data would not materially contribute to the necessary evaluation of the project petition.
- iv. The location of existing trees with indication as to those to be preserved.
- v. The location and proposed uses of all existing and proposed buildings or structures, including all refuse storage areas, and the minimum distance between buildings. Where building complexes are proposed, the location of each building and the minimum distances between buildings, and between buildings and the property line, street line, and/or alley shall be submitted. For buildings more than one (1) story in height, elevations and/or perspective drawings shall be required in order that the relationship of the buildings to adjacent property, open spaces, and to other features of the development plan may be determined. Such drawings need to indicate the square footage, the height, number of floors and exposures for access, light, and air. A designation of the maximum building coverage of the site shall be indicated on the site plan.
- vi. Total number, location, and arrangement of off-street parking and loading spaces, where required. The plan should include a table of the required and proposed off-street parking and off-street loading spaces with the building area. The number, layout, and design of all handicapped accessible parking spaces shall comply with the current requirements of the Americans with Disabilities Act (ADA) and the Texas Accessibility Standards (TAS).
- vii. All points of vehicular ingress, egress, and circulation within the property and all special traffic regulation facilities proposed or required to assure the safe function of the circulation plan.

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*City Manager Dennis Burn*





- viii. Setbacks, lot coverage, and when relevant, the relationship of the setbacks provided and the height of any existing or proposed building or structure.
- ix. The location, size, and arrangement of all outdoor signs, exterior auditory speakers, and lighting.
- x. The type, location, and quantity of all plant material used for landscaping, and the type, location, and height of fences or screening and the plantings around them. When necessary to protect the public health, safety, or welfare, the City Council or the Planning and Zoning Commission may require landscaping and screening requirements to be in place prior to the start of construction pursuant to an approved site plan.
- xi. Where multiple types of land uses are proposed, a delineation of the specific areas to be devoted to various land uses.
- xii. Vicinity map, north point, scale, name of development, name of owner, name of planner, total acreage of project, and street address or common description of the property.
- xiii. Current land uses and zoning district of the property and current land uses and zoning districts of contiguous properties and buildings on the exterior of the site and within twenty-five (25) feet of all property lines.
- xiv. Existing buildings on the exterior of the site and within one-hundred (100) feet of all property lines.
- xv. The location and size of existing and proposed surface and subsurface drainage facilities, including culverts, drains, and detention ponds, showing size and direction of flow.
- xvi. The number of square feet of the property after construction which will constitute impervious area or impervious surface and vegetated areas.
- xvii. Roadway speeds and distances of adjacent driveways from all proposed driveways and streets.
- xviii. Architectural drawings, such as elevations, concept sketches or renderings depicting building types and other significant proposed improvements including the treatment and use of open spaces, etc. where the submission of such drawings would more clearly portray the nature and character of the applicant's land use and development proposals.
- xix. Legal description of the total site area proposed for rezoning, development or specific use permit.
- xx. Signature and title of the applicant, *Harry L. Davis* certifying the information presented in the plans, and supporting documents reflect a reasonably accurate portrayal of the nature and character of the applicant's proposals.

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*City Manager Dennis Burn*



6. Any other material and/or information as may be required by the Planning and Zoning Commission, the City Council or the administrative official to fulfill the purpose the subsection of Ovilla's Comprehensive Zoning Ordinance and to ensure that the application is in compliance with the ordinances of the City.

7. TIME LIMIT:

A *Specific Use Permit* shall become null and void unless construction or use is substantially underway within one year of the granting of the permit, unless an extension of time is approved by the City Council.

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Council Members \* Rachel Huber \* Larry Stevenson \* David Griffin \*Dean Oberg  
City Manager Dennis Burn*



DATE: 2.25.2016

Case No. P22016.05

**REQUIRED FORMS FOR A SPECIFIC USE PERMIT**

**To the**

**OVILLA PLANNING & ZONING COMMISSION / OVILLA CITY COUNCIL**

CITY OF OVILLA

§

COUNTY OF ELLIS

STATE OF TEXAS

§

**TO THE HONORABLE PLANNING & ZONING COMMISSION / CITY COUNCIL**

Property description (Attach field notes if necessary):

Lot No. 295

Property Address 2887 Ovilla Rd.

Block No. WC DENTON

Ovilla Texas  
75154

Property Zoned com CG

OWNER OF PROPERTY YARA MASRI MANAGEMENT

APPLICANT Danny Douthett - YARA MASRI MANAGEMENT CO.

SPECIFIC USE PERMIT \_\_\_\_\_

*Mayor Richard Dormier \* Mayor Pro-Tem Doug Hunt  
Council Members \* Rachel Huber \* Larry Stevenson \* David Griffin \* Dean Oberg  
City Manager Dennis Burn*



Case No. P22016.05

The Applicant/Owner, YARA MASRI MGMT. CO., of EMIG County, requests that the Ovilla Planning & Zoning Commission grant the following SPECIFIC USE to Chapter 14, Section 21, Paragraph \_\_\_\_\_ of the Ovilla City Code. Please state in detail what type of SPECIFIC USE you are seeking, attach additional sheets if necessary.

*Requesting Commercial use for Golden Chicken Restaurant as per plans?*


Has a previous appeal been filed on this property?

YES / NO

If YES, when was the previous appeal filed? NO

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Council Members \* Rachel Huber \* Larry Stevenson \* David Griffin \* Dean Oberg  
City Manager Dennis Burn





Case No. P2 2016.05

### CONDITIONS NECESSARY FOR GRANTING A *SPECIFIC USE PERMIT*

Please state in detail how the conditions necessary for the granting of a *SPECIFIC USE* have been met in this case. Attach additional sheets if necessary or place N/A if not applicable to your request.

**CONDITION 1:** The proposed use complies with all of the requirements of the zoning district in which the property is located.

yes

**CONDITION 2:** The benefits that the city gains from the proposed use outweigh the loss of or damage to any homes, businesses, natural resources, agricultural lands, historical or cultural landmarks or sites, wildlife habitats, parks or natural, scenic or historical features of significance, and outweigh the personal and economic cost of any disruption to the lives, businesses and property of individuals affected by the proposed use.

Demonstrates advanced Tax Sales Tax and a Restaurant  
to serve the community.

**CONDITION 3:** Adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.

shall be provide

**CONDITION 4:** The design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments.

yes

Case No. P2 2016.05

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City Manager Dennis Burn



**CONDITION 5:** The issuance of the *Specific Use Permit* does not impede the normal and orderly development and improvement of neighboring vacant property.

NO

**CONDITION 6:** The location, nature and height of buildings, structures, walls and fences are not out of scale with the neighborhood.

NO

**CONDITION 7:** The proposed use will be compatible with and not injurious to the use and enjoyment of neighboring property, not significantly diminish or impair property values within the vicinity.

NO

**CONDITION 8:** Adequate nuisance prevention measures have been or shall be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.

yes

**CONDITION 9:** Sufficient on-site lighting is provided for adequate safety of patrons, employees and property, and such lighting is adequately shielded or directed so as not to disturb or adversely affect neighboring properties.

yes

**CONDITION 10:** There is sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.

yes

Case No. P2 2016.05

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City Manager Dennis Burn



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**CONDITION 11:** The proposed operation is consistent with the applicant's submitted plans, master plans, projections, or, where inconsistencies exist, the benefits to the community outweigh the costs.

*yes*

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**CONDITION 12:** The proposed use is in accordance with the Comprehensive Land Use Plan.

*yes*

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**ADDITIONAL CONDITIONS:**

In authorizing a ***Specific Use Permit***, the Planning and Zoning Commission may recommend, and the City Council may impose additional reasonable conditions necessary to protect the public interest and the welfare of the community. The City Council may provide that the ***Specific Use Permit*** will only be valid for certain duration.

***All conditions are required to be met in order for the Planning & Zoning Commission recommend your SPECIFIC USE to the City Council. Failure to state how your SPECIFIC USE request meets these conditions in your application will result in its return without being submitted to the Planning & Zoning Commission.***

Mayor Richard Dormier \* Mayor Pro-Tem Doug Hunt  
Council Members \* Rachel Huber \* Larry Stevenson \* David Griffin \* Dean Oberg  
City Manager Dennis Burn

WARRANTY DEED

THE STATE OF TEXAS

§  
§  
§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF ELLIS

THAT WE, RONALD C & BETTE BOB MC CLURE, of the County of Ellis and State of Texas, for and in consideration of the cash and other good and valuable consideration to the undersigned paid by the Grantee herein named, the receipt of which is hereby acknowledged, have **GRANTED, SOLD AND CONVEYED**, and by these presents do **GRANT, SELL AND CONVEY** unto Yara Management Incorporated, of the County of Ellis and State of Texas, all of the following described real property in the City of Ovilla, County of Ellis, Texas, to-wit:

**PROPERTY (INCLUDING ANY IMPROVEMENTS):**

Being all that certain lot, tract or parcel of land situated in the W.C. Denton Survey, Abstract No. 295, in the City of Ovilla, in Ellis County Texas, Texas and being more particularly described as follows:

BEGINNING at a 1/2" steel rod set in the south line of F.M. 664 for a northeast corner of said McClure tract, and being the same for this tract, and also being the northwest corner of Lot1, Block A, Dollar General Addition, an addition to the City of Ovilla, in Ellis County, according to the plat thereof as recorded in Cabinet G, Slide 299, Plat Records, Ellis County, Texas

THENCE South 00 deg 30 min 37 sec East, 212.47 feet

THENCE South 89 deg 29 min 27 sec West, 125.00 feet

THENCE North 00 deg 30 min 37 sec West, 215.04 feet

THENCE South 89 deg 19 min 51sec East 125.03 feet to POINT OF BEGINNING and containing approximately 0.6134 acre of land

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART OF HEREOF  
FOR ANY AND ALL PURPOSES.

SUBJECT, HOWEVER, to the following:

(1) Any and all reservations of oil, gas and minerals, exceptions, covenants, conditions and restrictions contained in the chain of title of said premises, including sales or reservations of oil, gas and minerals.

(2) Any visible and apparent or recorded easements and roadways for roads or utility lines over and across said premises.

(3) Access to the said property with right of ingress and egress including but not limited to vehicular traffic for purposes of construction and maintenance granted irrevocably to the grantee.

~~(4) Easement and access for drainage over and across said premises and access to future drainage and utility improvements on, around and across the W.C. Denton Survey, Abstract No. 295~~

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said grantee, his heirs and assigns forever, and we do hereby bind myself, my heirs, executors and administrators, to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said grantee, his heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof. EXECUTED this 14<sup>th</sup> day of July, 2015.

Grantor: Ronald Clifton McClure

X: *Ronald Clifton McClure*  
Address: 3001 Ovilla Road  
Ovilla, Texas 75154

~~Driver License TX 0107641~~

Grantor: Bette Bob McClure

X: *Bette Bob McClure*  
Address: 3001 Ovilla Road  
Ovilla, Texas 75154

~~Driver License TX 0109643~~

Grantee: Yara Management Incorporated

X: *Abdelrazak Masri*  
Officer: Abdelrazak Masri  
Title: President  
Address: 2142 Trisha Lane  
Glenn Heights, Texas 75154

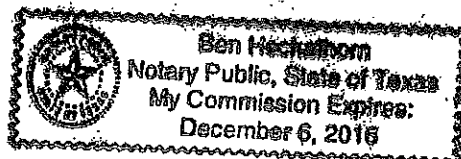
THE STATE OF TEXAS §  
COUNTY OF ELLIS §

This instrument was acknowledged before me on this 10<sup>th</sup> day of July, 2015

, by RONALD CLIFTON MCCLURE  
BETTE BOB MCCLURE

Notary Public Signature

*Ben Hechhorn*



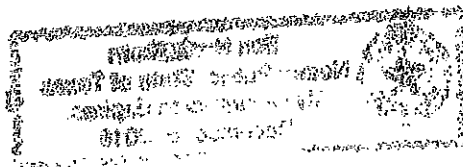
SEAL

After recording return to: Grantee Address: Yara Management Incorporated  
2142 Trisha Lane  
Glenn Heights, Texas 75154

Any provision herein which restricts the sale, rental, or use of this described real property because of color or race is invalid and unenforceable under federal law  
STATE OF TEXAS, COUNTY OF ELLIS  
I hereby certify this instrument was filed on the date and time stamped herein and was duly recorded in the  
OFFICIAL PUBLIC RECORDS of Ellis  
County Texas and stamped hereon



*Cindy Raloff*  
COUNTY CLERK ELLIS COUNTY, TEXAS



FILED FOR RECORD - ELLIS COUNTY, TX  
INST NO: 1516885  
ON JUN 21, 2015 AT 10:44:00 AM



## Ellis Appraisal District eSearch

Property ID: 263803 For Year 2016



## Property Details

## Account

Property ID:	263803
Legal Description:	295 W C DENTON .6134 AC
Geographic ID:	62.0295.000.001.00.111
Agent Code:	
Type:	Real

## Location

Address:	OVILLA RD RED OAK, TX 75154
Map ID:	15-3
Neighborhood CD:	COMM

## Owner

Owner ID:	146945
Name:	YARA MANAGEMENT INCORPORATED
Mailing Address:	
% Ownership:	100.0%
Exemptions:	For privacy reasons not all exemptions are shown online.

## Property Values

Improvement Homesite Value:	N/A
Improvement Non-Homesite Value:	N/A
Land Homesite Value:	N/A
Land Non-Homesite Value:	N/A
Agricultural Market Valuation:	N/A
Market Value:	N/A
Ag Use Value:	N/A
Appraised Value:	N/A
HS Cap:	N/A
Assessed Value:	N/A

**NOTE:** 2015 Commercial and Business Property Values are subject to change prior to the mailing of appraisal notices on these properties in May. If you have questions, please contact the Ellis Appraisal District.

**DISCLAIMER:** Information provided for research purposes only. Legal descriptions and acreage amounts are for appraisal district use only and should be verified prior to using for legal purpose and or documents. Please contact Ellis Appraisal District at (972-937-3552) to verify all information for accuracy.

## Property Taxing Jurisdiction

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
070	ELLIS COUNTY	N/A	N/A	N/A	N/A	N/A
211	RED OAK ISD	N/A	N/A	N/A	N/A	N/A
362	CITY OF OVILLA	N/A	N/A	N/A	N/A	N/A
R70	ELLIS COUNTY LATERAL ROAD	N/A	N/A	N/A	N/A	N/A
Total Tax Rate: N/A Estimated Taxes With Exemptions: N/A Estimated Taxes Without Exemptions: N/A						

## Property Improvement - Building

## Property Land

Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
SF	conv code SF	0.61	26,719.70	0.00	0.00	N/A	N/A

**Property Roll Value History**

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2016		N/A	N/A	N/A	N/A	N/A

**Property Deed History**

Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Number
7/14/2015	35	DEED	MC CLURE RONALD C & BETTE B	YARA MANAGEMENT INCORPORATED	201507W4	SS	1516885

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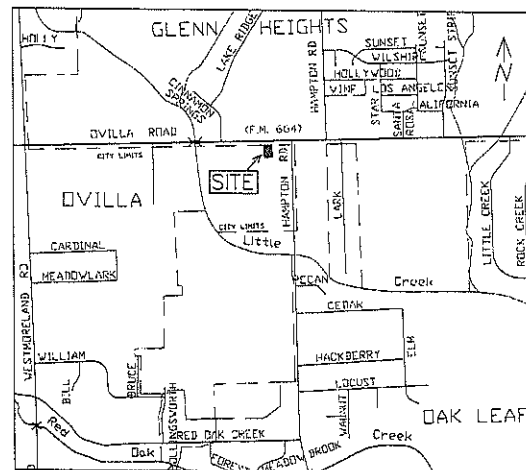
Construction Plans For  
**LOT 4, BLOCK A**  
**BROADMOOR ADDITION**  
 (Proposed Golden Chick Restaurant)  
 in the  
**CITY OF OVILLA**  
**ELLIS COUNTY, TEXAS**

Date: May 27, 2016

Submitted by:

*[Signature]*  
 James McDill, P.E.

**ENGINEERS**  
**D&M** Davis & McDill, Inc.  
**SURVEYORS** P.O. Box 426, Waxahachie, Texas 75168  
 Phone: Metro 972-938-1185



LOCATION MAP  
 SCALE: 1" = 1000'

Owner / Developer:  
 Horn Management Co.  
 2142 Trisha Lane  
 Glen Heights, Texas 75154  
 Contact: Zach Horn  
 Phone: 469-441-9200

**I N D E X**

<u>DESCRIPTION</u>	<u>SHEET NO.</u>
COVER SHEET	1
FINAL PLAT	2
PRELIMINARY PLAT	3
DRAINAGE PLAN	4
SITE GRADING PLAN	5
SITE UTILITY and EROSION CONTROL PLAN	6
STANDARD DETAILS	7







ASPHALT ROAD

CLAYTON SURVEY Abst. 211

OVILLA ROAD

628

DENTON SURVEY Abst. 295

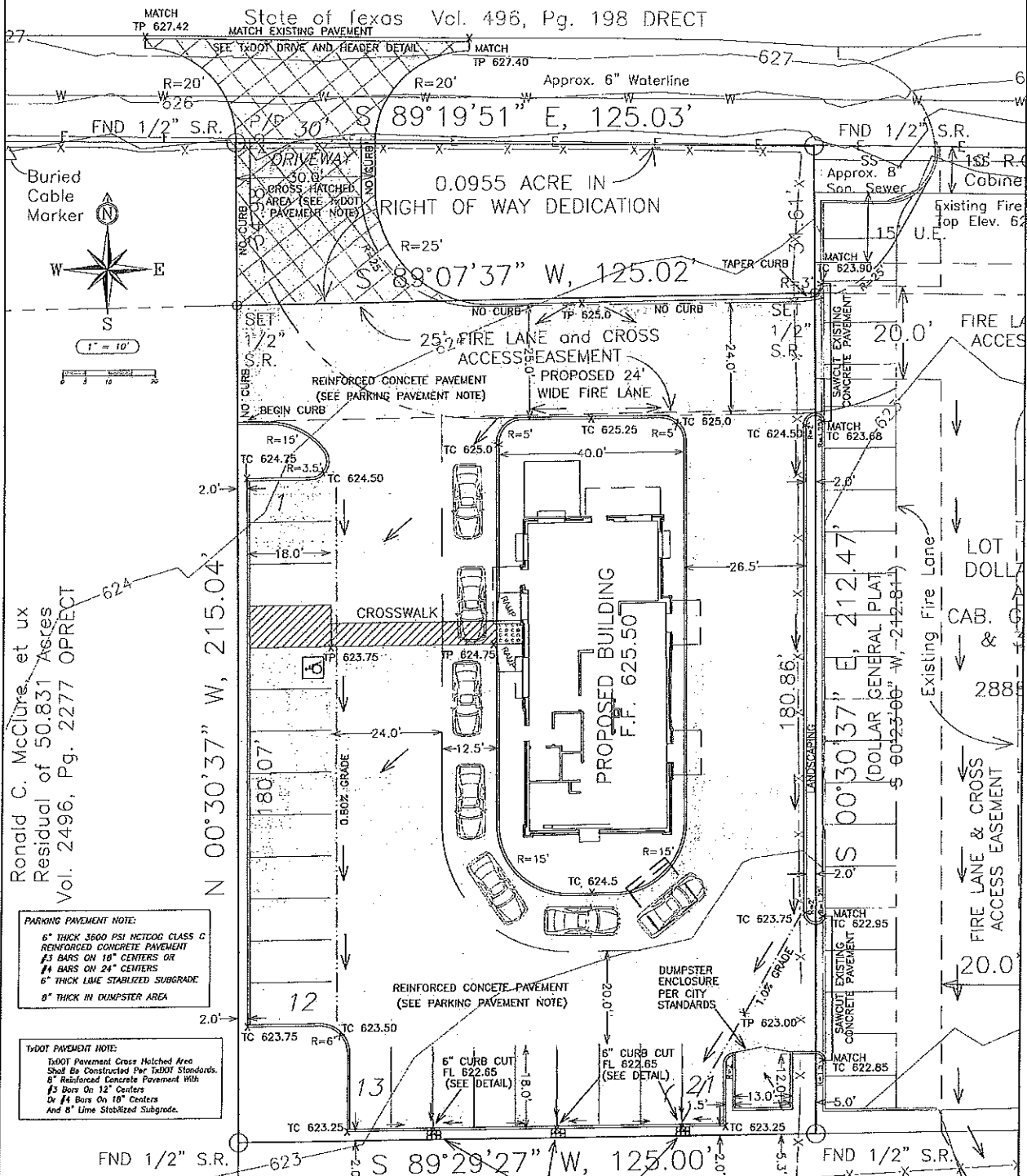
F.M. 664

CENTERLINE

SURVEY LINE

628

100' R.O.W.



Ronald C. McClure, et ux  
Residual of 50.831 Acres  
Vol. 2496, Pg. 2277 OPRECT

**PARKING PAVEMENT NOTE:**  
6" THICK 3600 PSI METCOG CLASS C  
REINFORCED CONCRETE PAVEMENT  
#3 BARS ON 18" CENTERS OR  
#4 BARS ON 24" CENTERS  
6" THICK LIME STABILIZED SUBGRADE  
8" THICK LIME STABILIZED SUBGRADE

**TxDOT PAVEMENT NOTE:**  
TxDOT Pavement Grass Hatched Area  
Shall Be Constructed Per TxDOT Standards.  
8" Reinforced Concrete Pavement With  
#3 Bars On 12" Centers  
Or #4 Bars On 18" Centers  
And 6" Lime Stabilized Subgrade.

LEGEND	LEGEND
AD - Property Owner's Name	1 - 1/2" S.R.
BL - 1/2" S.R.	2 - 1/2" S.R.
CL - 1/2" S.R.	3 - 1/2" S.R.
DL - 1/2" S.R.	4 - 1/2" S.R.
EL - 1/2" S.R.	5 - 1/2" S.R.
FL - 1/2" S.R.	6 - 1/2" S.R.
GL - 1/2" S.R.	7 - 1/2" S.R.
HL - 1/2" S.R.	8 - 1/2" S.R.
IL - 1/2" S.R.	9 - 1/2" S.R.
KL - 1/2" S.R.	10 - 1/2" S.R.
LL - 1/2" S.R.	11 - 1/2" S.R.
ML - 1/2" S.R.	12 - 1/2" S.R.
NL - 1/2" S.R.	13 - 1/2" S.R.
OL - 1/2" S.R.	14 - 1/2" S.R.
PL - 1/2" S.R.	15 - 1/2" S.R.
QL - 1/2" S.R.	16 - 1/2" S.R.
RL - 1/2" S.R.	17 - 1/2" S.R.
SL - 1/2" S.R.	18 - 1/2" S.R.
TL - 1/2" S.R.	19 - 1/2" S.R.
UL - 1/2" S.R.	20 - 1/2" S.R.
VL - 1/2" S.R.	21 - 1/2" S.R.
WL - 1/2" S.R.	22 - 1/2" S.R.
XL - 1/2" S.R.	23 - 1/2" S.R.
YL - 1/2" S.R.	24 - 1/2" S.R.
ZL - 1/2" S.R.	25 - 1/2" S.R.

LEGEND	LEGEND
1 - 1/2" S.R.	26 - 1/2" S.R.
2 - 1/2" S.R.	27 - 1/2" S.R.
3 - 1/2" S.R.	28 - 1/2" S.R.
4 - 1/2" S.R.	29 - 1/2" S.R.
5 - 1/2" S.R.	30 - 1/2" S.R.
6 - 1/2" S.R.	31 - 1/2" S.R.
7 - 1/2" S.R.	32 - 1/2" S.R.
8 - 1/2" S.R.	33 - 1/2" S.R.
9 - 1/2" S.R.	34 - 1/2" S.R.
10 - 1/2" S.R.	35 - 1/2" S.R.
11 - 1/2" S.R.	36 - 1/2" S.R.
12 - 1/2" S.R.	37 - 1/2" S.R.
13 - 1/2" S.R.	38 - 1/2" S.R.
14 - 1/2" S.R.	39 - 1/2" S.R.
15 - 1/2" S.R.	40 - 1/2" S.R.
16 - 1/2" S.R.	41 - 1/2" S.R.
17 - 1/2" S.R.	42 - 1/2" S.R.
18 - 1/2" S.R.	43 - 1/2" S.R.
19 - 1/2" S.R.	44 - 1/2" S.R.
20 - 1/2" S.R.	45 - 1/2" S.R.
21 - 1/2" S.R.	46 - 1/2" S.R.
22 - 1/2" S.R.	47 - 1/2" S.R.
23 - 1/2" S.R.	48 - 1/2" S.R.
24 - 1/2" S.R.	49 - 1/2" S.R.
25 - 1/2" S.R.	50 - 1/2" S.R.

20/2/2016

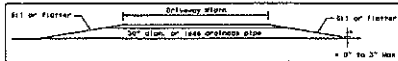
Ronald C. McClure, et ux  
Residual of 50.831 Acres  
Vol. 2496, Pg. 2277 OPRECT

**TxDOT RIGHT OF WAY NOTES:**  
1. PER TxDOT REQUIREMENTS, A 6:1 SIDE SLOPE FROM THE DRIVEWAY SHALL BE MAINTAINED.  
A 4:1 SIDE SLOPE IS ACCEPTABLE FROM THE DRIVEWAY, BUT 6:1 IS REQUIRED FROM THE DRIVEWAY.  
2. ALL DISTURBED AREAS WITHIN STATE RIGHT OF WAY MUST BE SEED, AND VEGETATION MUST BE RE-ESTABLISHED.  
3. ALL UTILITY LINES TO BE INSTALLED WITHIN STATE RIGHT OF WAY MUST BE PERMITTED. PERMITS MUST BE OBTAINED BY THE UTILITY OWNER.

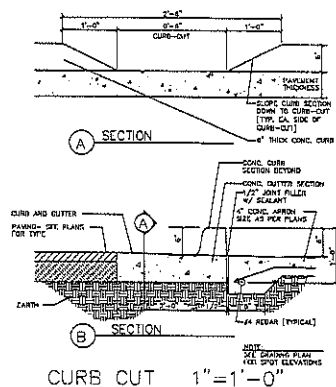
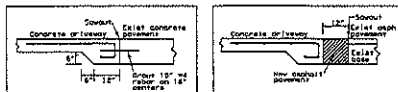


# GENERAL DRIVEWAY REQUIREMENTS TxDOT - ELLIS COUNTY AREA OFFICE

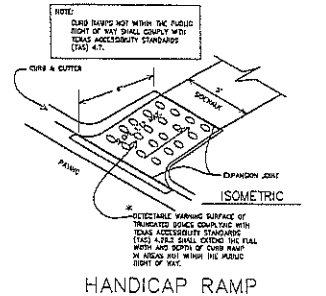
- No vertical headwalls are allowed on the right of way (ROW) within the horizontal clearance widths listed in TxDOT's Roadway Design Manual. The ends of all drainage curbs located within the horizontal clearance width must be sloped at 6:1 or flatter and must include erosion protection.
- Pave ramp must be provided on all slope pipes over 30" in diameter, double pipe over 27" in diameter and slope or more slope of any diameter. See TxDOT Safety and Treatment (SET) Standards for additional details.
- Standard Driveway Cross Section



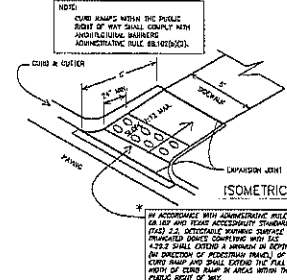
- An expansion joint shall be located at the ROW line on concrete driveways.
- For highways without concrete curbs, all curbing extending from private property shall be located and easer prior to entering the horizontal clearance width of the highway.
- Reinforcing for concrete drives shall consist of 60 bars at 12" o-c or 60 bars at 18" o-c. The minimum thickness for commercial and private concrete driveways shall be 8". Concrete driveways for public facilities shall be 8" thick and supported by 6" of stabilized subgrade.
- The private is responsible for locating all above-ground and underground utilities in the ROW prior to beginning construction.
- For TxDOT signal light locations, contact the Dallas District Signal Shop at 214-320-5229 prior to construction.
- Pavement Tie-In Details



CURB CUT 1'-1'-0"



HANDICAP RAMP  
NOT WITHIN PUBLIC RIGHT OF WAY



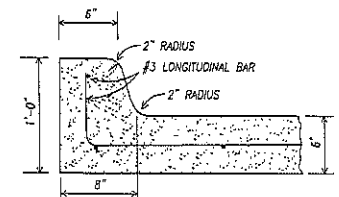
HANDICAP RAMP  
WITHIN PUBLIC RIGHT OF WAY

\* NOTE:  
REFERENCE THE LATEST TEXAS ACCESSIBILITY STANDARDS (TAS) FOR CURRENT REQUIRED DETECTABLE WARNING SURFACE OF HANDICAP RAMPS.

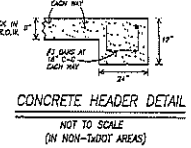
**PARKING PAVEMENT NOTE:**  
6" THICK 3600 PSI NSCTOOG CLASS C REINFORCED CONCRETE PAVEMENT  
#4 BARS ON 24" CENTERS  
6" THICK LIME STABILIZED SUBGRADE  
8" THICK AROUND DUMPSTER AREA

**TxDOT PAVEMENT NOTE:**  
TxDOT Pavement Cross Hatched Area Shall Be Constructed Per TxDOT Standards.  
8" Reinforced Concrete Pavement With #3 Bars On 12" Centers Or #4 Bars On 18" Centers And 8" Lime Stabilized Subgrade.

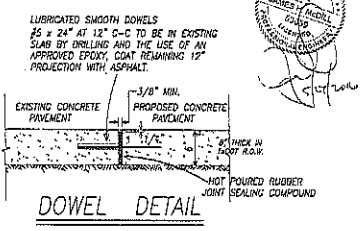
- TxDOT RIGHT OF WAY NOTES:**
- PER TxDOT REQUIREMENTS, A 6:1 SIDE SLOPE FROM THE DRIVEWAY SHALL BE MAINTAINED. A 4:1 SIDE SLOPE IS ACCEPTABLE FROM THE ROADWAY, BUT 6:1 IS REQUIRED FROM THE DRIVEWAY.
  - ALL DISTURBED AREAS WITHIN STATE RIGHT OF WAY MUST BE SEED, AND VEGETATION MUST BE RE-ESTABLISHED.
  - ALL UTILITY LINES TO BE INSTALLED WITHIN STATE RIGHT OF WAY MUST BE PERMITTED. PERMITS MUST BE OBTAINED BY THE UTILITY OWNER.



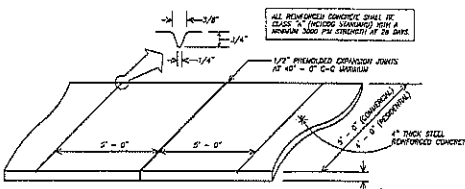
INTEGRAL CURB  
NOT TO SCALE



CONCRETE HEADER DETAIL  
NOT TO SCALE (IN NON-TxDOT AREAS)



DOWEL DETAIL  
NOT TO SCALE

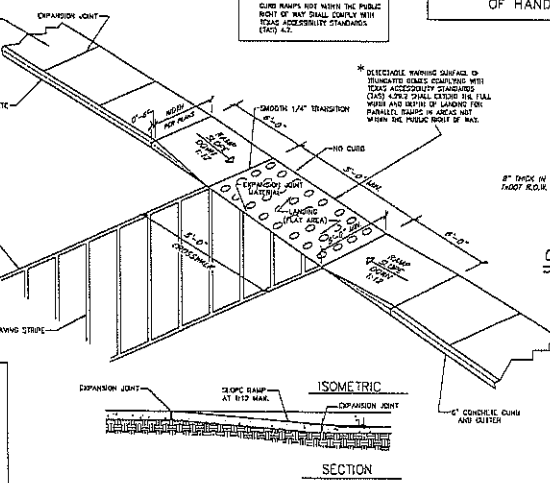


SIDEWALK DETAIL  
(NOT TO SCALE)

- NOTES:**
- MINIMUM SLOPE ON BARRIER FREE RAMPS MUST NOT EXCEED 1" PER FOOT AT ANY LOCATION.
  - DEVICES SHOWN ARE FOR 6" CURBS. FOR CURBS WITH HEIGHT GREATER THAN 6", DIMENSIONS MUST BE INCREASED PROPORTIONATELY.
  - STREETS ON STEEP CHANGING SLOPES WILL REQUIRE LONGER TRANSITION ON WALKING SIDE.
  - LOCATION OF BARRIER FREE RAMP MAY BE SHIFTED TO CLEAR OBSTRUCTIONS.
  - CURBS OF ANY INTERESTING DRIVE FROM CUTTER LINE OF STREET TO PROPERTY LINE MUST NOT EXCEED 18\"/>

- SIDEWALK NOTES:**
- SIDEWALKS TO BE BUILT PER CITY OF OVILLA STANDARDS (ALONG BACK OF CURB OF STREET) (5' COMMERCIAL/4' RESIDENTIAL)
  - BARRIER FREE RAMPS TO BE BUILT PER CITY OF OVILLA STANDARDS

- GENERAL NOTES:**
- THE CONTRACTOR SHALL CONSIDER THIS PROJECT IN ACCORDANCE WITH THE CODES AND SPECIFICATIONS FOR THE PROJECT AND IN ACCORDANCE WITH THE CITY OF OVILLA AND AUSTIN CENTRAL TEXAS SOURCE OF CONVEYANCE (SOTC) OPERATIONS AND DETAILS.
  - UNLESS OTHERWISE SPECIFIED ON THE SET, DIMENSIONS OF THE PROJECT ALL REINFORCED CONCRETE SHALL BE CLASS 30,000 (ASTM A631) WITH A MINIMUM 3000 PSI STRENGTH AT 28 DAYS.
  - CONCRETE SHALL MEET LOCATION AND DEPTH OF EXISTING MATERIALS PRIOR TO CONSTRUCTION.
  - HANDICAPING IN CONFORMANCE WITH THE CITY OF OVILLA AND THE PLANS SHALL BE UNDER STRICT CONTROL. WORKERS SHALL BE REQUIRED TO STAY ALL POINTS IN THE PUBLIC RIGHT OF WAY. CONSTRUCTION MUST KEEP THE STREETS OPEN OF ALL CONSTRUCTION DEPTH AND DIRT AT ALL TIMES.
  - LANDSCAPING SHALL BE DONE TO THE CITY OF OVILLA LANDSCAPING SPECIFICATIONS.
  - LANDSCAPE SPECIFICATIONS AND ALL COMPONENTS WILL BE NOT PART OF THE PUBLIC RIGHT OF WAY.
  - STREETS, SIDEWALKS, PARKING AND BUILDING ACCESS SHALL BE BUILT PER A.D.A. (AMERICAN) STANDARDS AND ARE QUALITY TO A.D.A. HYPER-ADAPTIVE POINT.
  - ANY WORK DONE IN IMMEDIATE NEARBY MUST BE APPROVED BY THE CITY OF OVILLA.
  - WATER FROM ROOF GUTTERS SHALL BE COLLECTED AND TRANSPORTED TO THE STORM DRAIN SYSTEM OR TO A PAVED AREA. IF HANDICAPING IS REQUIRED, THE WATER SHALL BE TRANSPORTED TO THE STORM DRAIN SYSTEM OR TO A PAVED AREA. THE WATER SHALL BE TRANSPORTED TO THE STORM DRAIN SYSTEM OR TO A PAVED AREA. THE WATER SHALL BE TRANSPORTED TO THE STORM DRAIN SYSTEM OR TO A PAVED AREA.
  - WHEN WORKERS SHOULD BE SCHEDULED SO THAT THEY DO NOT OCCUPY THE PUBLIC RIGHT OF WAY TO THE EXTENT OF THE USE OF CLAY PLATES WITH THE TRENCH SHIELD.



HANDICAP RAMP DETAIL  
NOT TO SCALE

**ENGINEERS**  
**D&M** DAVIS & McDILL, Inc.  
**SURVEYORS**  
CONSULTING ENGINEERS - LAND SURVEYORS  
P.O. BOX 478, WAXAHAMICH, TEXAS 79158  
PHONE: 817-536-1165 FAX: 817-537-0347  
(A Texas Licensed surveying firm # 101504-00, and a Texas Licensed engineering firm # F-5432)

SEE CITY OF OVILLA STANDARD DETAILS

**CONSTRUCTION STANDARDS**  
**PROJECT DETAILS**  
City of Ovilla, Ellis County, Texas

Date: 6-27-2016  
Drawn: KMB/KLH  
Job: 215-0229  
File: DETAILS  
SHEET 7-A OF 7 SHEETS

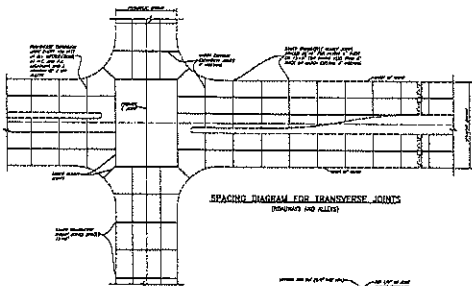
[illegible][illegible][illegible][illegible]

1. ALL ELECTRICAL WIRING FOR POWER, UNPOWERED OR ALL OTHER ELECTRICAL WIRING SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE CITY OF CHICAGO ELECTRICAL CODE.
2. POWER LINES THROUGH 600 VOLTS SHALL BE PLACED IN RACEWAYS WITH A MINIMUM SEPARATION OF 18 INCHES FROM THE SYSTEMS.
3. POWER LINES OVER 600 VOLTS SHALL BE PLACED IN RACEWAYS WITH A MINIMUM SEPARATION OF 18 INCHES FROM THE SYSTEMS.

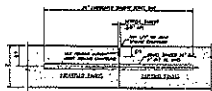
1. CONSTRUCTION OF THE SHIP IS DEFERRED TO CONSIDERANCE ONLY, BECAUSE THE CONSTRUCTIONS ARE NOT SIMPLE
2. THE SHIP MUST BE BUILT IN THE U.S. TO BE A TUGBOAT, PERIOD
3. ALL THE MACHINERY ETC., SHALL BE CONSTRUCTED AND MANUFACTURED IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S.
4. IF THERE ARE ANY AIDS IN THE CONSTRUCTION OF THE SHIP, THEY SHALL BE TOWNSHIP, STATE AND FEDERAL AND THE CONSTRUCTION OF THE SHIP SHALL BE IN THE U.S. TO BE USED IN THE U.S.
5. ALL CONSTRUCTION OF LAWS, CHARTERS, SHALL BE IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S.
6. ALL BOTTOM TOWNSHIP CONSTRUCTION SHALL BE IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S. TO BE USED IN THE U.S.
7. NO OTHER CONSTRUCTION OF THE SHIP IS ALLOWED

WFOUN, PETS AND INDICATIONS (IN PRESS) / MAGAZINE DEDICATED TO THE WORLD OF DOGS  
AND CATS. SUBSCRIPTIONS AVAILABLE AT THE FOLLOWING ADDRESSES:

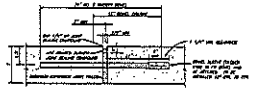
CITY OF OVILLA, TEXAS	
STANDARD CONSTRUCTION DETAILS	
GENERAL NOTES	
DATE: DECEMBER 2003	BY: [signature]



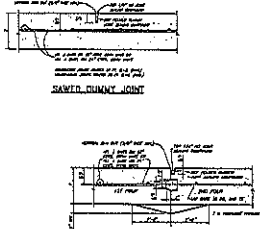
SPACING DIAGRAM FOR TRANSVERSE JOINTS



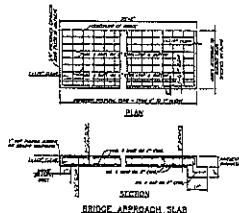
LONGITUDINAL BUTT JOINT



### TRANSVERSE EXPANSION JOINT

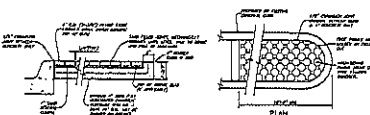


SAWED DUMMY JOINT

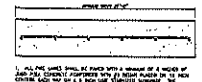


### APPROACH SLAB

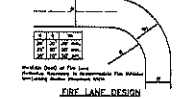
CITY OF OVILLA, TEXAS	
STANDARD CONSTRUCTION DETAILS	
PAVING / JOINTS	
DATE: DECEMBER, 1993	610-



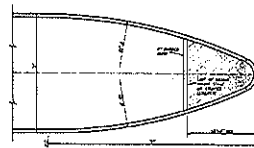
TYPE: CROSS SECTION



**FIRE LANE PAYING & JOINT DETAIL**



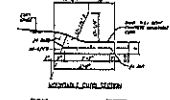
**NO KANAKA** ... **STU LAM** ... **NO PATTING**



DETAIL OF NOSE FOR MEDIAN ISLAND



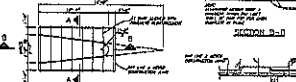
LINE LINE RAMELNEY MATHS



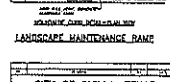
	DATE
	10/10/2024



RETAIL RE. MEDIAN PAYMENT

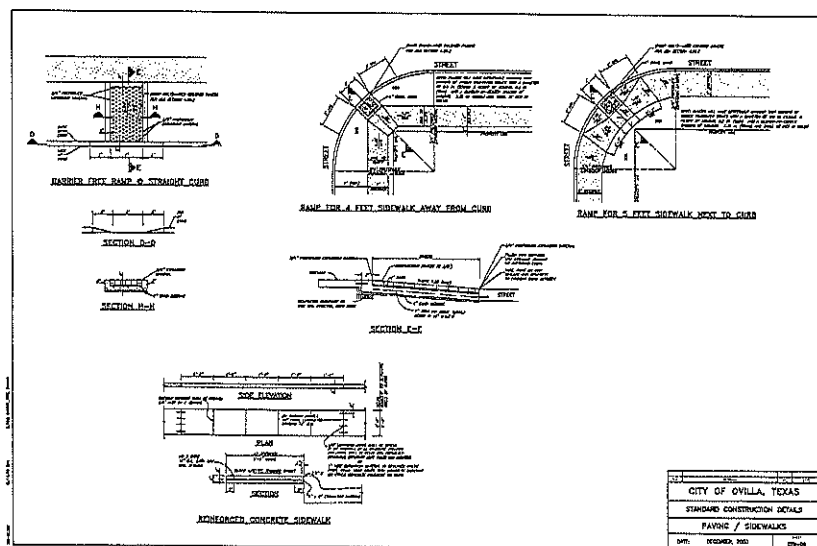
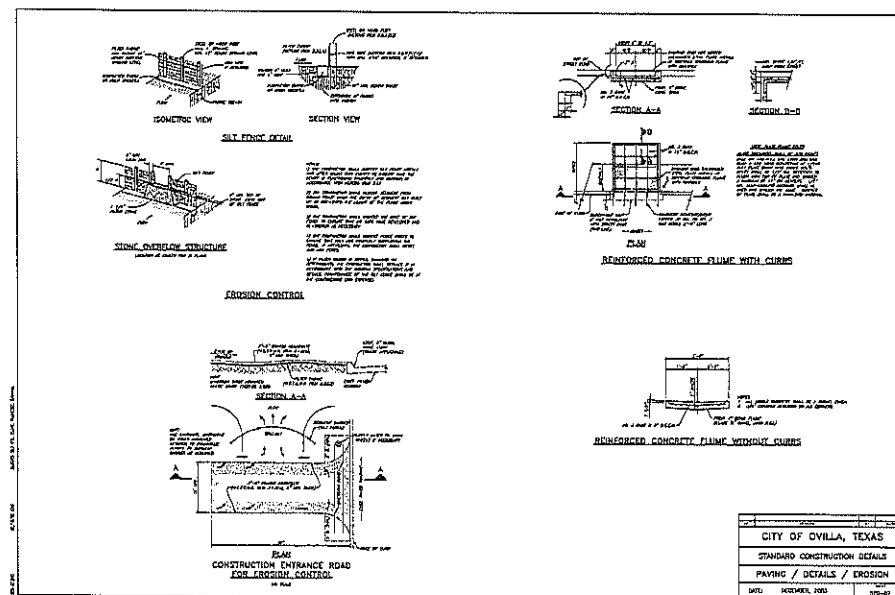
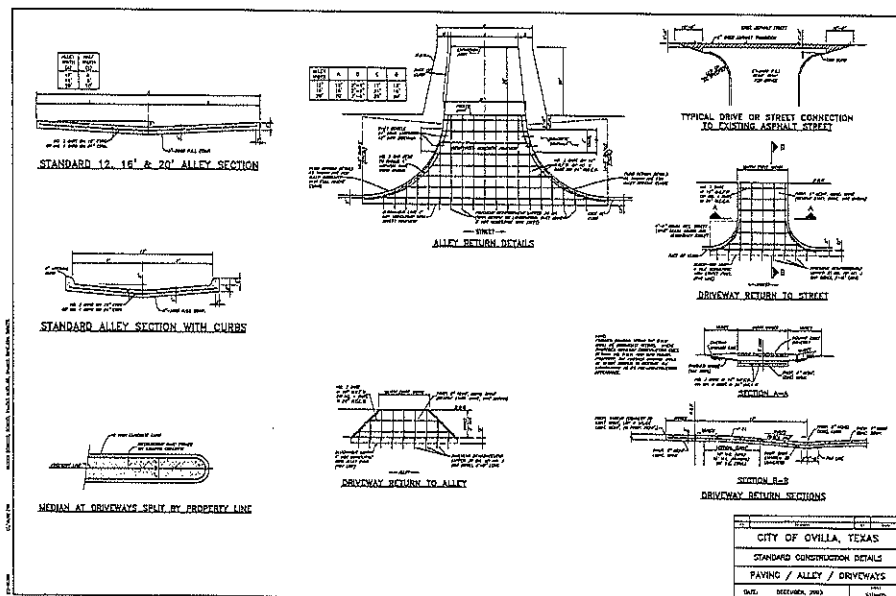


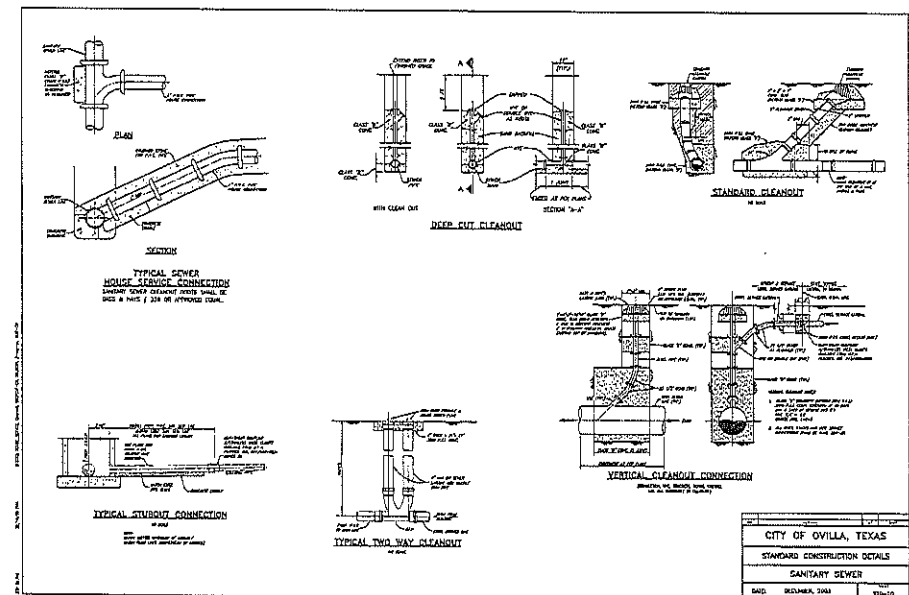
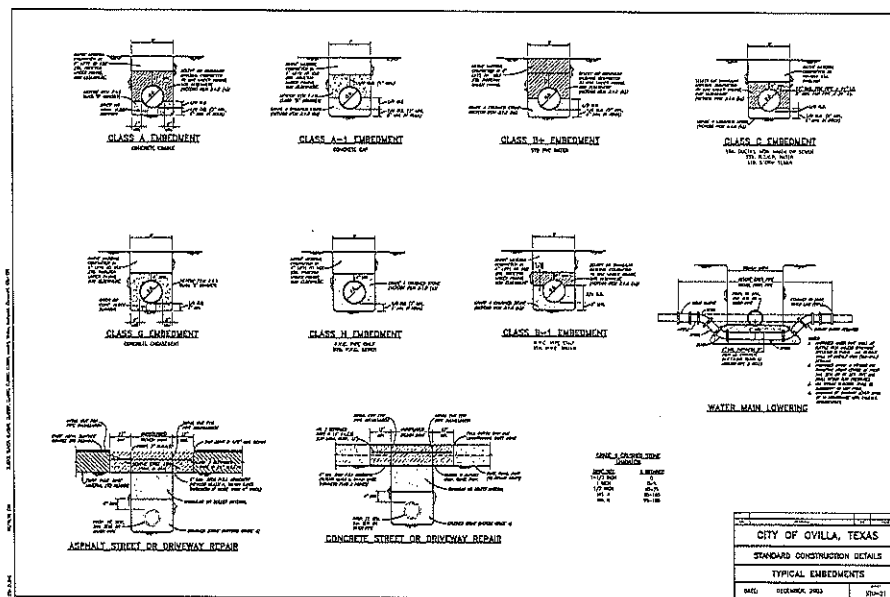
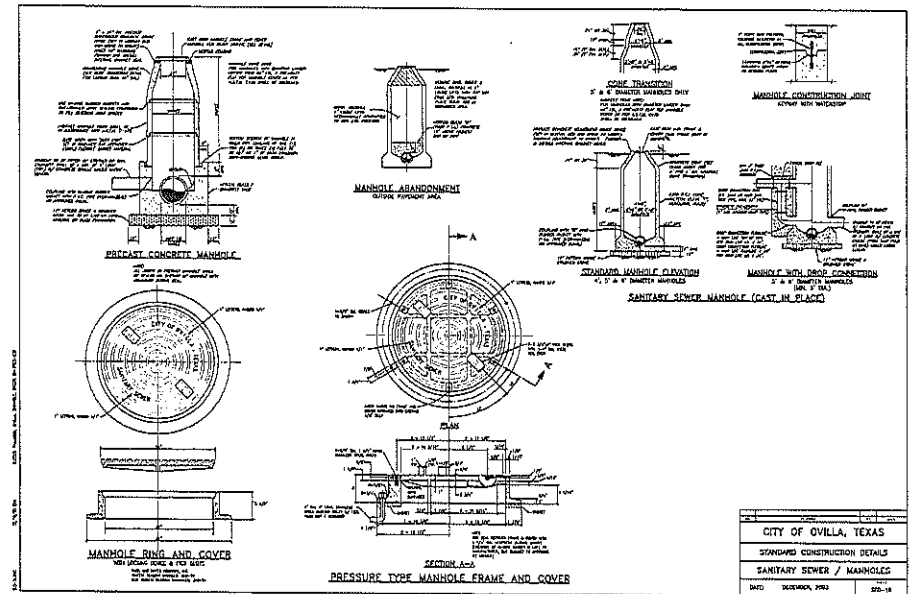
HOMOLITHIC MEDIAH NRSE



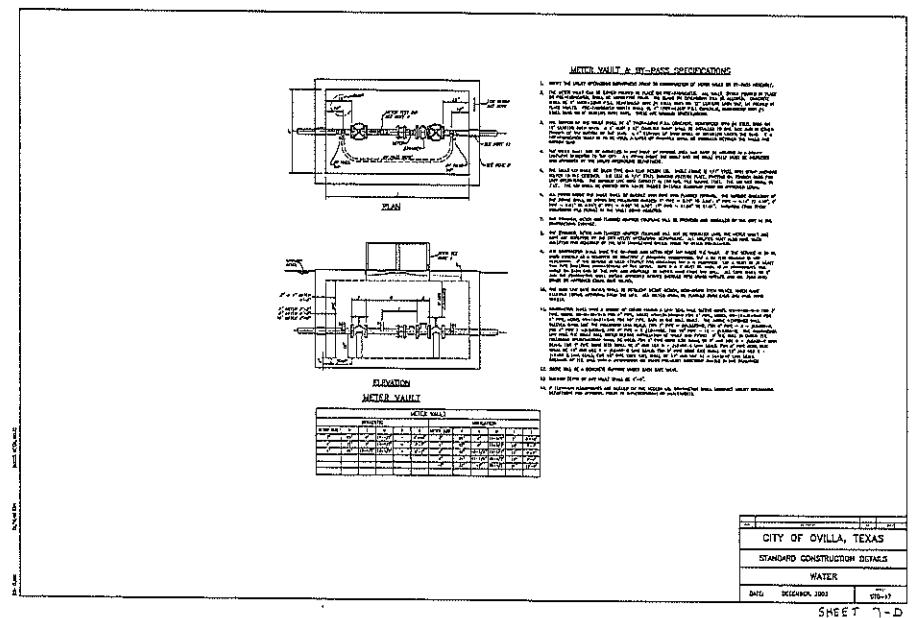
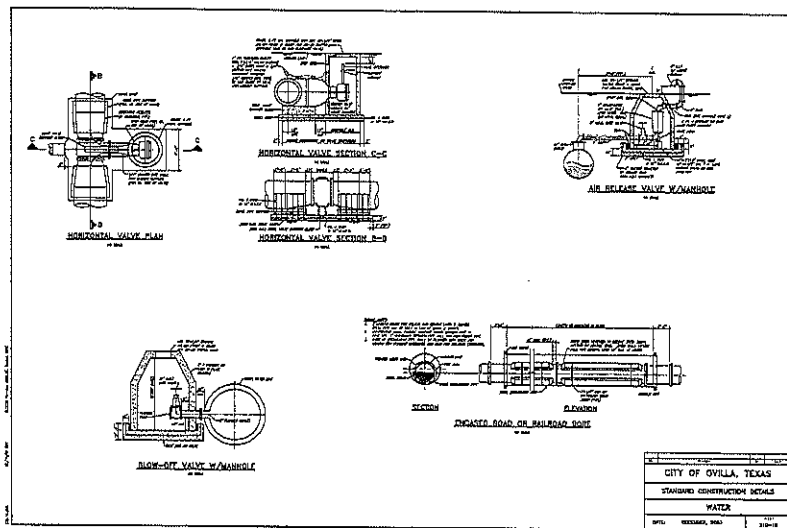
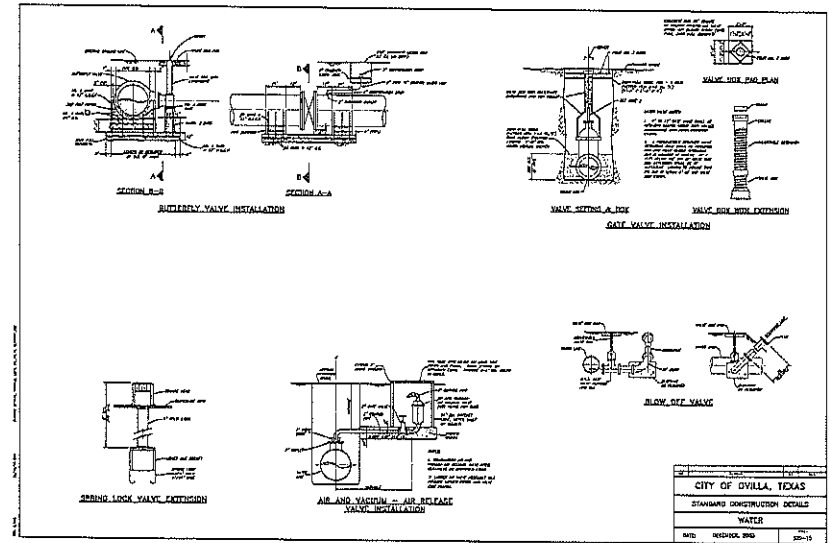
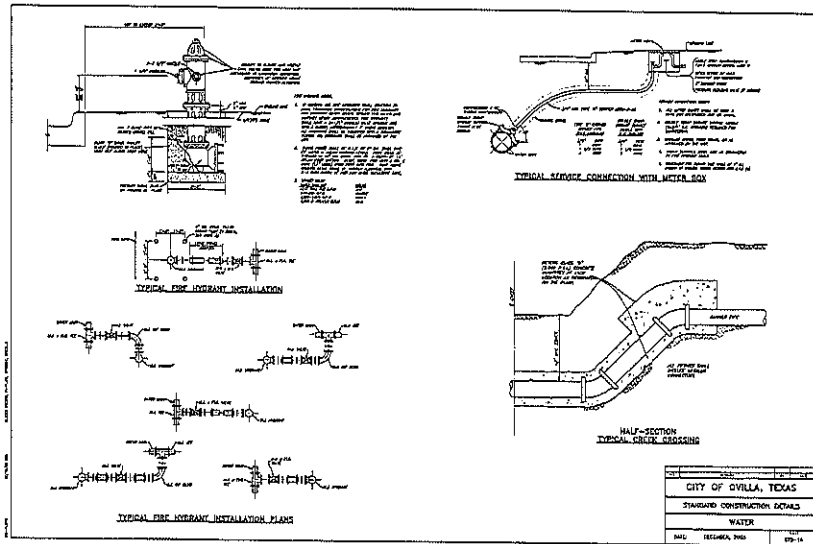
LANDSCAPE MAINTENANCE\_RAM

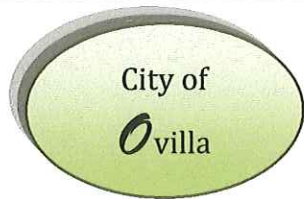
CITY OF DALLAS, TEXAS	
STANDARD CONSTRUCTION DETAILS	
PAYING / DETAILS	
DATE: DECEMBER, 2013	PAGE: STD-01











# Ovilla City Council

## AGENDA ITEM REPORT

### Item 3

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Staff

#### Attachments:

1. Recommendation from the Planning and Zoning Commission
2. Final Plat Application and Plat

#### Agenda Item / Topic:

3. **DISCUSSION/ACTION** - Receive recommendation from the Planning and Zoning Commission to consider and act upon a Final Plat Application filed by Yara Masri Management Company for a Golden Chick Restaurant on 0.6134 acre of land in the Broadmoor Addition, located at 2887 Ovilla Road, Ovilla, Texas 75154.

#### Discussion / Justification:

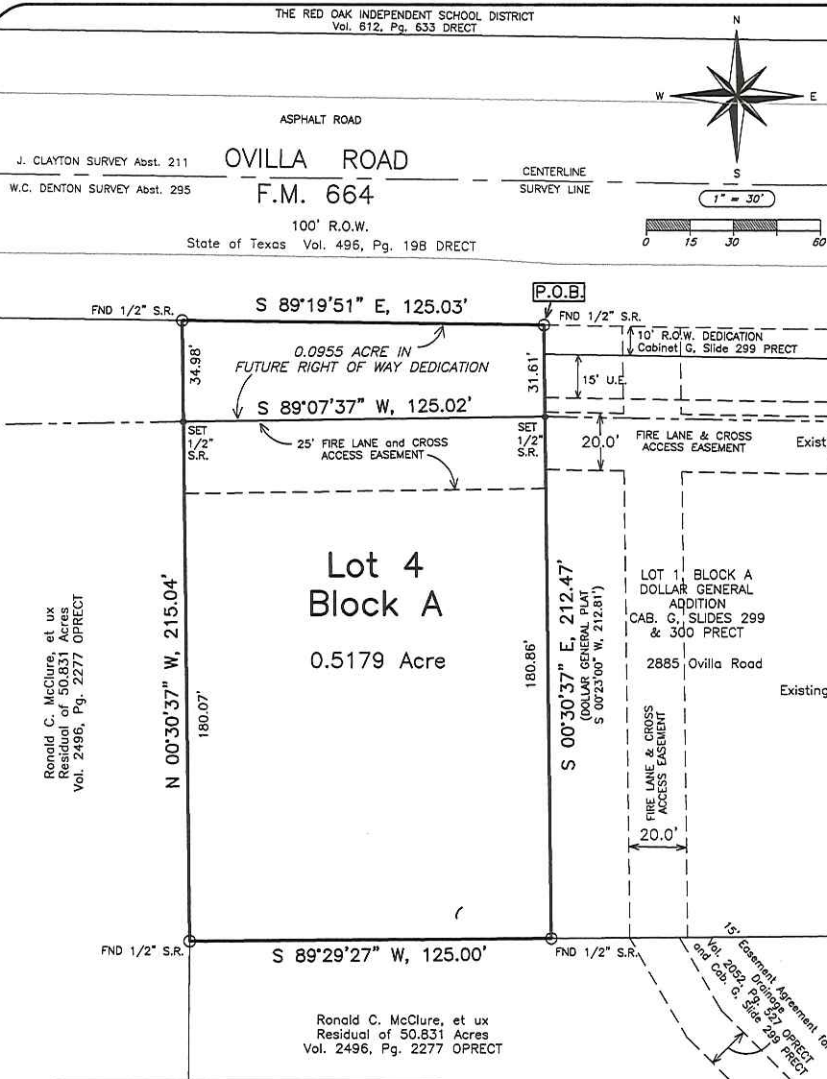
The Final Plat Application for the Golden Chick was presented to and reviewed by the Planning and Zoning Commission on this date before this meeting. Staff has reviewed all documents and finds that it conforms with the requirements of the Code's final plat regulations.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

I move that Council approve/deny the Final Plat filed by Yara Masri Management Company for a Golden Chick Restaurant on 0.6134 acre of land in the Broadmoor Addition, located at 2887 Ovilla Road, Ovilla, Texas 75154 as presented.



# OWNERS CERTIFICATE

STATE OF TEXAS:  
COUNTY OF ELLIS:

That We, Yara Masri Management Co., being the owners of that certain tract of land hereinafter described as follows:

FIELD NOTES ~ 0.6134 Acre

BEING all that certain lot, tract or parcel of land situated in the W. C. Denton Survey, Abstract No. 295, in the City of Ovilla, in Ellis County, Texas, and being all of a called 0.6134 acre tract of land conveyed to Yara Management Incorporated by deed recorded in Instrument No. 1516885 of the Official Public Records of Ellis County, Texas (OPRECT), and being more particularly described as follows:

BEGINNING at a 1/2" steel rod set in the south line of FARM TO MARKET ROAD NO. 664 (F.M. 664), a 100' wide right-of-way, also known as OVILLA ROAD, for a northeast corner of said 0.6134 acre tract and some for this tract, and also being the northwest corner of Lot 1, Block A, of Dollar General Addition, an addition to the City of Ovilla, in Ellis County, Texas, according to the plat thereof as recorded in Cabinet G, Slides 299 and 300 of the Plat Records of Ellis County, Texas (PRECT), with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6880346.069, Easting = 2473922.532;

THENCE South 00°30'37" East, 212.47 feet (Dollar General Plat - S 00°23'00" W, 212.81') along an east line of 0.6134 acre tract and some for this tract, and along the west line of said Lot 1 to a 1/2" steel rod found for the southeast corner of said 0.6134 acre tract and some for this tract, and also being the southwest corner of said Lot 1, in an existing north line of the residual of a called 50.831 acre tract of land conveyed to Ronald C. McClure, et ux by deed as recorded in Volume 2496, Page 2277 OPRECT;

THENCE South 89°29'27" West, 125.00 feet along the south line of said 0.6134 acre tract and some for this tract and along an existing north line of the residual of said 50.831 acre tract to a 1/2" steel rod found for the southwest corner of said 0.6134 acre tract and some for this tract at an existing inner corner of the residual of said 50.831 acre tract;

THENCE North 00°30'37" West, 215.04 feet along the west line of said 0.6134 acre tract and some for this tract and along an existing east line of the residual of said 50.831 acre tract to a 1/2" steel rod found for the northwest corner of said 0.6134 acre tract and some for this tract in the south line of said OVILLA ROAD (F.M. 664);

THENCE South 89°19'51" East, 125.03 feet along the north line of said 0.6134 acre tract and some for this tract, and along the south line of said OVILLA ROAD (F.M. 664) to the POINT OF BEGINNING and containing approximately 0.6134 acre of land.

That We, Yara Masri Management Co., do hereby adopt this plat designating the hereinabove described property as a Final Plat of LOT 4 in BLOCK A of BROADMOOR ADDITION, an addition to the City of Ovilla, Texas, and do hereby dedicate to the City of Ovilla in fee simple forever the streets shown thereon. The easements shown thereon are hereby dedicated and reserved for the purposes as indicated. The utility and drainage easements shall be open to the public and private utilities for each particular use. The maintenance of the paving on the utility and drainage easements is the responsibility of the property owner. No buildings or other improvements or growths, except fences, low-lying vegetation, driveways, and sidewalks less than 6 feet in width shall be constructed or placed upon, over or across the easements shown, except drainage easements in which no improvements which may obstruct the flow of water may be constructed or placed in such drainage easements, easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use the same. All and any public utility shall have the right to remove and keep removed all or parts of the encroachments allowed above which in any way endanger or interfere with the construction, maintenance or efficiency of its respective system on the easements, and all public utilities shall at all times have the full right of ingress and egress to or from and upon the said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or parts of its respective systems without the necessity at any time of procuring the permission of anyone. Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and any maintenance and service required or ordinarily performed by that utility.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Ovilla, Texas.

Yara Masri Management Co.

STATE OF TEXAS:

Before me the undersigned authority, a notary public in and for said state on this day personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing and acknowledged to me that he executed the same for the purposes herein expressed and in the capacity stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

Notary Public

CITY OF OVILLA APPROVAL:

APPROVED BY THE PLANNING AND ZONING COMMISSION OF OVILLA, TEXAS, on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

City Secretary

Chairperson, Planning-and-Zoning Commission

APPROVED BY THE CITY COUNCIL OF OVILLA, TEXAS, on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Mayor

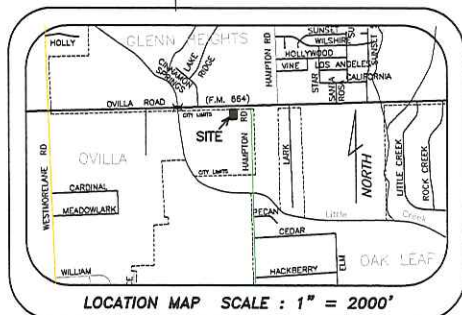
City Secretary

KNOW ALL MEN BY THESE PRESENTS:

That I, Walter Keven Davis, do hereby certify that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Ovilla, Texas.

Walter Keven Davis, RPLS #4466  
Davis and McDill, Inc.

Date



LEGEND	
○	Property Corner Symbol
Fnd.	Found
S.R.	Steel Rod
U.E.	Utility Easement
D.U.E.	Drainage and Utility Easement
R.O.W.	Right of Way
P.O.B.	Point of Beginning
DRECT	Deed Records of Ellis County, Texas
OPRECT	Official Public Records of Ellis County, Texas

## Floodplain Note:

No 100 Year Floodplain per FEMA FIRM Map # 48139C0075F, dated June 3, 2013. Subject tract is within Zone X unshaded.

## Owner / Developer:

Yara Masri Management Co.  
2142 Trisha Lane  
Glenn Heights, Texas 75154

Contact: Zach Masri  
Phone: 469-441-9280

**FINAL PLAT**  
**LOT 4 in BLOCK A of**  
**BROADMOOR ADDITION**  
Being a 0.6134 Acre Addition in the  
W. C. Denton Survey, Abst. 295  
City of Ovilla, Ellis County, Texas  
1 Lot

**ENGINEERS** **DAVIS & McDILL, Inc.**  
**D & M**  
**SURVEYORS**  
P.O. BOX 428, Waxahachie, Texas 75168  
Phone: Metro 972-938-1185 Fax: 972-937-0307  
(A Texas licensed surveying firm # 101504-00, and a Texas licensed engineering firm # F-8439)

Drawn: DM / KB Date: June 09, 2016 Job: 215-0297-FINAL



**CITY OF OVILLA**  
**APPLICATION FOR FINAL PLAT APPROVAL**



  X   Final Plat

Applicant YARA MASRI MANAGEMENT CO. Phone 469.441.9280

Mailing Address 2142 TRISHA LANE

Applicant's Interest in Property OWNER  
(owner, agent, lessee, option to buy, etc.)

Engineer or Land Planner DAVIS & McDILL, INC. Phone 972.938.1185

Mailing Address P.O. Box 428 WAXAHACHIE, TX 75168

Location of Property 2087 OVILLA ROAD OVILLA, TX 75154

  X   City Limits                      Extraterritorial Jurisdiction (ETJ)

Subdivision Name BROADMOOR ADDITION

Area in Subdivision: .6134 Total Acres   1   Number of Lots            Average Lot Size

Fee Due City for Application \$ 450.00 calculated as follows:

Final Plat

\$ 400 Application Fee

\$ 50 per lot X   1   total number of lots, plus

\$ 50 per acre X            each acre not designated as a subdivision lot (not to include streets)

- Plus \$50 per acre not designated as a subdivision lot (Residential)
- Plus 100% of engineering costs associated with review in excess of amount paid in initial fees.

Inspection Fees (inspection of utilities, infrastructure, etc.) Calculated by multiplying the cost estimate of the subdivision improvements by the applicable percentage.

Subdivision Improvements Cost Estimate	Applicable Percentage
\$200,000 or less	3.20
\$200,001 to \$400,000	3.10
\$400,001 to \$600,000	3.00
More than \$600,000	2.90



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 4

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Staff

#### Attachments:

1. Applications

#### Agenda Item / Topic:

4. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment and/or reappointments to serve a term on the Municipal Services Advisory Committee (MSAC) and direct staff as necessary.

#### Discussion / Justification:

The **MSAC**, established July 28, 2014, consists of three-resident members and two ex-officio members, Public Works Director and City Manager. This Committee serves to assess current and future development and capital improvement budget recommendations. This committee works strictly as an advisory committee to the Council. MSAC meetings are the first Tuesday of the month, meeting quarterly or as needed at 5:00 p.m. This Committee serves a two-year term, but with the possibility of losing members, staff is bringing to Council. Members are:

CM Dennis Burn

PW Director Brad Piland

Ozzie Molina – desires appointment to another Board

Michael Myers – Council

Scott Surplus – desire appointment to another Board

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

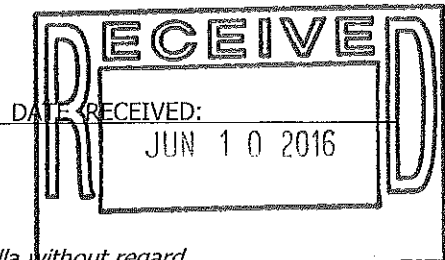
I move that Council appoint the following to serve on the MSAC for a 2-year term:

1. \_\_\_\_\_
2. \_\_\_\_\_;
3. \_\_\_\_\_, *or*

I move that Council direct staff to continue accepting applications.



This Information is a Public Record  
Public Service opportunities are offered by the City Of Ovilla without regard  
To race, color, national origin, religion, sex or disability.



**CITY OF OVILLA  
BOARDS AND COMMISSIONS  
INFORMATION STATEMENT AND APPLICATION**

*The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.*

**Board and commission members must meet the required qualifications listed below:**

- ❖ Be a resident of the city for at least 6 months prior to date of appointment;
- ❖ Be a qualified voter at the time of the appointment;
- ❖ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction);
- ❖ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings);
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**BOARDS AND COMMISSIONS**

- 2 Planning and Zoning Commission
- 3 Board of Adjustment
- 1 Economic Development Corporation
- Municipal Development District

**MEETING INFORMATION**

- 1<sup>st</sup> Monday of each month – 7:00 PM
- 3<sup>rd</sup> Monday of each month – 7:00 PM
- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary

NAME JAMES J SCIVALLY  
HOME ADDRESS 229 LARIAT TR  
HOW LONG HAVE YOU LIVED IN OVILLA? 5 yrs EMAIL      
HOME TELEPHONE     DISTRESS TELEPHONE      
PROFESSION TEACHER  
INTERESTS READING, HISTORY, FAMILY, WRITING



1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

I CURRENTLY SERVE ON THE MDD BOARD

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

MDD

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

<u>NO</u>
-----------

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

❖ NATIONAL HONOR SOCIETY  
❖ \_\_\_\_\_  
❖ \_\_\_\_\_

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) DALLAS ISD

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

James Scivally  
SIGNATURE  
JAMES SCIVALLY  
PRINTED NAME OF APPLICANT

6/10/16  
DATE



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

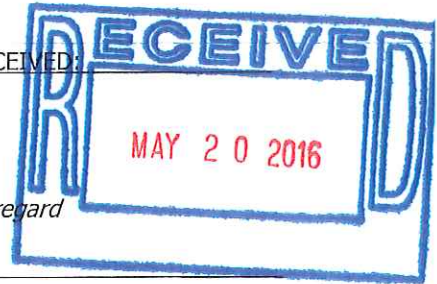
RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall

DATE RECEIVED:



This Information is a Public Record  
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To race, color, national origin, religion, sex or disability.



**CITY OF OVILLA  
BOARDS AND COMMISSIONS  
INFORMATION STATEMENT AND APPLICATION**

*The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.*

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- ☒ Economic Development Corporation
- ☐ Municipal Development District

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- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary

NAME Greg Huntington  
HOME ADDRESS 514 Forest Edge LN  
Ovilla, Tx 75154  
HOW LONG HAVE YOU LIVED IN OVILLA? 1yr EMAIL   
HOME TELEPHONE  BUSINESS TELEPHONE   
PROFESSION IT Manager  
INTERESTS

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

No, but willing to learn & get involved

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

No

If yes to one or both, please list the municipality, committee and dates served:


4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_

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6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) IT Manager at

American Airlines

**STATEMENT OF INTENT:** If appointed, I agree to serve on the Board/Commission for which I have applied.

Greg C Huntington  
SIGNATURE

20 May 2016  
DATE

Greg C Huntington  
PRINTED NAME OF APPLICANT

\*\*\*\*\*



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

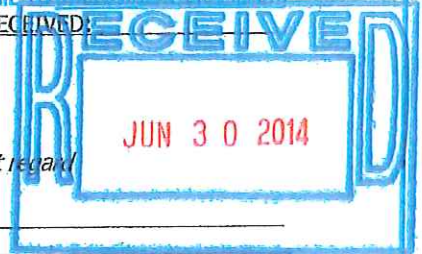
ATTENTION: Pamela Woodall



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**CITY OF OVILLA**  
**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

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**BOARDS, COMMISSIONS, COMMITTEES**

**MEETING INFORMATION**

- |   |  |
|---|--|
| <u>1</u> Planning and Zoning Commission   | 1 <sup>ST</sup> Monday of each month or as necessary – 7:00 PM |
| Board of Adjustment                       | 3 <sup>rd</sup> Monday of each month or as necessary – 7:00 PM |
| <u>2</u> Economic Development Corporation | 3 <sup>rd</sup> Monday of each month or as necessary – 6:00 PM |
| Municipal Development District            | As necessary   |
| <u>3</u> Capital Improvement Projects     | As necessary   |
| Park Development & Improvement            | As necessary   |

NAME SCOTT SURPLUS

HOME ADDRESS 102 RIMROCK CT  
OVILLA, TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 22 years EMAIL \_\_\_\_\_

HOME TELEPHONE \_\_\_\_\_ BUSINESS TELEPHONE \_\_\_\_\_

PROFESSION RETIRED - WAS FINANCIAL VICE PRESIDENT OF FORTUNE 500 COMPANY

INTERESTS TRAVEL, GOLF, INVESTING, CHURCH

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

SERVED OR PARTICIPATED IN MANY COMMITTEES / BOARD MEETINGS IN CORPORATE WORLD AND CHURCH

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

NO

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

NO

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ CHURCH ACTIVITIES
- ❖ BIG BROTHER PROGRAM
- ❖

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) RETIRED

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Scott C Surplus  
SIGNATURE

6/30/14  
DATE

SCOTT C SURPLUS  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall





DATE RECEIVED

JUL 28 2014

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**CITY OF OVILLA**  
**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

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**BOARDS AND COMMISSIONS**

- 1 ☒ Planning and Zoning Commission
- 2 ☐ Board of Adjustment
- 3 ☐ Economic Development Corporation
- 4 ☐ Municipal Development District
- 5 ☐ Capital Improvement Projects
- 6 ☐ Park Development & Improvement

**MEETING INFORMATION**

- 1<sup>ST</sup> Monday of each month – 7:00 PM
- 3<sup>rd</sup> Monday of each month – 7:00 PM
- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary
- As necessary
- As necessary

NAME

Ozzie Molina

HOME ADDRESS

224 Lariat Tr  
Ovilla TX 75754

HOW LONG HAVE YOU LIVED IN OVILLA? 17 yrs

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

Retired

PROFESSION

retired sales

INTERESTS

Volunteering, Community involvement



1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

can read blueprints (worked for TI)  
owner of a business (restaurant) in past

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

no

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

no

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ Volunteer for Friends of Tri-City Animal Shelter
- ❖ Volunteer for Ellis County A-M Club
- ❖ \_\_\_\_\_

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) retired

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

Ozzie Molina  
SIGNATURE

7/28/14  
DATE

Ozzie Molina  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall

Hand delivered 5/13/15

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO [pwoodall@cityofovilla.org](mailto:pwoodall@cityofovilla.org)

DATE RECEIVED:



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received  
5.13.15

**CITY OF OVILLA**  
**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

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**BOARDS, COMMISSIONS, COMMITTEES**

**MEETING INFORMATION**

- |   |  |
|---|--|
| (2) ✓ Planning and Zoning Commission    | 1 <sup>st</sup> Monday of each month or as necessary – 6:00 PM |
| — Board of Adjustment                   | 3 <sup>rd</sup> Monday of each month or as necessary – 7:00 PM |
| (1) ✓ Economic Development Corporation  | 3 <sup>rd</sup> Monday of each month or as necessary – 6:00 PM |
| — Municipal Development District        | As necessary   |
| — Municipal Services Advisory Committee | As necessary   |
| (3) ✓ Park Development & Improvement    | As necessary   |

NAME BOB A. BETIK

HOME ADDRESS 601 BUCKBOARD TRAIL  
RED OAK (OVILLA) TX, 75154

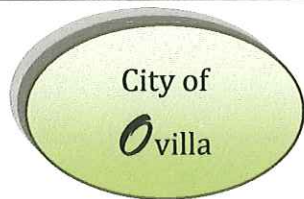
HOW LONG HAVE YOU LIVED IN OVILLA? 32 YRS EMAIL \_\_\_\_\_

HOME TELEPHONE \_\_\_\_\_ BUSINESS TELEPHONE \_\_\_\_\_

PROFESSION RETIRED

INTERESTS HOME PROJECTS, TRAVEL, VOLUNTEER WORK





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 5

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☐ Other: Staff

#### Attachments:

1. Applications

#### Agenda Item / Topic:

5. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointments to serve a term on the Economic Development Corporation (EDC) and direct staff as necessary.

#### Discussion / Justification:

The Economic Development Corporation consists of a seven-member board. EDC Bylaws state each member shall be appointed by the City Council for a two-year term. During the May 09 meeting, Council reappointed Place 7 Barbara Turner to another 2-year term and directed staff to post notice and return with an agenda item for appointment. Current expired terms are:

Place 1

Place 3 has been vacant for a while

Place 5

Applicants marking their first and second choice Boards to serve on are attached.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

I move that Council appoint the following to serve on the Economic Development Cooperation Board of Directors for a 2-year term:

Place 1 \_\_\_\_\_

Place 3 \_\_\_\_\_; and

Place 5 \_\_\_\_\_

Or

I move that Council direct staff to continue accepting applications for voluntary board appointments.



DATE RECEIVED:

JUN 10 2016

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BOARDS AND COMMISSIONS  
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- Municipal Development District

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- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary

NAME

JAMES J SCIVALLY

HOME ADDRESS

229 LARIAT TR

HOW LONG HAVE YOU LIVED IN OVILLA?

5 YRS

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

PROFESSION

TEACHER

INTERESTS

READING, HISTORY, FAMILY, WRITING

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<u>NO</u>
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- ❖ NATIONAL HONOR SOCIETY
- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_

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6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) DALLAS ISD

**STATEMENT OF INTENT:** If appointed, I agree to serve on the Board/Commission for which I have applied.

*James Scivally*  
SIGNATURE  
JAMES SCIVALLY  
PRINTED NAME OF APPLICANT

6/10/16  
DATE



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

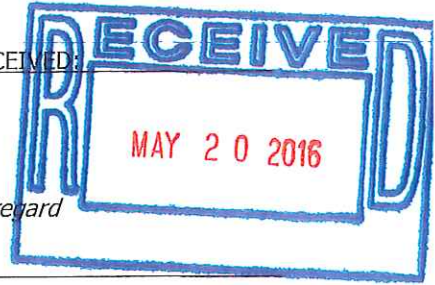
RETURN TO CITY HALL,  
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OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall

DATE RECEIVED:



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**BOARDS AND COMMISSIONS**

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☐ Municipal Development District

**MEETING INFORMATION**

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 3<sup>rd</sup> Monday of each month – 7:00 PM  
 Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM  
 As necessary

NAME Greg Huntington  
 HOME ADDRESS 514 Forest Edge LN  
Ovilla, TX 75154  
 HOW LONG HAVE YOU LIVED IN OVILLA? 1yr EMAIL   
 HOME TELEPHONE  BUSINESS TELEPHONE   
 PROFESSION IT Manager  
 INTERESTS



1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

No, but willing to learn & get involved

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

No

If yes to one or both, please list the municipality, committee and dates served:


4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

❖ \_\_\_\_\_  
❖ \_\_\_\_\_  
❖ \_\_\_\_\_

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) IT Manager at American Airlines

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

Greg C. Huntington  
SIGNATURE

20 May 2016  
DATE

Greg C Huntington  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall

DATE RECEIVED:



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JUN 30 2014

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**BOARDS AND COMMISSIONS**  
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If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1<sup>st</sup> choice, #3 being your last choice)

**BOARDS, COMMISSIONS, COMMITTEES**      **MEETING INFORMATION**

- |   |  |
|---|--|
| <u>1</u> Planning and Zoning Commission   | 1 <sup>st</sup> Monday of each month or as necessary – 7:00 PM |
| — Board of Adjustment                     | 3 <sup>rd</sup> Monday of each month or as necessary – 7:00 PM |
| <u>2</u> Economic Development Corporation | 3 <sup>rd</sup> Monday of each month or as necessary – 6:00 PM |
| — Municipal Development District          | As necessary   |
| <u>3</u> Capital Improvement Projects     | As necessary   |
| — Park Development & Improvement          | As necessary   |

NAME SCOTT SURPLUS

HOME ADDRESS 102 RIMROCK CT  
OVILLA, TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 22 years EMAIL \_\_\_\_\_

HOME TELEPHONE \_\_\_\_\_ BUSINESS TELEPHONE \_\_\_\_\_

PROFESSION RETIRED - WAS FINANCIAL VICE PRESIDENT OF

INTERESTS TRAVEL, GOLF, INVESTING, CHURCH

FORTUNE 500  
COMPANY

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

SERVED OR PARTICIPATED IN MANY COMMITTEES / BOARD MEETINGS IN CORPORATE WORLD AND CHURCH

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

NO

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

NO

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ CHURCH ACTIVITIES
- ❖ BIG BROTHER PROGRAM
- ❖

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) RETIRED

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Scott C Surplus

SIGNATURE

DATE

6/30/14

SCOTT C SURPLUS

PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall





DATE RECEIVED

JUL 28 2014

This Information is a Public Record  
Public Service opportunities are offered by the City Of Ovilla without regard  
To race, color, national origin, religion, sex or disability.

**CITY OF OVILLA**  
**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

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**BOARDS AND COMMISSIONS**

- 1 ☒ Planning and Zoning Commission
- 2 ☐ Board of Adjustment
- 3 ☐ Economic Development Corporation
- 4 ☐ Municipal Development District
- 5 ☐ Capital Improvement Projects
- 6 ☐ Park Development & Improvement

**MEETING INFORMATION**

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- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary
- As necessary
- As necessary

NAME

Ozzie Molina

HOME ADDRESS

224 Lariat Tr  
Ovilla TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 17 yrs

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

Retired

PROFESSION

retired sales

INTERESTS

Volunteerism, Community involvement

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

can read blueprints (worked for TI)  
owner of a business (restaurant) in past

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

no

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

no

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ volunteer for Friends of Tri-City Animal Shelter
- ❖ volunteer for Ellis County A-M Club
- ❖ \_\_\_\_\_

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6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) retired

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

Ozzie Molina  
SIGNATURE

7/28/14  
DATE

Ozzie Molina  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall



Hand delivered 5/13/15

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO [pwcodall@cityofovilla.org](mailto:pwcodall@cityofovilla.org)

DATE RECEIVED:



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received  
PW 5.13.15

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**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

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**BOARDS, COMMISSIONS, COMMITTEES**

**MEETING INFORMATION**

- |                                       |  |
|---------------------------------------|--|
| ② ✓ Planning and Zoning Commission    | 1 <sup>st</sup> Monday of each month or as necessary – 6:00 PM |
| Board of Adjustment                   | 3 <sup>rd</sup> Monday of each month or as necessary – 7:00 PM |
| ① ✓ Economic Development Corporation  | 3 <sup>rd</sup> Monday of each month or as necessary – 6:00 PM |
| Municipal Development District        | As necessary   |
| Municipal Services Advisory Committee | As necessary   |
| ③ ✓ Park Development & Improvement    | As necessary   |

NAME

BOB A. BETIK

HOME ADDRESS

601 BUCKBOARD TRAIL

RED OAK (OVILLA) TX, 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 32 YRS

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

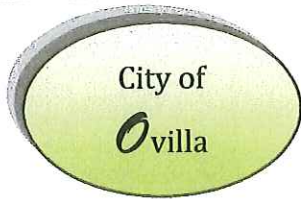
PROFESSION

RETIRED

INTERESTS

HOME PROJECTS, TRAVEL, VOLUNTEER WORK





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 6

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☐ Other: Staff

#### Attachments:

1. Applications

#### Agenda Item / Topic:

6. **DISCUSSION/ACTION** – Consideration of and action on volunteer alternate board appointments to serve a term and to fill the vacancy of an existing term on the Board of Adjustment (BOA) and direct staff as necessary.

#### Discussion / Justification:

The Board of Adjustment consists of a five-member board and two alternate positions. Those alternate positions are Places 6 and 7 that renew on alternating years. During the May 09, 2016 Regular Meeting, Council appointed Mr. John Knight to serve on the BOA at Place 2 and moved Place 7 (alternate) member Sandra Cawley to serve as Place 4.

This left both alternate positions, Places 6 and 7 open. Place 6 is open for a full 2-year term and Place 7 is vacant (with the appointment of Sandra Cawley), having one-year left on that term –to renew in 2017.

As directed, staff posted notice for board applications (for BOA, EDC, MSAC) and has some pending applications (attached) from the last Council meeting. Staff has received one new application (attached) and is presenting all applications to Council for consideration.

Applicants marking their first and second choice Boards to serve on are attached.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

I move that Council appoint the following to serve on the BOA for a 2-year term as an alternate member, Place 6:

1. \_\_\_\_\_; and

I move that Council appoint the following to serve on the BOA to fill a vacancy to complete the term of alternate member Place 7 (one-year).

1. \_\_\_\_\_



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DATE RECEIVED:

JUN 10 2016

**CITY OF OVILLA  
BOARDS AND COMMISSIONS  
INFORMATION STATEMENT AND APPLICATION**

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**BOARDS AND COMMISSIONS**

- 2 Planning and Zoning Commission  
3 Board of Adjustment  
1 Economic Development Corporation  
\_\_\_ Municipal Development District

**MEETING INFORMATION**

1<sup>ST</sup> Monday of each month – 7:00 PM  
3<sup>rd</sup> Monday of each month – 7:00 PM  
Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM  
As necessary

NAME

JAMES J SCIVALLY

HOME ADDRESS

229 LARIAT TR

HOW LONG HAVE YOU LIVED IN OVILLA?

5 YRS

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

PROFESSION

TEACHER

INTERESTS

READING, HISTORY, FAMILY, WRITING

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

I CURRENTLY SERVE ON THE MDD BOARD.

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

MDD

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

<u>NO</u>
-----------

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ NATIONAL HONOR SOCIETY
- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) DALLAS ISD

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

James Scivally  
SIGNATURE  
JAMES SCIVALLY  
PRINTED NAME OF APPLICANT

6/10/16  
DATE



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

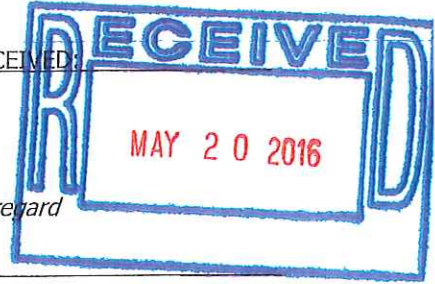
ATTENTION: Pamela Woodall



DATE RECEIVED:



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**CITY OF OVILLA  
BOARDS AND COMMISSIONS  
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**BOARDS AND COMMISSIONS**

- ☐ Planning and Zoning Commission
- ☐ Board of Adjustment
- ☒ Economic Development Corporation
- ☐ Municipal Development District

**MEETING INFORMATION**

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- 3<sup>rd</sup> Monday of each month – 7:00 PM
- Every 3<sup>rd</sup> Monday or as necessary – 6:00 PM
- As necessary

NAME Greg Huntington  
HOME ADDRESS 514 Forest Edge LN  
Ovilla, Tx 75154  
HOW LONG HAVE YOU LIVED IN OVILLA? 1yr EMAIL   
HOME TELEPHONE  BUSINESS TELEPHONE   
PROFESSION IT Manager  
INTERESTS



1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

No, but willing to learn & get involved

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

No

If yes to one or both, please list the municipality, committee and dates served:


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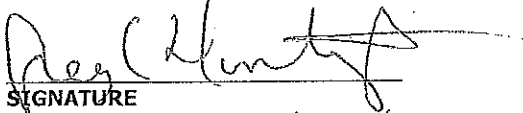
- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_
- ❖ \_\_\_\_\_

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6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired)

IT Manager at American Airlines

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

  
SIGNATURE

20 May 2016  
DATE

Greg C Huntington  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall

DATE RECEIVED:



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JUN 30 2014

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**BOARDS AND COMMISSIONS**  
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**BOARDS, COMMISSIONS, COMMITTEES****MEETING INFORMATION**

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| <u>3</u> Capital Improvement Projects     | As necessary   |
| <u>   </u> Park Development & Improvement | As necessary   |

NAME

SCOTT SURPLUS

HOME ADDRESS

102 RIMROCK CT  
OVILLA, TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 22 years EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

PROFESSION

RETIRED - WAS FINANCIAL VICE PRESIDENT OF

FORTUNE 500  
COMPANY

INTERESTS

TRAVEL, GOLF, INVESTING, CHURCH

- 1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

SERVED OR PARTICIPATED IN MANY COMMITTEES / BOARD MEETINGS IN CORPORATE WORLD AND CHURCH

- 2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

NO

- 3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

NO

- 4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

❖ CHURCH ACTIVITIES  
❖ BIG BROTHER PROGRAM  
❖

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SIGNATURE

DATE

SCOTT C SURPLUS  
PRINTED NAME OF APPLICANT

6/30/14



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ATTENTION: Pamela Woodall





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- As necessary
- As necessary
- As necessary

NAME

Ozzie Molina

HOME ADDRESS

224 Lariat Tr  
Ovilla TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 17yr

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

Retired

PROFESSION

retired sales

INTERESTS

Volunteering, Community involvement

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

can read blueprints (worked for TI)  
owner of a business (restaurant) in past

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

no

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

no

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ volunteer for Friends of Tri-City Animal Shelter
- ❖ volunteer for Ellis County A-M Club
- ❖ \_\_\_\_\_

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STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

Ozzie Molina  
SIGNATURE

7/28/14  
DATE

Ozzie Molina  
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED \_\_\_\_\_ COMMITTEE APPOINTED TO \_\_\_\_\_

RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262

ATTENTION: Pamela Woodall



Hand delivered 5/13/15

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO [pwoodall@cityofovilla.org](mailto:pwoodall@cityofovilla.org)

DATE RECEIVED:



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received  
PW 5.13.15

**CITY OF OVILLA**  
**BOARDS AND COMMISSIONS**  
**INFORMATION STATEMENT AND APPLICATION**

*The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.*

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment;
- ✓ Be a qualified voter at the time of the appointment;
- ✓ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction);
- ✓ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings);
- ✓ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party;
- ✓ Not in arrears on city taxes, water service charges or other obligations owed to the city; and
- ✓ Have a creditable record of attendance and performance in any previous board service.

If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1<sup>st</sup> choice, #3 being your last choice)

**BOARDS, COMMISSIONS, COMMITTEES**

**MEETING INFORMATION**

- |                                       |  |
|---------------------------------------|--|
| ② ✓ Planning and Zoning Commission    | 1 <sup>st</sup> Monday of each month or as necessary – 6:00 PM |
| Board of Adjustment                   | 3 <sup>rd</sup> Monday of each month or as necessary – 7:00 PM |
| ① ✓ Economic Development Corporation  | 3 <sup>rd</sup> Monday of each month or as necessary – 6:00 PM |
| Municipal Development District        | As necessary   |
| Municipal Services Advisory Committee | As necessary   |
| ③ ✓ Park Development & Improvement    | As necessary   |

NAME BOB A. BETIK

HOME ADDRESS 601 BUCKBOARD TRAIL  
RED OAK (OVILLA) TX, 75154

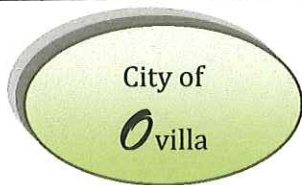
HOW LONG HAVE YOU LIVED IN OVILLA? 32 YRS EMAIL \_\_\_\_\_

HOME TELEPHONE \_\_\_\_\_ BUSINESS TELEPHONE \_\_\_\_\_

PROFESSION RETIRED

INTERESTS HOME PROJECTS, TRAVEL, VOLUNTEER WORK





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 7

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☐ N/A

Submitted By: Staff

Amount: \$23,600

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☐ Accountant

☐ Other: Staff

#### Attachments:

1. Excerpt of Chapter 395, Local Government Code
2. Scope of Services from Agreement with Birkhoff

#### Agenda Item / Topic:

7. **DISCUSSION/ACTION** – Consideration of and action on the appointment of the Planning and Zoning Commission and one ad hoc member to serve as an Ovilla Impact Fee Advisory Committee to conduct a Water and Wastewater Impact Fee Study Update for the City of Ovilla in conjunction with Birkhoff, Hendricks and Carter, LLP and direct staff as necessary.

#### Discussion / Justification:

The City's current Five-Year Water and Wastewater Impact Fee Study was completed in June 2011 and due for an update. In September 2015, the City entered into an agreement with Birkhoff, Hendricks & Carter, LLP, to review the last impact fee report and prepare updates based on capital projects, population and updated land use (completion of the Comprehensive Land Use Plan) to develop a new impact fee review.

Under Chapter 395 of the Local Government Code, the Ovilla City Council shall appoint an Advisory Committee for this update, which permits the City's Planning & Zoning Commission to act in the Advisory Committee capacity. This also requires at least one representative of the real estate, development, or building industry who is not an employee or an official of a political subdivision or government entity. If no such representative is a member of the Planning and Zoning Commission, then one may be appointed as an ad hoc voting member of the Planning and Zoning Commission when acting as the Advisory Committee.

Staff has visited with 3 real estate individuals that are willing to serve on this Committee for Council consideration. (only one is required)

Mr. Bill Crouch

MS Karen Tucker, 303 Willow Creek Lane

MS Donna Byers, 322 Willow Creek Lane

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move that Council APPOINT the Planning and Zoning Commission and \_\_\_\_\_ as the ad hoc member to serve as an Ovilla Impact Fee Advisory Committee to conduct a Water and Wastewater Impact Fee Study Update for the City of Ovilla in conjunction with Birkhoff, Hendricks and Carter, LLP and direct staff as necessary.

**Sec. 395.055. NOTICE OF HEARING ON AMENDMENTS TO LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, OR IMPACT FEE.** (a) The notice and hearing procedures prescribed by Sections 395.044(a) and (b) apply to a hearing on the amendment of land use assumptions, a capital improvements plan, or an impact fee.

(b) The notice of a hearing under this section must contain the following:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON AMENDMENT OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the amendment of land use assumptions and a capital improvements plan and the imposition of an impact fee; and

(4) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the update.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 7, eff. Sept. 1, 2001.

**Sec. 395.056. ADVISORY COMMITTEE COMMENTS ON AMENDMENTS.** The advisory committee created under Section 395.058 shall file its written comments on the proposed amendments to the land use assumptions, capital improvements plan, and impact fee before the fifth business day before the date of the public hearing on the amendments.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

**Sec. 395.057. APPROVAL OF AMENDMENTS REQUIRED.** (a) The political subdivision, within 30 days after the date of the public hearing on the amendments, shall approve or disapprove the amendments of the land use assumptions and the capital improvements plan and modification of an impact fee.

(b) An ordinance, order, or resolution approving the amendments to the land use assumptions, the capital improvements plan, and imposition of an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.



**Sec. 395.058. ADVISORY COMMITTEE.** (a) On or before the date on which the order, ordinance, or resolution is adopted under Section [395.042](#), the political subdivision shall appoint a capital improvements advisory committee.

(b) The advisory committee is composed of not less than five members who shall be appointed by a majority vote of the governing body of the political subdivision. Not less than 40 percent of the membership of the advisory committee must be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity. If the political subdivision has a planning and zoning commission, the commission may act as the advisory committee if the commission includes at least one representative of the real estate, development, or building industry who is not an employee or official of a political subdivision or governmental entity. If no such representative is a member of the planning and zoning commission, the commission may still act as the advisory committee if at least one such representative is appointed by the political subdivision as an ad hoc voting member of the planning and zoning commission when it acts as the advisory committee. If the impact fee is to be applied in the extraterritorial jurisdiction of the political subdivision, the membership must include a representative from that area.

(c) The advisory committee serves in an advisory capacity and is established to:

- (1) advise and assist the political subdivision in adopting land use assumptions;
- (2) review the capital improvements plan and file written comments;
- (3) monitor and evaluate implementation of the capital improvements plan;
- (4) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and

(5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

(d) The political subdivision shall make available to the advisory committee any professional reports with respect to developing and implementing the capital improvements plan.

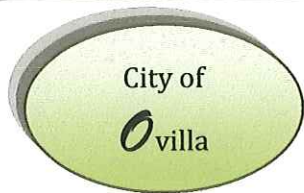
(e) The governing body of the political subdivision shall adopt procedural rules for the advisory committee to follow in carrying out its duties.

# **EXHIBIT "A"**

## **SCOPE OF SERVICES**

1. Review the last impact fee report and ordinance and update capital projects eligible for recovery in the impact fee program.
2. Develop water impact fee models for the years 2016 and 2026. Based on population and land use absorption provided by the City and/or the City's Planner. Water models will be run on an extended period simulation over a 72-hour modeling period for maximum daily demand conditions.
3. Update Wastewater Master Plan using the major trunk system in formulation of the wastewater impact fee.
4. Development of a 10-year capital improvement program including cost estimates and implementation schedule. The 10-year capital improvement program will be based on land use and growth assumptions provided by the City and/or the City's Planner.
5. Inventory new and existing water and wastewater projects eligible for the impact fee program.
6. For each water project identified, analyze the capacity currently utilized, total capacity available, the capacity utilized over the impact fee period.
7. Review of the existing living unit equivalent (LUE) for the water impact fee. Update water meter equivalency based on latest AWWA Standards.
8. Calculate the water and wastewater impact fee based on the list of projects eligible for recovery, actual construction cost of existing projects, projected cost of projects on the 10-year C.I.P, living unit equivalent and the utilized capacity of the facilities during the 10-year period.
9. Complete a water and wastewater impact fee report that includes capital improvements, opinions of probable costs, capacity tabulations, and capital improvement program maps.
10. Coordinate information and findings with city staff.
11. Attend meetings to discuss project approach, study findings, interim reports and final conclusions and recommendations
12. Make presentation to Impact Fee Advisory Committee.
13. Make presentation to City Council for adoption of an Impact Fee.
14. All scheduling meetings and publishing of public notices shall be completed by the City.





# Villa City Council

## AGENDA ITEM REPORT

### Item 8

Meeting Date: June 13, 2016

Department: Finance

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: \$ \_\_\_\_\_ Account: \_\_\_\_\_

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☒ Accountant ☐ Other: \_\_\_\_\_

#### Attachments:

1. Budget Calendar for Fiscal Year 2016-2017

#### Agenda Item / Topic:

8. **DISCUSSION/ACTION** – *Consideration* of and action for approval of a proposed Budget Calendar for Fiscal Year 2016-2017 budget preparations.

#### Discussion / Justification:

To assure staff and Council meet target dates in compliance with Truth-N-Taxation for the creation of budget and the tax rate, staff has prepared a proposed Fiscal Year 2016-2017 Budget Calendar for consideration. **Key Dates:**

**Monday, June 27 (Special Meeting)** – Budget Workshop #1 with City Council 5:00 p.m. Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan.

**Wednesday June 29 (Special Meeting)** - Budget Workshop #2 with City Council 5:00 p.m. Review Water & Sewer Fund, Park Impact Fund, W&S Impact Fund, 4B EDC Fund, MDD, Fire Auxillary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates.

**Thursday, August 4 – (Special Meeting)** – Budget Workshop #3 at 5:30 p.m. to review preliminary determination of tax rate (Dallas, Ellis) and revisions.

**Monday, August 8 (Regular Meeting)** - Present Effective, Rollback Tax Rate, Schedules and Fund Balances. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearings on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.

**Monday, August 22<sup>nd</sup> (Special Meeting)** - First public hearing at 5:30 p.m. on Tax Rate (if needed)

**Thursday, September 1 (Special Meeting)** - Second public hearing at 5:30 p.m., 3-14 days to adopt Tax Rate. (if needed)

**Monday, Sept. 12<sup>th</sup> (Regular Meeting)** - Public Hearing on Budget; adopt Budget; adopt Tax Rate.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

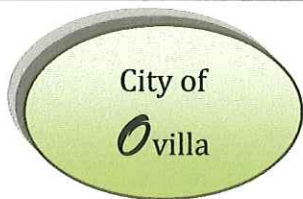
I move to approve/deny the proposed Budget Calendar for Fiscal Year 2016-2017 budget preparations.

Budget Calendar for Fiscal Year 2016-2017

DAY/DATE	EVENT
<b>Monday, June 13</b>	<b>FY 2016-2017 Budget Kick-off. Calendar presented to Council.</b>
Mon-Fri 2 weeks June 15-24	City Manager interviews department directors and reviews financial projections for FY 2016-17. Preparations begin for FY 2016-17 preliminary budget
Friday, June 24	*City Secretary post 72 Hour notice for Workshop #1
Friday, June 24	City Secretary post 72-hour notice for City Council Preliminary Workshop Meeting #2
<b>Monday, June 27</b>	<b>1<sup>st</sup> FY 2016-17 Budget Workshop with Council at 5PM, Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan</b>
Tuesday – Wednesday, June 28-June 29	Staff makes revisions to proposed budget from Workshop #1
<b>Wednesday, June 29th</b>	<b>2<sup>nd</sup> FY 2016-2017 Budget Workshop with City Council 5:00 PM. Review W&amp;S Fund, Park Impact Fund, W&amp;S Impact Fund, 4B EDC Fund, MDD, Fire Auxiliary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates</b>
Thursday – Friday, June 30th- July 8th	Staff makes revisions to proposed budget from Workshop #2 and prepares preliminary tax rate.
Monday, July 11th	Draft of FY 2016-17 of Proposed budget delivered to department directors and Council.
Friday, July 22nd	Certified Taxable Values from Dallas County Appraisal District and Ellis County Appraisal will be received.
Monday, July 25th	Certified Taxable Values will be sent to Ellis County for Tax Calculations.
Friday, July 29th	City Secretary post 72-hour notice for City Council Preliminary Workshop Meeting #3
<b>Thursday, August 4th</b>	<b>Budget Workshop #3 with City Council 5:30 PM Review preliminary determination of tax rate (Dallas, Ellis) and revisions.</b>
Thursday-Friday, August 4th or 5th	City Secretary posts 72 hour Notice of City Council Meeting to discuss Tax Rate at August 8th meeting Proposed budget Filed with City Secretary, Delivered to Council Members.

**Budget Calendar for Fiscal Year 2016-2017**

Friday, August 5th	Newspaper publishes effective and rollback tax rates, schedules and fund balances. Deadline to provide newspaper with "Notice of Public Hearings on Tax Increase" is the first quarter-page in newspaper.
Monday, August 8th	<b>Regular Council Meeting</b> <b>Present Effective, Rollback Tax Rate, Schedules and Fund Balances to City Council. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearing on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.</b>
Monday, August 22nd	<b>1<sup>st</sup> Hearing on Tax Rate, 5:30 PM, Providing there is Tax Increase</b> <b>Present Effective, Rollback Tax Rate, Schedules and Fund Balances to City Council. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearing on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.</b>
Monday, August 29th	City Secretary post 72 hr. notice of 2 <sup>nd</sup> hearing on Tax Rate
Thursday, September 1st	<b>2nd Hearing on Tax Rate. 5:30 PM</b> <b>*** Providing there is tax increase.</b>
Friday, September 8th	City Secretary post 72 hr. notice for meeting at which City Council will adopt Tax Rate
Monday, September 12th	<b>Regular Council Meeting, Adopt FY 2016-17 Budget, Tax Rate, Tax Roll, Water Rate, Sewer Rate. Adopt Budget, Approve Tax Rate, Approve and adopt Budget raising more revenue from property taxes than in previous year.</b>
Tuesday, September 20	File adopted Budget with City Secretary if no hearings; City Secretary to file Budget with County Clerk.
	<ul style="list-style-type: none"> <li>* Per Senate Bill 1510 (2013) attached</li> <li>** Local Government Code 102.005, 102.0065, 102,0065(d) 140.010, 140.010(f) attached.</li> </ul>



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 9

Meeting Date: June 13, 2016

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Amount: N/A

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

#### Attachments:

Only if pulled:

- C1. April 2016 Financial Transactions over \$5,000
- C2. Resolution approving ONCOR 2016 Assessment for Committee Membership
- C3. Resolution approving NCTCOG 911-Emergency Dispatch Services
- C4. Minutes of the Council Briefing Session and Regular Meeting of May 09, 2016
- C5. Minutes of the Special Council Meeting of June 06, 2016.

#### Agenda Item / Topic:

9. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

#### Discussion / Justification:

This item is for individual consideration in the event any consent item is pulled from the Consent Agenda.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

I move that Council approves \_\_\_\_\_.



**Ovilla City Council**  
**EXECUTIVE SESSION**  
**AGENDA ITEM REPORT**

**Item: 10**

**Meeting Date:** June 13, 2016

**Department:** Administration

☒ Discussion ☒ Action

**Budgeted Expense:** ☒ YES ☐ NO ☐ N/A

**Submitted by:** Dennis Burn, CM

**Amount:** N/A

**Reviewed By:** ☒ City Manager ☐ City Secretary ☐ City Attorney

☐ Accountant ☐ Other

**Attachments:**

City Manager Performance Evaluation

**Agenda Item / Topic:**

**ITEM 10.**     *DISCUSSION/ACTION* – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Manager.

**Discussion / Justification:**

**Recommendation / Staff Comments:**

**Sample Motion(s):**

*I move to . . .*