

# *City of O*VILLA City Council

*Rachel Huber, Place One  
Dean Oberg, Place Two  
David Griffin, Place Three, Mayor Pro Tem*

*Richard Dormier, Mayor*

*Doug Hunt, Place Four  
Michael Myers, Place Five  
Dennis Burn, City Manager*

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

Monday, June 12, 2017

6:00 P.M.

Council Chamber Room

## AGENDA

- I. CALL TO ORDER
- II. CONDUCT A BRIEFING SESSION to review and discuss pending agenda items (if any).
- III. CONDUCT A BRIEFING SESSION to review and discuss agenda items for the 6:30 p.m. regular meeting.
- IV. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the June 12, 2017 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 08<sup>th</sup> day of June 2017 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



*Pamela Woodall*

Pamela Woodall, City Secretary

DATE OF POSTING: 6.8.2017 TIME: 5:45 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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*John R. Dean, Jr. City Manager*

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

**Monday, June 12, 2017**

**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 12, 2017** 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 introduce John R. Dean, Jr. as new Ovilla City Manager.
- Presiding Judge Scott Kurth will conduct Oaths of Office to Mayor Dormier and PL4 Hunt following the May 06, 2017 General Election.
- Mayor Dormier will conduct the Oath of Office to Presiding Judge Scott Kurth for a two-year term as Ovilla Municipal Judge.
- Mayor Dormier will take photos with representatives for Motorcycle Awareness and present them a proclamation.

▪ **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.*

**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 2017 Financial Transactions over \$5,000
- C2. Resolution R2017-16, approving annual ACSC ATMOS participation and assessment.
- C3. Minutes of the May 22, 2017 Special Council meeting.
- C4. Minutes of the May 20, 2017 Special Council meeting.
- C5. Minutes of the May 15, 2017 Special Council meeting
- C6. Minutes of the May 12, 2017 Special Council meeting.
- C7. Briefing Session and Minutes of the May 08, 2017 Regular Council meeting.
- C8. Briefing Session and Minutes of the April 10, 2017 Regular Council meeting.

**IV. DEPARTMENT REPORTS**

▪ **Department Activity Reports / Discussion**

- Police Department Police Lieutenant J. Bennett
  - Monthly Report
- Fire Department Fire Chief B. Kennedy
  - Monthly Report
- Public Works Public Works Director B. Piland
  - Monthly Report /Water loss report
    - 1. Monthly Park Maintenance Reports
    - 2. Park Equipment purchase

# ***City of Ovilla City Council***

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<ul style="list-style-type: none"><li>• Finance Department<ul style="list-style-type: none"><li>◦ March 2017 Financials</li><li>◦ Bank Balances through June 08 , 2017</li></ul></li><li>• Administration<ul style="list-style-type: none"><li>◦ City Manager Reports<ol style="list-style-type: none"><li>1. Park Board recommendation regarding an unleashed dog park</li><li>2. Update on 12-inch Red Oak Creek Water Line</li></ol></li><li>◦ Monthly Municipal Court Report</li><li>◦ Monthly Code/Animal Control Reports<ul style="list-style-type: none"><li>1. Monthly activity reports</li></ul></li></ul></li></ul>	<p>Accountant L. Harding</p> <p>City Secretary P. Woodall</p> <p>Code/AC Officer M. Dooly</p>
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## **V. REGULAR AGENDA**

**ITEM 1.** *DISCUSSION/ACTION* – Receive presentation from Dr. Lane Ledbetter, Superintendent of Midlothian Independent School District, to consider and act on sharing a portion of the cost and installation with the Midlothian Independent School District for school zone flashers at the McClatchey Elementary School, directing staff as necessary for the preparation of an Agreement and budget amendment.

**ITEM 2.** *DISCUSSION/ACTION* – Consideration of and action on Resolution R2017-17, approving a First Amendment to the Tower Lease Agreement between the City of Ovilla and Cingular Wireless, PCS, LLC, and authorize the Mayor to execute.

**ITEM 3.** *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 4.** *DISCUSSION/ACTION* – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2017-2018 budget preparations.

**ITEM 5.** *DISCUSSION/ACTION* – Consideration of and action to set the official date for Heritage Day 2017, effecting various assignments to facilitate the success of the 2017 Heritage Day Celebration and festivities.

**ITEM 6.** *DISCUSSION/ACTION* – Consideration of and action to appoint a committee to review the current Thoroughfare Plan with regard to paving width and paving materials.

**ITEM 7.** *DISCUSSION/ACTION* – Consideration of and action to rescind Council's action at the May 08, 2017 Regular Meeting declaring Ford F-750 Fire Brush Truck 702 as surplus.

**ITEM 8.** *DISCUSSION/ACTION* – Consideration of and action on nomination(s) and an appointment of Mayor Pro Tem.

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

## **VI. EXECUTIVE SESSION**

*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).*

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

## **VIII. ADJOURNMENT**

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DATE OF POSTING: 6-9-2011 TIME: 5:45 am/pm  
DATE TAKEN DOWN: \_\_\_\_\_ TIME: \_\_\_\_\_ am/pm

Samuel D. Hall

## Pamela Woodall, City Secretary

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**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 2017	May 2017 YTD	May 2016	May 2016 YTD
Accident	2	10	1	9
Alarms	13	77	12	102
Arrest	4	35	2	9
Assault	1	4	1	1
Assists	78	366	29	104
Building / House Security Check	455	3878	1654	7745
Burglary	1	4	1	3
Burglary of Motor Vehicle	0	3	0	1
Criminal Mischief	4	5	3	8
Disturbance	13	62	6	31
Neighborhood Check	1564	7878	1836	7920
Other Calls for Service	44	235	62	390
Suspicious Person	7	40	6	39
Suspicious Vehicle	19	129	21	59
Theft	1	7	0	4
Traffic Assignment/School Enforcement	18	376	116	640
<b>TOTAL CALLS FOR SERVICE</b>	<b>2224</b>	<b>13109</b>	<b>3750</b>	<b>17065</b>

Reserve Officer Hours	20.5	35.5	18	66
Average Response Time (Minutes)	4.47	4.8	5.09	4.85
Total Citations	77	628	96	575
Total Traffic Stops *****	269			
Traffic Stop Disposition <b>Warning</b> *****	200			
Traffic Stop Disposition <b>Citation</b> *****	69			
<b>PERCENT OF STOPS RECEIVING CITATIONS</b>	<b>25.7</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>
Manual Response time				

\*\* These lines are new and we will not have  
 the info for the months before March 2017

OVILLA PD VEHICLE MILEAGE							
January-17	Beginning	Ending	Accrued	February-17	Beginning	Ending	Accrued
103	139688	139982	294	103	139982	140202	220
104	100371	103033	2662	104	103033	105104	2071
105	86822	87737	915	105	87737	88463	726
116	18218	20173	1955	116	20173	22504	2331
117	500	2506	2006	117	2506	5055	2549
216	3267	4056	789	216	4056	4534	478
March-17	Beginning	Ending	Accrued	April-17	Beginning	Ending	Accrued
103	140202	140498	296	103	140498	140892	394
104	105104	107983	2879	104	107983		-107983
105	88463	89490	1027	105	89490	91065	1575
116	22504	25142	2638	116	25142	26645	1503
117	5055	7639	2584	117	7639	10259	2620
216	4534	5231	697	216	5231	5907	-676
May-17	Beginning	Ending	Accrued	June-17	Beginning	Ending	Accrued
103	140892	141177	285	103			0
104	shop	shop	#VALUE!	104			0
105	91065	92194	1129	105			0
116	26645	29057	2412	116			0
117	10259	13158	2899	117			0
216	5907	6599	692	216			0
July-17	Beginning	Ending	Accrued	August-17	Beginning	Ending	Accrued
103			0	103			0
104			0	104			0
105			0	105			0
116			0	116			0
117			0	117			0
216			0	216			0
September-17	Beginning	Ending	Accrued	October-17	Beginning	Ending	Accrued
103			0	103			0
104			0	104			0
105			0	105			0
116			0	116			0
117			0	117			0
216			0	216			0

# OVILLA FIRE DEPARTMENT



## MONTHLY REPORT

# OVILLA FIRE DEPARTMENT

May-17

City of Ovilla Calls for Service	2016 Totals	2017 Totals
Fire 10	31	4
EMS 21		20
 ESD #2 Calls for Service		
Fire 4	19	6
EMS 15		13
 ESD #4 Calls for Service		
Fire 1	2	1
EMS 1		7
 Mutual Aid Provided		
Fire 10	11	9
EMS 1		0
 Total Calls For Service / Month	63	60
 Total Calls For Service / YTD	315	309

Average Response Times for City of Ovilla	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 ESD # 2	5:43	6:13	E-701	1:31
Average Response Times for ESD # 4	7:03	7:29		1:48

<u>FLEET REPORT</u>					
<u>Year</u>	<u>Unit #</u>	<u>Beginning Mileage</u>	<u>Ending Mileage</u>	<u>Total</u>	<u>Maintenance</u>
2016	E701	4,154	4,415	261	\$ 4,754.40
1998	XE701	113,561	113,592	31	\$ -
2003	E702	25,728	25,900	172	\$ -
2001	B701	55,208	55,294	86	\$ 141.29
2011	B702	2,970	2,980	10	\$ -
2005	R755	16,566	16,669	103	\$ -
2007	C702	91,684	91,986	302	\$ 102.41
2016	C701	9,993	10,500	507	\$ 62.06

MONTHLY REPORT JUNE 2017 MEETING

# OVILLA FIRE DEPARTMENT

## STAFFING REPORT

- 7 days a week we have 3 - 24 hour position (0800 - 0800)
- These positions were **100%** filled this month
  
- 7 nights a week we have 1 - 12 hour volunteer shift (2000 - 0800)
- 2 days on the weekend we have 1 - 12 hour shift that is covered by volunteers (0800 - 2000)
- **38 / 39** Volunteer shifts were covered and these 38 shifts there were 4 personnel on the Engine
- **8 / 8** weekend day shifts were worked by a volunteer
  
- All Shifts in May were **100%** covered with 3 minimum

### From the Deputy Chief / Fire Marshal

3 - Meetings  
2 - Consults  
CQI Reports  
Training with Volunteer Recruits  
Qualify Training with PD  
Drug testing for Citizens on Patrol

### Fire Department News For the Month

1. Monthly Siren Test Was not Complete on the first Wednesday of the month due to storms in the area
2. C-701 responded to 6 calls for manpower and or command staff.
3. C-702 responded to 2 calls for manpower and or command staff.
4. Attended Monthly ESD #2 and ESD #4 Meeting
5. New Hire Firefighter / Paramedic Greg Goble
6. Promotion to Captain Kevin Ray and Brad Muirhead
7. Current staffing, 2-Chiefs, 5-Captains, 22-Part Time Firefighter EMT-P,  
8-Part Time Firefighter EMT-B, 11-Volunteer Firefighters, Total F.D. Staff = 48

### Grant Report

- Received \$5,750.00 from Texas A&M Forest Service for Fire Department Insurance Program
- Was requested by FEMA to send more information for the Assistance to Firefighters Grant, so we are still waiting to hear about AFG SCBA Grant Award.



Date: June 07, 2017

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

**FROM:** Brad Piland Public Works Director

**TOPIC:** Public Works Monthly Report for May 2017

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57 Work Orders completed for March

Purchased water from DWU 12442 gal / Billed to customers 12210 gal/difference of 232 gallons.

Sewer Lift Station Repairs-

- Pulled pump 1 at Highland Meadows Lift Station.
- Removed pump 1& 2 from Cumberland removed debris and replaced
- Pulled pump 1 and removed debris Heritage

- Read water meters, serviced disconnects and reconnects
- Replaced meters
- Street Repairs Shiloh, Bryson, Johnson Lane, Suburban, Ovilla Oaks
- Installed new signs
- Repaired drainage on Claremont,
- Updated marquee as needed
- Daily water maintenance residual and pressure tests
- Water line relocation on FM 664
  
- Repaired water leaks
  - Split Rock

\*\*Flushed Hydrants

- Collected water samples for TCEQ reporting
- Water Maintenance – routine flushing of mains and hydrants
- Meter Box repair and replaced lids as needed
  
- Tree and grass maintenance:
  - Heritage Park
  - Silver Spur Park
  - Baseball fields and Cindy Jones Park
  - Assisted Code Enforcement with mowing properties
  
- Serviced PD Units
- Outfitted new service truck



**DATE:** June 12, 2017  
**TO:** Honorable Mayor and Council Members  
**FROM:** Linda Harding, City Accountant  
**SUBJECT:** Accounting Department Report

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**April Financial Report and Over \$5,000 report submitted.**  
**Mid-Year budget adjustments approved May 8, 2017.**

**Messages:**

FY 2016-2017 short list of budget objectives:

Utility billing clerk has started training

Police and Fire Department radios have been received, at completion of Midlothian's Infrastructure in mid May, the testing will begin.

Police Department has received patrol laptops and a desktop.

Fire Department has received command vehicle.

Public Works truck has been received.

Lariat Trail Improvements have been completed.

Water Street Improvements have been completed.

Concrete repairs in some locations have been completed.

Heritage Park restrooms has been installed.

Plumbing upgrades in city hall and baseball concessions stand have been complete.

Fire Department has increased staff.

New Police Department patrol vehicle has been received.

Included with this memo are budget vs actual graph representations of the financial reports.

**The Fiscal Year 2017-2018 budget review process has been started.**

**Equipment list that includes vehicles, machinery, computers, laptops have been received and reviewed by departments. The departments are responsible for the replacement request of all equipment.**

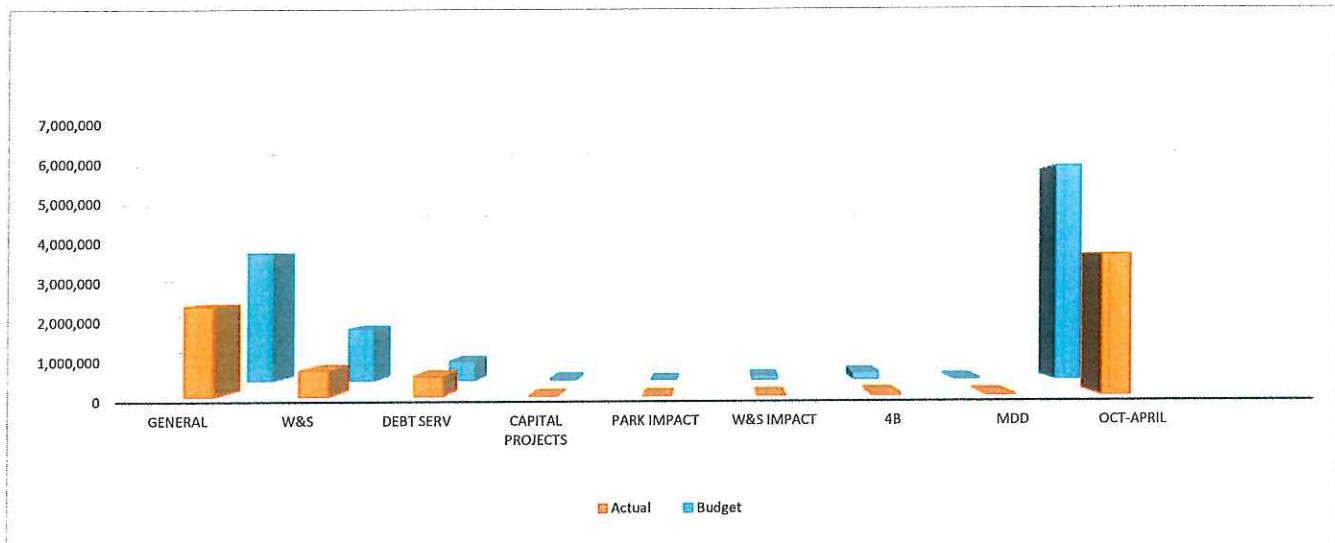
**The auditing services are provided by Yeldell, Wilson and Co., P.C. are contracted for year-end 2015 and year-end 2016, with three (3) one-year optional extensions for the fiscal years ending through September 2019.**

**December 2017 Prepare for Bank RFQ to start May 2018-2021**

Department duties:

Council reports, A/P, P/R, A/R, EOM reports, various accounting obligations, and completed instructions given by City Manager. Examining the various funds, ordinances, resolutions, accounting files, filed required reports for state and federal.

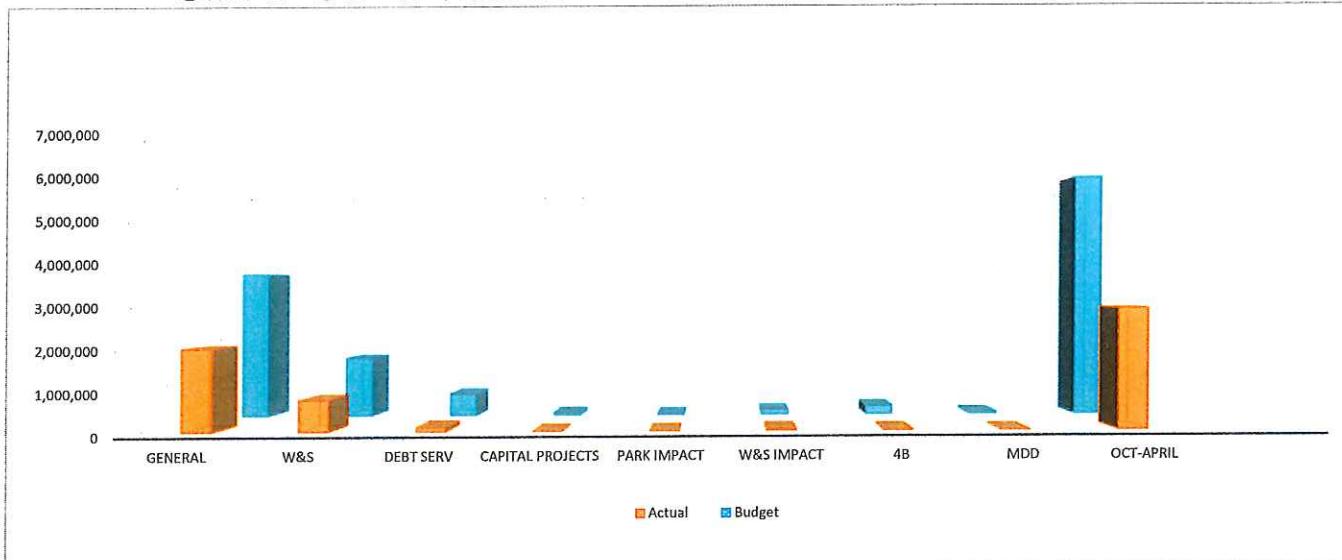
## CITY OF OVILLA REVENUE FY 2016-2017



### City of Ovilla Revenue

FUNDS	General	W&S	Debt Serv	Capital Projects	Park Impact	W&S Impact	4B	MDD	Oct-April
Actual	2,371,685	681,947	528,306	173	3,787	13,483	58,433	29,471	3,687,285
Budget	3,788,740	1,538,005	571,025	50,261	13,523	109,330	214,647	41,991	6,327,522
Over / (Under) Budget	(1,417,055)	(856,058)	(42,719)	(50,088)	(9,736)	(95,847)	(156,214)	(12,520)	(2,640,237)

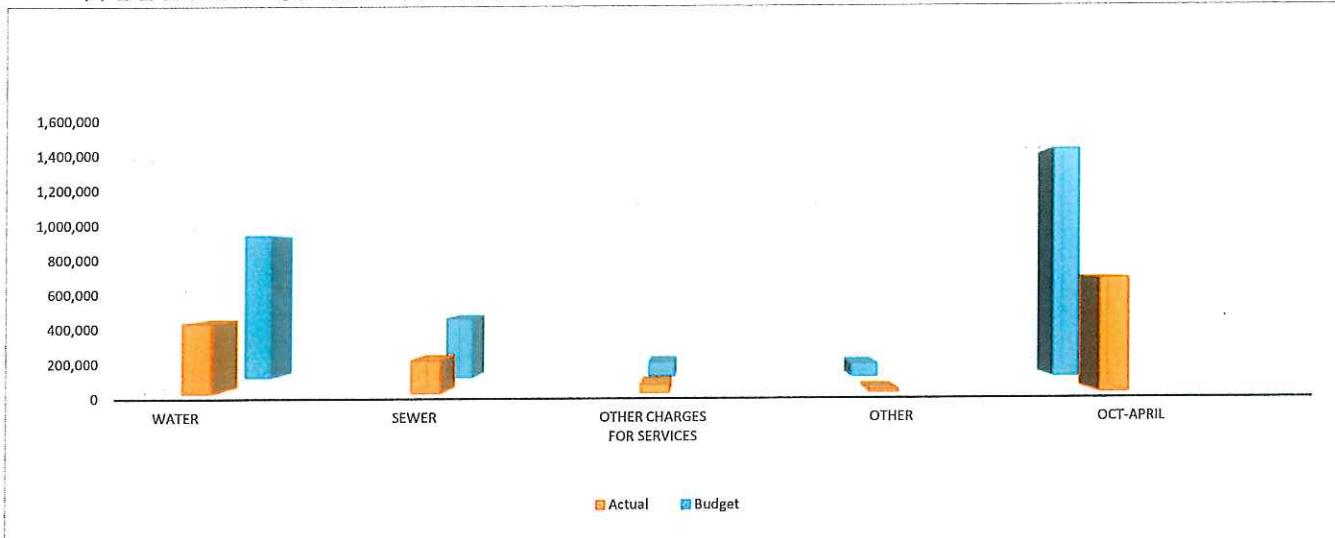
## CITY OF OVILLA EXPENSE FY 2016-2017



### City of Ovilla Expense

FUNDS	General	W&S	Debt Serv	Capital Projects	Park Impact	W&S Impact	4B	MDD	Oct-April
Actual	1,990,894	754,918	97,763	0	0	32,464	16,739	1,960	2,894,738
Budget	3,788,740	1,538,005	571,025	50,261	13,523	109,330	214,647	41,991	6,327,522
Over / (Under) Budget	(1,797,846)	(783,087)	(473,262)	(50,261)	(13,523)	(76,866)	(197,908)	(40,031)	(3,432,784)

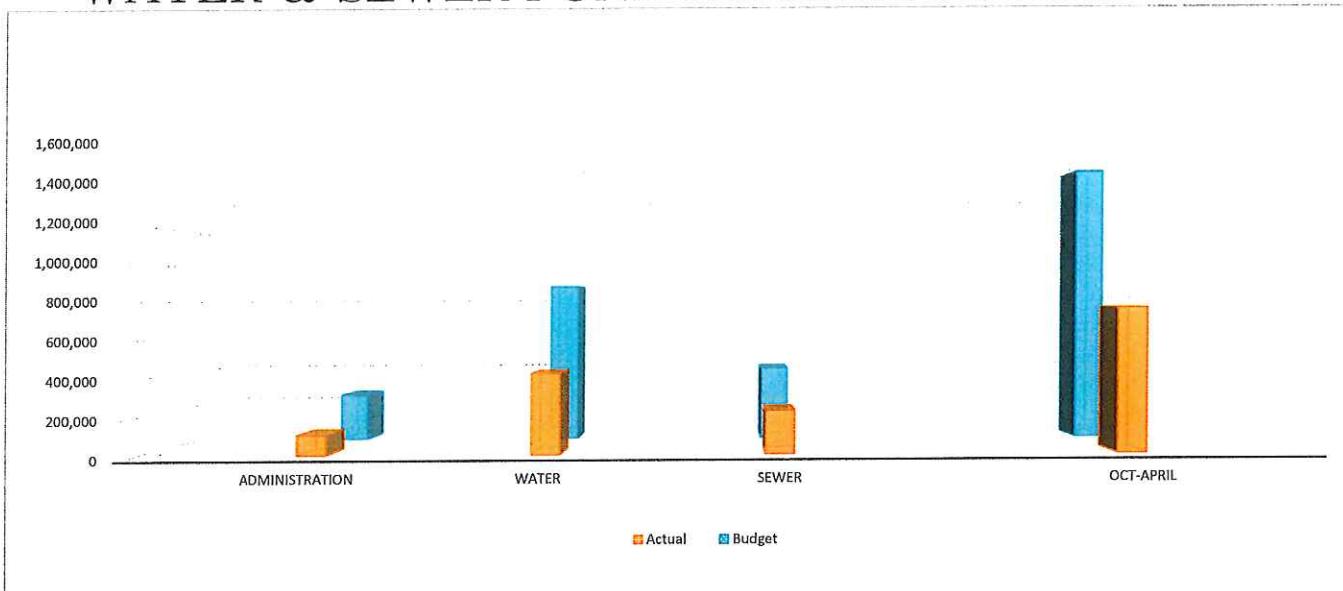
## WATER & SEWER FUND REVENUE FY 2016-2017



### Water & Sewer Revenue

	Water	Sewer	Other Charges for Services	Other	Oct-APRIL
Actual	417,462	195,703	52,313	16,468	681,946
Budget	959,305	396,500	98,050	84,150	1,538,005
Over / (Under) Budget	(541,843)	(200,797)	(45,737)	(67,682)	(856,059)

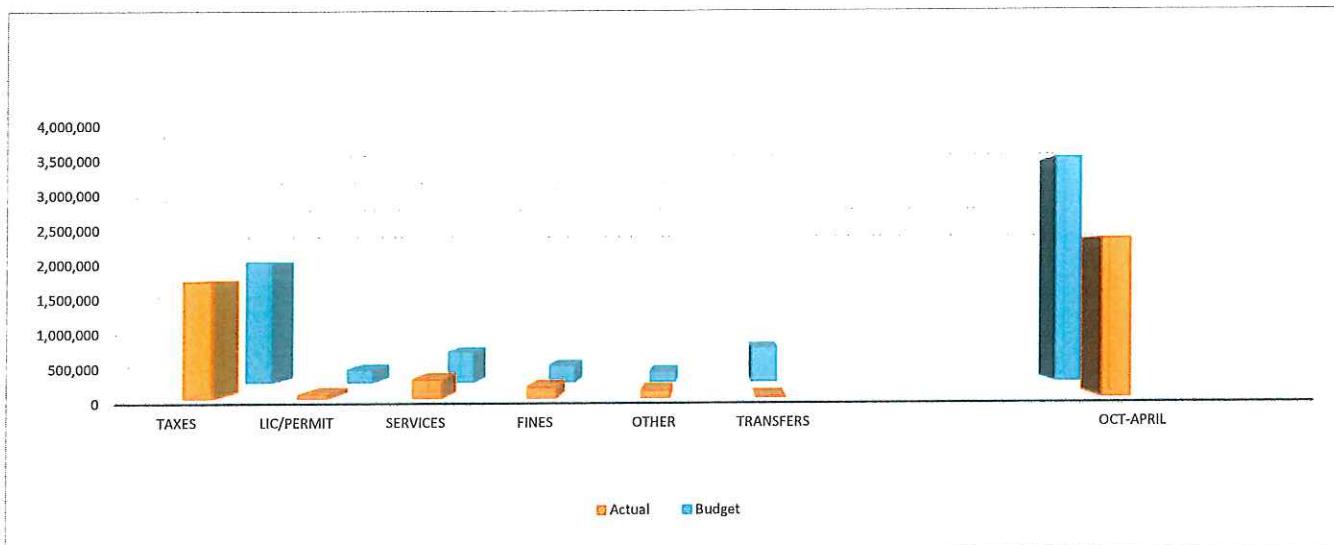
## WATER & SEWER FUND EXPENSE FY 2016-2017



### Water & Sewer Fund Expense

	Administration	Water	Sewer	Oct-APRIL
Actual	105,827	422,584	226,507	754,918
Budget	255,851	878,565	403,589	1,538,005
Over / (Under) Budget	(150,024)	(455,981)	(177,082)	(783,087)

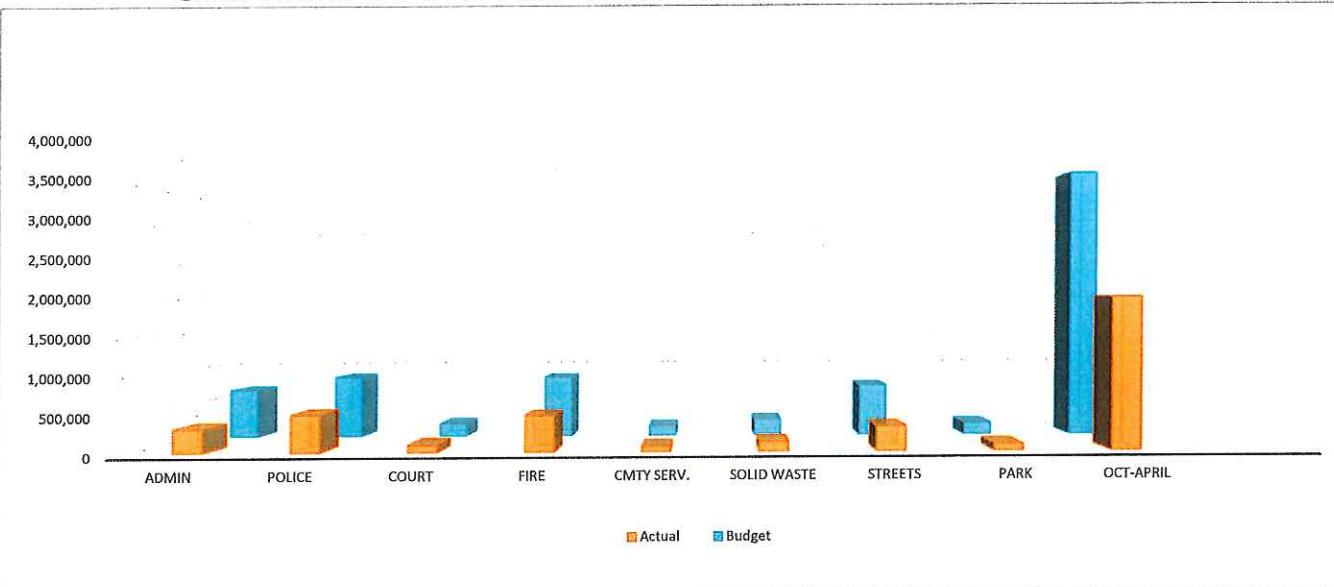
## GENERAL FUND REVENUE FY 2016-2017



### General Fund Revenue

	Taxes	Lic/Permit	Services	Fines	Other	Transfers	Oct-APRIL
Actual	1,748,006	50,840	278,118	163,231	113,597	17,894	2,371,686
Budget	2,039,620	212,068	509,228	277,517	170,035	580,272	3,788,740
Over / (Under) Budget	(291,614)	(161,228)	(231,110)	(114,286)	(56,438)	(562,378)	(1,417,054)

## GENERAL FUND EXPENSE FY 2016-2017



### General Fund Expense

	Admin	Police	Court	Fire	CMTY Serv.	Solid Waste	Streets	Park	Oct-APRIL
Actual	314,357	495,962	96,639	477,260	69,999	126,750	321,289	88,637	1,990,893
Budget	670,905	855,589	176,676	848,911	132,174	226,110	715,538	162,837	3,788,740
Over / (Under) Budget	(356,548)	(359,627)	(80,037)	(371,651)	(62,175)	(99,360)	(394,249)	(74,200)	(1,797,847)

Name	Account #	Previous Balance	NEW BALANCE	As Of
<u>Debt Fund</u>	*0291	485,707.13	487,313.06	6/8/2017
<u>General Fund Reserve</u>	608	56,097.99	56,097.99	6/8/2017
<u>GF Reserve CD</u>	*0694	247,396.74	247,396.74	6/8/2017
<u>Water Impact</u>	*2322	60,081.90	6,097.21	6/8/2017
<u>4B EDC</u>	*3691	564,638.10	489,843.23	6/8/2017
<u>Fire Dept. Auxil.</u>	*3909	1,050.00	1,050.00	6/8/2017
<u>Water Money Market</u>	*4323	189,040.25	189,096.44	6/8/2017
<u>MDD Fund</u>	*7451	196,937.96	197,004.34	6/8/2017
<u>Water Credit Card</u>	*7531	139.31	139.36	6/8/2017
<u>GF Reserves Money Mkt.</u>	*7583	128,038.47	128,076.53	6/8/2017
<u>GF Money Market</u>	*7605	230,260.33	230,328.78	6/8/2017
<u>Park Fund Money Mkt.</u>	*7613	73,548.40	73,567.14	6/8/2017
<u>Capital Projects Money Mkt.</u>	*7648	130,482.65	130,521.44	6/8/2017
<u>W&amp;S Impact-Sewer</u>	*8699	44,078.27	44,078.27	6/8/2017
<u>employee benefit trust</u>	*8777	23.01	23.36	6/8/2017
<u>GF Operating</u>	*9437	1,441,121.91	1,429,043.29	6/8/2017
<u>W&amp;S Fund Operating</u>	*9445	601,570.01	584,211.91	6/8/2017
<u>Police Special Fund</u>	*9792	860.74	860.74	6/8/2017
<b>SUB TOTAL</b>		<b>4,451,073.17</b>	<b>4,294,749.83</b>	
TexPool - CAPITAL PROJECT	1878	308.16	308.16	6/8/2017
TexStar - GENERAL FUND	1110	3,744.30	3,752.53	6/8/2017
TexStar - GENERAL FUND	1120	933.29	935.30	6/8/2017
TexStar - W&S IMPACT	3540	3,168.41	3,175.36	6/8/2017
TexStar - CAPITAL PROJECT	5340	1,402.21	1,405.33	6/8/2017
TexStar - W&S FUND	5350	1,150.07	1,152.50	6/8/2017
Bryson Manor - GENERAL FUNC	8662	297,522.34	297,623.42	6/8/2017
<b>TOTAL BANK BALANCES</b>		<b>4,759,301.95</b>	<b>4,603,102.43</b>	



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DATE: June 12, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Financial Statements Through April 2017

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000100 · Taxes				
4000105 · Ad Valorem, Current	3,605	1,561,358	1,541,553	19,805
4000106 · Ad Valorem, New & improvements	0	0	77,331	(77,331)
4000110 · Ad Valorem, Delinquent	79	11,466	11,388	78
4000113 · Interest/Penalties - Prop Tax	335	4,025	7,540	(3,515)
4000120 · Sales Tax	13,888	114,611	201,446	(86,835)
4000125 · Sales Tax - Street Improvement	3,472	28,653	50,362	(21,709)
4000130 · Franchise Tax	4,462	27,893	150,000	(122,107)
<b>Total 4000100 · Taxes</b>	<b>25,840</b>	<b>1,748,006</b>	<b>2,039,620</b>	<b>(291,614)</b>
4000200 · Licenses and Permits				
4000210 · Residential Building Permits	8,341	26,255	150,100	(123,845)
4000214 · Misc Building Permits	2,141	14,274	16,000	(1,726)
4000230 · Plan Review Fee	1,899	5,821	35,750	(29,929)
4000260 · Alarm Permits	339	1,504	2,604	(1,100)
4000270 · Animal Tag Fees	240	1,301	3,706	(2,405)
4000272 · Impound Fees	90	790	2,751	(1,961)
4000290 · Misc Licenses and Permits	140	895	1,157	(262)
<b>Total 4000200 · Licenses and Permits</b>	<b>13,190</b>	<b>50,840</b>	<b>212,068</b>	<b>(161,228)</b>
4000400 · Charges for Services				
4000325 · ESD #2	0	95,000	190,000	(95,000)
4000330 · ESD #4	0	18,543	55,628	(37,085)
4000411 · Copies and Maps	13	19	100	(81)
4000415 · Police Reports	6	24	150	(126)
4000420 · Park Lights	0	0	1,000	(1,000)
4000440 · Oak Leaf Animal Control	0	335	2,100	(1,765)
4000450 · Subdivision Fees	8,062	14,888	6,900	7,988
4000480 · Solid Waste (Garbage)	20,450	147,115	247,600	(100,485)
4000485 · 50/50 Sidewalk Program	0	0	1,250	(1,250)

**City of Ovilla General Fund**  
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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
4000490 · Misc Charges for Services	764	2,195	4,500	(2,305) 49%
Total 4000400 · Charges for Services	29,295	278,118	509,228	(231,110) 55%
4000500 · Fines and Forfeitures				
4000535 · Omni Warrant Revenue	269	1,671	2,304	(633) 73%
4000510 · Fines - Police	26,155	153,576	254,850	(101,274) 60%
4000520 · Fines - Animal Control	0	350	456	(106) 77%
4000525 · Fines - Code Enforcement	196	1,988	8,949	(6,961) 22%
4000550 · Municipal Court Technology	493	3,162	5,338	(2,176) 59%
4000551 · Municipal Court Security	370	2,372	5,396	(3,024) 44%
4000590 · Misc Fines and Forfeitures	0	112	224	(112) 50%
Total 4000500 · Fines and Forfeitures	27,483	163,231	277,517	(114,286) 59%
4000800 · Other Revenue				
4000810 · Heritage Day	0	5,006	26,000	(20,994) 19%
4000818 · Lease Proceeds	-1,153	0	0	0 0%
4000820 · Water Tower Lease	6,915	76,781	109,250	(32,469) 70%
4000840 · Interest Earned	762	4,411	6,000	(1,589) 74%
4000860 · Grant Proceeds	0	6,825	6,825	0 100%
4000870 · Insurance Proceeds	0	3,754	3,755	(1) 100%
4000885 · Proceeds from Sale of Assets	0	13,690	13,690	0 100%
4000887 · HOA Revenue	0	1,015	1,015	0 100%
4000890 · Misc Other Revenue	1,174	2,114	3,500	(1,386) 60%
Total 4000800 · Other Revenue	7,698	113,597	170,035	(56,438) 67%
4000900 · Transfers In				
4000925 · Admin.Rev. received from 4B-EDC	0	1,250	2,500	(1,250) 50%
4000926 · 4B-EDC Revenue: Restroom	0	0	75,000	(75,000) 0%
4000927 · 4B-EDC Revenue: Monument Signs	0	0	30,000	(30,000) 0%
4000928 · 4B-EDC Revenue: Consultant	0	0	10,000	(10,000) 0%
4000930 · Admin. Rev. Rec. From W&S Fund	0	16,394	32,788	(16,394) 50%

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	Current	Year to Date	\$ Over	% of Budget
	April 2017	'Oct - Apr 2017	(Under)	Thru April
		Budget	Budget	58%
4000940 · Admin.Rev. Rec. from MDD Fund	0	250	500	(250) 50%
4000945 - Trans in from Court Security	0	0	4,317	(4,317) 0%
4000990 · Reduction in Fund Balance	0	0	425,167	(425,167) 0%
<b>Total 4000900 · Transfers In</b>	<b>0</b>	<b>17,894</b>	<b>580,272</b>	<b>(562,378) 3%</b>
<b>Total Revenues</b>	<b>103,505</b>	<b>2,371,685</b>	<b>3,788,740</b>	<b>(1,417,055) 63%</b>
<b>Gross Resources</b>	<b>103,505</b>	<b>2,371,685</b>	<b>3,788,740</b>	<b>(1,417,055) 63%</b>
<b>Expenditures</b>				
10 · Administration				
5101100 · Salaries & Wages				
5101110 · City Administrator	6,986	41,041	66,126	(25,085) 62%
5101115 · City Secretary	4,538	26,663	40,973	(14,310) 65%
5101117 · City Accountant	4,035	23,703	38,192	(14,489) 62%
5101120 · Admin. Support	2,773	16,290	22,978	(6,688) 71%
5101170 - Salary Increase	0	0	5,265	(5,265) 0%
5101180 · Merit Raises, Staff	0	0	5,207	(5,207) 0%
<b>Total 5101100 · Salaries &amp; Wages</b>	<b>18,332</b>	<b>107,698</b>	<b>178,741</b>	<b>(71,043) 60%</b>
5101400 · Support Staff				
5101490 · Overtime	0	0	350	(350) 0%
<b>Total 5101400 · Support Staff</b>	<b>0</b>	<b>0</b>	<b>350</b>	<b>(350) 0%</b>
5102100 · Employee Benefits				
5102110 · Group Insurance	2,457	17,346	29,461	(12,115) 59%
5102135 · TMRS	1,784	12,845	22,694	(9,849) 57%
5102160 · Worker's Compensation	151	454	606	(152) 75%
5102170 · Payroll Taxes	252	1,888	3,456	(1,568) 55%
5102180 · Unemployment Taxes	0	0	1,000	(1,000) 0%
5102196 · Indiv. Membership Dues	40	565	750	(185) 75%
<b>Total 5102100 · Employee Benefits</b>	<b>4,684</b>	<b>33,098</b>	<b>57,967</b>	<b>(24,869) 57%</b>

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
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	Current	Year to Date	\$ Over	% of Budget
	April 2017	'Oct - Apr 2017	(Under)	Thru April
			Budget	Budget
				58%
<b>5102200 · Special Services</b>				
5102210 · Tax Assessing & Collecting Fees	0	0	1,570	(1,570)
5102220 · Tax Appraisal Fee	0	8,187	16,003	(7,816)
5102230 · Legal Fees	1,425	5,947	25,000	(19,053)
5102240 · Audit	0	7,400	7,400	0
5102250 · Accounting	0	525	1,000	(475)
5102260 · Engineering Fees	72	4,594	6,000	(1,406)
<b>Total 5102200 · Special Services</b>	<b>1,497</b>	<b>26,653</b>	<b>56,973</b>	<b>(30,320)</b>
				47%
<b>5102300 · Contractual Services</b>				
5102310 · Consultant Fees	0	1,678	20,000	(18,322)
5102325 - 4B-EDC Consulting	0	0	10,000	(10,000)
<b>Total 5102300 · Contractual Services</b>	<b>0</b>	<b>1,678</b>	<b>30,000</b>	<b>(28,322)</b>
				6%
<b>5102500 · Operating Services</b>				
5102530 · Custodial Service Contract	344	2,423	4,128	(1,705)
5102540 · IT - Computer Maintenance	4,136	20,767	31,528	(10,761)
<b>Total 5102500 · Operating Services</b>	<b>4,480</b>	<b>23,190</b>	<b>35,656</b>	<b>(12,466)</b>
				65%
<b>5102600 · Special Expenses</b>				
5102610 · Election - Payroll	0	0	850	(850)
5102620 · Election - Supplies	207	2,245	2,500	(255)
5102630 · Election Meeting Expense	0	0	100	(100)
5102650 · Codification Book Update	0	375	4,100	(3,725)
<b>Total 5102600 · Special Expenses</b>	<b>207</b>	<b>2,620</b>	<b>7,550</b>	<b>(4,930)</b>
				35%
<b>5103100 · General Supplies</b>				
5103110 · Office Supplies	1,650	4,911	8,000	(3,089)
5103140 · Uniforms	0	119	250	(131)
				48%

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**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	April 2017	'Oct - Apr 2017	Budget	Budget	Thru April
<b>Total 5103100 · General Supplies</b>		1,650	5,030	8,250	(3,220) 61%
5103400 · Maintenance Supplies / Parts					
5103410 · Supplies - Custodial	95	595	1,500	(905)	40%
5103440 · Maintenance Agreement Expense	0	0	400	(400)	0%
5103460 · Miscellaneous	0	368	1,500	(1,132)	25%
<b>Total 5103400 · Maintenance Supplies / Parts</b>	95	963	3,400	(2,437)	28%
5104200 · Travel Expenses					
5104210 · Travel - Local	0	31	500	(469)	6%
5104220 · Professional Development	0	435	5,500	(5,065)	8%
5104222 · Professional Develop - Council	0	975	1,200	(225)	81%
5104225 · City Council Meal Expense	0	358	1,400	(1,043)	26%
5104230 · Professional Develop - In-House	0	0	500	(500)	0%
<b>Total 5104200 · Travel Expenses</b>	0	1,797	9,100	(7,303)	20%
5105200 · Data Processing Expenses					
5105240 · Data Processing - Software	0	9,403	13,300	(3,897)	71%
<b>Total 5105200 · Data Processing Expenses</b>	0	9,403	13,300	(3,897)	71%
5105300 · Printing Expense					
5105310 · Copier Expense	528	2,766	4,476	(1,710)	62%
5105320 · Printing - Newsletters	0	1,204	5,108	(3,904)	24%
5105330 · Printing - Forms	0	303	1,500	(1,197)	20%
<b>Total 5105300 · Printing Expense</b>	528	4,273	11,084	(6,811)	39%
5105400 · Utilities					
5105410 · Telephone	125	798	1,404	(606)	57%
5105415 · Cellular Phone	119	835	1,464	(629)	57%
5105417 · Internet	160	962	2,409	(1,447)	40%

**City of Ovilla General Fund**  
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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
5105420 · Wireless Cards	38	266	912	(646) 29%
5105450 · Electricity	332	2,318	4,635	(2,317) 50%
<b>Total 5105400 · Utilities</b>	<b>774</b>	<b>5,179</b>	<b>10,824</b>	<b>(5,645)</b> 48%
 5105500 · Repairs & Bldg Improvements				
5105520 · Repairs - Buildings	506	3,821	4,000	(179) 96%
5105540 · Repairs - Machinery & Equipment	123	495	600	(105) 83%
5105590 · Repairs - Other	0	2,170	2,200	(30) 99%
<b>Total 5105500 · Repairs &amp; Bldg Improvements</b>	<b>628</b>	<b>6,486</b>	<b>6,800</b>	<b>(314)</b> 95%
 5105600 · Insurance				
5105610 · Insurance - Property	369	1,108	1,330	(222) 83%
5105620 · Insurance - Liability	126	464	678	(214) 68%
5105630 · Insurance - Fidelity Bond	0	250	300	(50) 83%
5105635 · Public Officials Surety Bonds	0	0	2,210	(2,210) 0%
<b>Total 5105600 · Insurance</b>	<b>495</b>	<b>1,823</b>	<b>4,518</b>	<b>(2,695)</b> 40%
 5105700 · Other Expenses				
5105705 · Postage	325	2,730	6,756	(4,026) 40%
5105710 · Cash - Over/Short	0	0	10	(10) 0%
5105725 · Records Management Expense	0	1,996	3,600	(1,605) 55%
5105730 · City - Memberships	0	2,056	2,500	(444) 82%
5105740 · Legal Notices/Advertisement	999	2,193	9,000	(6,807) 24%
5105752 · Employment Screening	0	254	350	(96) 73%
5105753 · Solicitor Screening	16	96	200	(104) 48%
5105756 · FM 664	0	23,928	24,000	(72) 100%
5105760 · Bank Service Charge	20	42	100	(58) 42%
5105764 · Filing Fees	0	100	250	(150) 40%
5105765 · Miscellaneous	66	926	2,350	(1,424) 39%
<b>Total 5105700 · Other Expenses</b>	<b>1,426</b>	<b>34,320</b>	<b>49,116</b>	<b>(14,796)</b> 70%

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5106400 · Minor Capital Outlay</b>				
5106440 · Machinery & Equipment	0	0	7,500	(7,500) 0%
5106465 · Furniture	0	146	1,000	(854) 15%
<b>Total 5106400 · Minor Capital Outlay</b>	<b>0</b>	<b>146</b>	<b>8,500</b>	<b>(8,354) 2%</b>
<b>5107400 - Capitalized Assets</b>				
5107440 - Machinery & Equipment	0	49,999	49,999	0 100%
<b>Total 5107400 - Capitalized Assets</b>	<b>0</b>	<b>49,999</b>	<b>49,999</b>	<b>0 100%</b>
<b>5109000 · Reserves</b>				
5109001 - Reserve for Contingency	0	0	35,007	(35,007) 0%
5109015 - Reserve for FD & PD Radios	0	0	93,770	(93,770) 0%
<b>Total 5109000 - Reserves</b>	<b>0</b>	<b>0</b>	<b>128,777</b>	<b>(128,777) 0</b>
<b>Total 10 · Administration</b>	<b>34,795</b>	<b>314,357</b>	<b>670,905</b>	<b>(356,548) 47%</b>
<b>20 · Police</b>				
<b>5201100 · Salaries &amp; Wages</b>				
5201120 · Police Chief	5,711	42,832	70,000	(27,168) 61%
5201143 · Command Staff	4,408	33,063	53,560	(20,497) 62%
5201150 · Certification Pay	185	1,385	2,400	(1,015) 58%
5201170 · Salary Increase	0	0	4,160	(4,160) 0%
5201180 · Merit Raises - Staff	0	0	3,832	(3,832) 0%
<b>Total 5201100 · Salaries &amp; Wages</b>	<b>10,304</b>	<b>77,280</b>	<b>133,952</b>	<b>(56,672) 58%</b>
<b>5201400 · Support Salaries</b>				
5201405 · Support Staff	2,371	17,784	27,851	(10,067) 64%
5201408 - Sergeant	3,626	25,379	43,680	(18,301) 58%
5201410 · Patrol	19,271	144,138	224,723	(80,585) 64%
5201412 - Patrol Part Time	1,800	3,638	20,500	(16,863) 18%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	April 2017	'Oct - Apr 2017	Budget	Budget	Thru April
5201415 · Certification Pay	162	1,211	1,636	(425)	74%
5201470 · Salary Increase	0	0	16,640	(16,640)	0%
5201480 · Merit Raises	0	0	9,387	(9,387)	0%
5201490 · Overtime	1,580	5,988	16,000	(10,012)	37%
<b>Total 5201400 · Support Salaries</b>	<b>28,809</b>	<b>198,137</b>	<b>360,417</b>	<b>(162,280)</b>	<b>55%</b>
5202100 · Employee Benefits					
5202110 · Group Insurance	5,902	42,055	72,741	(30,686)	58%
5202135 · TMRS	3,631	25,494	44,740	(19,246)	57%
5202160 · Worker's Compensation	2,919	8,082	11,677	(3,595)	69%
5202170 · Payroll Taxes	654	3,972	8,381	(4,409)	47%
5202196 · Membership Dues	0	397	500	(103)	79%
<b>Total 5202100 · Employee Benefits</b>	<b>13,107</b>	<b>80,001</b>	<b>138,039</b>	<b>(58,038)</b>	<b>58%</b>
5202300 · Contractual Services					
5202355 · Contract Labor - Individual	0	0	500	(500)	0%
5202356 · Gingerbread House	0	1,000	1,000	0	100%
5202380 · Dispatch	7,613	15,225	15,225	0	100%
5202385 · Jail Expense	0	0	1,000	(1,000)	0%
5202390 · Special Response Team	0	7,500	8,500	(1,000)	88%
5202395 · Contractual Services Other	0	0	1,000	(1,000)	0%
<b>Total 5202300 · Contractual Services</b>	<b>7,613</b>	<b>23,725</b>	<b>27,225</b>	<b>(3,500)</b>	<b>87%</b>
5202500 · Operating Services					
5202530 · Custodial Service Contract	235	1,645	2,820	(1,175)	58%
5202540 · Computer Maintenance	0	0	700	(700)	0%
5202560 · Internet Subscriptions	0	0	1,350	(1,350)	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>
5202600 · Special Expenses					

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	Current	Year to Date	\$ Over	% of Budget
	April 2017	'Oct - Apr 2017	(Under)	Thru April
			Budget	Budget
5202675 · National Night Out	0	434	550	(116) 79%
Total 5202600 · Special Expenses	0	434	550	(116) 79%
5203100 · General Supplies				
5203110 · Office Supplies	26	1,500	1,874	(374) 80%
5203140 · Uniforms	420	3,199	8,000	(4,801) 40%
5203170 · Evidence Gathering	228	512	700	(188) 73%
Total 5203100 · General Supplies	673	5,211	10,574	(5,363) 49%
5203400 · Maintenance Supplies & Parts				
5203410 · Supplies - Custodial	28	297	800	(503) 37%
Total 5203400 · Maintenance Supplies & Parts	28	297	800	(503) 37%
5204200 · Travel Expenses				
5204210 · Travel - Local	0	0	1,000	(1,000) 0%
5204220 · Professional Development	17	1,337	4,896	(3,559) 27%
5204225 · Professional Dev - LEOSE	0	0	0	0 0%
5204235 · Ammo	0	0	1,000	(1,000) 0%
5204270 · Vehicle Expenses	1,785	10,899	24,000	(13,101) 45%
Total 5204200 · Travel Expenses	1,803	12,236	30,896	(18,660) 40%
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	87	609	1,500	(891) 41%
5205330 · Printing - Forms	0	78	300	(222) 26%
5205350 · Printing - Other	0	265	400	(135) 66%
Total 5205300 · Printing Expenses	87	952	2,200	(1,248) 43%

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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Budget
				Thru April
5205400 · Utilities				58%
5205410 · Telephone	125	798	1,404	(606) 57%
5205415 · Cellular Phone	99	779	1,350	(571) 58%
5205417 · Internet - PD	160	962	2,409	(1,447) 40%
5205420 · Wireless Cards	266	1,788	2,750	(962) 65%
5205450 · Electricity	233	2,288	4,500	(2,212) 51%
Total 5205400 · Utilities	882	6,615	12,413	(5,798) 53%
5205500 · Repairs & Building Improvements				
5205520 · Repairs - Building	373	425	5,000	(4,575) 9%
5205540 · Repairs- Machinery & Equipment	0	149	1,000	(851) 15%
5205550 · Repairs - Vehicles	31	4,511	10,000	(5,489) 45%
Total 5205500 · Repairs & Building Improvements	403	5,085	16,000	(10,915) 32%
5205600 · Insurance				
5205610 · Insurance - Property	439	1,318	1,757	(439) 75%
5205620 · Insurance - Liability	2,125	6,287	8,499	(2,212) 74%
5205640 · Insurance - Vehicle	1,402	3,076	2,908	168 106%
Total 5205600 · Insurance	3,965	10,681	13,164	(2,483) 81%
5205700 · Other Expenses				
5205742 · Public Relations	0	219	519	(300) 42%
5205752 · Employment Screening	0	366	1,550	(1,184) 24%
5205765 · Miscellaneous	250	974	1,620	(646) 60%
Total 5205700 · Other Expenses	250	1,560	3,689	(2,129) 42%
5206400 · Minor Capital Outlay				
5206440 · Machinery & Equipment	0	5,380	9,200	(3,820) 58%
5206445 · Personal Protective Equipment	0	655	2,600	(1,945) 25%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	April 2017	'Oct - Apr 2017	Budget	Budget	Thru April
5206450 · Vehicles	0	48,217	49,000	(783)	98%
Total 5206400 · Minor Capital Outlay	0	54,252	60,800	(6,548)	89%
5207400 - Capitalized Assets					
5207440 - Machinery and Equipment	0	0	22,000	(22,000)	0%
	0	0	22,000	(22,000)	0%
Total 20 · Police	68,160	495,962	855,589	-359,627	58%
25 · Municipal Court					
5251100 · Salaries & Wages					
5251140 · Municipal Judge	634	4,435	7,020	(2,586)	63%
Total 5251100 · Salaries & Wages	634	4,435	7,020	(2,586)	63%
5251400 · Support Staff					
5251405 · Support Staff	2,669	20,016	33,676	(13,660)	59%
5251470 - Salary Increase	0	0	582		
5251480 - Merit Raises	0	0	1,011	(1,011)	0%
5251490 - Overtime	94	732	1,900	(1,168)	39%
Total 5251400 · Support Staff	2,763	20,748	37,169	(16,421)	56%
5252100 · Employee Benefits					
5252110 · Group Insurance	600	4,251	7,203	(2,952)	59%
5252135 · TMRS	269	1,939	3,304	(1,365)	59%
5252160 · Worker's Compensation	30	91	122	(31)	75%
5252170 · Payroll Taxes	89	640	1,085	(445)	59%
5252196 - Membership Dues	0	0	40	(40)	0%
Total 5252100 · Employee Benefits	988	6,921	11,754	(4,833)	59%
5252300 · Contractual Services					
5251420 · Jury Fees	0	36	200	(164)	18%
5251425 · City Prosecutor	0	4,610	6,000	(1,390)	77%

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	Current	Year to Date	\$ Over (Under)		% of Budget
	April 2017	'Oct - Apr 2017	Budget	Budget	
5252375 · Comptroller - Warrant Fees	0	47,772	95,543	(47,771)	50%
Total 5252300 · Contractual Services	0	52,418	101,743	(49,325)	52%
5252500 · Operating Services					
5252540 · Computer Maintenance	0	0	75	(75)	0%
Total 5252500 · Operating Services	0	0	75	(75)	0%
5253100 · General Supplies					
5253110 · Office Supplies	0	175	175	0	100%
5253140 · Uniforms	0	20	50	(30)	40%
Total 5253100 · General Supplies	0	195	225	(30)	87%
5254200 · Travel Expenses					
5254210 - Travel - Local	0	0	25	(25)	0%
5254220 · Professional Development	0	0	50	(50)	0%
Total 5254200 · Travel Expenses	0	0	75	(75)	0%
5255200 · Data Processing Expenses					
5255240 · Data Processing - SW Maint.	0	2,050	2,051	(1)	100%
Total 5255200 · Data Processing Expenses	0	2,050	2,051	(1)	100%
5255300 · Printing Expense					
5255350 · Printing - Other	0	278	800	(522)	35%
Total 5255300 · Printing Expense	0	278	800	(522)	35%
5255600 · Insurance					
5255620 · Insurance - Liability	48	144	192	(48)	75%
Total 5255600 · Insurance	48	144	192	(48)	75%
5255700 · Other Expenses					

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	April 2017	'Oct - Apr 2017	Budget	Budget	Thru April
5255765 · Miscellaneous	0	0	50	(50)	0%
5255768 · Collection Agency Fees	1,692	5,319	7,260	(1,941)	73%
5255772 · Warrant Fee - Omni	0	4,132	8,262	(4,130)	50%
<b>Total 5255700 · Other Expenses</b>	<b>1,692</b>	<b>9,451</b>	<b>15,572</b>	<b>(6,121)</b>	<b>61%</b>
 Total 25 · Municipal Court	 6,124	 96,639	 176,676	 (80,037)	 55%
 30 · Fire					
5301100 · Salaries & Wages					
5301125 · Fire Chief	3,012	22,590	38,018	(15,428)	59%
5301135 · Deputy Chief/Fire December shall	1,698	12,827	21,424	(8,597)	60%
5301140 · Fire Captains	3,595	28,805	67,776	(38,971)	43%
5301150 · Officer in Charge & Holiday	1,096	9,468	12,648	(3,180)	75%
5301170 · Salary Increase	0	0	1,520	(1,520)	0%
5301180 · Merit Raises - Staff	0	0	3,863	(3,863)	0%
<b>Total 5301100 · Salaries &amp; Wages</b>	<b>9,401</b>	<b>73,690</b>	<b>145,249</b>	<b>(71,559)</b>	<b>51%</b>
5301400 · Support Salaries					
5301440 · Firefighters	24,295	179,966	314,158	(134,192)	57%
5301470 · Salary Increase	0	0	4,500	(4,500)	0%
5301480 · Merit Raises	0	0	7,897	(7,897)	0%
5301485 · Volunteer Incentive Program	1,145	8,487	16,850	(8,364)	50%
<b>Total 5301400 · Support Salaries</b>	<b>25,440</b>	<b>188,453</b>	<b>343,405</b>	<b>(154,952)</b>	<b>55%</b>
5302100 · Employee Benefits					
5302135 · TMRS	464	3,381	5,831	(2,450)	58%
5302137 · Volunteer Retirement	0	144	2,700	(2,556)	5%
5302160 · Worker's Compensation	2,674	10,086	10,696	(610)	94%
5302170 · Payroll Taxes	2,282	17,227	32,297	(15,070)	53%
5302196 · Membership Dues	0	1,628	2,200	(572)	74%
<b>Total 5302100 · Employee Benefits</b>	<b>5,420</b>	<b>32,467</b>	<b>53,724</b>	<b>(21,257)</b>	<b>60%</b>

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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5302300 · Contractual Services</b>				
5302310 · Consultant Fees	0	1,500	1,500	0 100%
5302380 · Dispatch	7,613	15,225	15,225	0 100%
5302385 · Emergency Transport Service	0	31,780	66,257	(34,478) 48%
<b>Total 5302300 · Contractual Services</b>	<b>7,613</b>	<b>48,505</b>	<b>82,982</b>	<b>(34,478) 58%</b>
<b>5302500 · Operating Services</b>				
5302510 · Maintenance Agreements	385	6,881	10,000	(3,119) 69%
5302570 · Warning System Maintenance	0	2,500	2,500	0 100%
5302580 · Generator Maintenance	0	0	2,120	(2,120) 0%
<b>Total 5302500 · Operating Services</b>	<b>385</b>	<b>9,381</b>	<b>14,620</b>	<b>(5,239) 64%</b>
<b>5302600 · Special Expenses</b>				
5302675 · National Night Out	0	299	500	(201) 60%
<b>Total 5302600 · Special Expenses</b>	<b>0</b>	<b>299</b>	<b>500</b>	<b>(201) 60%</b>
<b>5303100 · General Supplies</b>				
5303110 · Office Supplies	79	293	1,000	(707) 29%
5303140 · Uniforms	297	2,382	5,000	(2,618) 48%
5303160 · Medical Supplies	23	3,816	8,000	(4,184) 48%
5303165 · Medical Support	14	249	1,000	(751) 25%
5303170 · Evidence Gathering	0	645	800	(155) 81%
5303175 · Education Aids	0	2,445	2,445	(0) 100%
<b>Total 5303100 · General Supplies</b>	<b>413</b>	<b>9,830</b>	<b>18,245</b>	<b>(8,415) 54%</b>
<b>5303400 · Maintenance Supplies &amp; Parts</b>				
5303410 · Supplies - Custodial	0	1,380	2,000	(620) 69%
5303420 · Building Alarm Maintenance	0	0	420	(420) 0%
<b>Total 5303400 · Maintenance Supplies &amp; Parts</b>	<b>0</b>	<b>1,380</b>	<b>2,420</b>	<b>(1,040) 57%</b>

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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
5304200 · Travel Expenses				
5304220 · Professional Development	309	4,359	7,605	(3,246) 57%
5304270 · Vehicle Expenses	663	5,152	7,500	(2,348) 69%
Total 5304200 · Travel Expenses	972	9,511	15,105	(5,594) 63%
5305200 · Data Processing Expenses				
5305240 · Data Processing - Software	0	2,653	4,315	(1,662) 61%
Total 5305200 · Data Processing Expenses	0	2,653	4,315	(1,662) 61%
5305300 · Printing Expense				
5305310 · Copier Expense	247	1,858	3,100	(1,242) 60%
5305330 · Printing - Forms	0	56	100	(44) 56%
Total 5305300 · Printing Expense	247	1,914	3,200	(1,286) 60%
5305400 · Utilities				
5305410 · Telephone	211	1,652	2,724	(1,072) 61%
5305415 · Cellular Phone	124	842	1,532	(690) 55%
5305417 · Internet - Fire Dept.	388	2,558	5,145	(2,587) 50%
5305430 · Natural Gas	315	1,464	2,000	(536) 73%
5305450 · Electricity	434	3,032	5,650	(2,618) 54%
Total 5305400 · Utilities	1,472	9,547	17,051	(7,504) 56%
5305500 · Repairs & Bldg Improvements				
5305520 · Repairs - Building	19	777	11,700	(10,923) 7%
5305540 · Repairs - Machinery & Equipment	512	7,900	19,000	(11,100) 42%
5305545 · Repairs - Apparatus	0	6,514	12,000	(5,486) 54%
5305550 · Repairs - Vehicles	129	2,559	3,500	(941) 73%
Total 5305500 · Repairs & Bldg Improvements	659	17,751	46,200	(28,449) 38%
5305600 · Insurance				
5305620 · Insurance - Liability	217	652	3,569	(2,917) 18%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	April 2017	'Oct - Apr 2017	Budget	Budget	
5305640 · Insurance - Vehicle	2,360	8,209	12,129	(3,920)	68%
Total 5305600 · Insurance	2,577	8,861	15,698	(6,837)	56%
5305700 · Other Expenses					
5305705 · Postage	0	16	50	(34)	33%
5305752 · Employment Screening	0	364	500	(136)	73%
5305765 · Flags & Miscellaneous	0	0	100	(100)	0%
Total 5305700 · Other Expenses	0	380	650	(270)	59%
5306400 · Minor Capital Outlay					
5306440 · Machinery & Equipment	0	2,985	10,300	(7,315)	29%
5306445 · Personal Protective Equipment	489	4,654	20,247	(15,593)	23%
Total 5306400 · Minor Capital Outlay	489	7,639	30,547	(22,908)	25%
5307400 · Capitalized Assets					
5307450 · Vehicle	0	55,000	55,000	0	100%
Total 5306400 · Minor Capital Outlay	0	55,000	55,000	0	100%
Total 30 · Fire	55,089	477,260	848,911	(371,651)	56%
40 · Community Services					
5401100 · Salaries & Wages					
5401135 · ACO/Code Enforcement Officer	3,674	27,552	46,364	(18,812)	59%
5401180 · Merit Raises - Staff	0	0	1,391	(1,391)	0%
5401190 · Overtime	947	5,993	11,000	(5,007)	54%
Total 5401100 · Salaries & Wages	4,621	33,545	58,755	(25,210)	57%
5402100 · Employee Benefits					
5402110 · Group Insurance	390	2,750	7,291	(4,541)	38%
5402135 · TMRS	454	3,166	5,262	(2,096)	60%
5402160 · Worker's Compensation	89	266	356	(90)	75%
5402170 · Payroll Taxes	73	527	802	(275)	66%

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	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
5402190 · License	0	25	625	(600) 4%
Total 5402100 · Employee Benefits	1,006	6,734	14,336	(7,602) 47%
5402300 · Contractual Services				
5402315 · Contract Building Inspections	3,639	24,796	46,500	(21,704) 53%
5402370 · Impound Fees	600	1,800	2,300	(500) 78%
Total 5402300 · Contractual Services	4,239	26,596	48,800	(22,204) 55%
5402600 · Special Expenses				
5402680 · Environmental Testing	60	100	2,300	(2,200) 4%
5402683 · Septic Tank Fee to State	40	40	100	(60) 40%
5402685 · Clean up Day	0	0	100	(100) 0%
Total 5402600 · Special Expenses	100	140	2,500	(2,360) 6%
5403100 · General Supplies				
5403110 · Office Supplies	0	50	50	0 100%
5403120 · Animal Care	0	68	150	(83) 45%
5403122 · Pet Supplies	31	326	600	(274) 54%
5403140 · Uniforms	0	333	600	(267) 55%
Total 5403100 · General Supplies	31	777	1,400	(623) 55%
5403400 · Maintenance Supplies & Parts				
5403460 · Miscellaneous	0	0	200	(200) 0%
Total 5403400 · Maintenance Supplies & Parts	0	0	200	(200) 0%
5404200 · Travel Expenses				
5404210 · Travel - Local	0	0	25	(25) 0%
5404220 · Professional Development	0	0	200	(200) 0%
5404270 · Vehicle Expenses	109	711	3,000	(2,289) 24%
Total 5404200 · Travel Expenses	109	711	3,225	(2,514) 22%
5405300 · Printing Expense				

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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
5405330 · Printing - Forms	159	159	400	(241) 40%
Total 5405300 · Printing Expense	159	159	400	(241) 40%
5405400 · Utilities				
5405415 · Cellular Phone	74	540	1,074	(534) 50%
Total 5405400 · Utilities	74	540	1,074	(534) 50%
5405600 · Insurance				
5405610 · Insurance - Property	2	6	9	(3) 72%
5405620 · Insurance - Liability	32	97	130	(33) 75%
5405640 · Insurance - Vehicle	61	184	245	(61) 75%
Total 5405600 · Insurance	96	287	384	(97) 75%
5405700 · Other Expenses				
5405765 · Miscellaneous	0	0	100	(100) 0%
Total 5405700 · Other Expenses	0	0	100	(100) 0%
5406400 · Minor Capital Outlay				
5406440 · Machinery & Equipment	179	511	1,000	(489) 51%
Total 5406400 · Minor Capital Outlay	179	511	1,000	(489) 51%
Total 40 · Community Services	10,613	69,999	132,174	(62,175) 53%
45 · Solid Waste				
5455400 · Utilities				
5455465 · Solid waste Pickup (Garbage)	18,239	126,750	226,110	(99,360) 56%
Total 5455400 · Utilities	18,239	126,750	226,110	(99,360) 56%
Total 45 · Solid Waste	18,239	126,750	226,110	(99,360) 56%
50 · Streets				

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	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5501400 · Support Staff</b>				
5501415 · Maintenance Crew	2,088	13,746	23,400	(9,654) 59%
5501470 - Salary Increase	0	0	2,080	(2,080) 0%
5501480 - Merit Raises	0	0	765	(765) 0%
5501490 · Overtime	117	441	1,500	(1,059) 29%
5501500 · Streets - On Call	0	150	600	(450) 25%
<b>Total 5501400 · Support Staff</b>	<b>2,205</b>	<b>14,337</b>	<b>28,345</b>	<b>(14,008) 51%</b>
<b>5502100 · Employee Benefits</b>				
5502110 · Group Insurance	595	4,117	7,146	(3,029) 58%
5502135 · TMRS	215	1,350	2,642	(1,292) 51%
5502160 · Worker's Compensation	426	1,278	1,705	(427) 75%
5502170 · Payroll Taxes	32	208	403	(195) 52%
5502190 · License	0	0	122	(122) 0%
<b>Total 5502100 · Employee Benefits</b>	<b>1,268</b>	<b>6,954</b>	<b>12,018</b>	<b>(5,064) 58%</b>
<b>5502200 · Special Services</b>				
5502280 · NCTCOG- SWMP Fees	0	0	3,360	(3,360) 0%
<b>Total 5502200 · Special Services</b>	<b>0</b>	<b>0</b>	<b>3,360</b>	<b>(3,360) 0%</b>
<b>5502600 · Special Expenses</b>				
5502620 · Emergency Clean Up	0	0	1,000	(1,000) 0%
<b>Total 5502600 · Special Expenses</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>(1,000) 0%</b>
<b>5503100 · General Supplies</b>				
5503110 · Office Supplies	0	0	100	(100) 0%
5503140 · Uniforms	0	193	600	(407) 32%
<b>Total 5503100 · General Supplies</b>	<b>0</b>	<b>193</b>	<b>700</b>	<b>(507) 28%</b>
<b>5503400 · Maintenance Supplies &amp; Parts</b>				

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	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
5503405 · Drainage Maintenance	0	0	500	(500) 0%
5503420 · Supplies - Street Signs	0	871	5,000	(4,129) 17%
5503460 · Miscellaneous	167	245	300	(55) 82%
<b>Total 5503400 · Maintenance Supplies &amp; Parts</b>	<b>167</b>	<b>1,116</b>	<b>5,800</b>	<b>(4,684) 19%</b>
5504200 · Travel Expenses				
5504220 · Professional Development	0	0	500	(500) 0%
5504270 · Vehicle Expenses	113	2,117	5,500	(3,383) 38%
<b>Total 5504200 · Travel Expenses</b>	<b>113</b>	<b>2,117</b>	<b>6,000</b>	<b>(3,883) 35%</b>
5505300 · Printing Expense				
5505350 · Printing - Other	0	0	350	(350) 0%
<b>Total 5505300 · Printing Expense</b>	<b>0</b>	<b>0</b>	<b>350</b>	<b>(350) 0%</b>
5505400 · Utilities				
5505450 · Electricity	3,941	27,777	47,000	(19,223) 59%
<b>Total 5505400 · Utilities</b>	<b>3,941</b>	<b>27,777</b>	<b>47,000</b>	<b>(19,223) 59%</b>
5505500 · Repairs & Bldg Improvements				
5405520 · Repairs - Building	0	0	500	(500) 0%
5505540 · Repairs - Machinery & Equipment	5	1,797	3,000	(1,203) 60%
5505550 · Repairs - Vehicles	0	985	2,500	(1,515) 39%
5505560 · Repairs -Street Maint.& Repairs	0	12,937	48,000	(35,063) 27%
5505565 · Repairs - Infrastructure Drainage	0	500	3,000	(2,500) 17%
5505575 · Repairs - 50/50 Sidewalk Program	0	0	2,500	(2,500) 0%
5505590 · Repairs - Other	9	96	1,500	(1,404) 6%
<b>Total 5505500 · Repairs &amp; Bldg Improvements</b>	<b>14</b>	<b>16,315</b>	<b>61,000</b>	<b>(44,685) 27%</b>
5505600 · Insurance				
5505620 · Insurance - Liability	173	520	694	(174) 75%
5505640 · Insurance - Vehicle	805	2,415	3,221	(806) 75%

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	April 2017	'Oct - Apr 2017	Budget	Budget
				Thru April
				58%
<b>Total 5505600 - Insurance</b>	978	2,935	3,915	(980) 75%
<b>5505700 - Other Expenses</b>				
5505752 - Employment Screening	0	106	150	(44) 71%
<b>Total 5505700 - Other Expenses</b>	0	106	150	(44) 71%
<b>5506400 - Minor Capital Outlay</b>				
5506440 - Machinery & Equipment	0	2,500	2,500	0 100%
5506445 - Personal Protective Equipment	0	0	300	(300) 0%
5506490 - Other	0	500	500	0 100%
<b>Total 5506400 - Minor Capital Outlay</b>	0	3,000	3,300	(300) 91%
<b>5507400 - Capitalized Assets</b>				
5507440 - Machinery & Equipment	0	10,000	56,000	(46,000) 18%
5507460 - Infrastructure	0	236,439	486,600	(250,161) 49%
<b>Total 5507400 - Capitalized Assets</b>	0	246,439	542,600	(296,161) 45%
<b>Total 50 - Streets</b>	8,688	321,289	715,538	(394,249) 45%
<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>5602500 - Operating Services</b>				
5602530 - Custodial Service Contract	0	0	1,200	(1,200) 0%
<b>Total 5602500 - Operating Services</b>	0	0	1,200	(1,200) 0%

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	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5602600 · Special Expenses</b>				
5602680 · Heritage Day	0	509	14,300	(13,791) 4%
5602690 - Special Events	77	2,762	4,500	(1,738) 61%
<b>Total 5602600 · Special Expenses</b>	<b>77</b>	<b>3,272</b>	<b>18,800</b>	<b>(15,528)</b> 17%
<b>5603400 · Maintenance Supplies &amp; Parts</b>				
5303410 - Supplies - Custodial	0	0	100	(100) 0%
5603460 · Miscellaneous	0	139	300	(161) 46%
<b>Total 5603400 · Maintenance Supplies &amp; Parts</b>	<b>0</b>	<b>139</b>	<b>400</b>	<b>(261)</b> 35%
<b>5605400 · Utilities</b>				
5605450 · Electricity	732	4,959	8,300	(3,341) 60%
<b>Total 5605400 · Utilities</b>	<b>732</b>	<b>4,959</b>	<b>8,300</b>	<b>(3,341)</b> 60%
<b>5605500 · Repairs &amp; Bldg Improvements</b>				
5605520 · Repairs - Building	0	1,722	2,500	(778) 69%
5605530 · REPAIRS-IMP OTHER THAN BLDGS	46	206	1,000	(794) 21%
<b>Total 5605500 · Repairs &amp; Bldg Improvements</b>	<b>46</b>	<b>1,928</b>	<b>3,500</b>	<b>(1,572)</b> 55%
<b>5605600 · Insurance</b>				
5605610 · Insurance - Property	30	91	122	(31) 75%
5605620 · Insurance - Liability	73	220	294	(74) 75%
5605640 · Insurance - Vehicle	52	155	207	(52) 75%
<b>Total 5605600 · Insurance</b>	<b>155</b>	<b>466</b>	<b>623</b>	<b>(157)</b> 75%
<b>5605700 · Other Expenses</b>				
5605765 · Miscellaneous	0	500	500	0 100%
<b>Total 5605700 · Other Expenses</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b> 100%
<b>5606400 · Minor Capital Outlay</b>				

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	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Budget
				Thru April
5606410 · Land Improvements	0	458	800	(342) 57%
5606440 · Machinery & Equipment	0	59	14,714	(14,655) 0%
<b>Total 5606400 · Minor Capital Outlay</b>	<b>0</b>	<b>516</b>	<b>15,514</b>	<b>(14,998) 3%</b>
5607400 · Capitalized Assets				
5607410 - 4B EDC Restroom Land Improvements	74,873	74,873	75,000	(127) 100%
5607415 - 4B EDC Monument Signs	0	0	30,000	(30,000) 0%
5607440 · Machinery & Equipment	308	308	6,000	(5,692) 5%
<b>Total 5607400 · Capitalized Assets</b>	<b>75,181</b>	<b>75,181</b>	<b>111,000</b>	<b>(35,819) 68%</b>
 Total 60 · Parks	 76,400	 88,637	 162,837	 (74,200) 54%
 Total Expenditures	 278,107	 1,990,894	 3,788,740	 (1,797,847) 53%
 Net Change in Fund Balance	 -174,602	 380,792	 0	 380,792 100%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Resources</b>				
4000400 · Charges for Services				
4000460 · Water Sales	42,509	417,462	959,305	(541,843) 44%
4000461 · Sewer Service	25,702	195,703	396,500	(200,797) 49%
4000465 · Water & Sewer Penalties	1,011	8,726	18,000	(9,274) 48%
4000471 · Reconnect Fees	310	2,321	5,400	(3,079) 43%
4000472 · Meters	0	2,550	3,700	(1,150) 69%
4000473 · Connect Fees	275	1,543	4,400	(2,857) 35%
4000478 · Infrastructure Improvement Fee	5,097	37,174	66,550	(29,376) 56%
4000480-Solid Waste Fees (Garbage)	0	0	0	0% 0%
Total 4000400 · Charges for Services	74,905	665,478	1,453,855	(788,377) 46%
4000800 · Other Revenue				
4000880 · Capital Rec Fee	3,750	15,000	81,250	(66,250) 18%
4000840 · Interest Earned	233	1,468	2,900	(1,432) 51%
Total 4000800 · Other Revenue	3,983	16,468	84,150	(67,682) 20%
<b>Total Resources</b>	<b>78,887</b>	<b>681,947</b>	<b>1,538,005</b>	<b>(856,058) 44%</b>
<b>Expense</b>				
70 · Administration				
5701100 · Salaries & Wages				
5701110 · City Administrator	0	11,352	22,042	(10,690) 52%
5701115 · City Secretary	0	7,375	13,658	(6,283) 54%
5701117 · Finance Accountant	0	6,556	12,731	(6,175) 51%
5701120 · Admin. Support	0	4,506	7,660	(3,154) 59%
5701130 · Public Works Director	4,440	33,301	53,960	(20,659) 62%
5701170 - Salary Increase	0	0	3,835	(3,835) 0%
5701180 · Merit Raises, Staff	0	0	3,414	(3,414) 0%
Total 5701100 · Salaries & Wages	4,440	63,089	117,300	(54,211) 54%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5702100 · Employee Benefits</b>				
5702110 · Group Insurance	613	4,318	7,358	(3,040) 59%
5702135 · TMRS	437	3,144	5,497	(2,353) 57%
5702170 · Payroll Taxes	64	479	837	(358) 57%
<b>Total 5702100 · Employee Benefits</b>	<b>1,114</b>	<b>7,940</b>	<b>13,692</b>	<b>(5,752) 58%</b>
<b>5702200 · Special Services</b>				
5702240 · Audit	0	7,400	7,400	0 100%
5702250 · Accounting	0	1,265	1,265	(0) 100%
<b>Total 5702200 · Special Services</b>	<b>0</b>	<b>8,665</b>	<b>8,665</b>	<b>(0) 100%</b>
<b>5702300 · Contractual Services /Personnel</b>				
5702310 · Consultant Fees	547	1,684	2,735	(1,051) 62%
<b>Total 5702300 · Contractual Services /Personnel</b>	<b>547</b>	<b>1,684</b>	<b>2,735</b>	<b>(1,051) 62%</b>
<b>5703100 · General Supplies</b>				
5703110 · Office Supplies	0	234	800	(566) 29%
<b>Total 5703100 · General Supplies</b>	<b>0</b>	<b>234</b>	<b>800</b>	<b>(566) 29%</b>
<b>5703400 · Maintenance Supplies / Parts</b>				
5703410 · Supplies - Custodial	0	0	200	(200) 0%
<b>Total 5703400 · Maintenance Supplies / Parts</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>(200) 0%</b>
<b>5704200 · Travel Expenses</b>				
5704210 · Travel - Local	0	5	200	(195) 2%
5704220 · Professional Development	0	330	750	(420) 44%
<b>Total 5704200 · Travel Expenses</b>	<b>0</b>	<b>335</b>	<b>950</b>	<b>(615) 35%</b>
<b>5705200 · Data Processing Expenses</b>				
5705230 · Data Processing - Maintenance & Repair	100	1,071	1,300	(229) 82%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)		% of Budget Thru April
	April 2017	Oct - Apr 2017	Budget	Budget	
<b>Total 5705200 · Data Processing Expenses</b>		100	1,071	1,300	(229) 82%
<b>5705300 · Printing Expense</b>					
5705350 · Printing - Other	0	0	250	(250)	0%
<b>Total 5705300 · Printing Expense</b>		0	250	(250)	0%
<b>5705400 · Utilities</b>					
5705410 · Telephone	112	785	1,404	(619)	56%
5705415 · Cellular Phone	113	791	1,690	(899)	47%
5705417 · Internet	160	962	2,409	(1,447)	40%
<b>Total 5705400 · Utilities</b>		385	2,538	(2,965)	46%
<b>5705700 · Other Expenses</b>					
5705705 · Postage	725	3,725	8,000	(4,275)	47%
5705740 · Advertising	0	0	100	(100)	0%
5705760 · Bank Service Charge	47	152	200	(48)	76%
5705765 · Miscellaneous	0	0	100	(100)	0%
<b>Total 5705700 · Other Expenses</b>		772	3,877	(4,523)	46%
<b>5706400 · Minor Capital Outlay</b>					
5706440 · Machinery & Equipment	0	0	500	(500)	0%
<b>Total 5706400 · Minor Capital Outlay</b>		0	500	(500)	0%
<b>5709000 · Reserve</b>					
5708215 · Admin. Exp. to General Fund	0	16,394	32,788	(16,394)	50%
5709002 · Capital Improv. Water/Sewer Reserve	0	0	58,700	(58,700)	0%
5709010 · Administrative Reserves	0	0	4,068	(4,068)	0%
<b>Total 5709000 · Reserve</b>		0	16,394	(79,162)	17%
<b>Total 70 · Administration</b>	7,358	105,827	255,851	(150,024)	41%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>75 - Water</b>				
<b>5751100 · Salaries &amp; Wages</b>				
5751133 · Superintendent	3,510	26,328	43,260	(16,932) 61%
5751170 - Salary Increase	0	0	1,040	(1,040) 0%
5751180 · Merit Raises - Staff	0	0	1,329	(1,329) 0%
5751190 - Overtime	66	1,020	2,000	(980) 51%
<b>Total 5751100 · Salaries &amp; Wages</b>	<b>3,576</b>	<b>27,348</b>	<b>47,629</b>	<b>(20,281) 57%</b>
<b>5751400 · Support Salaries</b>				
5751405 · Support Staff	4,330	20,319	50,264	(29,945) 40%
5751415 · Maintenance Crew	4,538	34,032	80,766	(46,734) 42%
5751450 · Certification Pay	92	692	1,200	(508) 58%
5751470 - Salary Increase	0	0	5,159	(5,159) 0%
5751480 · Merit Raises	0	0	3,522	(3,522) 0%
5751490 - Overtime	250	2,067	4,000	(1,933) 52%
5751500 · Water - On Call	150	1,000	1,550	(550) 65%
<b>Total 5751400 · Support Salaries</b>	<b>9,360</b>	<b>58,110</b>	<b>146,461</b>	<b>(88,351) 40%</b>
<b>5752100 · Employee Benefits</b>				
5752110 · Group Insurance	2,201	15,485	43,175	(27,690) 36%
5752135 · TMRS	1,254	8,490	19,846	(11,356) 43%
5752160 · Worker's Compensation	2,090	6,190	8,200	(2,010) 75%
5752170 · Payroll Taxes	189	1,333	3,021	(1,688) 44%
5752190 · Licenses	111	111	222	(111) 50%
<b>Total 5752100 · Employee Benefits</b>	<b>5,845</b>	<b>31,610</b>	<b>74,464</b>	<b>(42,854) 42%</b>
<b>5752300 · Contractual Services/Personnel</b>				
5752350 · Contract Labor - Company	0	1,000	1,500	(500) 67%
5752380 · Dispatch	6,525	13,050	13,050	0 100%
<b>Total 5752300 · Contractual Services/Personnel</b>	<b>6,525</b>	<b>14,050</b>	<b>14,550</b>	<b>(500) 97%</b>

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
5752400 · Rentals				
5752420 · Rental - Machinery & Equipment	0	0	250	(250)
Total 5752400 · Rentals	0	0	250	(250)
5752500 · Operating Services				
5752580 · Water Testing	67	904	4,000	(3,096)
5752590 · TCEQ Fees	0	3,249	3,500	(251)
Total 5752500 · Operating Services	67	4,154	7,500	(3,346)
5753100 · General Supplies				
5753140 · Uniforms	150	1,611	1,700	(89)
Total 5753100 · General Supplies	150	1,611	1,700	(89)
5753400 · Maintenance Supplies & Parts				
5753460 · Miscellaneous	0	289	300	(11)
Total 5753400 · Maintenance Supplies & Parts	0	289	300	(11)
5754200 · Travel Expenses				
5754220 · Professional Development	0	143	750	(607)
5754270 · Vehicle Expenses	785	2,587	10,000	(7,413)
Total 5754200 · Travel Expenses	785	2,731	10,750	(8,019)
5755200 · Data Processing Expenses				
5755240 · Data Processing - Software	0	3,700	3,700	0
Total 5755200 · Data Processing Expenses	0	3,700	3,700	0
5755300 · Printing Expenses				
5755310 · Copier Expense	0	2,238	3,000	(762)
5755350 · Printing - Other	0	1,261	2,000	(739)
Total 5755300 · Printing Expenses	0	3,498	5,000	(1,502)

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>5755400 · Utilities</b>				
5755415 · Cellular Phone	16	160	300	(140) 53%
5755450 · Electricity	1,987	15,406	27,000	(11,594) 57%
5755460 · Water, wholesale	24,898	183,509	425,062	(241,553) 43%
<b>Total 5755400 · Utilities</b>	<b>26,900</b>	<b>199,075</b>	<b>452,362</b>	<b>(253,287) 44%</b>
<b>5755500 · Repairs &amp; Building Improvements</b>				
5755540 · Repairs- Machinery & Equipment	706	1,520	4,000	(2,480) 38%
5755550 · Repairs - Vehicles	0	1,514	2,000	(486) 76%
5755570 · Inventory Expense	824	4,687	8,800	(4,113) 53%
5755580 · Water Chemical Expense	630	6,722	8,000	(1,278) 84%
5755590 · Repairs - Other	0	1,300	3,000	(1,700) 43%
<b>Total 5755500 · Repairs &amp; Building Improvements</b>	<b>2,160</b>	<b>15,743</b>	<b>25,800</b>	<b>(10,057) 61%</b>
<b>5755600 · Insurance</b>				
5755610 · Insurance - Property	712	2,136	2,848	(712) 75%
5755620 · Insurance - Liability	242	727	970	(243) 75%
5755640 · Insurance - Vehicle	576	1,728	2,304	(576) 75%
<b>Total 5755600 · Insurance</b>	<b>1,530</b>	<b>4,591</b>	<b>6,122</b>	<b>(1,531) 75%</b>
<b>5755700 · Other Expenses</b>				
5755752 · Employment Screening	0	46	150	(104) 31%
<b>Total 5755700 · Other Expenses</b>	<b>0</b>	<b>46</b>	<b>150</b>	<b>(104) 31%</b>
<b>5756400 · Minor Capital Outlay</b>				
5756440 · Machinery & Equipment	0	573	1,000	(427) 57%
5756490 · Other	77	206	500	(294) 41%
<b>Total 5756400 · Minor Capital Outlay</b>	<b>77</b>	<b>780</b>	<b>1,500</b>	<b>(720) 52%</b>
<b>5757400 · Capitalized Assets</b>				

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)		% of Budget
	April 2017	Oct - Apr 2017	Budget	Budget	
5757440 · Machinery & Equipment	0	12,845	13,000	(155)	99%
5757470 · Infrastructure - Water	0	4,167	4,200	(33)	99%
5757475 - FM 664 Relocate Waterline	8,612	8,612	9,000	(388)	96%
<b>Total 5757400 · Capitalized Assets</b>	<b>8,612</b>	<b>25,624</b>	<b>26,200</b>	<b>(576)</b>	<b>98%</b>
5757900 · Long-Term Debt					
5758225 · Admin. Expense to Debt Fund	0	29,624	54,127	(24,503)	55%
<b>Total 5757900 · Long-Term Debt</b>	<b>0</b>	<b>29,624</b>	<b>54,127</b>	<b>(24,503)</b>	<b>55%</b>
Total 75 · Water	65,588	422,584	878,565	(455,981)	48%
80 · Sewer					
5801400 · Support Salaries					
5801405 · Support Staff	0	5,796	16,754	(10,958)	35%
5801415 · Maintenance Crew	2,883	21,624	34,278	(12,654)	63%
5801450 · Certification Pay	92	692	1,210	(518)	57%
5801470 - Salary Increase	0	0	2,122	(2,122)	0%
5801480 · Merit Raises	0	0	1,408	(1,408)	0%
5801490 · Overtime	108	1,027	3,000	(1,973)	34%
5801500 · Sewer - On Call	50	350	600	(250)	58%
<b>Total 5801400 · Support Salaries</b>	<b>3,134</b>	<b>29,490</b>	<b>59,372</b>	<b>(29,882)</b>	<b>50%</b>
5802100 · Employee Benefits					
5802110 · Group Insurance	602	4,227	7,221	(2,994)	59%
5802135 · TMRS	300	2,180	3,856	(1,676)	57%
5802160 · Worker's Compensation-Sewer	377	1,060	1,367	(307)	78%
5802170 · Payroll Taxes	44	334	588	(254)	57%
5802190 · Licenses	0	0	150	(150)	0%
<b>Total 5802100 · Employee Benefits</b>	<b>1,323</b>	<b>7,800</b>	<b>13,182</b>	<b>(5,382)</b>	<b>59%</b>
5802300 · Contractual Services/Personnel					

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)		% of Budget
	April 2017	Oct - Apr 2017	Budget	Budget	
5802350 · Contract Labor - Company	0	0	10,000	(10,000)	0%
Total 5802300 · Contractual Services/Personnel	0	0	10,000	(10,000)	0%
5802500 · Operating Services					
5802515 · Sardis Collection Expense	617	4,819	9,054	(4,235)	53%
5802590 · TCEQ Fees - Sewer	0	0	100	(100)	0%
Total 5802500 · Operating Services	617	4,819	9,154	(4,335)	53%
5803100 · General Supplies					
5803140 · Uniforms	0	1,036	1,200	(164)	86%
Total 5803100 · General Supplies	0	1,036	1,200	(164)	86%
5803400 · Maintenance Supplies & Parts					
5803460 · Miscellaneous	0	310	500	(190)	62%
Total 5803400 · Maintenance Supplies & Parts	0	310	500	(190)	62%
5804200 · Travel Expenses					
5804220 · Professional Development	0	457	500	(43)	91%
5804270 · Vehicle Expense	0	1,133	1,200	(67)	94%
Total 5804200 · Travel Expenses	0	1,590	1,700	(110)	94%
5805400 · Utilities					
5805450 · Electricity	189	1,044	3,000	(1,956)	35%
5805463 · TRA Wastewater Treatment	23,830	165,547	285,955	(120,408)	58%
Total 5805400 · Utilities	24,019	166,591	288,955	(122,364)	58%
5805500 · Repairs & Bldg Improvements					
5805510 · Repairs - Land Improvements	0	0	300	(300)	0%
5805540 · Repairs - Machinery & Equipment	0	2,619	6,000	(3,381)	44%
5805570 · Inventory Expense	0	1,772	2,000	(228)	89%
5805590 · Repairs - Other	0	44	600	(556)	7%
Total 5805500 · Repairs & Bldg Improvements	0	4,435	8,900	(4,465)	50%

**Ovilla W&S Utility Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
5805600 · Insurance				
5805610 · Insurance - Property	15	44	60	(16) 74%
5805620 · Insurance - Liability	24	223	224	(1) 100%
5805640 · Insurance - Vehicle	36	107	142	(35) 75%
Total 5805600 · Insurance	75	375	426	(51) 88%
5805700 · Other Expenses				
5805752 · Employment Screening	80	126	200	(74) 63%
Total 5805700 · Other Expenses	80	126	200	(74) 63%
5807400 · Capitalized Assets				
5807440 · Machinery & Equipment	0	9,935	10,000	(65) 99%
Total 5807400 · Capitalized Assets	0	9,935	10,000	(65) 99%
Total 80 · Sewer	29,248	226,507	403,589	(177,082) 56%
<b>Total Expense</b>	<b>102,194</b>	<b>754,918</b>	<b>1,538,005</b>	<b>(783,087) 49%</b>
<b>Net Change in Fund Balance</b>	<b>(23,306)</b>	<b>(72,971)</b>	<b>0</b>	<b>(72,971) 100%</b>

**Ovilla Debt Service**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000100 · Taxes				
4000107 · Ad Valorem, Current I & S	1,138	493,060	486,807	6,253 101%
4000106 · Ad Valorem, Current I&S New and Imp	-	-	24,420	(24,420) 0%
4000111 · Ad Valorem, Delinquent I & S	25	3,943	3,920	23 101%
4000114 · Interest/Penalties - I & S	- 106	1,306	1,201	105 109%
<b>Total 4000100 · Taxes</b>	<b>1,269</b>	<b>498,310</b>	<b>516,348</b>	<b>(18,038)</b> 97%
4000800 · Other Revenue				
4000840 · Interest Earned	132	372	550	(178) 68%
4000930 · Admin.Rev.Rec.Fr Water & Sewer	-	29,624	54,127	(24,503) 55%
<b>Total 4000800 · Other Revenue</b>	<b>132</b>	<b>29,996</b>	<b>54,677</b>	<b>(24,681)</b> 55%
<b>Total Revenues</b>	<b>1,401</b>	<b>528,306</b>	<b>571,025</b>	<b>(42,719)</b> 93%
<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	-	97,763	195,525	(97,763) 50%
<b>Total 5157900 · Long-Term Debt</b>	<b>-</b>	<b>97,763</b>	<b>571,025</b>	<b>(473,263)</b> 17%
<b>Total Expenditures</b>	<b>-</b>	<b>97,763</b>	<b>571,025</b>	<b>(473,263)</b> 17%
<b>Net Change in Fund Balance</b>	<b>1,401</b>	<b>430,544</b>	<b>-</b>	<b>430,544</b> 100%

**City of Ovilla Capital Projects Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000800 · Other Revenue				
4000840 · Texpool	0	0		
4000845 · Interest Earned - Texstar	1	5	1	4
4000850 · Interest Earned - Prosperity	38	168	260	(92)
4000990 · Reduction In Fund Balance	0	0	50,000	(50,000)
<b>Total 4000800 · Other Revenue</b>	<b>38</b>	<b>173</b>	<b>50,261</b>	<b>(50,088)</b>
<b>Total Revenues</b>	<b>38</b>	<b>173</b>	<b>50,261</b>	<b>(50,088)</b>
<b>Expense</b>				
5879000 · Reserves				
5879010 · Admin Reserves	0	0	261	(261)
<b>Total 5879000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>261</b>	<b>(261)</b>
5857400 · Capitalized Assets				
5857470 · Water Line	0	0	50,000	(50,000)
<b>Total 5879000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>(50,000)</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>50,261</b>	<b>(50,261)</b>
<b>Change in Net Position</b>	<b>38</b>	<b>173</b>	<b>0</b>	<b>173</b>
				<b>100%</b>

**Ovilla Park Impact Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April Budget
				58%
<b>Revenues</b>				
4000400 · Charges for Services				
4000460 · Park Impact	1,004	3,680	13,381	(9,701) 28%
<b>Total 4000400 · Charges for Services</b>	<b>1,004</b>	<b>3,680</b>	<b>13,381</b>	<b>(9,701) 28%</b>
4000800 · Other Revenue				
4000840 · Interest Earned	18	107	142	(35) 75%
<b>Total 4000800 · Other Revenue</b>	<b>18</b>	<b>107</b>	<b>142</b>	<b>(35) 75%</b>
<b>Total Revenues</b>	<b>1,022</b>	<b>3,787</b>	<b>13,523</b>	<b>(9,736) 28%</b>
<b>Expenditures</b>				
5607400 · Capitalized Assets				
5607440 · Capital Machinery & Equipment	0	0	5,000	(5,000) 0%
<b>Total 5607400 · Capitalized Assets</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>(5,000) 0%</b>
5609000 · Reserves				
5609035 · Park Impact Reserves	0	0	8,523	(8,523) 0%
<b>Total 5609000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>8,523</b>	<b>(8,523) 0%</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>13,523</b>	<b>(13,523) 0%</b>
<b>Net Change in Fund Balance</b>	<b>1,022</b>	<b>3,787</b>	<b>0</b>	<b>3,787 100%</b>

**Ovilla W&S Impact Fee Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000400 · Charges for Services				
4000476 - Water Impact Fee	0	0	3,100	(3,100)
4000477 - Sewer Impact Fee	4,200	13,300	56,000	(42,700)
<b>Total 4000400 · Charges for Services</b>	<b>4,200</b>	<b>13,300</b>	<b>59,100</b>	<b>(45,800)</b>
4000800 · Other Revenue				
4000840 - Interest Earned	21	183	230	(47)
4000880 - Transfer In - Water Impact	0	0	50,000	(50,000)
<b>Total 4000800 · Other Revenue</b>	<b>21</b>	<b>183</b>	<b>50,230</b>	<b>(50,047)</b>
<b>Total Revenues</b>	<b>4,221</b>	<b>13,483</b>	<b>109,330</b>	<b>(95,847)</b>
<b>Expense</b>				
5102300 - Contractual Services				
5102310 - Consultant Fees	1,180	10,620	11,800	(1,180)
<b>Total 5102300 - Contractual Services</b>	<b>1,180</b>	<b>10,620</b>	<b>11,800</b>	<b>(1,180)</b>
5857400 - Capitalized Assets				
5857470 - Water Lines	2,908	21,844	50,000	(28,156)
<b>Total 5857400 - Capitalized Assets</b>	<b>2,908</b>	<b>21,844</b>	<b>50,000</b>	<b>(28,156)</b>
5859000 · Reserves				
5859030 - Sewer Impact Fees Reserve	0	0	47,530	(47,530)
<b>Total 5859000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>47,530</b>	<b>(47,530)</b>
<b>Total Expense</b>	<b>4,088</b>	<b>32,464</b>	<b>109,330</b>	<b>(76,866)</b>
<b>Change in Net Position</b>	<b>133</b>	<b>(18,981)</b>	<b>0</b>	<b>(18,981)</b>
				<b>100%</b>

**Ovilla 4B Economic Development Corporation**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Budget
				Thru April
<b>Revenues</b>				
4000100 · Taxes				
4000120 · Sales tax	6,944	57,305	98,307	(41,002)
<b>Total 4000100 · Taxes</b>	<b>6,944</b>	<b>57,305</b>	<b>98,307</b>	<b>(41,002)</b>
4000800 · Other Revenue				
4000840 · Interest Income	184	1,128	1,340	(212)
4000990 - Reduction in Fund Balance	0	0	115,000	(115,000)
<b>Total 4000800 · Other Revenue</b>	<b>184</b>	<b>1,128</b>	<b>116,340</b>	<b>(115,212)</b>
<b>Total Revenues</b>	<b>7,128</b>	<b>58,433</b>	<b>214,647</b>	<b>(156,214)</b>
<b>Expenditures</b>				
8102200 · Special Services				
8102230 · Legal Fees	0	0	500	(500)
8102240 · Audit	0	1,600	1,600	0
<b>Total 8102200 · Special Services</b>	<b>0</b>	<b>1,600</b>	<b>2,100</b>	<b>(500)</b>
8102300 · Consultant Services				
8102310 · Consultant Fees	0	10,000	10,000	0
<b>Total 8102300 · Consultant Services</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
8103100 · General Supplies				
8103110 · Office Supplies	0	0	100	(100)
<b>Total 8103100 · General Supplies</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>(100)</b>
8104200 · Travel Expense				
8104210 · Travel Expense	0	0	1,000	(1,000)
8104220 · Professional Development	0	0	2,300	(2,300)
<b>Total 8104200 · Travel Expense</b>	<b>0</b>	<b>0</b>	<b>3,300</b>	<b>(3,300)</b>

# Ovilla 4B Economic Development Corporation

## Actual vs Budget Review

FY October 2016 through September 2017

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
8105300 - - Printing				
8105320 · Printing Expense	0	0	300	(300) 0%
Total 8105300 - - Printing	0	0	300	(300) 0%
8105600 · Insurance				
8105620 · Insurance - Liability	37	110	147	(37) 75%
Total 8105600 · Insurance	37	110	147	(37) 75%
8105700 · Other Expenses				
8105705 · Postage	0	0	100	(100) 0%
8105730 · Memberships	0	3,350	3,350	0 100%
8105740 · Advertising	0	429	5,300	(4,871) 8%
Total 8105700 · Other Expenses	0	3,779	8,750	(4,971) 43%
816400 - Minor Capital Outlay				
8106420 - Buildings	0	0	75,000	(75,000) 0%
8107490 - Other Signs			30,000	(30,000) 0%
Total 8106400 - Minor Capital Outlay	0	0	105,000	(105,000) 0%
8109000 · Reserves				
8109015 · Administrative Reserves	0	0	82,450	(82,450) 0%
8109215 · Admin. Expense to General Fund	0	1,250	2,500	(1,250) 50%
Total 8109000 · Reserves	0	1,250	84,950	(83,700) 1%
Total Expenditures	37	16,739	214,647	(197,908) 8%
Net Change in Fund Balance	7,091	41,694	0	41,694 100%

**Ovilla Municipal Development District**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000100 · Taxes				
4000120 · Sales tax	3,722	29,096	41,515	(12,419) 70%
<b>Total 4000100 · Taxes</b>	<b>3,722</b>	<b>29,096</b>	<b>41,515</b>	<b>(12,419) 70%</b>
4000800 · Other Revenue				
4000840 · Interest Income	63	374	476	(102) 79%
<b>Total 4000800 · Other Revenue</b>	<b>63</b>	<b>374</b>	<b>476</b>	<b>(102) 79%</b>
<b>Total Revenues</b>	<b>3,786</b>	<b>29,471</b>	<b>41,991</b>	<b>(12,520) 70%</b>
<b>Expenditures</b>				
9102200 · Special Services				
9102240 · Audit	0	1,600	1,600	0 100%
<b>Total 9102200 · Special Services</b>	<b>0</b>	<b>1,600</b>	<b>1,600</b>	<b>0 100%</b>
9103100 · General Supplies				
9103110 · Office Supplies	0	0	100	(100) 0%
<b>Total 9103100 · General Supplies</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>(100) 0%</b>
9105600 · Insurance				
9105620 · Insurance - Liability	37	110	147	(37) 75%
<b>Total 9105600 · Insurance</b>	<b>37</b>	<b>110</b>	<b>147</b>	<b>(37) 75%</b>
9109000 · Reserves				
9109015 · Administrative Reserves	0	0	39,644	(39,644) 0%
9109215 · Admin. Expense to General Fund	0	250	500	(250) 50%
<b>Total 9109000 · Reserves</b>	<b>0</b>	<b>250</b>	<b>40,144</b>	<b>(39,894) 1%</b>
<b>Total Expenditures</b>	<b>37</b>	<b>1,960</b>	<b>41,991</b>	<b>(40,031) 5%</b>
<b>Net Change in Fund Balance</b>	<b>3,749</b>	<b>27,511</b>	<b>0</b>	<b>27,511 100%</b>

**Ovilla Employee Benefit Trust**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000991 · Insurance Contributions				
4000991 Insurance Contributions	15,781	114,205	0	114,205
Total 4000991 · Insurance Contributions	15,781	114,205	0	114,205
4000800 - Other Income				
4000840 - Interest Income	1	6	0	6
Total Revenues	15,782	114,211	0	114,211
<b>Expenditures</b>				
5902110 · Benefit Premiums				
5902110 · Benefit Premiums	15,781	114,205	0	114,205
Total 5902110 · Insurance	15,781	114,205	0	114,205
Total Expenditures	15,781	114,205	0	114,205
Net Change in Fund Balance	1	6	0	6
				100%

**Ovilla Fire Department Auxiliary**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017	Budget	Thru April
			Budget	58%
<b>Revenues</b>				
4000800 · Other Revenue				
4000815 · Gifts	0	0	0	0%
<b>Total 4000800 · Other Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Expenditures</b>				
5333400 · Maintenance Supplies and Parts				
5333460 · Supplies - Miscellaneous	0	0	0	0%
<b>Total 5333400 · Maintenance Supplies and Parts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Change in Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**Ovilla Police Department Special Fund**  
**Actual vs Budget Review**  
**FY October 2016 through September 2017**

	Current	Year to Date	\$ Over (Under)	% of Budget
	April 2017	'Oct - Apr 2017		
<b>Revenues</b>				
4000800 · Other Revenue				
4000815 · Gifts	0	100	0	100
Total 4000800 · Other Revenue	0	100	0	100
Total Revenues	0	100	0	100
<b>Expenditures</b>				
5232600 · Special Expenses				
5232690 · Special Expenses - Other	0	272	0	272
Total 5232600 · Special Expenses	0	272	0	272
Total Expenditures	0	272	0	272
Net Income	0	(172)	0	(172)



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 15, 2017 through May 19, 2017

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This report is to provide you an overview of City Manager information items for the week ending May 19, 2017. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

#### **City Council "To Do" List for City Manager**

This list does not include current/future agenda items (future agenda items requested by City Council members at a regular meeting) that are already in the works. To make this list, I am requesting that each council member follow up their verbal request and/or text request with an e-mail or some other form of written communication.

1. Receive a letter from ESD No. 4 guaranteeing full payment that is stated in our contract. I sent a letter to ESD No. 4 dated December 13 that was included in the December 16 Activity Report. I have received no response. ESD No. 4 did include the letter during Executive Session at their January 23 meeting. The letter was discussed and tabled until the board members had time to think about the issue. There is no update to this issue.
2. Ordinance Inconsistencies. The City has hired two consultants in the past to resolve discrepancies between Chapter 3 Building Regulations, Chapter 10 Subdivision Regulations and Chapter 14 Zoning. No substantial headway has been made. Staff will try to secure the services of another consultant or take on the task ourselves.
3. Water Loss. Staff flushes water from our water system to maintain the proper chlorine residual levels. A potential solution is to install a chlorine injection system at our elevated water storage tank and install a mixer on the tank itself. The City Engineer is designing a system.

#### **Memorial Day**

City Offices will be closed on Monday, May 29 in observance of Memorial Day.

#### **City Manager "To Do" List**

I will be forwarding a "to do" list to the City Secretary/Interim City Manager. The list will outline various projects that are on-going that need to be completed.



### **FY 2017-2018 Budget**

Staff is working on the budget. The first “round” of budget preparation meetings with each department head is now complete. Staff will be moving forward with refining revenue and expenditure projections.



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 8, 2017 through May 12, 2017

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This report is to provide you an overview of City Manager information items for the week ending May 12, 2017. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

#### **City Council "To Do" List for City Manager**

This list does not include current/future agenda items (future agenda items requested by City Council members at a regular meeting) that are already in the works. To make this list, I am requesting that each council member follow up their verbal request and/or text request with an e-mail or some other form of written communication.

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3. Water Loss. Staff flushes water from our water system to maintain the proper chlorine residual levels. A potential solution is to install a chlorine injection system at our elevated water storage tank and install a mixer on the tank itself. Staff is researching this solution along with the associated cost.

#### **City Council Meetings**

The City Council will have a special called meeting on Friday, May 12 starting at 4:30 PM. The purpose of the meeting is to canvass the May 6 election results and to adopt the FY 2016-2017 mid-year budget amendment.

The City Council will have a special called meeting on Monday, May 15 at 5:00 PM. The meeting will consist of 2 Executive Session items.



### **Heritage Park Water Line**

Bids for the construction of the 12" water line through Heritage Park were accepted at City Hall on Thursday, May 11 at 2:00 PM. Four bids were received. The City Engineer is evaluating and tabulating the bids.

### **Service League**

The Ovilla Service League provided a luncheon for Administration, Code Enforcement/Animal Control and Public Works on Friday, May 12 at noon in the City Council Chambers. Thank you, Service League.

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

The 4B EDC will not meet on Monday, May 15.

### **Backhaul Radio Link to Midlothian**

Last weekend the backhaul radio link between the Ovilla Water Tower and the Midlothian tower went down. This incident has been linked to the downed power pole on Cockrell Hill Road last Friday night. This radio link is what connects us to Midlothian dispatch and provides us all our call information through the "Crimes" software. The connection was successfully restored Tuesday morning.

### **Hidden Valley Estates**

Staff will meet with the developer's engineer and the City Engineer on Monday to review the preliminary plat comments made by the City Engineer.



**To:** Honorable Mayor and Council Members  
**From:** Dennis Burn, City Manager  
**Subject:** Information Report - May 1, 2017 through May 5, 2017

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This report is to provide you an overview of City Manager information items for the week ending May 5, 2017. Each of these reports are included in the City Council regular agenda packets under the heading "Administration Activity Report".

#### **City Council "To Do" List for City Manager**

This list does not include current/future agenda items (future agenda items requested by City Council members at a regular meeting) that are already in the works. To make this list, I am requesting that each council member follow up their verbal request and/or text request with an e-mail or some other form of written communication.

1. Receive a letter from ESD No. 4 guaranteeing full payment that is stated in our contract. I sent a letter to ESD No. 4 dated December 13 that was included in the December 16 Activity Report. I have received no response. ESD No. 4 did include the letter during Executive Session at their January 23 meeting. The letter was discussed and tabled until the board members had time to think about the issue. There is no update to this issue.
2. Ordinance Inconsistencies. The City has hired two consultants in the past to resolve discrepancies between Chapter 3 Building Regulations, Chapter 10 Subdivision Regulations and Chapter 14 Zoning. No substantial headway has been made. Staff will try to secure the services of another consultant or take on the task ourselves.
3. Water Loss. Staff flushes water from our water system to maintain the proper chlorine residual levels. A potential solution is to install a chlorine injection system at our elevated water storage tank and install a mixer on the tank itself. Staff is researching this solution along with the associated cost.

#### **City Council Meeting**

The City Council will have a meeting on Monday, May 8 starting at 6:00 PM with the Briefing Session followed by the Regular Session at 6:30 PM.

#### **Heritage Park Water Line**

Bids for the construction of the 12" water line through Heritage Park will be accepted at City Hall on Thursday, May 11 at 2:00 PM.



### **Election Day**

Election Day is Saturday, May 6 from 7:00 AM to 7:00 PM. Voting will be held in the City Council Chambers.

### **Service League**

The Ovilla Service League is providing a luncheon for Administration, Code Enforcement/Animal Control and Public Works on Friday, May 12 at noon in the City Council Chambers.

### **Bryson Manor Phase 2**

A preconstruction conference for the grading/utilities/roadway improvements was held on Wednesday. Construction should begin the end of May and should take 3 months to complete. The roadway/grading contractor is JK Excavation. The utility contractor is Circle H Contractors. These are the same two contractors that built Bryson Manor Phase I.

## Ovilla Municipal Court Report

FY-2016-2017	Total Traffic Cases Filed	State Law Cases Filed	Parking Cases Filed	Penal Code Cases Filed	City Ordinance Filed	Trials	Total Revenue	Amount Kept by City	Amount sent to State	Warrants Issued	Cases sent to Collections
October	138	1	0	1	9	0	\$17,915.90	\$10,054.10	\$7,861.80	21	21
November	135	2	0	1	3	0	\$11,603.02	\$6,494.25	\$5,108.77	0	0
December	88	3	0	1	0	0	\$20,907.30	\$11,604.30	\$9,303.00	22	22
January	96	3	0	6	2	1	\$14,364.18	\$8,390.20	\$5,973.98	60	60
February	153	3	0	1	0	0	\$26,084.00	\$15,363.75	\$10,720.25	4	4
March	180	1	0	0	1	0	\$38,301.08	\$22,327.40	\$15,973.68	13	13
April	154	0	2	5	4	0	\$25,531.76	\$15,124.40	\$10,407.36	34	34
May	71	1	0	3	1	0	\$24,063.04	\$14,136.50	\$9,926.54	15	15
June											
July											
August											
September											
<b>Totals</b>	<b>1015</b>	<b>14</b>	<b>2</b>	<b>18</b>	<b>20</b>	<b>1</b>	<b>\$178,770.28</b>	<b>\$103,494.90</b>	<b>\$75,275.38</b>	<b>169</b>	<b>169</b>

### 2015-2016 FY

May	132	1	0	1	3	2	\$16,137.40	\$8,766.04	\$7,371.36	32
<b>FY Totals</b>	<b>738</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>\$111,119.82</b>	<b>\$63,109.24</b>	<b>\$48,010.58</b>	<b>107</b>

FY-2016-2017	Total # of Warrants	Total Amount of Warrants	Warrants Cleared	Warrants Amount
October	470	\$168,187.57	9	\$1,620.70
November	456	\$162,532.67	14	\$3,453.52
December	464	\$166,215.29	14	\$3,827.60
January	512	\$182,737.26	12	\$908.10
February	478	\$173,158.14	38	\$6,110.40
March	440	\$158,192.34	51	\$9,124.77
April	463	\$167,517.70	11	\$3,564.46
May	474	\$171,752.60	4	\$4,172.30
June				
July				
August				
September				
<b>Totals</b>			<b>153</b>	<b>\$32,781.85</b>

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

To: Mayor Richard Dormier  
 Ovilla City Council  
 Interim City Manager Ms.Pam Woodall

Subject: **Code Enforcement Monthly Report**

Calls For Service	May. 2017	May.2017 YTD	May .2016	
Complaint (Nuis 33,Permit 13,Parking 11	57	340	46	
Follow Up (Nuis 34 Permit-15, Parking-12)	61	355	53	
Door Notice (Nui -28, Permit-9, Parking 10)	47	232	22	
Mail Notice ( Parking 7 grass 9 nuisance 9)	25	145	30	
Posted Property (Grass 5 nusan 1 )	6	48	20	
Court 3 Guity (2 no permit 1 park)	\$522	\$1,158	\$0.00	
Citizen Contacts	63	475	74	
Permits Reviewed	16	29	16	
Permits Issued	12	93	11	
Inspections	21	151	14	
Nuisance Abated by City 0	0	5	4	
Nuisance Signs (Garage sale-18 business 23 )	41	301	23	
Board of Adjustment approved 2 denied 1	3	10	2	

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

To: Mayor Richard Dormier  
Ovilla City Council  
Interim City Manager Ms.Pam Woodall

**Subject:Animal Control Monthly Report**

	may.2017	May 2017 YTD	May.2016	
Calls For Service				
Complaint (Regist-25 At Large 14 Bark 0)	46	307	22	
Follow up 41	49	381	16	
Door Notice (Regis-25, Bark 0 at large 3)	40	245	14	
Impounded Animal (Dog 4 )	11	57	12	
Animal welfare check	70	49	5	
Impound Results (Return-2, Transport 2)	0	56	3	
Impound fee collected	\$53.00	\$795.00	160	
Court( )	\$0.00	\$350.00	0	
Citizen Contacts	53	312	42	
Animal Registration (\$192)	16	72	21	
Registration Letter issued	24	207	22	
Nuisance Letter Mailed	1	11	3	
Animals released (3 Snake 2 Possum)	2	16	5	
Deceased Removed	27	179	18	
Oak Leaf (2) 1 trap 1 snake	5	16	3	
Traps Checked Out	4	36	4	



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 through May 2017:

**I. Building permits issued/pending beginning of FY 2016-2017:**

**Total Homes = 12**

**Total Other = 180**

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

- May 2017 – New home permits issued/pending: 2 / Other: 19
- April 2017 – New home permits issued/pending: 3 / Other: 28
- March 2017 – New home permits issued/pending: 0 / Other: 34
- February 2017 – New home permits issued/pending: 1 / Other: 31
- January 2017 – New home permits issued/pending: 1 / Other: 19
- December 2016 – New home permits issued/pending: 1 / Other: 25
- November 2016 – New home permits issued/pending: 2 / Other: 9
- October 2016 – New home permits issued/pending: 2 / Other: 15

**CONSENT ITEMS C1 – C8**

**Meeting Date:** June 12, 2017

**Department:** Administration/Finance

Discussion Action

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

**Submitted by:** Staff

**Amount:** N/A

**Attachments:**

- C1. April 2017 Financial Transactions over \$5,000
- C2. Resolution R2017-16, approving annual ACSC ATMOS participation and assessment.
- C3. Minutes of the May 22, 2017 Special Council meeting.
- C4. Minutes of the May 20, 2017 Special Council meeting.
- C5. Minutes of the May 15, 2017 Special Council meeting – canvass.
- C6. Minutes of the May 12, 2017 Special Council meeting.
- C7. Briefing Session and Minutes of the May 08, 2017 Regular Council meeting.
- C8. Briefing Session and Minutes of the April 10, 2017 Regular Council meeting.

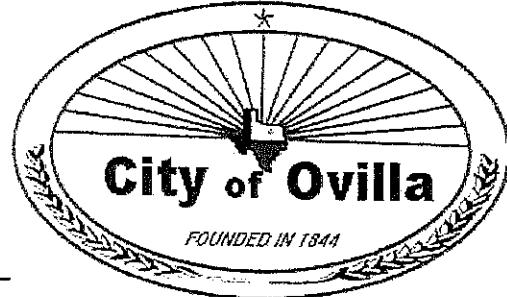
**Discussion / Justification:**

**Recommendation / Staff Comments:**

Staff recommends approval.

Sample Motion(s):

I move to approve the consent items as presented.



---

DATE: June 12, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Transactions Over \$5,000 For April 2017

**City of Ovilla Expenditures Over \$5,000  
for the Month of APRIL 2017**

Date	Check#	General Fund Payee	Description	Amount
4/6/2017	ach	Quick Books Payroll Service	Payroll	\$ 46,608.36
4/7/2017	46321	US Treasury	Payroll Taxes	\$ 8,780.52
4/7/2017	46338	Progressive Waste	Solid Waste	\$ 36,361.00
4/7/2017	46330	City of Midlothian	Emergency Service	\$ 15,889.75
4/7/2017	46344	City of Midlothian	Dispatch	\$ 15,225.00
4/7/2017	46336	Orasi Development	Strategic Plan	\$ 10,000.00
4/10/2017	46349	T.M.R.S.	Retirement	\$ 14,831.76
4/20/2017	ach	Quick Books Payroll Service	Payroll	\$ 49,303.08
4/21/2017	46364	US Treasury	Payroll Taxes	\$ 9,002.84
4/21/2017	46383	TML	Insurance	\$ 14,678.34
4/25/2017	46389	City of Ovilla	Due to EDC	\$ 7,629.95
4/28/2017	46406	United Health Care	Health Insurance	\$ 11,232.60
4/28/2017	46398	State Comptroller	State Criminal Fees	\$ 30,055.80
<b>Total General Fund Transactions \$5,000 and Over</b>				<b>\$ 269,599.00</b>

Date	Check#	Water & Sewer Fund Payee	Description	Amount
4/7/2017	16697	City of Midlothian	Dispatch	\$ 6,525.00
4/19/2017	16708	City of Ovilla General Fund	Payroll 4 7 2017	\$ 10,938.68
4/20/2017	16711	City of Ovilla General Fund	Solid Waste	\$ 17,881.07
4/21/2017	16719	City of Dallas	Water	\$ 24,897.85
4/21/2017	16709	City of Ovilla General Fund	Payroll 4 21 17	\$ 12,209.45
4/25/2017	16724	City of Ovilla General Fund	Misc. due to General Fund	\$ 45,264.64
4/26/2014	16725	City of Ovilla I & S	Due to Debt Service	\$ 29,624.00
4/28/2017	16729	Trinity River Authority	Sewer	\$ 23,830.00

<b>Total Water &amp; Sewer Fund Transactions \$5,000 and Over</b>	<b>\$ 171,170.69</b>
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RESOLUTION NO. R2017-16

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION  
WITH THE ATMOS CITIES STEERING COMMITTEE; AND  
AUTHORIZING THE PAYMENT OF TWO CENTS PER CAPITA TO  
THE ATMOS CITIES STEERING COMMITTEE TO FUND  
REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS  
ENERGY CORPORATION

WHEREAS, the City of OVILLA is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos) within the municipal boundaries of the city; and

WHEREAS, the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and

WHEREAS, ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and

WHEREAS, the City is a member of ACSC; and

WHEREAS, in order for ACSC to continue its participation in these activities which affects the provision of gas 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 Atmos Cities Steering Committee to protect the interests of the City of OVILLA and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.

II.

The City is further authorized to pay its 2017 assessment to the ACSC in the amount of two cents (\$0.02) per capita.

III.

A copy of this Resolution and approved assessment fee payable to "Atmos Cities Steering Committee" shall be sent to:

David Barber  
Atmos Cities Steering Committee  
c/o Arlington City Attorney's Office, Mail Stop 63-0300  
101 S. Mesquite St., Suite 300  
Arlington, Texas 76010

PRESENTED AND PASSED on this the 12 day of JUNE, 2017, by a vote of \_\_\_\_\_ ayes and  
\_\_\_\_\_ nays at a regular meeting of the City Council of the City of OVILLA Texas.

---

Signature  
Mayor

ATTEST:

---

Signature  
City Secretary

APPROVED AS TO FORM:  
City Attorney

BY \_\_\_\_\_

## MEMORANDUM

TO: Atmos Cities Steering Committee

FROM: Jennifer Richie, Chair, Atmos Cities Steering Committee

DATE: March 9, 2017

RE: **Action Needed - 2017 Atmos Cities Steering Committee Membership Assessment Invoice**

On December 8, 2016, the Atmos Cities Steering Committee (“ACSC”) held a quarterly meeting with representatives from Atmos Energy. During the meeting, the group held a discussion of upcoming natural gas issues and approved the assessment for ACSC membership. Using the population-based assessment protocol previously adopted by ACSC, the assessment for 2017 is a per capita fee of \$0.02.

This assessment is one-half of the historical assessment adopted by ACSC. At the December 8, 2016 meeting, it was decided that ACSC’s current account balance and anticipated activities throughout the coming year warranted a reduction for this year. Each city should consider making its budget officer and/or Council aware that in future years, the assessment may return to \$0.05.

ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of the residential and small commercial customers within the cities. Cities are the only consumer advocates that work to keep natural gas rates reasonable. The work undertaken by ACSC has saved ratepayers millions of dollars in unreasonable charges. In order to continue to be an effective voice at the Railroad Commission, at the Legislature, and in the courts, ACSC must have your support. Please take action to pay the membership assessment as soon as possible. Payment of the membership assessment fee shall be deemed to be in agreement with the terms of the ACSC participation agreement.

Although ACSC does not require that your city take action by resolution to approve the assessment, some members have requested a model resolution authorizing payment of the 2017 membership assessment. To assist you in the assessment process, we have provided the following documents for your use:

- ACSC 2016 Year in Review
- Model resolution approving the 2017 assessment (optional, provided for those cities that have requested a resolution to authorize payment)
- Model staff report supporting the resolution
- List of Atmos Cities Steering Committee members
- 2017 Assessment invoice
- 2016 Assessment invoice and statement (only included if not yet paid)
- Blank member contact form to update the distribution lists

Please forward the membership assessment fee and, if applicable, the signed resolution to David Barber, Atmos Cities Steering Committee, 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: *Atmos Cities Steering Committee*.

If you have any questions, please contact ACSC Chair Person, Jennifer Richie (254/750-5688). ACSC’s counsel, Geoffrey Gay (ggay@lglawfirm.com) and Thomas Brocato (tbrocato@lglawfirm.com) at 512/322-5857 are also available to assist you.

## **STAFF REPORT ON ASSESSMENT RESOLUTION FOR ATMOS CITIES STEERING COMMITTEE**

### **Purpose of the Resolution:**

Most municipalities have retained original jurisdiction over gas utility rates and services within municipal limits. The Atmos Cities Steering Committee (“ACSC”) is composed of municipalities in the service area of Atmos Energy Corporation, Mid-Tex Division regardless of whether original jurisdiction has been retained. Atmos is a monopoly provider of natural gas. Because Atmos has no competitors, regulation of the rates that it charges its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. Cities have more than 100 years experience in regulating natural gas rates in Texas.

ACSC is the largest coalition of cities served by Atmos Mid-Tex. There are 168 ACSC member cities, which represent more than 60 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of residential and small commercial customers within the cities. Although many of the activities undertaken by ACSC are connected to rate cases (and therefore expenses are reimbursed by the utility), ACSC also undertakes additional activities on behalf of municipalities for which it needs funding support from its members.

### **The ACSC Membership Assessment Supports Important Activities:**

ACSC is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Atmos within the City. These activities will continue throughout the calendar year. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that ACSC 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 Resolution Paragraphs:**

- I. This paragraph authorizes the continuation of the City’s membership in ACSC.
- II. This paragraph authorizes payment of the City’s assessment to the ACSC in the amount of two cents (\$0.02) per capita.
- III. This paragraph requires notification that the City has adopted the Resolution.

### **Payment of Assessment**

The assessment payment check should be made out to “*Atmos Cities Steering Committee*” and mailed to David Barber, Atmos Cities Steering Committee, c/o Arlington City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

# 2016 Year in Review

## Upcoming Legislative Agenda

The 85th Texas Legislature will convene on Tuesday January 10th and natural gas utility issues will be a high priority during the session. As in the past, city coalitions including the Steering Committee of Cities Served by Atmos, the Steering Committee of Cities Served by Oncor, and the Texas Coalition for Affordable Power will play an important role in educating legislators on utility issues, advocating for positive utility legislation, and defending against harmful bills.

In particular, city coalitions will oppose audit-based ratemaking proposals, or other piecemeal ratemaking efforts affecting natural gas utilities, as

well as bills limiting cities' original jurisdiction over these matters. Protecting the ability of cities and the PUC to fulfill their regulatory functions remains a top issue for cities. Cities will also oppose any legislation that seeks to diminish franchise fee payments for natural gas utilities' use of municipal rights-of-way or bills that would infringe on cities' right to require certain utility relocations.

Additionally, as utility bills continue to be filed in anticipation of the Session commencement, city groups will monitor these and any other utility issues that arise.



## Sunset Commission Makes Final RRC Recommendations

In November of 2016, the Sunset Advisory Commission voted on its final recommendations for reforms to the Texas Railroad Commission ("RRC"). The proposed reforms will become the basis for "Sunset" legislation to be taken up during the 85th Texas Legislature this year.

Texas House and Senate lawmakers on the Sunset Advisory Commission accepted a number of Sunset staff recommendations, but removed those pertaining to gas utility ratemaking. Each of the rejected recommendations had been endorsed by city and consumer groups. The rejected reforms included a proposal to change the agency's name to

one that better reflects its responsibilities, a proposal to transfer administrative law cases currently handled by RRC staff to the State Office of Administrative Hearings, and a proposal to transfer gas utility cases to the Public Utility Commission of Texas.

The reforms the Sunset Advisory Commission adopted include recommendations designed to improve the monitoring of the oil and gas industry, to authorize the creation of pipeline permit fees, and to direct the RRC to incorporate findings from a seismic monitoring program into its disposal well guidelines.

## Texas Gas Utilities Continue to Consolidate Service Areas

Last year we reported that some gas utilities began a trend of consolidating service areas across the state. Specifically, Texas Gas Services ("TGS") has been seeking RRC approval to combine its service areas throughout the state. Like Atmos, TGS previously maintained separate service areas specific to small geographical regions. However, TGS has been consolidating its particular service areas into larger divisions.

Late in 2015, TGS filed a rate case seeking to increase rates in its Galveston Service Area and South Jefferson County Service Area, as well as consolidating the service areas into a new, single service area called the Gulf Coast Service Area. Despite opposition to unfair rate subsidies from the cities involved, the parties eventually agreed to the consolidation as part of a settlement agreement. TGS made a similar filing in March 2016, requesting to increase rates and consolidate the El Paso Service Area, Dell City Service Area, and Permian Service Area into a single West Texas Service Area. This contested case went to hearing and the RRC ultimately approved the consolidation. Additionally, TGS recently filed to increase rates and consolidate its Central Texas Service Area and South Texas

Service Area into one service area called the Central Texas Consolidated Service Area. The parties settled this case, ultimately agreeing to the consolidation. The Commission recently approved this settlement.

However, the trend to consolidate service areas is now growing beyond TGS. In November 2016, CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas ("CenterPoint") filed with the RRC a statement of intent to increase gas utility rates within the Houston and Texas Coast Divisions. CenterPoint also seeks to consolidate its Houston and Texas Coast Divisions into a single Texas Gulf Division. Both TGS and CenterPoint claim these consolidations facilitate administrative, regulatory, and operational efficiencies. Parties are just now beginning to litigate the CenterPoint case and city groups will be determining whether one service area will ultimately subsidize another when combined, and whether ratepayers of the consolidated service area will share the benefits of the consolidation. Ultimately, whether to approve this latest consolidation is up to the RRC, which seems to be in favor of this recent trend of combining service areas.

## Wayne Christian Elected Railroad Commissioner

Republican Wayne Christian has won the race for Texas Railroad Commissioner. The former state Representative earned more than 53 percent of the votes, easily beating Democrat Grady Yarbrough. Christian will take the place of Commissioner David Porter, and join Chairman Christie Craddick and Commissioner Ryan Sitton on the three-member Commission.

Christian is currently a financial planner in Center, Texas and was previously in the Legislature for 14 years where he served on the House Energy Committee. During his campaign, Christian said he would not advocate for any major reforms to the RRC during the legislative session and would take a pro-industry position.



## Court of Appeals Affirms System-Wide Rates in Atmos West Texas Division

In May, the El Paso Court of Appeals issued an opinion dismissing for lack of jurisdiction the appeal brought by Lubbock and Amarillo of a Railroad Commission Order approving system-wide rates for the Atmos West Texas. This decision is a victory for Atmos West Texas Cities who fought to maintain system-wide rates in the Atmos West Texas Division.

This appeal stems from the 2012 rate case where Atmos requested to increase rates in its West Texas Division on a system-wide basis. Atmos claimed its capital expenditures and operational costs had become so integrated that they no longer could be separated into the three rate jurisdictions – Amarillo, Lubbock, and West Texas Cities – as they had previously. Amarillo and Lubbock opposed the system-wide rates and wanted Atmos to establish gas rates in their separate rate jurisdictions based on the cost of service within their municipal limits. West Texas Cities supported the system-wide rates and, in fact, were instrumental in facilitating Atmos' request to implement them on grounds that

West Texas Cities were unfairly subsidizing the rates of Amarillo and Lubbock, who were being charged lower rates.

Amarillo and Lubbock attempted to litigate the issue of whether system-wide rates were allowed at the RRC, but the hearings examiners precluded it saying it was well-established that the RRC could implement system-wide rates. This appeal ensued despite the parties' partial settlement agreement of the rate case and the Travis County District Court's decision affirming the RRC's actions. Now, four years later, West Texas Cities have yet another court opinion affirming what they have known to be true all along, that system-wide rates were appropriately set in the West Texas Division.



### 2017 Officers

At the December meeting, ACSC members approved the budget and elected the following officers for 2017:

*Chair*—Jennifer Richie (Waco)

*Secretary*—Joel Welch (Ennis)

*Treasurer*—David Barber (Arlington)

### 2017 ACSC Meetings

March 9

May 11

August 10

December 7

#### **Questions?**

For questions or concerns regarding any ACSC matter or communication, please contact the following representatives, who will be happy to provide assistance:

**Geoffrey Gay**  
512-322-5875  
[ggay@lglawfirm.com](mailto:ggay@lglawfirm.com)

**Thomas Brocato**  
512-322-5857  
[tbrocato@lglawfirm.com](mailto:tbrocato@lglawfirm.com)

**Georgia Crump**  
512-322-5832  
[gcrump@lglawfirm.com](mailto:gcrump@lglawfirm.com)

**Lloyd Gosselink**  
ATTORNEYS AT LAW  


Lloyd Gosselink Rochelle and Townsend, P.C.  
816 Congress Avenue Suite 1900  
Austin, Texas 78701

## ACSC Cities (168 Total)

Abilene	Fairview	Oak Leaf
Addison	Farmers Branch	Ovilla
Allen	Farmersville	Palestine
Alvarado	Fate	Pantego
Angus	Flower Mound	Paris
Anna	Forest Hill	Parker
Argyle	Fort Worth	Pecan Hill
Arlington	Frisco	Petrolia
Aubrey	Frost	Plano
Azle	Gainesville	Ponder
Bedford	Garland	Pottsboro
Bellmead	Garrett	Prosper
Benbrook	Grand Prairie	Quitman
Beverly Hills	Grapevine	Red Oak
Blossom	Groesbeck	Reno (Parker County)
Blue Ridge	Haltom City	Rhome
Bowie	Harker Heights	Richardson
Boyd	Haskell	Richland
Bridgeport	Haslet	Richland Hills
Brownwood	Hewitt	River Oaks
Buffalo	Highland Park	Roanoke
Burkburnett	Highland Village	Robinson
Burleson	Honey Grove	Rockwall
Caddo Mills	Hurst	Roscoe
Canton	Hutto	Rowlett
Carrollton	Iowa Park	Royse City
Cedar Hill	Irving	Sachse
Celeste	Justin	Saginaw
Celina	Kaufman	Sansom Park
Centerville	Keene	Seagoville
Cisco	Keller	Sherman
Clarksville	Kemp	Snyder
Cleburne	Kennedale	Southlake
Clyde	Kerens	Springtown
College Station	Kerrville	Stamford
Colleyville	Killeen	Stephenville
Colorado City	Krum	Sulphur Springs
Comanche	Lakeside	Sweetwater
Commerce	Lake Worth	Temple
Coolidge	Lancaster	Terrell
Coppell	Lewisville	The Colony
Copperas Cove	Lincoln Park	Trophy Club
Corinth	Little Elm	Tyler
Corral City	Lorena	University Park
Crandall	Madisonville	Venus
Crowley	Malakoff	Vernon
Dalworthington Gardens	Mansfield	Waco
Denison	McKinney	Watauga
DeSoto	Melissa	Waxahachie
Duncanville	Mesquite	Westlake
Eastland	Midlothian	Westover Hills
Edgecliff Village	Murphy	Whitesboro
Emory	Newark	White Settlement
Ennis	Nocona	Wichita Falls
Euless	North Richland Hills	Woodway
Everman	Northlake	Wylie

City of Arlington, c/o Atmos Cities Steering Committee  
Attn: David Barber  
101 S. Mesquite St., Ste 300  
MS #63-0300  
Arlington, TX 76010

# Invoice

Date	Invoice #
5/15/2017	17-110

Bill To
City of Ovilla

Item	Population	Per Capita	Amount
2017 Membership Assessment	3,998	0.02	79.96
Please make check payable to: Atmos Cities Steering Committee and mail to Atmos Cities Steering Committee, Attn: David Barber, Arlington City Attorney's Office, 101 S. Mesquite St., Ste 300, MS #63-0300, Arlington, Texas 76010			<b>Total</b> \$79.96

# CITY OF OVILLA MINUTES

**Monday, May 22, 2017**

**Special City Council Meeting**

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

---

Mayor Dormier called the Special Council Meeting 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.*

---

## CALL TO ORDER

Mayor Dormier announced present Council members, thus constituting a quorum.

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

## EXECUTIVE SESSION

Mayor Dormier announced that he and Council would convene into Executive Session at 6:06 p.m., pursuant to the following:

Closed Meeting called pursuant to Texas Government Code §551.074 - Personnel Matters.  
ITEM 1. **DISCUSSION/ACTION** – Deliberate the appointment, employment, and evaluation of applicants for the position of 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).*

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION  
NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

Mayor Dormier announced the adjournment the Executive Session at 6:43 p.m., reconvening into Open Session and advised that Council took no action in the Executive Session.

*No action.*

## ADJOURNMENT

There being no further business, Mayor Dormier adjourned the meeting at 6:45 p.m.

---

ATTEST:

Richard A. Dormier, Mayor

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Pamela Woodall, City Secretary

*Approved June 12, 2017*

Executive Session sealed and filed separately.

# CITY OF OVILLA MINUTES

*Saturday, May 20, 2017*

*Special City Council Meeting*

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

---

Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 9:33 a.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.*

---

## CALL TO ORDER

Mayor Dormier announced present Council members, thus constituting a quorum.

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

## EXECUTIVE SESSION

Mayor Dormier announced that he and Council would convene into Executive Session at 9:36 a.m., pursuant to the following:

Closed Meeting called pursuant to Texas Government Code §551.074 - Personnel Matters.

ITEM 1. **DISCUSSION/ACTION** – Deliberate the appointment, employment, and evaluation of applicants for the position of 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).*

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION  
NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

Mayor Dormier announced the adjournment the Executive Session at 12:07 pm, reconvening into the Regular Meeting and advised that Council took no action in the Executive Session.

*No action.*

## ADJOURNMENT

There being no further business, Mayor Dormier adjourned the meeting at 12:08 p.m.

---

ATTEST:

Richard A. Dormier, Mayor

---

Pamela Woodall, City Secretary

*Approved June 12, 2017*

*Executive Session sealed and filed separately.*

# CITY OF OVILLA MINUTES

**Monday, May 15, 2017**

**Special City Council Meeting**

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

---

Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 5:00 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 City Secretary conducted the Oath and Statement of Office for new Council Member Place 2 Dean Oberg prior to the commencement of the Special Meeting.

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

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

## CALL TO ORDER

PL5 Myers gave the Invocation and Mayor Dormier led the recitation of the Pledge of Allegiance.

## COMMENTS, PRESENTATIONS & REPORTS

### Citizen Comments

1. None

## EXECUTIVE SESSION

*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).*

Mayor Dormier announced that Mayor, Council, City Attorney Ron G. MacFarlane, Jr., City Manager Dennis Burn and the city secretary would convene into Executive Session at 5:03 p.m.

**ITEM 1.** **DISCUSSION/ACTION** – Closed session pursuant to Section §551.071 of the Texas Government Code: Consultation with city attorney on matters in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the Texas Open Meetings Act.

**ITEM 2.** **DISCUSSION/ACTION** – Closed meeting called pursuant to Section §551.074 of the Texas Government Code for review and consideration of applicants for the position of City Manager.

Mayor Dormier announced the adjournment the Executive Session at 6:17 pm, and advised that Council took no action in the Executive Session.

**No Action.**

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

None.

**ADJOURNMENT**

PL2 Oberg moved to adjourn the May 15, 2017 Special Council Meeting, seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 6:20 p.m.

ATTEST:

Richard A. Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 12, 2017*

*Executive Session sealed and filed separately.*

# CITY OF OVILLA MINUTES

*Friday, May 12, 2017*

*Special City Council Meeting*

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

---

Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 4:30 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.*

---

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

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

## CALL TO ORDER

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

## COMMENTS, PRESENTATIONS & REPORTS

1. Presiding Judge Charlie Morton presented Council with the official tabulation of the May 06, 2017 Ovilla General Election and issued Certificates of Election to Mayor Dormier, Place 2 Dean Oberg and Place 4 Doug Hunt. Returning and new Council members will be sworn-in at subsequent Council meeting(s).

## **\*DESIGNATES WINNER**

<u>MAYOR</u>		<u>Early</u>	<u>Election Day</u>	<u>Total</u>
	*Richard Dormier			
<u>Place 2</u>		<u>Early</u>	<u>Election Day</u>	<u>Total</u>
	Larry Stevenson	100	58	158
	*Dean Oberg	155	88	243
				2 spoiled ballots
<u>Place 4</u>		<u>Early</u>	<u>Election Day</u>	<u>Total</u>
	*Douglas "Doug" Hunt			

256	Early Voting Ballots Cast
146	Election Day Ballots Cast
1	Provisional
403	Total Ballots Cast
216	Registered Voters (Dallas Co.)
2870	Registered Voters (Ellis Co.)
3086	Total Registered Voters
13%	Total Voter Turnout

REGULAR AGENDA

ITEM 1. **Discussion/Action** – Consider of and action on Resolution R2017-15 of the City Council of the City of Ovilla, Declaring and Canvassing the Results of the May 06, 2017 Municipal Election.

PL4 Hunt moved to approve Resolution R2017-15 of the City Council of the City of Ovilla, declaring and canvassing the results of the May 06, 2017 Municipal Election, seconded by Mayor Pro Tem Griffin.

No abstentions, PL2 Stevenson absent.

**VOTE:** Motion carried unanimously of those present 4-0.

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on ORDINANCE 2017-06 of the City of Ovilla, TX, amending the Fiscal Year 2016-2017 Annual Budget and Program of Services in accordance with the Mid-Year Budget Review and Amendment as part of the formal budget process.

City Manager Dennis Burn advised Council that as directed, staff prepared an “Option C Budget” amendment that included \$22,000 for security cameras and an exchange zone, and \$200,000 for the reconstruction of roads in the Brookwood Addition (Silverwood to Shadowwood Trail & Shadowwood Trail to Oakwood Drive). This amount also included striping and culvert/ditch work.

PL1 Huber moved to approve presented Budget Amendment Option C and adopt ORDINANCE 2017-06 of the City of Ovilla, amending the Fiscal year 2016-2017 Annual Budget and Program of Services in accordance with the Mid-Year Budget Review and Amendment as part of the formal budget process, seconded by PL4 Hunt.

No abstentions, PL2 Stevenson absent.

**VOTE:** Motion carried unanimously of those present 4-0.

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

1. Mayor	None
2. PL1 Huber	None
2. PL2 Stevenson	Absent
3. Mayor Pro Tem Griffin	Directed staff to move the “Drones” discussion to the July meeting.
4. PL4 Hunt	Create a committee for thoroughfare plan study
5. PL5 Myers	None
6. City Manager D. Burn	None

ADJOURNMENT

PL4 Hunt moved to adjourn the May 12, 2017 Special Council Meeting, seconded by PL5 Myers. There being no further business, Mayor Dormier adjourned the meeting at 4:45 p.m.

ATTEST:

Richard A. Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 12, 2017*

# CITY OF OVILLA MINUTES

**Monday, May 08, 2017**

**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 6:02 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.

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The following City Council Members were present:

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

Mayor Dormier announced that all Council members were present, thus constituting a quorum. Various department directors, City Attorney Ron G. MacFarlane, Jr., and staff were also present.

## CALL TO ORDER

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

None.

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

Mayor Dormier, Council, Mr. Burn and staff reviewed each item on the agenda.

## ADJOURNMENT

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:10 p.m.

ATTEST:

Richard A. Dormier, Mayor

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Pamela Woodall, City Secretary

*Approved June 12, 2017*

# CITY OF OVILLA MINUTES

**Monday, May 08, 2017**

**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.*

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The following City Council Members were present:

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

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

## **CALL TO ORDER**

Mayor Pro Tem PL3 Griffin gave the Invocation and PL1 Huber led the recitation of the Pledge of Allegiance.

## **EXECUTIVE SESSION**

At 6:40 p.m., Mayor Dormier stated that City Attorney Ron G. MacFarlane, Jr. and the governing body (including the city manager and city secretary) would convene into a closed meeting called pursuant to the following agenda items:

- ITEM 1. DISCUSSION/ACTION** – Closed meeting called pursuant to Section §551.074 of the Texas Government Code to deliberate the appointment of an Interim City Manager.
  
- ITEM 2. DISCUSSION/ACTION** – Closed session pursuant to Section §551.071 of the Texas Government Code: Consultation with City Attorney on matters in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the Texas Open Meetings Act.

At 7:36 p.m., Mayor Dormier, City Attorney Ron G. MacFarlane, Jr., Council, City Manager Dennis Burn and City Secretary Pam Woodall reconvened into Regular Session. No action was taken in Executive Session. There was no motion, no action on Agenda Items 1 and 2 in Regular Session.

## **COMMENTS, PRESENTATIONS & REPORTS**

1. The Service League presented the Police Department the results from the Annual Spaghetti Dinner, announcing the best year yet totaling \$21,000 to benefit the needs of the department.
2. Presiding Judge Charlie Morton gave the unofficial results of the May 06, 2017 General Election:  
Total of 403 Ballots: Mayor (Richard Dormier) and PL4 Council (Doug Hunt) positions were unopposed. Vote count for PL2 Council was Incumbent Larry Stevenson 158 and Dean Oberg 243. Official results will be given at the canvass – Special Meeting set for Friday, May 12.

3. Mayor Dormier pulled the proclamations from the regular order of the agenda to be read at the end of the meeting.

#### Citizen Comments

- Ms. Mary Cavanaugh, President of the Ashburne Glen residential subdivision spoke on behalf of the Home Owner's Association (HOA), requesting the City's continued participation in the collection and disbursements of HOA dues.

#### PUBLIC HEARING AND DISCUSSION

A presentation was given by City Manager Dennis Burn and Birkhoff, Hendricks & Carter, LLP representative, Andrew Mata. The Planning and Zoning Advisory Committee met twice for the review of the Land Use Assumptions, Capital Improvements Projects and Impact Fees and forwarded their recommendations to Council to consider approval and adoption of Ordinance 2017-05, updating the Water and Wastewater Impact Fees.

Mayor Dormier opened the public hearing at 7:51 p.m.

- **PUBLIC HEARING** opened by Mayor Dormier at 7:51 p.m., to receive comments from the public regarding the update of the Water and Wastewater Impact Fees.

There was no one to speak in favor or in opposition of the presented update.

Mayor Dormier closed the public hearing at 7:52 p.m.

#### CONSENT AGENDA

- C1. March 2017 Financial Transactions over \$5,000
- C2. Committed Fund Balance ending March 31, 2017
- C3. Quarterly Investment Report through March 31, 2017
- C4. Atmos Settlement Resolution R2017-13

PL2 Stevenson moved to approve the consent items as presented, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

#### REGULAR AGENDA

**ITEM 3. *DISCUSSION/ACTION*** – Consideration of and action ORDINANCE 2017-05 of the City of Ovilla, Texas, amending Appendix A “Fee Schedule” Section A7.009 “Impact Fees” of the City of Ovilla Code of Ordinances, providing amended water and wastewater impact fees; 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.

Staff provided background: Water and Wastewater (Sewer) Impact Fees are an assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to new development. Any developer seeking a building permit for a new development (residential or commercial) that will generate additional use of utility resources will be responsible for paying Impact Fees. Texas Local Government Code Chapter 395.054 provides for the process to review and amend the Impact Fees adopted by City Council.

The City Council authorized in June 2016, the Planning and Zoning Commission to act as the Advisory Committee and again in November 2016 for the replacement of an ad-hoc member. The Committee's purpose was to review and advise the governmental body of the need to update or revise the Impact Fees.

The City's engineering firm, Birkhoff, Hendricks, and Carter updated the eligible capital costs and calculated the 2017 Maximum Allowable Impact Fee for water and for wastewater, including the update of the Water Distribution System Capital Improvement Plan for 2016-2026. Based on the report prepared and submitted by Birkhoff, Hendricks and Carter, LLP, the Advisory Committee met on Monday, March 06, 2017 and moved to recommend that the City Council consider amending the total water and wastewater impact fees per service unit for a 3/4-inch water meter as listed:

- Maximum Allowable Water Impact Fee - \$2,106.97
  - Current Maximum Water Impact - \$3,311 – adopted \$2100 Ord. 2015-004, 01/12/15
- Maximum Allowable Wastewater Impact Fee - \$2,190.22
  - Current Maximum Wastewater Impact - \$1441 – adopted \$1400 Ord. 2015-004, 01/12/15

The Advisory Committee's comments were made available in a report to the public prior to the public hearing. During the March 13, 2017 Council meeting, staff was directed to schedule the public hearing and prepare an ordinance for final consideration of the update of the Water and Wastewater Impact Fees.

PL4 Hunt moved to approve ORDINANCE 2017-05 amending Appendix A "Fee Schedule" Section A7.009 "Impact Fees" of the City of Ovilla Code of Ordinances, providing amended water and wastewater impact fees; 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 4. DISCUSSION/ACTION** –Receive presentations from representatives from BAT Security and Technology & Beyond to consider approval of a security system for city municipal buildings and for the purpose of enacting an "exchange zone" at the Ovilla Police Department, including the expense in the mid-year budget revision.

During the February 13 Council meeting, staff addressed the opportunity of using the Ovilla Police Department as an area for an "internet exchange zone" for those purchasing and trading goods through the internet. Staff was asked to return with representative from the City's tech company and the preferred listed vendor.

Mr. Jeff Hughes with B.A.T. Security gave a presentation, indicating the installation of cameras would come in three phases:

1. Security cameras for the Exchange Zone.
2. Interview camera inside the police station.
3. Security cameras installed at various locations at the remaining municipal buildings.

Cost for the cameras and installation was \$22,000.

No Action.

**ITEM 5. DISCUSSION** – Review and discuss with a Technology & Beyond representative Ovilla's current and future technology and computer inventory needs.

Technology and Beyond representative and Chief Operating Officer Mike Maendler was present to discuss future technical and computer needs for efficient, up-to-date and professional operation of city offices.

Some background was shared:

*Richard Dormier, Mayor*

*Rachel Huber, Place One*

*Larry Stevenson, Place Two*

The City entered into an agreement with Technology & Beyond (T&B) on August 06, 2015 for assistance with IT needs, presenting staff with immediate necessary upgrades and initial planning for the city's technical needs. At this time Ovilla did not have an IT agreement for professional assistance.

To date T&B has provided the listed services:

1. Computer issues and service support needs
2. Installed new pc's in certain departments
3. Assisted telephone company provider in the transfer to fiber optics
4. Facilitated the replacement of the poor line condition to the PD
5. Installed laptops for the PD and FD and facilitated installation of booster/antenna for each vehicle.
6. Installed a CRIMES protective cabinet at the Water Tower
7. Replaced a CRIMES server
8. February 2017, Technology & Beyond removed city emails from the server and began hosting them.

T&B gave recommended upgrades not yet funded or provided. Mayor Pro Tem Griffin requested a dated plan for improved technology as well as better response times/customer service to staff. PL4 Hunt stated he believed the city should receive bids if the cost continued to increase.

No Action.

**ITEM 6. *DISCUSSION/ACTION*** – Consideration of and action on City Attorney's recommendation to not renew agreements for the collection and disbursement of Home Owner Association (HOA) dues.

Mayor Dormier, PL2 Stevenson and PL5 Myers recused themselves from discussion on this item. Mayor Pro Tem Griffin managed the item reviewing the following information with Council.

Article III, Section 52 of the Texas Constitution prohibits cities from lending credit, granting public money *or thing of value* in aid of, or to any individual, association or corporation. Although the City may receive a fee for the collection of HOA dues, such fact gets around the constitutional prohibition under a three-part test used by the Texas Supreme Court to determine whether a payment violates Article III, Section 52:

- a. The purpose of the payment (or lending or granting a thing of value) must accomplish a public purpose, not benefit and private party;
- b. The city must retain public control over the funds or thing of value to ensure the public (not private) purpose is accomplished; and
- c. The city must ensure that it receives return benefit.

The current arrangement does not pass parts 1 and 2 of the three-part test.

- a. Under Texas law, according to the Texas Attorney General, any fee attached to a utility bill by a general law city, which is not used to cover the expenses of providing the utility service for which customers are billed, is an unauthorized tax.

Mayor Pro Tem Griffin suggested that Council take no action until they received an opinion from the Attorney General's office.

Mayor Pro Tem Griffin moved to seek an opinion from the Attorney General's office before making a decision, seconded by PL1 Huber.

*No oppositions, PL2 Stevenson and PL5 Myers abstained.*

***VOTE: The motion to approve carried: 3-0.***

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action on ORDINANCE 2017-06 of the City of Ovilla, TX, amending the Fiscal Year 2016-2017 Annual Budget and Program of Services in accordance with the Mid-Year Budget Review and Amendment as part of the formal budget process.

Chapter 1, Article 1.05, Sec. 1.05.038    Mid-year review and amendment of the Ovilla Code of Ordinances states:

Each year the budget officer or his designee shall present to the city council a mid-year budget review and amendment to be considered and approved before May 31. Such review and amendment will include information on the status of all funds and line items at the fiscal year's midway point and will include any recommended amendments to the annual budget. The amended budget will be filed with the city secretary's office and with the county clerk's office.

The annual mid-year review of revenues and expenses has been completed with staff for the current fiscal year as well as a review of estimated amounts for the remainder of the fiscal year. Budget amendments have been prepared based on the mid-year review. The budget amendments include the line item adjustments to the General Fund, Water & Sewer Fund, and Debt Service Fund. Submitted to you is a detailed Mid-Year Budget Review and a Summary Report of all revised items for an A option or a B option.

A and B Mid-Year have one 2-line item differences which are added to the B Mid-Year listed:

**\$414,000 Increase in Street Infrastructure (Ovilla Oaks Drive)**  
**\$414,000 Increase in Reduction of Fund Balance.**

The improvements to Ovilla Oaks Drive (from FM 664 to East Highland) will consist of the following:

1. Reclaiming of the existing road surface -
2. Application of cement slurry -
3. Installation of 2 inch HMAC pavement -
4. Edge striping and centerline markers -
5. Testing

A - Mid-Year Budget Review included an overall increase in Expense of \$253,915. The expense will be offset by reduction of fund balance of \$112,484 in General Fund and additional revenue of \$141,431. Of the \$141,431 Reserve for Contingency will increase \$32,617.

Water and Sewer Fund and the Debt Service Fund will have line item changes only.

B - Mid-Year Budget Review included an overall increase in Expense of \$667,915. The expense will be offset by reduction of fund balance of \$526,484 in General Fund and additional revenue of \$141,431. Of the \$141,431 Reserve for Contingency will increase \$32,617.

Water and Sewer Fund and the Debt Service Fund will have line item changes only.

Council directed staff to add \$22,000 for the expense of an exchange zone and to include repairs to streets and ditches/culverts in Brookwood Addition (Silverwood, Shadowwood) and return with an updated Mid-Year Budget Review at the next meeting for consideration.

**No Action.**

Mayor Dormier called a 5-minute recess at 9:30 pm. Mayor Dormier called the meeting back into session at 9:35 p.m.

**ITEM 8. DISCUSSION/ACTION** – Consideration of and action declaring surplus property and authorizing sale of surplus item(s), determining the method.

Staff submitted two items of operable and possibly inoperable property (vehicles) for Council to consider declaring as surplus. Assets valued at over \$2,000.00 are to be disposed by a method approved by City Council.

1. POLICE: 2008 Ford Expedition Police vehicle

- a. The 2008 Ford Expedition Police Vehicle has been replaced in the police fleet.

Operationally, it is not sound and it has over 100k miles. It has been stripped of equipment and should be sold at auction.

2. FIRE: 2011 Ford F-750 Brush Truck

- b. Chief Kennedy advised this particular truck was too heavy/too large for Ovilla. It had been sitting for 5-years.

Certain members of the Council voiced questioning opinions regarding the Fire Truck's use and the need to sell.

Mayor Pro Tem Griffin moved to approve the declaration of the 2008 Police Ford Expedition and the 2011 Fire Ford F-750 Brush Truck 702 as surplus items, authorizing sale of both vehicles; and authorizing the following -

1. Method of Sale for the 2008 Police Ford Expedition: auctioned
2. Method of Sale for the 2011 Ford F-750 Brush Truck: formal bidding process through Brindlee Mountain.

Motion seconded by PL1 Huber.

PL4 Hunt and PL5 Myers opposed. No abstention.

**VOTE: The motion to approve carried: 3 in favor, 2 opposed.**

**ITEM 9. 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.

An annual board activity report was reviewed.

Chapter 14, Section 45.2 TERMS OF OFFICE were defined:

A. Terms. Each member shall serve a term of office of two years. After the expiration of a two year term of office, a member shall serve until a successor is appointed. The terms of three of the members shall expire on the first Monday in June of each odd-numbered year, and the terms of two of the members shall expire on the first Monday in June of each even-numbered year.

B. Places. The members of the Board shall be identified by place numbers one through five. The odd-numbered places shall expire in the odd-numbered years; the even-numbered places shall expire in the even-numbered years.

Places 1, 3 and 5 will expire this June.

BOA Place 1 Carol Richtsmeier – voiced desire for reappointment

BOA Place 3 Barbara Betik – voiced desire for reappointment

BOA Place 5 Richard Ware – voiced desire for reappointment

BOA Place 7 Stephanie Heimbuch – voiced desire for reappointment

Mayor Pro Tem Griffin moved to reappoint the following to the Board of Adjustment for a new terms:

BOA Place 1 Carol Richtsmeier

BOA Place 3 Barbara Betik

BOA Place 5 Richard Ware

BOA Place 7 Stephanie Heimbuch

Motion seconded by PL4 Hunt.

No oppositions, no abstentions.

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

**ITEM 10. 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.

An annual board activity report was reviewed. Pursuant to the By-Laws of the Economic Development Corporation, the Board of Directors consists of a seven-member board and states that each member shall be appointed by the City Council for a two-year term. Current terms expiring in June are:

1. Emmett Fox, PL2 – respectfully declined Council consideration for reappointment.
2. Gary Jones, PL4 – voiced desire to serve another term.
3. Ronald Sims, PL6 - voiced desire to serve another term.

Staff stores no pending applications. Mayor Pro Tem Griffin directed staff to post notice seeking board volunteers.

PL4 Hunt moved to reappoint Gary Jones (PL4 EDC) and Ronald Sims (PL6 EDC) to serve a term on the Economic Development Corporation, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**ITEM 11. 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.

Resolution R2014-027 dated July 28, 2014, established the Municipal Services Advisory Committee (MSAC) with the goal to follow these guidelines:

- a. Review development and the current revenue rate;
- b. Assess current and potential future water needs and supply problems;
- c. Assess current and potential future city service needs;
- d. Establish a fund for major street, water, sewer and equipment capital improvements; and
- e. Such other duties as may be directed by City Council.

Initially, MSAC thought that they might meet quarterly or as needed the second Monday of the month at 5 pm, however, MSAC has been meeting only during the city budget process to consider and recommend the annual fiscal needs of the city to Council.

1. The Committee shall be comprised of a board of three (3) regular members, who shall be residents of the City of Ovilla and appointed by the City Council, and two (2) ex-officio members consisting to the City Manager and the Director of Public Works;
2. The term for regular members of the Committee shall be two (2) years;

Currently the listed serve on this committee:

1. Michael Myers
2. Bob Betik

Vacant – no pending applications

The consensus of the Council was to delay appointments, begin solicitation for applications and return this item at a subsequent meeting.

Mayor Pro Tem Griffin moved that Council direct staff to solicit for applications for consideration of MSAC appointments, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

ITEM 12. **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.

An annual board activity report was reviewed and staff shared the excerpt from the Ovilla Code, Chapter 14, Section 47.3:

The Planning and Zoning Commission shall consist of seven (7) members. The members shall be residents of the City and qualified voters. They shall be appointed by a majority vote of the members of the City Council at a regular or specially called meeting thereof.

Each member shall serve a term of office of two years. After the expiration of a two-year term of office, a member shall serve until a successor is appointed.

This July, Places 1, 3, 5 and 7 expire:

PZ Place 1 Jungman – voiced desire to serve another term

PZ Place 3 Lynch – voiced desire to serve another term

PZ Place 5 Zabojnik – voiced desire to serve another term

PZ Place 7 Zimmermann – voiced desire to serve another term.

PL4 Hunt moved to reappoint the following to serve another term on the Planning and Zoning Commission:

1. PZ PL1 Jungman
2. PZ PL3 Lynch
3. PZ PL5 Zabojnik
4. PZ PL7 Zimmermann

Motion was seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

ITEM 13. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment and/or reappointments to serve a term on the Ovilla Park Board Advisory Committee and direct staff as necessary.

An annual board activity report was reviewed and staff shared the excerpt from the Ovilla Code, Section 15.02.003 and from Ordinance 2017-03:

The term of office of members of the Board shall be two (2) years. The members of the Board shall be identified by place numbers. After the expiration of a two-year term of office, a member shall serve until a successor is appointed.

Places 1, 3 and 5 expire in June.

Place 1 Teresa Lindsey voiced desire to serve another term.

Place 3 Brian Treadaway voiced desire to serve another term.

Place 5 Windy Zabojnik voiced desire to serve another term.

PL1 Huber moved that Council reappoint the following board members to serve another term on the Park Board:

1. Park PL1 Teresa Lindsay
2. Park PL3 Brian Treadaway
3. Park PL5 Windy Zabojnik

Motion seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

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

**ITEM 14. DISCUSSION/ACTION** – Consideration of and action on Resolution R2017-14 authorizing and approving the appointment of a Municipal Court Judge for a two-year term effective immediately.

Chapter 7 of the Ovilla Code of Ordinances calls for the appointment of the municipal court judge, coinciding with the mayoral election on uniform election dates. Ovilla is a court of record and Mr. Scott Kurth, a licensed attorney, has served as Ovilla Municipal Court Judge since May 2007. He also serves as judge in neighboring municipalities and has voiced willingness to continue serving as Ovilla's Municipal Court Judge.

PL4 Hunt moved that Council approve the appointment of Scott Kurth as the Ovilla Municipal Court Judge for a term of two years, effective immediately, seconded by PL2 Stevenson.

*No oppositions, no abstentions.*

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

**ITEM 15. DISCUSSION/ACTION** – Consideration of and action on the appointment of one member of the City Council or one employee and one alternate representative to be a voting member to the Advisory Committee of the Red Oak Creek Regional Wastewater System.

Red Oak Creek Regional Wastewater System Bylaws requires that a representative and an alternate representative from the governing body (or one of its employees be appointed as a voting member of the Advisory Committee.

Mayor Pro Tem Griffin moved to appoint Mayor Richard Dormier as the contracting party representative and appoint Public Works Director Brad Piland as the alternate member representative to the Red Oak Creek Regional Wastewater System Advisory Committee, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

**ITEM 16. DISCUSSION/ACTION** – Consider the selection and appointment of a Council Review Committee for the review of applications and resumes for the city manager position, making recommendations to the Council.

The position is posted on the TML and City website. This committee will begin the process of the reviews of applications for the city manager replacement, reporting to Council and recommending candidate finalists as the research and interview process progresses; directing staff to prepare for background investigations of candidates. A review schedule was presented.

Mayor Pro Tem Griffin moved to approve the appointments of:

1. Mayor Richard Dormier
2. PL4 Doug Hunt
3. PL5 Mike Myers -

to serve as a temporary Council Review Committee for the review of applications and resumes for the city manager position, making recommendations to the Council, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

**ITEM 17. DISCUSSION**– Review and discussion of Section 8, Employee Benefits, of the City of Ovilla Employee Policies Manual regarding eligible benefits to new employees.

PL5 Myers asked that staff prepare a brief review of the current employee benefits:

Upon date of employment, eligible employees begin accruing vacation and sick time at the rate of 3.08 hours, per 80-hours in a work pay-period. Once the employee has successfully completed the 90-day probationary period, they may begin using their accrued sick or vacation time.

The City offers the following and the employee is eligible after 30-days employment:

1. 100% paid (by the City) health insurance coverage
  - a. Optional dependent health insurance benefits is available / payroll deduction, 100% paid by employee.
  - b. Optional dental and vision insurance benefits available / payroll deduction, 100% paid by employee.
  - c. All AFLAC benefits / payroll deduction, 100% paid by employee.
2. FreshBenies / Teledoc program, 100% paid by the City for employee and family.
3. Short and Long term disability benefits, 100% paid by the City
4. Limited life insurance benefits for employee, 100% paid by the City
  - a. Limited life insurance benefits for employee family members / payroll deduction, 100% paid by employee.

Texas Municipal Retirement System begins the day of employment with 2-1 City contribution.

Police and Fire uniforms are ordered within days of employment.

Public Works are issued uniforms after successfully completing the required probationary period.

Front city offices are funded for 1-3 City shirts if desired.

PL5 suggested that staff amend the policy to allow for annual physicals with no time recorded and to review the compensatory time, make possible revisions and return to Council with an amended policy for consideration.

*No Action.*

**ITEM 18. DISCUSSION-** Review and discussion of required flushing to maintain water quality.

PL5 Myers asked that staff review the required flushing. Staff provided and discussed the following:

1. TX Administrative Code – TCEQ public drinking water
2. Excerpt EPA Laws & Regulations - Safe Drinking Water
3. Monthly flush list.

*No Action.*

**ITEM 19. DISCUSSION/ACTION –** Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

*N/A*

*No Action.*

#### **DEPARTMENT REPORTS**

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

Council and staff reviewed the monthly reports.

- Administration City Manager D. Burn
- City Manager Reports City Secretary P. Woodall
- Monthly Municipal Court Report Code/AC Officer M. Dooley
- Monthly Code/Animal Control Reports • Monthly activity reports

- Finance Department Accountant L. Harding
  - March 2017 Financials
  - Bank Balances through May 04, 2017
- Fire Department Fire Chief B. Kennedy
  - Monthly Report – responded to a fire in Ashburne Glen Subdivision
- Police Department Police Chief B. Windham
  - Monthly Report – still waiting on new radios
- Public Works Public Works Director B. Piland
  - Monthly Report /Water loss report
  - Monthly Park Maintenance Reports

Proclamations pulled from the *Comments/Presentations* were read by Mayor Dormier:

- 1.Cinco de Mayo
- 2.Motorcycle Awareness
- 3.Municipal Clerks Week
- 4.Peace Officer Memorial Week
- 5.Public Works Week

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

## **ADJOURNMENT**

PL1 Huber moved to adjourn the May 08, 2017 Council Meeting, seconded by PL2 Stevenson. There being no further business, Mayor Dormier adjourned the meeting at 10:47 p.m.

**ATTEST:**

Richard Dormier, Mayor

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Pamela Woodall, City Secretary

*Approved June 12, 2017*

Citizens' forum form attached.  
Executive Agenda sealed and filed separately.

# CITY OF OVILLA MINUTES

**Monday, April 10, 2017**

**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 6:05 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.*

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The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
David Griffin	Mayor Pro Tem, Place 3
Michael Myers	Council Member, Place 5

Absent: Doug Hunt Council Member, Place 4

Mayor Dormier announced noted Council members were present, thus constituting a quorum. Various department directors, City Attorney Ron G. MacFarlane, Jr., and staff were also present. Staff presented Council with future agenda items and/or pending items still under staff review.

## CALL TO ORDER

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

Council, Mr. Burn and staff reviewed each item on the agenda. There was either discussion and clarification or both on the following:

1. Item 3, Discussion of the Road Inspection and Maintenance Plan
2. Item 5, Section 9.05.053 was a scrivener's error. Corrected Section number to read as 9.05.063.
3. Item 6, Include cameras in restrooms, Heritage Park.

## ADJOURNMENT

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:20 p.m.

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ATTEST:

Richard A. Dormier, Mayor

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Pamela Woodall, City Secretary

*Approved June 12, 2017*

# CITY OF OVILLA MINUTES

**Monday, April 10, 2017**

**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.

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The following City Council Members were present:

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

Mayor Dormier announced present Council members, PL1 Huber, PL2 Stevenson, Mayor Pro Tem PL3 Griffin and PL5 Myers, noting the absence of PL4 Doug Hunt, thus constituting a quorum. City Manager Dennis Burn, City Attorney Ron G. MacFarlane, Jr., various department directors and staff were also present.

## CALL TO ORDER

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

## EXECUTIVE SESSION

At 6:33 p.m., Mayor Dormier stated that City Attorney Ron G. MacFarlane, Jr. and the governing body (including the city manager and city secretary) would convene into a closed meeting called pursuant to the following agenda items:

- ITEM 1. **DISCUSSION/ACTION** – Closed session pursuant to Section §551.071 of the Texas Government Code: Consultation with City Attorney on matters in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the Texas Open Meetings Act.
- ITEM 2. **DISCUSSION/ACTION** – Closed session called pursuant to Section §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property.

At 7:10 Mayor Dormier, City Attorney Ron G. MacFarlane, Jr., Council, City Manager Dennis Burn and City Secretary Pam Woodall reconvened into Regular Session. No action was taken in Executive Session. There was no motion, no action on Agenda Items 1 and 2 in Regular Session.

## COMMENTS, PRESENTATIONS & REPORTS

- **Presentations**
  - 1. Red Oak Independent School District Bond presentation was given by representative Kevin Freels.
  - 2. City Manager Dennis Burn introduced new Customer Service Representative, Cathy Gaeta.
  - 3. Two Proclamations were read by Mayor Dormier:
    - 1. Motorcycle Awareness
    - 2. Child Abuse Prevention Month

- **Citizen Comments**
  - Ms. Penny Story spoke in opposition of the Red Oak Independent School Bond election.
- **Department Activity Reports / Discussion** – Directors answered any questions.
  - Police Department Police Chief B. Windham
    - Monthly Report – recent “Coffee with the Chief” had good turnout.
      - Commended Officer Geiser for his excellent work in the apprehension of a burglar.
  - Fire Department Fire Chief B. Kennedy
    - Monthly Report – No fires this month but many medical calls.
  - Public Works Public Works Director B. Piland
    - Monthly Report /Water loss report
      - PL5 Myers asked varied questions on the water loss.
      - Monthly Park Maintenance Reports
  - Finance Department Accountant L. Harding
    - February 2017 Financials
    - Bank Balances through April 07, 2017
  - Administration City Manager D. Burn
    - City Manager Reports
    - Monthly Municipal Court Report
      - The “Payment Group” online payment site was not up yet do to computer system errors. Hopefully, soon.
  - Monthly Code/Animal Control Reports Code/AC Officer M. Dooley
    - Monthly activity reports – would begin mosquito testing the first week of May.

#### CONSENT AGENDA

- C1. February 2017 Financial Transactions over \$5,000
- C2. Briefing Session and Minutes of the March 13, 2017 Regular Council Meeting
- C3. Letter of Agreement with Yeldell, Wilson and Carter. LLP, to conduct the City of Ovilla audit for the year ending September 30, 2017.
- C4. Resolution R2017-09 ONCOR-Cities Steering Committee Annual membership and assessment.
- C5. Resolution R2017-10 Suspend effective date (April 21) of rate increase (ONCOR)

PL2 Stevenson moved to approve the consent items as presented, seconded by PL1 Huber.

*No oppositions, no abstentions. PL4 Hunt absent.*

***VOTE: The motion to approve carried unanimously: 4-0.***

#### REGULAR AGENDA

Mayor Dormier moved the order of the Agenda to address Item 12 first.

**ITEM 12. DISCUSSION/ACTION** – Consideration of and action on a Meritorious Exception, as permitted by Section 3.06.012 of the Ovilla Code of Ordinances, filed by Shiloh Cumberland Presbyterian Church, Inc., for a replacement 5' X 7' pole sign with an electronic reader-board at the Church's location, 7810 Shiloh Road, Midlothian, TX 76065 (Ovilla Extraterritorial Jurisdiction), authorizing the city manager to execute said permit.

PL1 Huber being an active member of Shiloh Cumberland Presbyterian Church, recused herself from any discussion or action.

Applicant representative Vernon Sansom with Shiloh Cumberland Presbyterian Church, Inc., requested a Meritorious Exception to replace the current pole sign with a new sign to include a marquee electric reader-board at Shiloh Cumberland Presbyterian Church. Setback, placement and materials are compliant with Ovilla Code except for the existing poles.

Sign description: 5' X 7' pole sign

Materials: plastic

Duration: This sign is for permanent placement.

Current Zoning: N/A Sign is in the City's Extraterritorial Jurisdiction

**Excerpts from Ovilla Code: Section 3.06.007**

**Sec. 3.06.007 Prohibited signs**

A person commits an offense if the person installs, constructs, repairs, alters, or relocates a sign described below, except as otherwise permitted in this article:

... (3) A moving, flashing, animated, or rotating sign, sign with moving lights, or sign which creates the illusion of movement, except for reader-boards which convey a message.

(7) A pole or pylon sign...

**Sec. 3.06.012 Granting of exceptions**

(a) Generally. It is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this article and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.

(b) Request for exception. Upon request of an interested party, the city council, upon recommendation by the administrative official, shall hear and shall seriously and fairly consider a request for a meritorious exception under this section.

Mayor Pro Tem Griffin moved that Council approve a Meritorious Exception, as permitted by Section 3.06.012 of the Ovilla Code of Ordinances, filed by the Shiloh Cumberland Presbyterian Church, Inc., for a replacement 5' X 7' pole sign with an electronic reader-board located at the Church's location, 7810 Shiloh Road, Midlothian, TX 76065, authorizing the city manager to execute said permit, seconded by PL2 Stevenson.

*No oppositions, PL1 Huber abstained. PL4 Hunt absent.*

***VOTE: The motion to approve carried unanimously: 3-0.***

Mayor Dormier returned to the regular order of the Agenda.

**ITEM 3. DISCUSSION/ACTION** – Consideration of and action on approval and adoption of a Road Inspection and Maintenance Plan.

Public Works Director Brad Piland prepared a proposed Ovilla Road Inspection and Maintenance Plan for Council review.

PL2 Stevenson moved to approve and adopt the presented Road Maintenance Plan, seconded by PL5 Myers.

*No oppositions, No abstention. PL4 Hunt absent.*

***VOTE: The motion to approve carried unanimously: 4-0.***

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on Resolution R2017-11 amending the Employee Policies Manual Section 9, approving and allowing a gun purchase buy-back program policy for the police department.

Chief Windham share background information and justification for the department's need to add this program to the Employee Policies Manual and stated that the department believed options regarding "force" were critical to the safety of citizens and officers alike. The department has undergone de-

*Richard Dormier, Mayor*

*Rachel Huber, Place One*

*Larry Stevenson, Place Two*

escalation training and believes wholeheartedly in that option for reducing injuries. Unfortunately, there are times when force and deadly force was the necessary option. With that in mind, officers would like the opportunity to purchase and carry patrol rifles. While some officers already carry rifles, others would like the option. Unfortunately the expense of a rifle is prohibitive for some. The Department asked the Council to consider a city purchase with employee payroll deduction as an option for the officers. This would give the officers the opportunity to make the purchase and be better prepared for the protection of the citizens of Ovilla. The weapon chosen at this time is the Daniel Defense MK18 rifle with a 16 inch barrel. The rifle is a 5.56 caliber and is recognized as an AR type weapon. The rifle would be augmented with the purchase of Vortex SPARC AR Red Dot optic system and a Streamlight TLR-1 Weapon Light. With legal counsel's assistance, Section 9.15 EMPLOYEE EQUIPMENT PURCHASE/PAYBACK PROGRAM has been created to add to the Employee Policies Manual. Estimated pricing was shared:

Rifle- \$1,225.00  
 Optic \$ 200.00  
 Light \$123.00

PL1 Huber moved to approve Resolution R2017-11 amending the Employee Policies Manual Section 9, approving and allowing a gun purchase buy-back program policy for the police department as presented, seconded by PL2 Stevenson.

*No oppositions, No abstention. PL4 Hunt absent.*

*VOTE: The motion to approve carried unanimously: 4-0.*

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on the approval of an unpaid officer Bryan Cornish to carry a weapon, as an acting and eligible peace officer in the City of Ovilla, pursuant to Article 9.05, Section 9.05.053 (corrected to 9.05.063-scriveners error) of the Ovilla Code of Ordinances.

Ordinance 2012-004, approved on July 23, 2012 established a police reserve force, allowing an unpaid qualified police officer to act and carry out the duties as a regular officer and to carry a weapon in the City of Ovilla, with Council approval. Chief Windham presented Bryan Cornish, an officer who has been in law enforcement since 1983 and retired from the Dallas Police Department at the rank of Lieutenant. He advised that Mr. Cornish holds a Master Peace Officer certificate and has over 4700 training hours from TCOLE, as well as a Master Degree from Grand Canyon University and currently works as a consultant for the Community Safety Institute. Bryan lives nearby and desires to volunteer his time with the Ovilla Police Department as a patrol officer or in any capacity where we can use him. In his capacity as a consultant, Chief Windham stated that he believed Bryan would be an asset to Ovilla and looked forward to putting his knowledge to use if Council would approve.

Mayor Pro Tem David Griffin moved to approve Bryan Cornish to carry a weapon as an unpaid, acting and eligible peace officer in the City of Ovilla, pursuant to Article 9.05, Section 9.05.063 of the Ovilla Code of Ordinances, seconded by PL1 Huber.

*No oppositions, No abstention. PL4 Hunt absent.*

*VOTE: The motion to approve carried unanimously: 4-0.*

**ITEM 6. DISCUSSION/ACTION** – Consideration of an action on approving a security system for the purpose of enacting an “exchange zone” at the Ovilla Police Department, including the expense in the mid-year budget revision.

During the February 13 Council meeting, staff addressed the opportunity of using the Ovilla Police Department as an area for an “internet exchange zone” for those purchasing and trading goods through the internet. Many neighboring police departments are participating in this practice to help avoid the dangers of robbery or worse.

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

*Doug Hunt, Place Four  
 David Griffin, Place Three  
 Michael Myers, Place Five*

In the presented proposal, the police department added an interview camera for the inside of the police department for the purpose of recording interviews with suspects, complainants and witnesses. Additionally, staff is proposing to include additional security cameras around all municipal buildings. Council directed staff to ask BAT Security to make a presentation at the next Council meeting along with the City's technology company.

*No Action.*

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action on the appointment of Paul Haney to serve a term on the Board of Adjustment as an alternate member, Place 6.

Staff presented an application for pending appointment to fill the Place 6 vacancy on the Board of Adjustment. The applicant, Paul Haney has voiced his desire to serve on the BOA if Council so allows.

PL2 Stevenson moved that Council appoint Paul Haney to fill the alternate member vacancy to serve the remaining term of Place 6, Board of Adjustment, seconded by PL5 Myers.

*No oppositions, No abstention. PL4 Hunt absent.*

**VOTE: The motion to approve carried unanimously: 4-0.**

**ITEM 8. DISCUSSION** – Consideration of and action on Ordinance 2017-04 of the City of Ovilla, Texas, amending Chapter 12, Article 12.03, division 2, sections 12.03.041 and 12.03.42 of the code of Ordinances of the City of Ovilla, Texas, establishing a maximum speed limit on all city streets of twenty-five miles per hour; providing for maximum speed limits in excess of twenty-five miles per hour on specific streets.

Mayor Dormier allowed resident, Dani Muckleroy that had signed up to speak to address Council on this topic. MS Muckleroy stated she was not in favor of the 25 MPH speed limit.

During the March 13 Ovilla Council meeting, PL2 Stevenson voiced desire that all residential streets have a maximum speed limit of 25-miles per hour. He asked that a speed limit ordinance be prepared and brought back for review, setting the speed limit in all residential neighborhoods to 25 MPH. The attached ordinance maintains the established speed limits on certain non-residential streets and establishes speed limits of 25 MPH on residential neighborhood streets. Ovilla's legal counsel prepared the ordinance. The purchase cost for new signs on all affected residential streets was expected to range \$4,000 to \$6,000. This would require a budget amendment and staff could include the expense in the mid-year budget revision if directed. After discussion, the consensus of most of the Council voiced no interest.

*No Action.*

**ITEM 9. DISCUSSION/ACTION** – Receive and review recommendations from staff on the Mid-Year budget revisions and direct staff as necessary, returning for adoption in May.

The city manager and city accountant presented the annual mid-year review of revenues and expenses, conducted with staff for the current fiscal year as well as a review of estimated amounts for the remainder of the fiscal year. Budget amendments were prepared based on the mid-year review. The budget amendments included line item adjustments to the General Fund, Water & Sewer Fund and the Debt Fund. Details of the proposed budget amendments were explained in an attached summary. Highlights from the summary:

1. Revenue from Police fines: \$82,443
2. GF Expenditures:
  - a. IT: emergency repairs, upgrades & additional support \$12,259
  - b. City server: \$6,500
  - c. Radios: Police & Fire \$3,700

- d. Fire: Lockers for increased personnel \$8,200
- e. Street Repairs: E. Highland \$50,000

Pending approval from Council were:

Security Cameras - \$21,000

Street Signs - \$6,000

Staff will return with details and a summary of all revisions, including an ordinance for execution and adoption.

*No Action.*

**ITEM 10. DISCUSSION/ACTION** – Consideration of and action on the appointment of a City Council Scholarship Committee and setting a date, time, and location to review the applications for the 2017 Best Southwest Scholarship Awards Program and Luncheon.

The Best Southwest Partnership (BSW) Education Committee submitted scholarship applications to independent school districts, private schools, and charter schools in the twelve cities in the Best Southwest Partnership's region. The City Council Scholarship Committee, consisting of the Mayor and two City Council persons, is chosen annually for application review and selection process. The BSW 4<sup>th</sup> Annual Quarterly Luncheon will be held on May 25, at 11:30 a.m. at the Hilton Garden Inn in Duncanville where the scholarship recipients/awardees will be announced. No posted meeting is required if Mayor is one of three committee members appointed.

Mayor Pro Tem Griffin moved that Council establish a City Council Scholarship Committee appointing PL2 Stevenson and PL5 Myers, along with Mayor Dormier, to review and select an Ovilla scholar, seconded by PL2 Stevenson.

*No oppositions, No abstention. PL4 Hunt absent.*

**VOTE: The motion to approve carried unanimously: 4-0.**

**ITEM 11. DISCUSSION/ACTION** – Consideration of and action on Resolution R2017-12 approving and adopting the 2017 Ovilla Economic Development Corporation Strategic Plan and providing an effective date.

The Ovilla Economic Development Corporation approved a draft Strategic Plan prepared by Orasi, Inc. during their February 21, 2017 Regular meeting. Because this Plan presented a vast parks plan, the Ovilla Park Board met in a Joint Meeting with the EDC and Orasi representative Jack Thompson on April 03 for discussion, review and recommendation. The consensus of the Park Board was favorable as was the EDC, to forward recommended adoption to the Ovilla City Council at their April 10, 2017 meeting. Both Boards were pleased with the plan and forwarded recommendation to the Council for review, approval and adoption. Council's concerns were that the suggested timelines outlined in the Plan were not affordable, therefore Council was not prepared to approve at this time. Staff will return with the item.

*No Action.*

**ITEM 12. DISCUSSION/ACTION** – Previously addressed.

**ITEM 13. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

N/A.

**REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF**

1. Mayor Dormier	None
2. PL1 Huber	None
3. PL2 Stevenson	None
4. PL3 Griffin	None
5. PL4 Hunt	None
6. PL5 Myers	Asked the city secretary to present employee benefits for new hires. Public Works Director to provide documented hydrants drained & measured.
7. City Manager	None

**ADJOURNMENT**

PL1 Huber moved to adjourn the April 10, 2017 Council Meeting, seconded by PL2 Stevenson. There being no further business, Mayor Dormier adjourned the meeting at 9:50 p.m.

ATTEST:

Richard Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 12, 2017*

Attachment: PL1 Huber affidavit.

Executive Agenda sealed and filed separately.

## AGENDA ITEM REPORT Item 1

Meeting Date: June 12, 2017

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: Police/Street Departments

Department: Street

Budgeted Expense:  YES  NO  N/A

Amount: Estimate of \$11,250

### Attachments:

1. Letter from Dr. Ledbetter, Superintendent of MISD.
2. Map(s) of suggested locations.

### Agenda Item / Topic:

ITEM 1. **DISCUSSION/ACTION** – Receive presentation from Dr. Lane Ledbetter, Superintendent Midlothian Independent School District, to consider and act on sharing a portion of the cost and installation with the Midlothian Independent School District for school zone flashers at the McClatchey Elementary School, directing staff as necessary for the preparation of an Agreement and budget amendment.

### Discussion / Justification:

Staff received notice from Mr. Jim Norris, CFO, Midlothian Independent School District (MISD) to ask to partner with Ovilla for the purchase, installation and maintenance of school zone flashers for the safety of all students and drivers at the McClatchey Elementary School, 6621 Shiloh Road. The MISD's goal is to have the lights installed before the beginning of the next school year. Target date to be completely functional is August 21, 2017.

MISD is considering five school zone flashers, three that would be in the city limits with a guessimate price around \$7500 per flasher, which would be \$11,250. This is strictly an estimate at this time and does not include the cost to maintain the flashers, which is unknown at this time. The MISD is asking Ovilla to partner with the school district in committing to possibly a portion of the cost. Once installed, the City would maintain the lights.

If Council sees favorable, the MISD would provide photos, specifications and exact locations for the flashers to be included in an agreement between the City and MISD. Additionally, if Council so directs staff to move forward, this purchase would require a budget amendment.

### Recommendation / Staff Comments:

### Sample Motion(s):

*I move that Council approve/deny moving forward with the MISD to prepare an agreement for the specifications, purchase and installation for safety school zone flashers at the McClatchey Elementary School located at 6621 Shiloh Road.*

May 30, 2017

City of Ovilla  
Pamela Woodall, Interim City Manager  
105 S Cockrell Hill Rd  
Ovilla, Texas 75154

Dear Ms. Woodall,

Thank you for talking with us about the growing need to install school zone flashers on the streets near Dolores McClatchey Elementary School. The campus is located at 6631 Shiloh Road and is also bordered by the busy Bryson Lane and the equally active Judy Drive.

Construction of new homes in that area, as well as the other home construction in the general vicinity has led to increased traffic on both Bryson Lane and Shiloh Road. Judy Drive is also a concern because of the traffic pattern out of that residential area. The assistance from City of Ovilla and County Commissioner Butler to install school zone signage is very much appreciated; however, the increased traffic in these areas now require school zones to be clearly marked with flashing lights.

It is the desire of Midlothian ISD to work with the City of Ovilla and Commissioner Butler to have a total of five flashers installed respectively on Shiloh Road, Bryson Lane, and Judy Drive. In order to provide ample time to install the necessary lights prior to the first day of school (August 21, 2017), we are requesting this item be placed on the upcoming Ovilla Council agenda for consideration.

Please let us know how we can best partner with Ovilla and Commissioner Butler to create a safe area for our school children. Should you have questions or require additional information please contact Mr. Jim Norris, Assistant Superintendent for Finance and Operations or Mr. David Boswell, MISD Director of Construction.

Sincerely,



Dr. Lane Ledbetter  
Superintendent of Schools  
Midlothian ISD

cc: Commissioner Kyle Butler

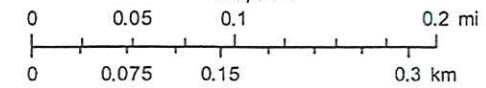
# McClatchey Elementary



May 31, 2017

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries

1:6,019



Streets Names

Interstate — Major Road

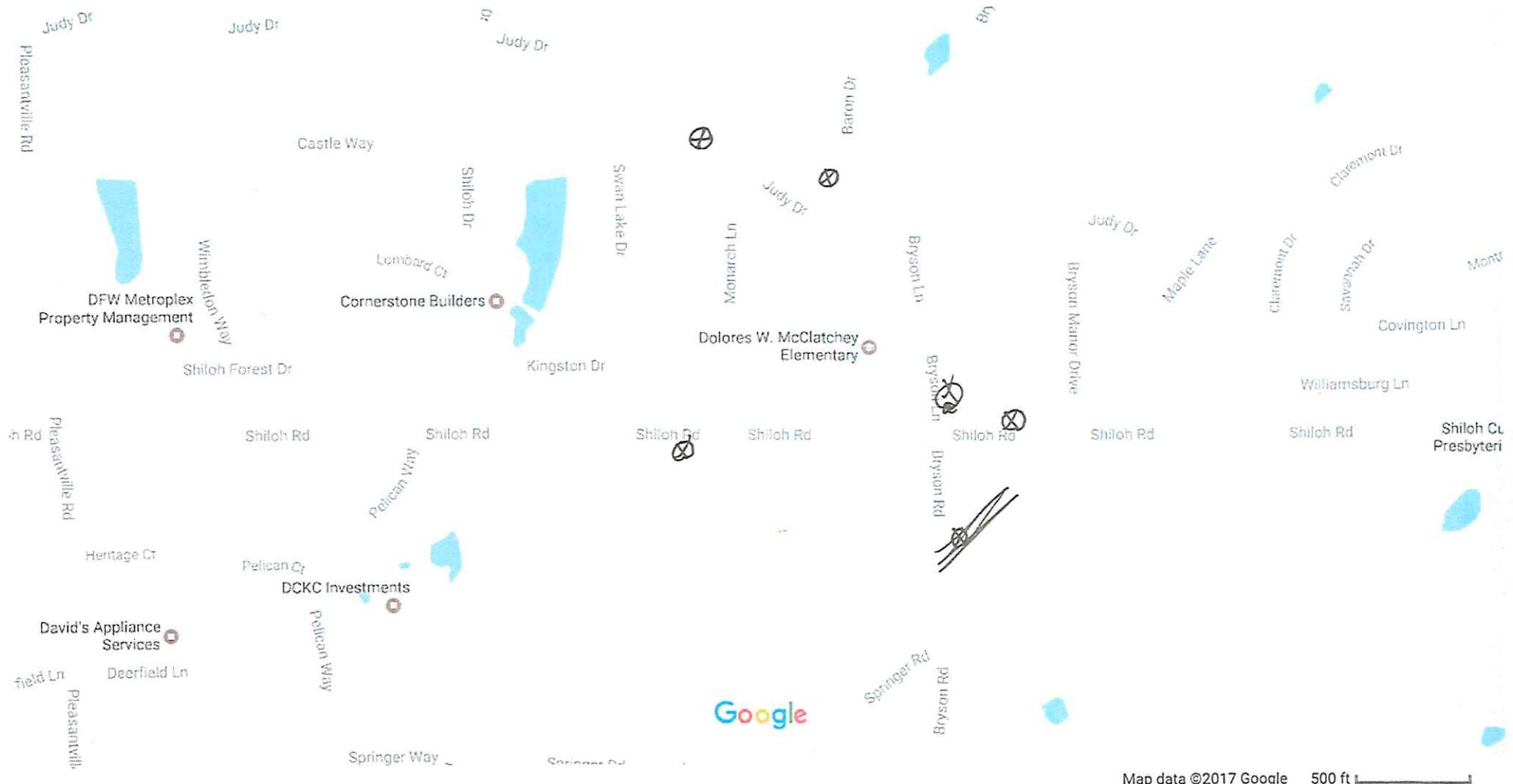
Streets

U.S. Highway

— Local Roads

State Hwy

## Google Maps Bryson Ln



⊗ Estimated location of Flackers

## AGENDA ITEM REPORT Item 2

Meeting Date: June 12, 2017

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney

Accountant

Other: Public Works Director B. Piland

### Attachments:

1. Resolution R2017-17 - First Amendment to Lease Agreement
2. Engineer Opinion Letter Report
3. Tower Project Report and Plans

### Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2017-17, approving a First Amendment to the Tower Lease Agreement between the City of Ovilla and Cingular Wireless, PCS, LLC, and authorize the Mayor to execute.

### Discussion / Justification:

AT&T/Cingular Wireless is requesting permission to install three additional antennae, three remote radio heads and 2 DC powers on the current leased property - Ovilla's Elevated Water Storage Tank. There appears to be no structural issues regarding the tower's ability to handle the additional loading. AT&T currently pays Ovilla \$2,693.77 per month for their existing facilities. The lease agreement states that AT&T will pay Ovilla an increased \$750.00 per month for the three additional antennae. Therefore, the total monthly payment will increase to \$3,443.77 per month.

The City Attorney has reviewed and approved to form the First Amendment to the lease agreement.

### Recommendation / Staff Comments:

Staff recommends approval of the First Amendment to the Tower Lease Agreement and authorize the Mayor to execute.

### Sample Motion(s):

I move to APPROVE/DENY Resolution R2017-17 approving a First Amendment Tower Lease Agreement between the City of Ovilla and New Cingular Wireless PCS, LLC, authorizing the Mayor to execute said agreement.

## RESOLUTION R2017-17

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE, FOR AND ON BEHALF OF THE CITY OF OVILLA, TEXAS, THE FIRST AMENDMENT TO THE TOWER LEASE AGREEMENT BETWEEN NEW CINGULAR WIRELESS PCS, LLC AND THE CITY OF OVILLA, TEXAS.

Market: Central Region/North Texas  
Cell Site Number: DXI693  
Cell Site Name: Cockrell Hill/Ovilla Wf  
Fixed Asset Number: 10042519

#### FIRST AMENDMENT TO TOWER LEASE AGREEMENT

THIS FIRST AMENDMENT TO TOWER LEASE AGREEMENT ("Amendment"), dated as of the latter of the signature dates below, is by and between the City of Ovilla, having a mailing address of 105 S. Cockrell Hill Road, Suite 2, Ovilla, Texas 75154, ("Lessor") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 ("Lessee") and successor in interest to Dallas SMSA Limited Partnership.

WHEREAS, Lessor and Lessee (or its predecessor in interest) entered into a Tower Lease Agreement dated September 15, 2004, whereby Lessor leases to Lessee certain Premises, therein described, that are a portion of the Property located at 105 S. Cockrell Hill Road, Ovilla, Texas (collectively, the "Agreement"); and

WHEREAS, Lessor and Lessee desire to adjust the rent in conjunction with the modifications to the Agreement contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

1. Modification of Rental. Commencing on June 1 2017, Rent shall increase by Seven Hundred Fifty and 00/100 Dollars (\$750.00) per month. Upon the Rent Commencement Date the rent shall be Three Thousand Four Hundred Forty-Three and 77/100 Dollars (\$3443.77) per month, subject to adjustments as provided in the Agreement.

2. Additional Equipment. This Agreement is amended as follows: Lessor consents to the installation and operation of the following additional equipment: three (3) SNBHH-1D6SB antennas, three (3) RRUS-12 remote radio heads, (1) FC12-PC6-10E, (3) DC2-48-60-0-9E, (1) \!, FIBER TRUNK and (2) 7/8" DC POWER on the leased property. A total of twelve (12) antennas will exist on the tower resulting from this First Amendment in exchange for the increase in rent.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA,  
TEXAS, AUTHORIZING THE MAYOR TO EXECUTE, FOR AND ON  
BEHALF OF THE CITY OF OVILLA, TEXAS, THE FIRST AMENDMENT  
TO THE TOWER LEASE AGREEMENT BETWEEN NEW CINGULAR  
WIRELESS PCS, LLC AND THE CITY OF OVILLA, TEXAS.**

**3. Other Terms and Conditions Remain.** In the event of any inconsistencies between the Agreement and this Amendment, the terms of this Amendment shall control. Except as expressly set forth in this Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Amendment

**4. Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

**[SIGNATURES APPEAR ON THE NEXT PAGE]**

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Amendment on the dates set forth below.

**“LESSOR”**

City of Ovilla

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**“LESSEE”**

New Cingular Wireless PCS, LLC, a  
Delaware limited liability company  
By: AT&T Mobility Corporation  
Its: Manager

By: Leigh Ann Dodson  
Print Name: Leigh Ann Dodson  
Its: Area Manager-RE&C NTX Network Ops  
Date: 5/24/11

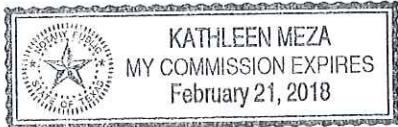
## LESSEE ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY OF DALLAS

BEFORE ME, the undersigned authority, on this day personally appeared Leigh Ann Dodson, Area Manager – RE&C, NTX Network Ops of New Cingular Wireless PCS, LLC, a Delaware limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said New Cingular Wireless PCS, LLC, and that he executed the same as the act of such Limited Liability Company for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 24 day of  
May, 2017.



*Kathleen Meza*  
Notary Public: Kathleen Meza  
My Commission Expires: 2-21-18

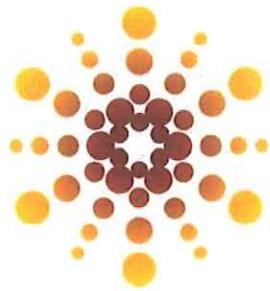
## LESSOR ACKNOWLEDGEMENT

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_, 2017 before me, personally appeared \_\_\_\_\_, who acknowledged under oath, that he/she is the person/officer named in the within instrument, and that he/she executed the same in his/her stated capacity as the voluntary act and deed of the Lessor for the purposes therein contained.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_



# Trylon

Prepared For

# NEXIUS

## Opinion Letter



2-10-2017

DX1693  
COCKRELL HILL /  
OVILLA WT  
02/10/2017  
PASS



## OPINION LETTER REPORT

### **NEXIUS**

1025 Beltline Rd 5, Suite 100  
Coppell, TX, USA 75019

**Attention:** **Mr. Adam Underwood**

**Reference:** Analysis of the existing antenna support mounted at 105.02-ft elevation.

Trylon current job No.: 124744

Site name: **DX1693 COCKRELL HILL/ OVILLA WT**

PTN: -

FA Code: 10042519

Site ID: DX1693

Site Address: 105 South Cockrell, Ovilla, Ellis County, TX 75154

Tower Profile: Water Tower

**Dear Sir:**

We have been provided with RF information, partial sketches and pictures of the structure for above-referenced site. Nexus is proposing to change the equipment configuration on the existing mounting hardware.

A revised antenna, coax and miscellaneous equipment list has been provided to us. We have been asked to evaluate this information to determine whether or not the existing mounting apparatus is adequate to safely support the proposed loading change. The structural evaluation refers to the antenna mounts installed at 105.02-ft elevation on the Water Tower located at the above specified address.

The structural evaluation is an opinion only, based on review of the information provided. This opinion shall not be construed as a full structural analysis of the existing structure or mounting hardware. The purpose of this evaluation is to provide consulting services and advise whether or not the existing structure and/or mounting apparatus should be further investigated for structural integrity. A further structural investigation would consist of actual calculations and computer modeling of the existing structures and/or mounting hardware in accordance with the latest Building Code.

The proposed changes were provided to us in a *RFDS* document dated 08/31/2016. The proposed equipment is installed below the water tank on the water tower structure at 105.02-ft elevation.

**According to the RFDS document, the existing configuration on all sectors consists of:**

- (1) SBNH-1D6565B antenna (72.7"x11.9"x7.1" – 47.4lbs) in position #1;
- (1) SBNHH-1D65B antenna (72.9"x11.9"x7.1" – 44.6lbs) in position #3;
- (1) SBNH-1D6565B antenna (72.7"x11.9"x7.1" – 47.4lbs) in position #5.

Additional equipment is mounted behind antennas as follows:

- (1) KRY 112 75/1 TMA in position #1;
- (1) RRUS-11 & (1) RRUS-12+RRUS-A2 in position #3;
- (1) KRY 112 76/1 TMA in position #5.



According to the RFDS document, the final configuration on all sectors consists of:

- (1) SBNH-1D6565B antenna (72.7"x11.9"x7.1" – 47.4lbs) in position #1;
- (1) SBNHH-1D65B antenna (72.9"x11.9"x7.1" – 44.6lbs) in position #3;
- (1) **new SBNHH-1D65B antenna (72.9"x11.9"x7.1" – 44.6lbs) in position #4;**
- (1) SBNH-1D6565B antenna (72.7"x11.9"x7.1" – 47.4lbs) in position #5.

Additional equipment is mounted behind antennas as follows:

- (1) KRY 112 75/1 TMA in position #1;
- (1) RRUS-11 & (1) RRUS-12+RRUS-A2 in position #3;
- (1) **new RRU-12 in position #4;**
- (1) KRY 112 76/1 TMA in position #5;

The proposed equipment changes consist in the addition of (3) antennas and (3) RRUs, therefore the net load increase is not significant. The additional antennas and RRUs are planned to be installed near the existing equipment by using new pipe mounts, similar with the existing ones at the 105.02-ft elevation. It is our opinion that the proposed loading changes reflect a small increase in load to the load carrying components.

We assume that the water tower has been studied for structural integrity, and that the Nexius equipment has been included in any structural study indicating that the tower is adequate to support its overall and total load. We also assume that the mounting hardware has appropriate strength and that it has been shown adequate to support the loading that currently exists on it. It is our opinion that the structural integrity of this site is not compromised by the loading changes since they are almost negligible, however, this conclusion is based on the assumption that the tower structure has been proven adequate as it now exists, before any loading is changed.

This evaluation is limited to the information available to us at this time. If any of the information provided is incorrect or changed, please notify us and we will make correction to our analysis and evaluation.

## **CONCLUSIONS AND RECOMMENDATIONS**

Based on the information available to us, the existing and proposed loading will have minimal impact on the overall structure and have SUFFICIENT capacity to support the new loads in addition to all existing and code required loads in accordance with the latest Building Code.

Should you have any questions, comments or require additional information, please do not hesitate to call.

Sincerely,

Analysis performed by:

Marius Andrei  
Trylon Engineer

Reviewed by:

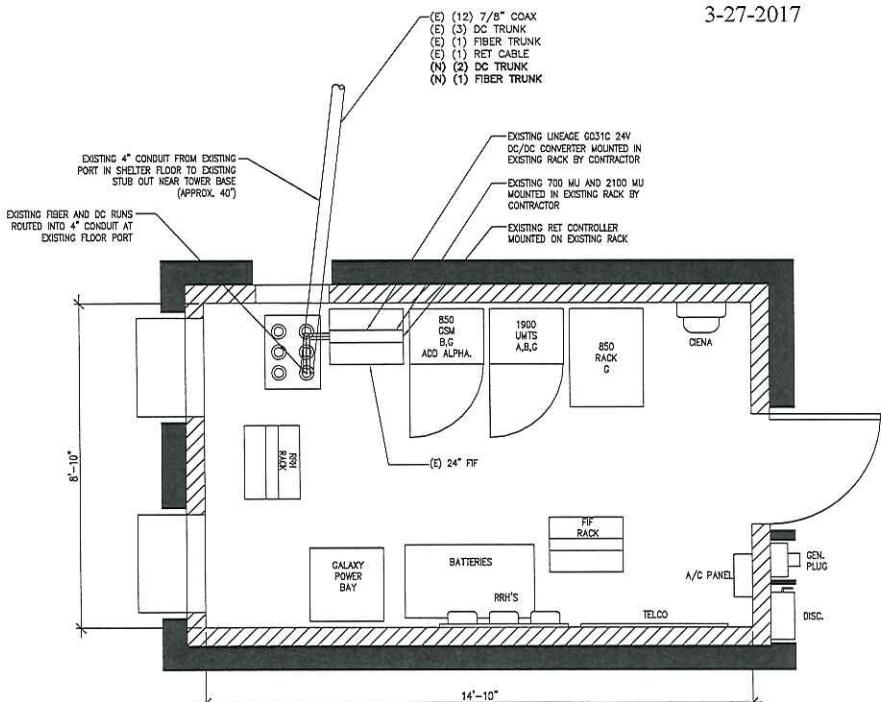
Kirk R. Hall, P.E.

<b>PROJECT INFORMATION</b> <p>APPLICANT/LEASSEE: NAME: AT&amp;T MOBILITY ADDRESS: 1801 VALLEY VIEW LANE CITY, STATE: FARMERS BRANCH, TX ZIP: 75234 CONTACT: PHONE:</p> <p>TOWER OWNER: NAME: CITY OF OVILLA ADDRESS: 105 COCKRELL HILL CITY, STATE, ZIP: OVILLA, TX 75154 CONTACT: PHONE:</p> <p>PROPERTY OWNER: NAME: CITY OF OVILLA ADDRESS: 105 COCKRELL HILL CITY, STATE, ZIP: OVILLA, TX 75154 CONTACT: PHONE:</p> <p>LATITUDE: 32.5280556° LONGITUDE: -96.8920833°</p> <p>JURISDICTION: CITY OF OVILLA TELEPHONE CO.: N/A POWER CO.: N/A</p>		 <p>1801 VALLEY VIEW LANE FARMERS BRANCH, TX 75234</p> <p><b>SITE NAME:</b> COCKRELL HILL/OVILLA WT 3C LTE UPGRADE</p> <p><b>SITE NUMBER:</b> DX1693</p> <p><b>FA NUMBER:</b> 10042519</p> <p><b>PACE NUMBER:</b> MRNTX025040</p> <p><b>SITE ADDRESS:</b> 105 SOUTH COCKRELL HILL ROAD OVILLA, TX 75154</p>		<b>APPROVALS</b> <table border="1"> <tr> <td>AT&amp;T CONSTRUCTION MGR.</td> <td>AT&amp;T RF ENGINEER</td> </tr> <tr> <td>LAND USE PLANNER</td> <td>NETWORK OPERATION</td> </tr> <tr> <td>PROPERTY OWNER</td> <td>CONTRACTOR</td> </tr> </table> <p><b>SHEET INDEX</b></p> <table border="1"> <thead> <tr> <th>SHT #</th> <th>DESCRIPTION</th> <th>REV #</th> </tr> </thead> <tbody> <tr> <td>T01</td> <td>TITLE SHEET</td> <td>0</td> </tr> <tr> <td>N01</td> <td>GENERAL NOTES</td> <td>0</td> </tr> <tr> <td>C01</td> <td>EQUIPMENT PLAN AND CIVIL SCOPE</td> <td>0</td> </tr> <tr> <td>C02</td> <td>TOWER ELEVATION</td> <td>0</td> </tr> <tr> <td>C03</td> <td>ANTENNA ORIENTATION</td> <td>0</td> </tr> <tr> <td>C04</td> <td>ANTENNA SCHEDULE</td> <td>0</td> </tr> <tr> <td>C05</td> <td>RF PLUMBING DIAGRAM</td> <td>0</td> </tr> <tr> <td>C06</td> <td>EQUIPMENT DETAILS</td> <td>0</td> </tr> <tr> <td>C07</td> <td>EQUIPMENT DETAILS</td> <td>0</td> </tr> <tr> <td>C08</td> <td>DC CABLE LENGTHS &amp; FIBER CONNECTIONS, ASSIGNMENTS &amp; COLOR CODE</td> <td>0</td> </tr> <tr> <td>E01</td> <td>DC &amp; FIBER WIRING DIAGRAM</td> <td>0</td> </tr> <tr> <td>G01</td> <td>GROUNDING DETAILS</td> <td>0</td> </tr> </tbody> </table> <p><b>SCOPE OF WORK</b></p> <ol style="list-style-type: none"> <li>1. INSTALL (3) NEW 8' ANTENNA PIPE IN POSITION #4, #9 &amp; #13.</li> <li>2. INSTALL (2) NEW SENNHH-1D05B ANTENNAS ON NEW 8' PIPEMOUNT IN POSITION #4, #9 &amp; #13.</li> <li>3. INSTALL (3) NEW RRUS BRACKET C218RRLUDSM BEHIND ANTENNA MOUNT IN POSITIONS #4, #9 &amp; #13.</li> <li>4. INSTALL (3) NEW RRUS-12 ON NEW D218RRLUDSM BRACKET BEHIND POSITION #4, #9 &amp; #13.</li> <li>5. INSTALL (1) NEW FCI2-PC6-10E ON WATER TOWER.</li> <li>6. INSTALL (2) NEW DC2-48-60-0-9E.</li> <li>7. INSTALL (2) NEW DC TRUNK @ 180'.</li> <li>8. INSTALL (1) NEW FIBER TRUNK @ 60m.</li> </ol> <p><b>SUBMITTALS</b></p> <table border="1"> <thead> <tr> <th>REV</th> <th>DATE</th> <th>DESCRIPTION</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>02/13/17</td> <td>FOR REVIEW</td> <td>RWU</td> </tr> <tr> <td>D</td> <td>03/25/17</td> <td>ISSUE FOR CONSTRUCTION</td> <td>RWU</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		AT&T CONSTRUCTION MGR.	AT&T RF ENGINEER	LAND USE PLANNER	NETWORK OPERATION	PROPERTY OWNER	CONTRACTOR	SHT #	DESCRIPTION	REV #	T01	TITLE SHEET	0	N01	GENERAL NOTES	0	C01	EQUIPMENT PLAN AND CIVIL SCOPE	0	C02	TOWER ELEVATION	0	C03	ANTENNA ORIENTATION	0	C04	ANTENNA SCHEDULE	0	C05	RF PLUMBING DIAGRAM	0	C06	EQUIPMENT DETAILS	0	C07	EQUIPMENT DETAILS	0	C08	DC CABLE LENGTHS & FIBER CONNECTIONS, ASSIGNMENTS & COLOR CODE	0	E01	DC & FIBER WIRING DIAGRAM	0	G01	GROUNDING DETAILS	0	REV	DATE	DESCRIPTION	BY	A	02/13/17	FOR REVIEW	RWU	D	03/25/17	ISSUE FOR CONSTRUCTION	RWU																																
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<b>VICINITY MAP</b> 		<b>SITE PHOTO</b> 	<b>DESIGN TEAM</b> <p>DESIGNER: NAME: TRYTON TSF ADDRESS: 1825 W. WALNUT HILL LANE SUITE 302 CITY, STATE: IRVING, TX ZIP: 75038 CONTACT: PHONE: 1-855-669-5421</p> <p> 3-27-2017</p> <p><b>BUILDING CODES</b></p> <p>ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL AUTHORITIES HAVING JURISDICTION.</p> <ol style="list-style-type: none"> <li>1. 2012 INTERNATIONAL BUILDING CODE</li> <li>2. UNIFORM BUILDING CODE</li> <li>3. 2014 NATIONAL ELECTRIC CODE</li> <li>4. ANSI/TIA/EIA-222</li> <li>5. CITY/COUNTY ORDINANCES</li> </ol> <p><b>SITE INFO:</b> SITE NAME: COCKRELL HILL/OVILLA WT SITE ID: DX1693 FA NUMBER: 10042519 SITE ADDRESS: 105 SOUTH COCKRELL HILL ROAD OVILLA, TX 75154</p> <p><b>SHEET TITLE:</b> TITLE SHEET</p> <table border="1"> <tr> <td>NEXIUS PROJ. NO:</td> <td>SHEET NUMBER:</td> </tr> <tr> <td>checked by:</td> <td rowspan="2">T01</td> </tr> <tr> <td>checked by date:</td> </tr> </table>			NEXIUS PROJ. NO:	SHEET NUMBER:	checked by:	T01	checked by date:																																																																																				
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<p><b>1. GENERAL REQUIREMENTS</b></p> <p><b>A. PURPOSE AND INTENT</b></p> <p>1. THE DRAWING AND SPECIFICATION ARE INTENDED TO BE FULLY EXPLANATORY AND SUPPLEMENTARY, HOWEVER, SHOULD ANYTHING BE SHOWN, INDICATED, OR SPECIFIED ON ONE AND NOT THE OTHER, IT SHALL BE CONSTRUED AS NOT DISCREPANT. IN THE EVENT OF DISCREPANCIES SHOWN IN BOTH, THE MORE STRINGENT REQUIREMENTS SHALL APPLY.</p> <p>2. THE INTENTION OF THE DOCUMENT IS TO INCLUDE ALL LABOR AND MATERIALS REASONABLY NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK AS STIPULATED IN THE CONTRACT.</p> <p><b>B. CONFLICTS</b></p> <p>1. VERIFY ALL MEASUREMENTS AT THE SITE BEFORE ORDERING MATERIAL OR DOING ANY WORK, NO EXTRA CHARGE OR COMPENSATION WILL BE ALLOWED DUE TO DIFFERENCES BETWEEN ACTUAL DIMENSIONS OF DRAWINGS AND THOSE SHOWN ON PLANS. SUBMIT NOTICE OF ANY DISCREPANCY IN DIMENSIONS OR OTHERWISE TO AT&amp;T FOR RESOLUTION BEFORE PROCEEDING WITH THE WORK.</p> <p>2. NO PLEA OF IGNORANCE OF CONDITIONS THAT EXIST, OR OF DIFFICULTIES OR CONDITIONS THAT MAY BE ENCOUNTERED, BY ANY OTHER THAN THE CONTRACTOR CONCERNING THE EXECUTION OF THE WORK, WILL BE ACCEPTED AS AN EXCUSE FOR ANY FAILURE OR OMISSION ON THE PART OF THE CONTRACTOR TO FULFILL EVERY DETAIL OF ALL THE REQUIREMENTS OF THE CONSTRUCTION DOCUMENTS GOVERNING THE WORK.</p> <p><b>C. CLEANING</b></p> <p>1. KEEP THE SITE FREE FROM ACCUMULATION OF WASTE AND RUBBISH CAUSED BY EMPLOYEES AT THE COMPLETION OF THE WORK, REMOVE ALL CONSTRUCTION MATERIAL, INCLUDING ALL CONTRACT TOOLS, SCAFFOLDING, AND SURPLUS MATERIAL AND LEAVE SITE CLEAN AND READY FOR USE.</p> <p><b>D. CODES</b></p> <p>1. CONTRACTOR SHALL BE RESPONSIBLE FOR FOLLOWING ALL LAWS, REGULATIONS, AND RULES PROMULGATED BY FEDERAL STATE AND LOCAL AUTHORITIES WITH JURISDICTION OVER THE SALTIER. THIS RESPONSIBILITY IS IN EFFECT REGARDLESS OF WHETHER THE LAW, ORDINANCE, REGULATION OR RULE IS MENTIONED IN THESE SPECIFICATIONS.</p> <p><b>E. LICENSING</b></p> <p>1. CONTRACTOR SHALL HAVE AND MAINTAIN A VALID CONTRACTOR'S LICENSE FOR THE LOCATION IN WHICH THE WORK IS TO BE PERFORMED, FOR JURISDICTION THAT LICENSE INDIVIDUAL TRADES, THE TRADESMAN OR SUBCONTRACTOR PERFORM. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLY WITH THE LICENSING LAWS, PAY LICENSE FEES, AND SELECT AND INFORM SUBCONTRACTORS REGARDING THESE LAWS.</p> <p><b>F. OSHA</b></p> <p>1. FOLLOW ALL APPLICABLE RULES AND REGULATIONS OF THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATIONS AND STATE LAWS BASED IN THE FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT. THESE REGULATIONS INCLUDE, BUT ARE NOT LIMITED TO, REGULATIONS DEALING WITH TOWER CONSTRUCTION AND SAFETY, EXCAVATION AND TRENCHING, AND WORK IN CONFINED SPACES. ENSURE THAT EMPLOYEES AND SUBCONTRACTORS WEAR HARD HATS AT ALL TIMES DURING CONSTRUCTION.</p> <p><b>G. PHOTOS</b></p> <p>1. PROVIDE PHOTOGRAPHIC EVIDENCE OF ALL FOUNDATION INSTALLATIONS, GROUTING, AND TRENCHING AFTER PLACEMENT OF UTILITIES PRIOR TO BACKFILL.</p> <p><b>H. BUILDING PERMITS</b></p> <p>1. CONTRACTOR WILL SUBMIT CONSTRUCTION DOCUMENTS TO THE JURISDICTIONAL AUTHORITY FOR PLAN CHECK AND REVIEW. CONTRACTOR WILL SUBMIT LICENSING AND WORKMAN'S COMPENSATION INFORMATION TO THE JURISDICTION AS REQUIRED TO OBTAIN THE BUILDING PERMIT. CONTRACTOR SHALL COORDINATE AND SCHEDULE REQUIRED INSPECTIONS AND OTHER REQUIRED PERMITS AT THE SITE. THE CONTRACTOR WILL SPECIFIC PROJECT RELATED REQUIREMENTS AS REQUESTED BY BUILDING INSPECTOR, AND INFORM CONSTRUCTION MANAGER OF ANY SUCH WORK THAT MAY BE BEYOND THE SCOPE OF THE CONTRACT OR DEVIATE FROM THE CONSTRUCTION DOCUMENT. AT&amp;T WILL REIMBURSE THE CONTRACTOR FEES FOR PLAN REVIEW, BUILDING PERMIT, CONNECTIONS, AND INSPECTIONS. (INCLUDED IN THE BASE PROPOSAL).</p> <p><b>I. ZONING REGULATIONS AND CONDITIONAL USE PERMITS</b></p> <p>1. CONTRACTOR WILL SUBMIT ALL ZONING AND CONDITIONAL USE PERMITS. SITE PLANS PERMIT MAY HAVE SPECIFIC REQUIREMENTS FOR THE SITE RELATED TO CONSTRUCTION, SUCH AS NOISE REGULATIONS, HOURS OF WORK, ACCESS LIMITATIONS, ETC. THE CONSTRUCTION MANAGER WILL INFORM THE CONTRACTOR OF THESE REQUIREMENTS AT THE PRE-BID MEETING OR AS SHOWN IN THE CONSTRUCTION DOCUMENTS.</p> <p><b>J. FAA PERMIT AND TOWER LIGHTING</b></p> <p>1. REFER TO CONSTRUCTION DOCUMENTS AND CONSTRUCTION MANAGER FOR FAA AND STATE LIGHTING REQUIREMENTS. CONTRACTOR SHALL PROVIDE TEMPORARY FM APPROVED LIGHTING UNTIL PERMANENT LIGHTING IS OPERATIONAL.</p> <p><b>K. TOWER SECURITY</b></p> <p>1. IF REQUIRED, TOWER MUST BE FENCED, TEMPORARILY OR PERMANENTLY WITHIN 24 HOURS OF ELECTION. DO NOT ALLOW THE GATE ACCESSING THE TOWER AREA TO REMAIN OPEN OR UNATTENDED ANY TIME FOR ANY REASON. KEEP THE GATE CLOSED AND LOCKED WHEN NOT IN USE.</p> <p><b>L. SITE CONTROL</b></p> <p>1. THE CONTRACTOR IS COMPLETELY RESPONSIBLE FOR CONTAINMENT OF SEDIMENT AND CONTROL OF EROSION AT THE SITE. ANY DAMAGE TO ADJACENT OR DOWNSTREAM PROPERTIES WILL BE CORRECTED BY THE CONTRACTOR AT NO EXPENSE TO AT&amp;T.</p> <p>2. CONTRACTOR IS RESPONSIBLE FOR MAINTAIN ADEQUATE DRAINAGE AT ALL TIMES. DO NOT ALLOW WATER TO STAND OR FOND. ANY DAMAGE TO STRUCTURES OR WORK ON THE SITE CAUSED BY INADEQUATE MAINTENANCE OF DRAINAGE PROVISIONS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND ANY COST ASSOCIATED WITH REPAIRS FOR SUCH DAMAGE WILL BE AT THE CONTRACTOR'S EXPENSE.</p> <p>3. ALL WASTE MATERIAL SHALL BE PROPERLY DISPOSED OF OFF-SITE OR AS DIRECTED BY CONSTRUCTION MANAGER AND IN ACCORDANCE WITH JURISDICTIONAL AUTHORITIES.</p> <p><b>M. LIVESTOCK PROTECTION</b></p> <p>1. PROTECT AND SECURE LIVESTOCK. MAINTAIN AND SECURE EXISTING PERIMETER FENCE AND/OR GATE ENCLOSURES.</p> <p><b>N. SITE PREPARATION</b></p> <p><b>A. SCOPE OF WORK INCLUDES</b></p> <p>1. PROTECTION OF EXISTING TREES, VEGETATION AND LANDSCAPING MATERIALS WHICH MIGHT BE DAMAGED BY CONSTRUCTION ACTIVITIES.</p> <p>2. TRIMMING OF EXISTING TREES AND VEGETATION AS REQUIRED FOR PROTECTION OF EXISTING TREES AND LANDSCAPING.</p> <p>3. CLEANING AND GRUBBING OF STUMPS, VEGETATION, DEBRIS, RUBBISH, DESIGNATED TREES AND SITE IMPROVEMENTS.</p> <p>4. TOPSOIL STRIPPING AND STOCKPILING.</p> <p>5. TEMPORARY EROSION CONTROL, SILTATION CONTROL AND DUST CONTROL ACCORDING TO LOCAL REQUIREMENTS AS APPLICABLE.</p> <p>6. TEMPORARY PROTECTION OF ADJACENT PROPERTY, STRUCTURES, BENCHMARKS, AND MONUMENTS.</p> <p>7. PROTECTION AND TEMPORARY RELOCATION, STORAGE AND RE-INSTALLATION OF EXISTING FENCE AND OTHER SITE IMPROVEMENTS SCHEDULED FOR RE-USE.</p> <p>8. REMOVAL AND LEGAL DISPOSAL OF CLEARED MATERIALS.</p> <p><b>B. PRODUCTS AND MATERIALS (AS APPROVED BY CONSTRUCTION MANAGER OR AS NOTED IN CONSTRUCTION DOCUMENTS)</b></p> <p>1. MATERIALS USED FOR TREE PROTECTION, EROSION CONTROL, SILTATION CONTROL, AND DUST CONTROL.</p> <p><b>C. EARTHWORK</b></p> <p><b>A. SCOPE OF WORK INCLUDES</b></p> <p>1. EXCAVATION, TRENCHING, FILLING, COMPACTION, AND GRADING FOR STRUCTURES, SITE IMPROVEMENTS AND UTILITIES.</p> <p>2. MATERIALS FOR SUB-BASE, DRAINAGE, BACKFILL AND GRAVEL FOR SLABS, PAVEMENT AND IMPROVEMENTS.</p> <p>3. GRAVEL SURFACING AND PLASTIC.</p> <p>4. SUPPLY OF ADDITIONAL MATERIALS FOR OFF-SITE AS REQUIRED.</p> <p>5. REMOVAL AND LEGAL DISPOSAL OF EXCAVATED MATERIAL AS REQUIRED.</p> <p><b>B. QUALITY ASSURANCE</b></p> <p>1. COMPACTION</p> <p>A. UNDER STRUCTURES, BUILDING SLABS, PAVEMENTS AND WALKWAYS WILL OBTAIN A 95% COMPACTION AT A MINIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 OR WITHIN PLUS OR MINUS 3% OF THE OPTIMUM MOISTURE CONTENT.</p> <p>B. GRADE TOLERANCES OUTSIDE BUILDING LINES</p> <p>A. LAWNS, UNPAVED AREAS AND WALKS PLUS OR MINUS 1 INCH.</p> <p>B. UNDER PAVEMENTS PLUS OR MINUS <math>\frac{1}{2}</math> INCH.</p> <p>C. GRADE TOLERANCES FOR FILL UNDER CONCRETE APPLICATIONS</p> <p>A. PLUS OR MINUS <math>\frac{1}{2}</math> INCH MEASURED WITH 10 FOOT STRAIGHT EDGE.</p> <p><b>C. PRODUCTS AND MATERIALS (AS APPROVED BY CONSTRUCTION MANAGER OR AS NOTED IN CONSTRUCTION DOCUMENTS)</b></p> <p>1. GRAVEL: GRAVEL, CRUSHED STONE, STONE, CRUSHED STONE, CRUSHED GRAVEL, CRUSHED STONE OR SLAG, AND NATURAL SAND.</p> <p>2. WASHED MATERIAL: EVENLY GRADED MIXTURE OF CRUSHED STONE OR GRAVEL WITH 95% PASSING A 1-1/2 INCH SIEVE.</p> <p>3. GRADED MATERIAL: GRAVEL, CRUSHED STONE, STONE, CRUSHED GRAVEL, CRUSHED STONE OR SLAG, AND NATURAL SAND.</p> <p>4. GRAVEL MATERIAL: EVENLY GRADED MIXTURE OF CRUSHED STONE OR GRAVEL WITH 95% PASSING A 1-1/2 INCH SIEVE.</p> <p>5. GEOTEXTILE FABRIC: AS PER CONSTRUCTION DOCUMENTS.</p> <p><b>D. CLEARING AND GRUBBING</b></p> <p>1. REMOVE ALL STUMPS, BRANCHES AND MATERIALS AS REQUIRED. REMOVE STUMPS COMPLETELY UNDER FOUNDATIONS AND ROADWAYS. DISPOSE OF CLEARING AND GRUBBING OFF-SITE OR IN AN ON-SITE LOCATION APPROVED BY CONSTRUCTION MANAGER.</p> <p><b>E. STRIPPING</b></p> <p>1. STRIP NOT LESS 3 INCHES OF SOIL AND TOPSOIL FROM AREAS THAT WILL UNDERLAY GRAVEL, PAVEMENT, NEW STRUCTURES OR EMBANKMENTS. STOCKPILE STRIPPING ON-SITE FOR RE-USE AND FINAL LANDSCAPING.</p> <p><b>F. COMMON EXCAVATION</b></p> <p>1. EXCAVATE TO DEPTH, LINES AND GRADE SHOWN ON THE PLANS, OR AS OTHERWISE SPECIFIED.</p> <p>2. TEMPORARILY STOCKPILE ON-SITE EXCAVATION AT AN APPROVED LOCATION. REMOVE EXCAVATED AREA UNTIL SITE GRADING IS COMPLETE. STOCKPILE SHALL NOT EXCEED 15 FEET IN HEIGHT.</p> <p>3. LEGALLY DISPOSE OF EXCESS COMMON EXCAVATION OFF-SITE.</p> <p><b>G. EMBANKMENT</b></p> <p>1. CONSTRUCT EMBANKMENT TO THE LINES AND GRADES SHOWN ON THE DRAWINGS.</p> <p>2. CONSTRUCT EMBANKMENT FROM ON-SITE EXCAVATION MATERIAL WHEN SUITABLE, USE IMPORTED BACKFILL ONLY AFTER AVAILABLE ON-SITE EXCAVATION MATERIAL HAS BEEN USED.</p> <p>3. CONSTRUCT IN LIFTS OF NOT MORE THAN 12 INCHES IN LOOSE DEPTH. THE FULL WIDTH OF THE CROSS SECTION SHALL BE BROUGHT UP UNIFORMLY.</p> <p>4. MATERIAL SHALL BE PLACED IN LAYERS AND SHALL BE NEAR OPTIMUM MOISTURE CONTENT BEFORE ROLLING TO OBTAIN THE PROPER DENSITY. MATERIAL MUST BE DRIED OR WATERED AS NEEDED AND MANIPULATION TO SECURE A UNIFORM MOISTURE CONTENT THROUGHOUT THE LAYERS MAY BE REQUIRED. SUCH OPERATIONS SHALL BE INCLUDED IN THE APPROPRIATE BID ITEM. SHOULD THE MATERIAL BE TOO WET TO PERMIT PROPER COMPACTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO UTILIZE MANUFACTURER'S APPROVABLE MOISTURE CONTENT.</p> <p>5. DO NOT PLACE FROZEN MATERIAL IN THE EMBANKMENT AND DO NOT PLACE EMBANKMENT MATERIAL UPON FROZEN MATERIAL.</p> <p>6. CONTRACTOR SHALL BE RESPONSIBLE FOR THE STABILITY OF EMBANKMENTS AND THE REPLACEMENT OF ANY PORTION WHICH HAS BECOME WEAK OR UNSTABLE DUE TO CONTRACTOR'S OPERATIONS.</p> <p>7. START LAYERS IN THE DEEPEST PORTION OF THE FILL AND AS PLACEMENT PROGRESSES, CONSTRUCT LAYERS APPROXIMATELY PARALLEL TO THE FINISH GRADE LINE.</p> <p>8. ROUTE EQUIPMENT BOTH LOADED AND EMPTY, OVER THE FULL WIDTH OF THE EMBANKMENT TO ENSURE UNIFORMITY OF MATERIAL PLACEMENT.</p> <p>9. COMPACT EMBANKMENT UNDERLYING NEW GRAVEL PAVING, FLOOR SLABS AND STRUCTURES TO BE 95% COMPACTION AT A MINIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 OR WITHIN PLUS OR MINUS 3% OF OPTIMUM MOISTURE CONTENT. COMPACT NON-STRUCTURAL AREA EMBANKMENTS TO A MINIMUM OF 90% OF ASTM D-1557.</p> <p><b>H. SITE GRADING</b></p> <p>1. USE ON-SITE EXCAVATION MATERIAL, SHAPE, TRIM, FINISH AND COMPACT GRADE AREAS TO CONFORM TO THE LINES, GRADES AND CROSS SECTIONS SHOWN ON THE DRAWING OR AS DESIGNATED BY THE CONSTRUCTION MANAGER.</p> <p>2. GRADE SURFACES TO DRAIN AND ELIMINATE ANY PONDING OR EROSION.</p> <p>3. ELIMINATE WHEEL RUTS BY REGRADING.</p> <p>4. COMPACT AREAS OF UNDERLYING NEW GRAVEL, PAVING, FLOOR SLABS AND STRUCTURES TO BE AT 95% COMPACTION AT A MAXIMUM DRY DENSITY AS DETERMINED BY THE ASTM D-1557 OR WITHIN PLUS OR MINUS 3% OF OPTIMUM MOISTURE CONTENT.</p> <p>5. COMPACT FINISH SURFACE OF SITE GRADING AREAS WITHIN 1 INCH FROM SPECIFIED GRADE.</p> <p><b>I. SUBGRADE PREPARATION</b></p> <p>1. REMOVE TOP OF SUBGRADE TO THE LINES AND GRADES SHOWN ON THE DRAWINGS.</p> <p>2. MAINTAIN TOP OF SUBGRADE IN A FREE-Draining CONDITION, 3. DO NOT STOCK PILE MATERIAL ON TOP OF SUBGRADE UNLESS AUTHORIZED BY CONSTRUCTION MANAGER.</p> <p>4. COMPACT TOP OF SUBGRADE TO A 95% COMPACTION AT A MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 OR WITHIN PLUS OR MINUS 3% OF THE OPTIMUM MOISTURE CONTENT.</p> <p>5. CONSTRUCT TOP OF SUBGRADE WITHIN 1 INCH OF ESTABLISHED GRADE AND CROSS SECTION.</p> <p><b>J. GEOTEXTILE FABRIC</b></p> <p>1. LAY GEOTEXTILE FABRIC OVER COMPACTED SUBGRADE IN THE COMPOUND AREA AND UNDER LENGTH OF ROAD (WHEN REQUIRED). LAP ALL JOINTS TO A MINIMUM OF 36 INCHES.</p> <p><b>K. GRAVEL SURFACING</b></p> <p>1. CONSTRUCT GRAVEL SURFACING AREAS USING CRUSHED MATERIAL, SPREAD GRAVEL AND RAKE TO OBTAIN A UNIFORM SURFACE AREA.</p> <p><b>L. LANDSCAPING</b></p> <p>1. FURNISH, INSTALL AND MAINTAIN LANDSCAPE WORK AS SHOWN AND/OR REQUIRED WITHIN THE CONSTRUCTION DOCUMENTS OR AS SPECIFIED IN THE CONSTRUCTION SPECIFICATIONS.</p> <p><b>M. CONCRETE FORM WORK</b></p> <p>1. FORMS: SMOOTH AND FREE OF SURFACE IRRREGULARITIES. UTILIZE FORM PINS.</p> <p>2. CHAMFER EXPOSED EDGES OF ALL TOWER FOUNDATION SHALL RECEIVE A <math>\frac{1}{2}</math> INCH <math>\times</math> <math>\frac{1}{2}</math> INCH 45 DEGREE CHAMFER. OTHER EXPOSED EDGES SHALL RECEIVE A TOOTLED RADIUS FINISH.</p> <p>3. UPON COMPLETION, REMOVE ALL FORMS INCLUDING THOSE CONCEALED OR BURIED.</p> <p>4. REFER TO STRUCTURAL DRAWINGS FOR ADDITIONAL REQUIREMENTS.</p> <p><b>5. GENERAL NOTES</b></p> <p>1. IT IS THE CONTRACTOR'S RESPONSIBILITY TO EXAMINE ALL PLAN SHEETS AND SPECIFICATIONS AND COORDINATE HIS WORK WITH THE WORK OF ALL OTHER CONTRACTORS TO ENSURE THAT WORK PROGRESSION IS NOT INTERRUPTED.</p> <p>2. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING A NEAT WORK SITE. AT&amp;T AND ITS SUBCONTRACTORS SHALL REMOVE AND DISPOSE OFF-SITE ALL RUBBISH, WASTE MATERIAL, LITTER AND ALL FOREIGN SUBSTANCES. REMOVE PETROCHEMICAL SPILLS, STAINS AND OTHER FOREIGN DEPOSITS. RAKE GROUND TO A SMOOTH EVEN TEXTURED SURFACE.</p> <p>3. DO NOT DAMAGE ANY KNOWN SURFACE STRUCTURE, ABOVE GROUND CONSTRUCTION, AND/OR UTILITIES BELIEVED TO EXIST IN THE WORKING AREA. EXACT LOCATION OF WHICH MAY VARY FROM THE LOCATION INDICATED, IN PARTICULAR THE CONTRACTOR IS WARNED THAT THE EXACT OR EVEN APPROXIMATE LOCATION OF UTILITIES IS UNKNOWN. DO NOT DAMAGE SURFACE STRUCTURES AND/OR UTILITIES IN THE WORKING AREA.</p> <p>4. THE OWNER OR OWNER'S REPRESENTATIVE SHALL BE NOTIFIED OF THE WORK BEING PERFORMED AND APPROVAL OF THE WORK SHOWN ON THE PLANS WITHOUT THE EXPRESSED APPROVAL OF THE OWNER OR OWNER'S REPRESENTATIVE.</p> <p>5. THE CONTRACTOR IS INSTRUCTED TO COOPERATE WITH ANY AND OTHER CONTRACTORS AND PERFORM WORK ON THE SITE DURING THE PERFORMANCE OF THIS CONTRACT.</p> <p>6. THE CONTRACTOR SHALL RESTORE ALL DAMAGED, PUBLIC OR PRIVATE PROPERTY TO AT LEAST AS GOOD OF CONDITION AS BEFORE DISTURBED AS DETERMINED BY THE OWNER OR OWNER'S REPRESENTATIVE.</p> <p>7. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIRED PERMITS.</p> <p>8. THE CONTRACTOR SHALL PROTECT EXISTING PROPERTY LINE MONUMENTATION. ANY MONUMENTATION DISTURBED OR DESTROYED, AS JUDGED BY THE OWNER OR OWNER'S REPRESENTATIVE, SHALL BE REPAVED.</p> <p>9. GRAVEL SURFACING AND ANY REQUIRED SHEETING AND SHORING SHALL BE DONE IN ACCORDANCE WITH OSHA REGULATIONS FOR CONSTRUCTION.</p> <p>10. CONTRACTOR SHALL BE RESPONSIBLE FOR Dewatering AND THE MAINTENANCE OF SURFACE DRAINAGE DURING THE COURSE OF WORK.</p> <p>11. ALL UTILITY WORK INVOLVING CONNECTIONS TO EXISTING SYSTEMS SHALL BE COORDINATED WITH THE OWNER OR OWNER'S REPRESENTATIVE BEFORE EACH AND EVERY CONNECTION TO EXISTING SYSTEMS IS MADE.</p> <p>12. DO NOT PILE MATERIAL OVER EXISTING UTILITIES.</p> <p>13. ALL SITE FILL SHALL MEET SELECTED FILL STANDARDS AS DEFINED BY THE OWNER OR OWNER'S REPRESENTATIVE ON THE DRAWINGS OR GEOTECHNICAL REPORT RECOMMENDATIONS.</p> <p>14. CONTRACTOR TO GRADE ALL AREAS OF THE SITE TO PROVIDE A 1% SLOPE FROM THE ROADWAY AWAY FROM THE BUILDING OR EQUIPMENT PAD AND THE TOWER.</p> <p>15. IF NECESSARY, THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING AND REGRADING ROADWAY AND ANY DISTURBED AREAS FOLLOWING INSTALLATION OF UTILITIES.</p> <p>16. DO NOT PLACE MESSAGES TO BE DISPLAYED ON TOWER.</p> <p>17. WATER AND SEWER SERVICES ARE NOT REQUIRED FOR THE DEVELOPMENT.</p> <p>18. THE CONTRACTOR SHALL FURNISH AND INSTALL ALL MATERIAL UNLESS OTHERWISE NOTED.</p> <p>19. ELECTRICAL DRAWINGS HAVE BEEN REVIEWED AND SEALED FOR STRUCTURAL PURPOSES ONLY.</p> <p><b>PREPARED BY:</b></p> <p><b>NEXIUS</b> TRANSFORM YOUR BUSINESS THROUGH WIRELESS</p> <p>NEXIUS SOLUTIONS, INC. 2905 N. DALLAS PARKWAY SUITE 303 FRISCO, TX 75034</p> <p><b>Trylon</b> 1825 W. WALNUT HILL LANE SUITE 302 IRVING, TX 75038</p> <p><b>CLIENT:</b></p> <p><b>at&amp;t</b> Mobility 1801 VALLEY VIEW LANE FARMERS BRANCH, TX 75234</p> <p><b>THIS DOCUMENT IS THE DESIGN PROPERTY AND COPYRIGHT OF NEXIUS AND FOR THE EXCLUSIVE USE OF THE CONTRACTOR. IT MAY NOT BE COPIED, REPRODUCED, OR DISCLOSED TO ANY OTHER PERSON WITHOUT THE EXPRESS WRITTEN CONSENT OF THE CONTRACTOR. THE CONTRACTOR'S SIGNATURE IS STRICTLY PROHIBITED.</b></p> <p><b>DRAWING SCALES ARE INTENDED FOR 11" x 17" SIZE PRINTED DRAWINGS. ACTUAL DRAWING SCALES ARE DEEMED NOT TO SCALE.</b></p> <p><b>SUBMITTALS</b></p> <table border="1"> <thead> <tr> <th>REV</th> <th>DATE</th> <th>DESCRIPTION</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>02/13/17</td> <td>FOR REVIEW</td> <td>RWM</td> </tr> <tr> <td>D</td> <td>03/25/17</td> <td>ISSUE FOR CONSTRUCTION</td> <td>RWM</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><b>SITE INFO:</b> SITE NAME: COCKRELL HILL/OVILLA WT SITE ID: DX1693 FA NUMBER: 10042519 SITE ADDRESS: 105 SOUTH COCKRELL HILL ROAD OVILLA, TX 75154</p> <p><b>SHEET TITLE:</b> GENERAL NOTES</p> <p><b>NEXIUS PROJ. NO.:</b> <b>SHEET NUMBER:</b></p> <table border="1"> <tr> <td>CHECKED BY:</td> <td rowspan="2">N01</td> </tr> <tr> <td>CHECKED BY DATE:</td> </tr> </table>		REV	DATE	DESCRIPTION	BY	A	02/13/17	FOR REVIEW	RWM	D	03/25/17	ISSUE FOR CONSTRUCTION	RWM																													CHECKED BY:	N01	CHECKED BY DATE:
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3-27-2017



① EQUIPMENT PLAN

### CIVIL SCOPE OF WORK

#### Groundwork

1. Install new phenolic labels on all AT&T equipment.
2. Alarming as required.
3. Pre/Post Fiber testing.
4. Sweep Testing as required.
5. Pre/Post CCU Report.

#### Power option:

6. Use qty (1) 25 AMP breaker for DUS upgrade as necessary.
7. Install qty (3) 25 AMP DC breakers for new 850 RRUS-12.
8. Install qty (2) DC3 kit in the existing RM raycap.
9. Install qty (1) FC12-PC6-10E central connection close to the existing FC12.
10. Install qty (3) DC2-48-60-0-9E.
11. Install qty (2) DC trunk @ 180°.
12. Install qty (1) fiber trunk @ 60m.
13. Existing fiber trunk is only 12-pair.
14. Note:
15. Existing trunk cables and FC12 were installed inside the water tank-no clear information on the existing FC12 location.
16. Use existing hatch plate/cable port entry at top of water tank.
17. Check existing buried/underground conduits from the water tank going to the equipment shelter if enough for the new trunk cables.
18. New floor core drilling maybe necessary inside the equipment shelter.
19. Run power and fiber jumpers inside the gray flexible conduit similar to the existing.
20. All cable lengths are approximate only-please check and advise.
21. Please check during pre-con walk and advise if above scope need changes.
22. Existing 1xLTE converter shelf maybe used for this LTE 3C build.
23. Existing indoor power plant is Tyco/Galaxy (GPS).

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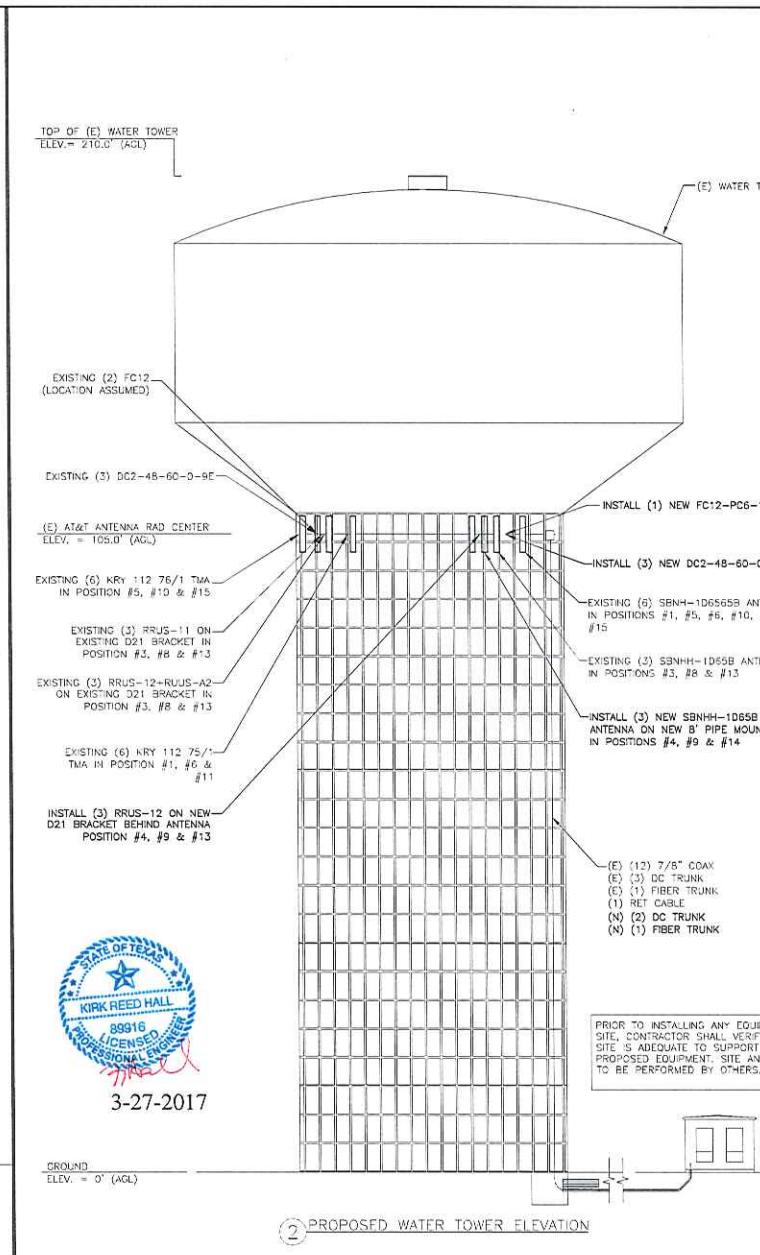
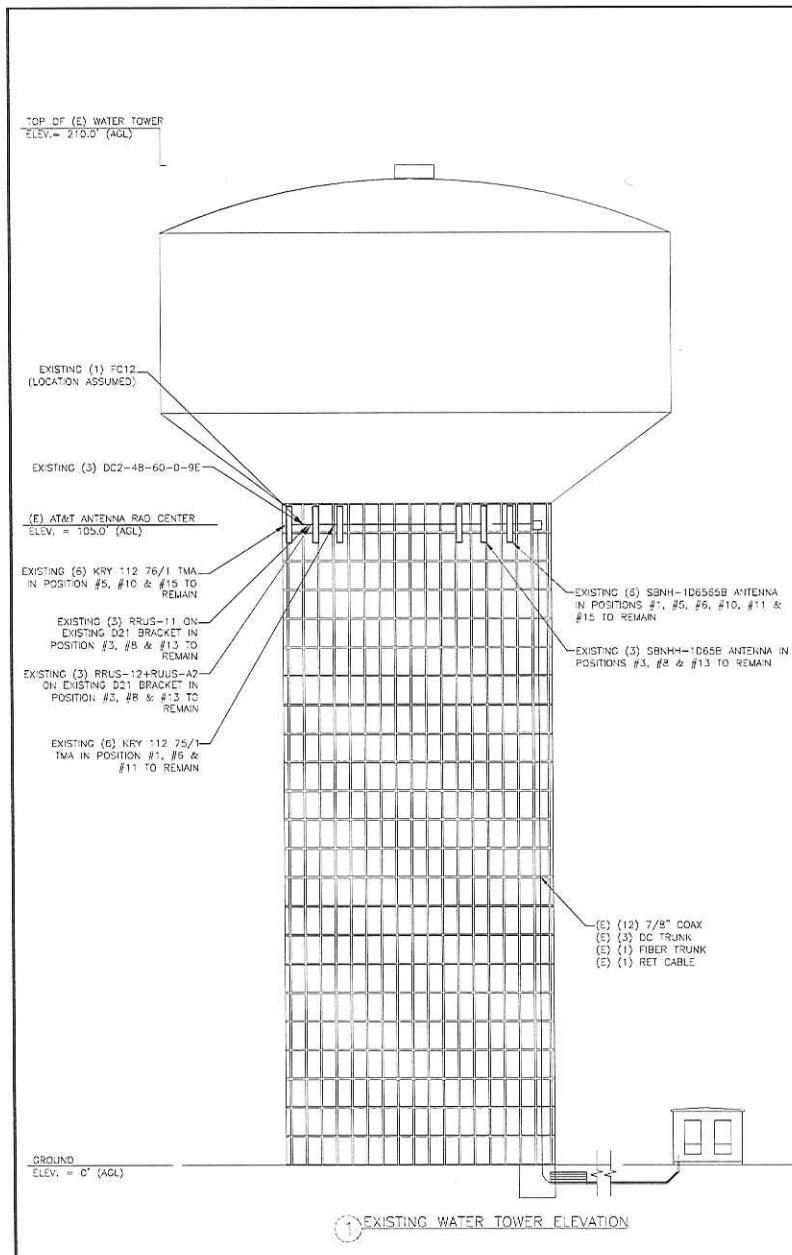
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#### SHEET TITLE:

EQUIPMENT PLAN AND CIVIL  
SCOPE OF WORK

NEXIUS PROJ. NO.:	SHEET NUMBER:
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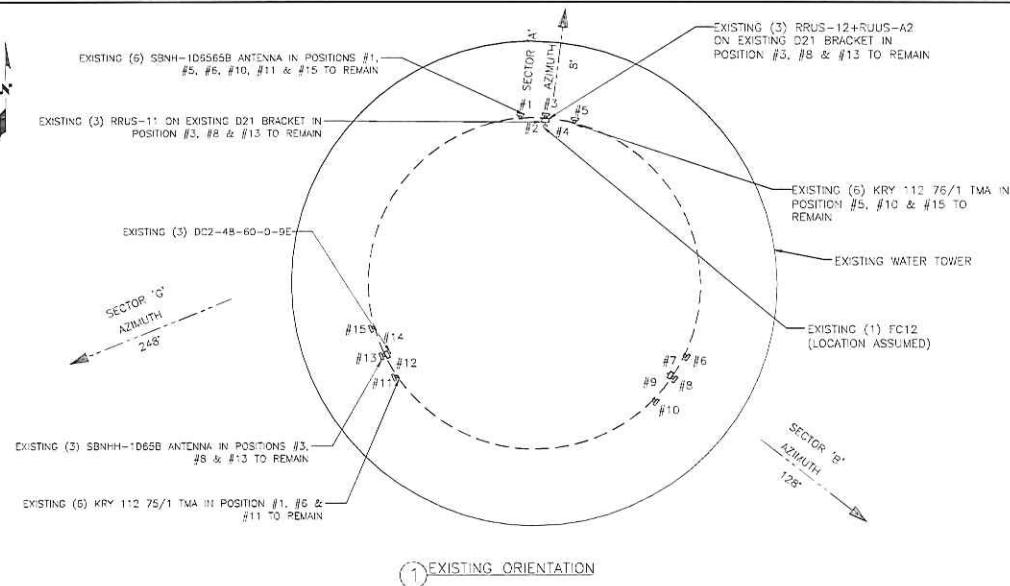
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TOWER ELEVATION

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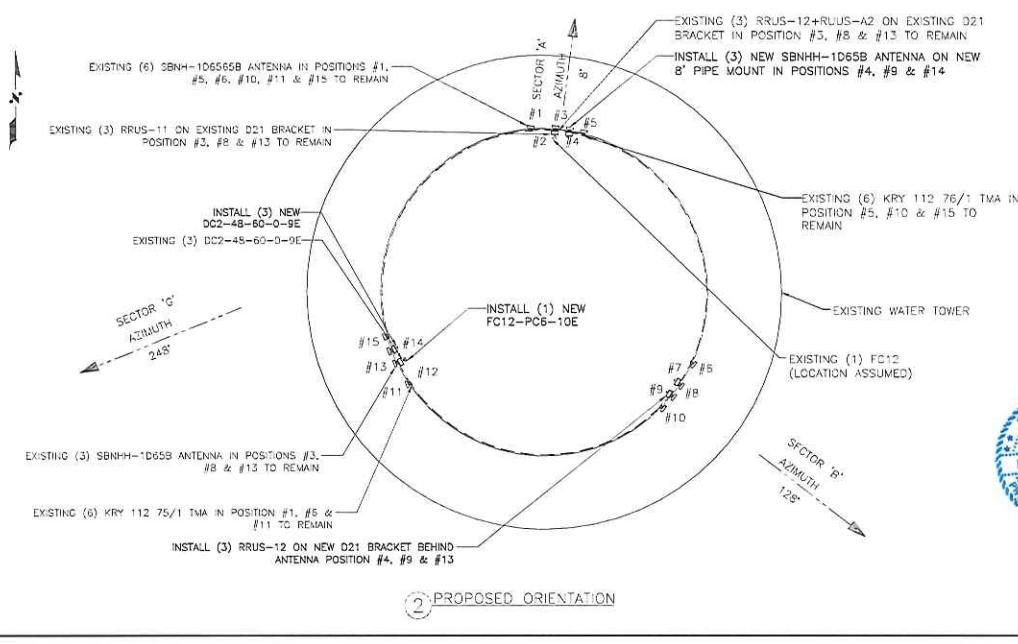


3-27-2017

PRIOR TO INSTALLING ANY EQUIP. ON  
SITE, CONTRACTOR SHALL VERIFY THE  
SITE CAPACITY AND SURFACE. THAT  
THE PROPOSED EQUIPMENT, SITE ANALYSIS  
TO BE PERFORMED BY OTHERS.



### 1 EXISTING ORIENTATION



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#### ANTENNA ORIENTATION

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CABLE SCHEDULE											
SECTOR	TECHNOLOGY	ANTENNA NUMBER	MAKE	MODEL	RAD CENTER	AZIMUTH	CABLE TYPE	APPROXIMATE LENGTH (FT)	TMA	DIPLEXER	RRH
ALPHA	GSM 850	#1	ANDREW	SBNH-1D6565B	105'	8°	(2) 7/8" COAX	124'	(2) KRY 112 75/1	-	-
	N/A	#2	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	LTE 700 LTE 1900	#3	ANDREW	SBNHH-1D65B	105'	8°	(5) DC CABLE (2) FIBER TRUNK (1) RET CABLE	0'	-	-	RRUS-11 RRUS-12+RRUS-A2
	LTE 850	#4	ANDREW	SBNHH-1D65B	105'	8°	-	-	-	-	(1) RRUS-12
	UMTS 850	#5	ANDREW	SBNH-1D6565B	105'	8°	(2) 7/8" COAX	-	(2) KRY 112 76/1	-	-
BETA	GSM 850	#6	ANDREW	SBNH-1D6565B	105'	128°	(2) 7/8" COAX	124'	(2) KRY 112 75/1	-	-
	N/A	#7	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	LTE 700 LTE 1900	#8	ANDREW	SBNHH-1D65B	105'	128°	-	-	-	-	RRUS-11 RRUS-12+RRUS-A2
	LTE 850	#9	ANDREW	SBNHH-1D65B	105'	128°	-	-	-	-	(1) RRUS-12
	UMTS 850	#10	ANDREW	SBNH-1D6565B	105'	128°	(2) 7/8" COAX	-	(2) KRY 112 76/1	-	-
GAMMA	GSM 850	#11	ANDREW	SBNH-1D6565B	105'	248°	(2) 7/8" COAX	124'	(2) KRY 112 75/1	-	-
	N/A	#12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	LTE 700 LTE 1900	#13	ANDREW	SBNHH-1D65B	105'	248°	-	-	-	-	RRUS-11 RRUS-12+RRUS-A2
	LTE 850	#14	ANDREW	SBNHH-1D65B	105'	248°	-	-	-	-	(1) RRUS-12
	UMTS 850	#15	ANDREW	SBNH-1D6565B	105'	248°	(2) 7/8" COAX	-	(2) KRY 112 76/1	-	-

① ANTENNA SCHEDULE



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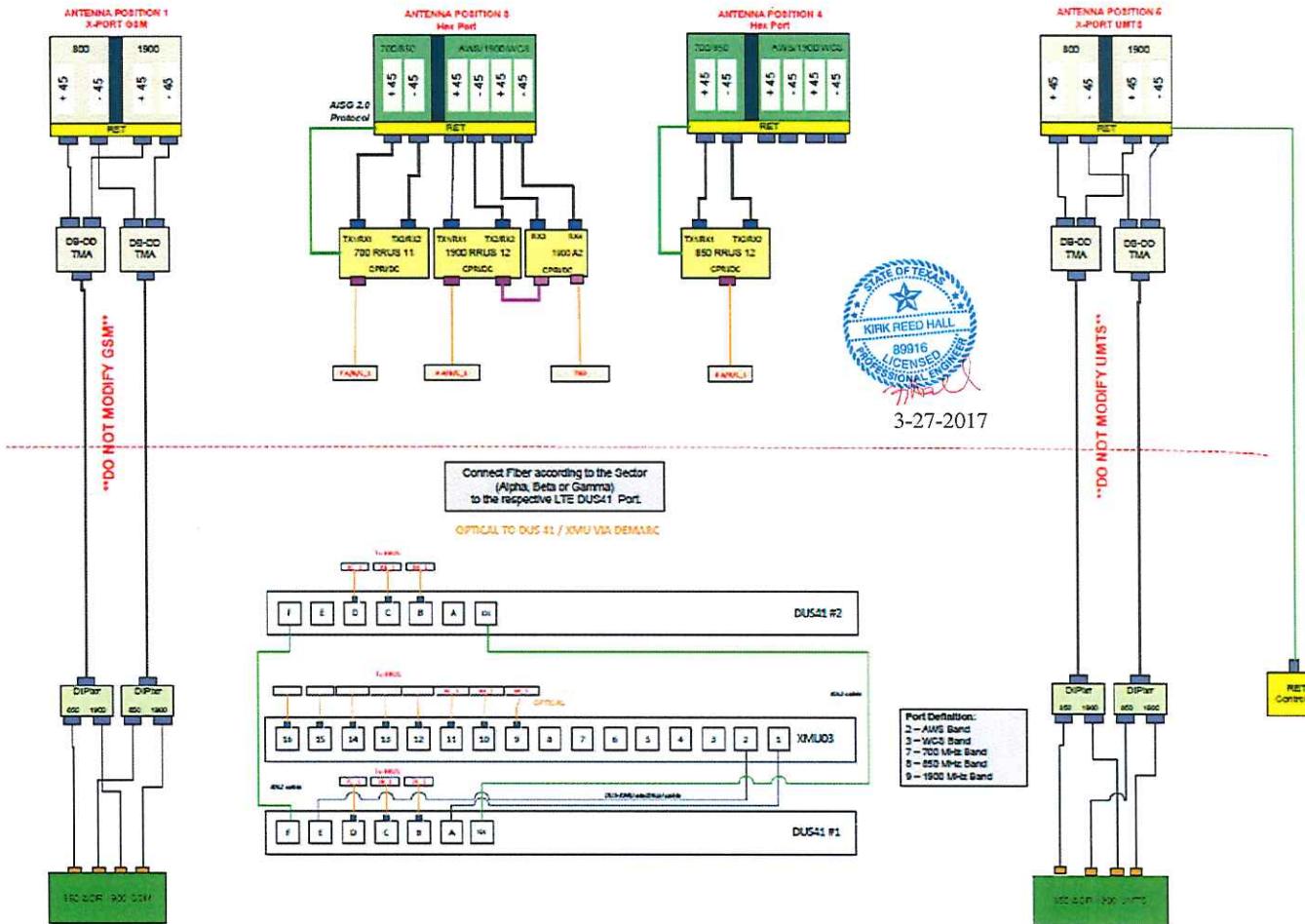
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SHEET TITLE:

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CHECKED BY:		C05
CHECKED BY DATE:		

RRUS-12
DIMENSIONS 20.4" x 18.5" x 7.5"
WEIGHT: 58 LBS

① RRUS-12 DETAILS

DOWNTILT MOUNTING KIT  
(KIT #A022.0140.001)

ITEM	QTY.	PART NUMBER	DESCRIPTION
1	2	332700001001	ADJUSTABLE MOUNTING ARM
2	2	332700010001	BACKING CHANNEL
3	2	332700020002	BACKING PLATE
4	2	332700030001	BRACKET
5	2	332700030002	BRACKET
6	1	T3A	ALUM. TUBE, 6063-T6, 2" x 2" Lg
7	4	T3A	5/16" x 1" CARRIAGE BOLT
8	4	T3A	5/16" x 4-1/4" HEX HEAD BOLT
9	8	1201020	5/16" HEX NUT
10	6	12010202	5/16" FLAT WASHER
11	4	12010203	5/16" LOCK WASHER
12	4	T3A	1/4" x 5" CARRIAGE BOLT
13	6	1201020	1/2" HEX NUT
14	4	12010202	1/2" LOCK WASHER

MANUFACTURER: COMMSCOPE  
MODEL: SBNHH-1D65B  
FREQUENCY RANGE: 69-305, 162-669, 1820-1924, 1920-2200, 2300-2395 MHz  
HORIZONTAL BEAMWIDTH: 59°, 69°, 89°, 106°, 133°, 156°  
VERTICAL BEAMWIDTH: 12.1°, 16.7°, 5.6°, 5.2°, 5.0°, 4.5°  
BEAM CENTER: 0°, 180°  
USLS TYPICAL: 14 dB, 13 dB, 15 dB, 13dB  
CPR AT BORESIGHT: 20 dB, 23 dB, 20 dB, 20dB, 17dB, 21dB  
CPR AT SECTOR: 14 dB, 10 dB, 12 dB, 10dB, 9dB, 1cB  
ISOLATION: 25 dB  
VSWR RETURN LOSS: 1.5  
RETURN LOSS: 14.0 dB  
INPUT POWER PER PORT: 50 WATTS  
POLARIZATION: +45°  
LIGHTING PROTECTION: DC GROUND  
COLOR: LIGHT GRAY  
RADOME MATERIAL: FIBERGLASS, UV RESISTANT  
CONNECTOR INTERFACE: 7-16 DIN FEMALE  
LOCATION: BOTTOM  
QUANTITY: 6  
WIND LOADING MAX.: 163.7 LBF @ 150KMPH  
WIND SPEED MAX.: 150 MPH  
DIMENSIONS  
DEPTH: 7.4"  
LENGTH: 72.9"  
WIDTH: 11.9"  
NET WEIGHT: 40.6 LBS  
POWER CONSUMPTION: IDLE 2.0W, MOVEMENT 13.0W  
POWER INPUT: 10-30 V  
PROTOCOL: 3GPP/AISG 2.0 MULTIRET

3-27-2017

③ D218RRUDSM RRUS BRACKET

④ SBNHH-1D65B ANTENNA DETAILS

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 **Trylon**

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CLIENT:

 **at&t**  
Mobility

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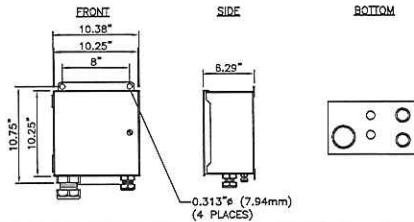
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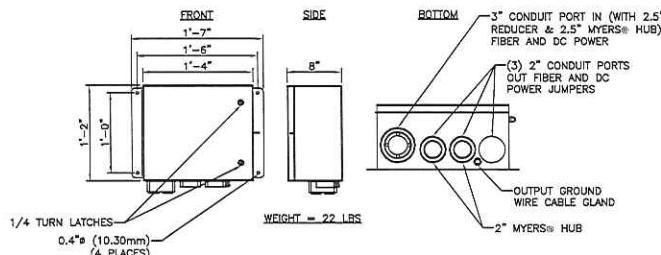
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SHEET TITLE: EQUIPMENT DETAILS  
NEXIUS PROJ. NO.: SHEET NUMBER:  
CHECKED BY: C06  
CHECKED BY DATE:



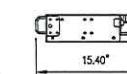
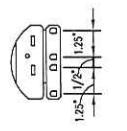
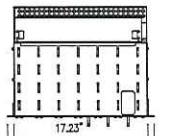
ELECTRICAL SPECIFICATIONS	
MODEL NUMBER:	DC2-48-60-0-9E
CEO/ANT NUMBER:	ANT.13885
SURGE PROTECTIVE DEVICE TYPE:	TYPE 4
SURGE PROTECTIVE DEVICE CLASS:	CLASS 1
NOMINAL OPERATING DC VOLTAGE:	48V
MAXIMUM IMPULSE:	5KA 10/350μs
MAXIMUM CONTINUOUS OPERATING DC VOLTAGE:	16.24 x 15.5" x 6.64"
NOMINAL DISCHARGE CURRENT:	30KA 8/20μs
MAXIMUM DISCHARGE CURRENT:	60KA 8/20μs
VOLTAGE PROTECTION RATING:	400V
VOLTAGE PROTECTION LEVEL:	410V
SUPPRESSION METHOD:	COMPRESSION LUG
OPERATING TEMPERATURE:	-40°C TO +80°C
STORAGE TEMPERATURE:	-70°C TO +80°C
ENCLOSURE TYPE (OUTDOOR):	NEMA 4 RATED
ENCLOSURE DIMENSION:	10.38" x 11.5" x 6.29"

① DC2-48-60-0-9E DETAILS



MECHANICAL SPECIFICATIONS	
MODEL NUMBER:	FC12-PC6-10E
CEO/ANT NUMBER:	ANT.13887
WEIGHT:	20.35 LBS
OPERATING TEMPERATURE:	-40°C TO +80°C
STORAGE TEMPERATURE:	-70°C TO +80°C
ENCLOSURE TYPE (OUTDOOR):	NEMA 4 RATED
ENCLOSURE DIMENSION:	16.24" x 15.5" x 6.64"

② FC12-PC6-10E DETAILS



DC12-48-60-RM	
SUPPRESSION METHOD:	1/4" SINGLE LUG
HEIGHT:	38 LBS
OPERATING TEMPERATURE:	-40°C TO +80°C
STORAGE TEMPERATURE:	-70°C TO +80°C
ENCLOSURE TYPE:	INDOOR ONLY
DIMENSIONS:	19" x 14" x 3.5"
WEIGHT:	38 LBS

② DC12-48-60-RM DETAILS

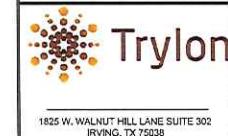


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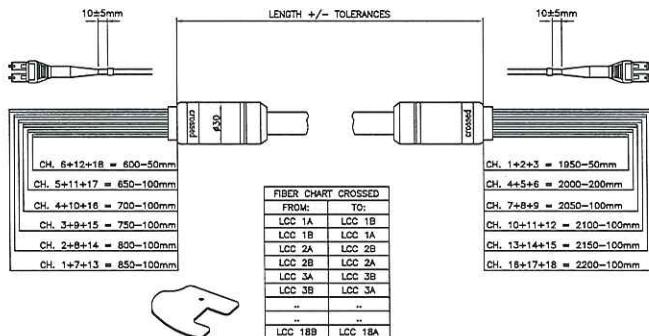
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 SITE ADDRESS: 105 SOUTH COCKRELL HILL ROAD  
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SHEET TITLE: EQUIPMENT DETAILS

NEXIUS PRO. NO.:	SHEET NUMBER:
CHECKED BY:	
CHECKED BY DATE:	C07

FIBER TRUNK CHANNEL	TECHNOLOGY	FREQUENCY BAND	SECTOR	RRH POSITION	FIBER TAG	DC2 DOME	DC TRUNK #1	DC TRUNK #2	DC TRUNK #3	FC12 DOME
1.1	LTE	700	ALPHA	POS 3	700-3A		DC2 #1			
1.2	LTE	1900	ALPHA	POS 3	1900-3A					
1.3	LTE	700	BETA	POS 8	700-8B		DC2 #2			
1.4	LTE	1900	BETA	POS 8	1900-8B					
1.5	LTE	700	Gamma	POS 13	700-13G		DC2 #3			
1.6	LTE	1900	Gamma	POS 13	1900-13G					
1.7	LTE	850	ALPHA	POS 4	850-4A		DC2 #4			
1.8	LTE	850	BETA	POS 9	850-9B		DC2 #5			
1.9	LTE	850	Gamma	POS 14	850-14G		DC2 #6			
2.1										
2.2										
2.3					SPARE					

① FIBER TRUNK ASSIGNMENTS



③ FIBER CONNECTIONS DIAGRAM

C1 SIZE	C2 SIZE	D1 LENGTH (FT)				
		100	125	150	175	200
BAWG	BAWG	150	125	100	75	50
BAWG	10AWG	88	73	57	41	26
BAWG	12AWG	48	39	29	19	10
10AWG	10AWG	51	26	--	--	--
10AWG	12AWG	25	10	--	--	--
10AWG	--	--	--	--	--	--

CABLE C2 LENGTH D2 IS 16 FEET ALL CASES (MAXIMUM)  
LOAD IS BASED UPON WCS ANTENNA OF 450 WATTS WITH .97 PF

NOTE: CABLE LENGTHS ARE APPLICABLE FOR ALU WCS FREQUENCY RRH MODELS

C1 SIZE	C2 SIZE	D1 LENGTH (FT)					
		100	125	150	175	200	250
BAWG	BAWG	321	298	271	246	221	171
BAWG	10AWG	200	184	169	153	137	106
BAWG	12AWG	126	116	101	97	87	67
10AWG	BAWG	280	220	184	140	99	19
10AWG	10AWG	162	137	112	87	62	12
10AWG	12AWG	102	86	71	55	39	8
10AWG	--	166	103	39	--	--	--
12AWG	10AWG	103	84	24	--	--	--
12AWG	--	65	40	15	--	--	--

CABLE C2 LENGTH D2 IS 16 FEET ALL CASES (MAXIMUM)

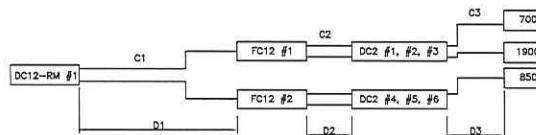


FIGURE 1 - TRUNK CABLE TO DC2

NOTES: CABLES LENGTHS ARE APPLICABLE FOR ALU 700MHz, 1900MHz, 850MHz, WCS & AWS FREQUENCY RRH MODELS.

1. NOMINAL SYSTEM VOLTAGE IS -48V DC, SUPPLIED THROUGH A CONVERTER, NORMAL OPERATING VOLTAGE IS 28V DC.

2. CABLE LENGTHS BASED ON ROSENBERGER CABLES.

② DC CABLE LENGTHS

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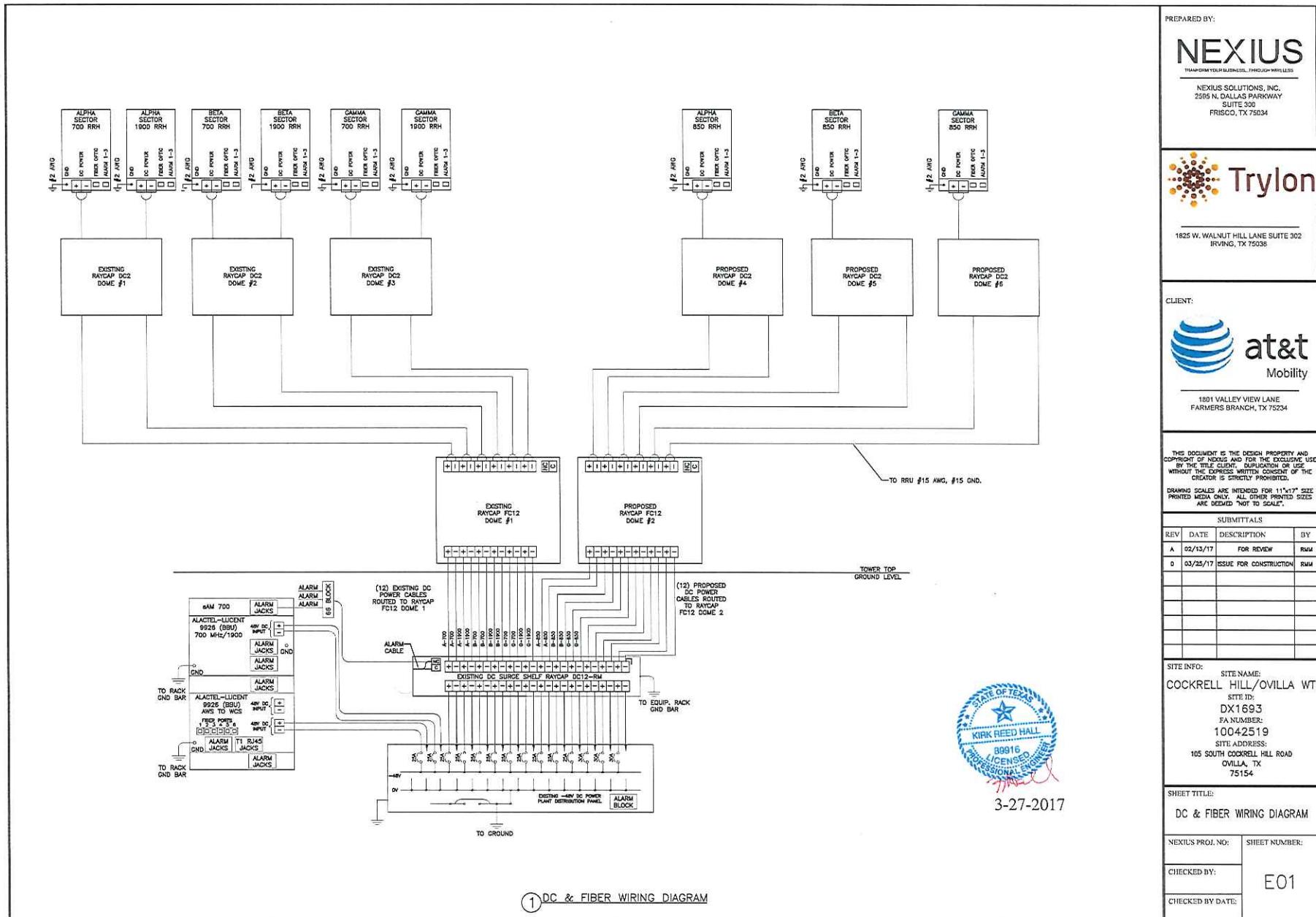
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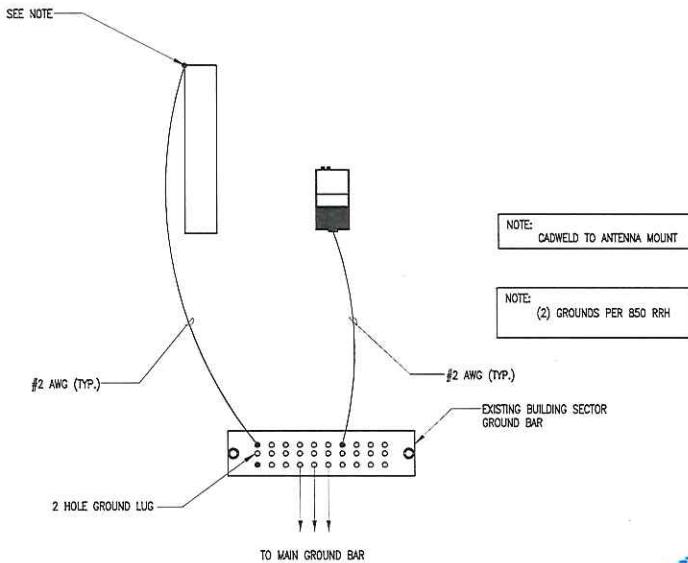


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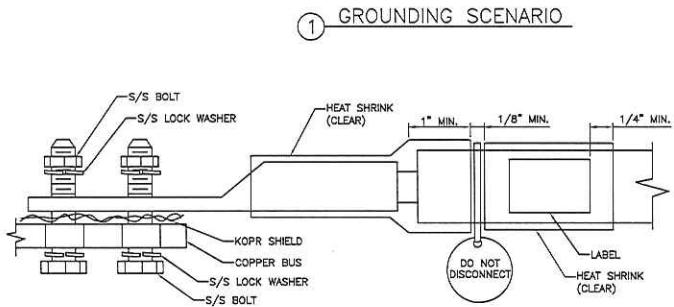
SHEET TITLE: DC CABLE LENGTHS & FIBER CONNECTIONS, ASSIGNMENTS & COLOR CODE

NEXIUS PROJ. NO.	SHEET NUMBER:
CHECKED BY:	
CHECKED BY DATE:	C08





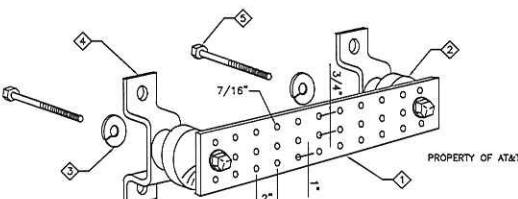
3-27-2017



NOTES:

1. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING LOCK WASHERS, COAT ALL SURFACES WITH KOPR-SHIELD BEFORE MATING.
2. FOR GROUND BOND TO STEEL ONLY: INSERT A DRAGON TOOTH WASHER BETWEEN LUG AND STEEL, COAT ALL SURFACES WITH KOPR-SHIELD.

② GENERAL LUG DETAIL



LEGEND	
1	TINNED COPPER GROUND BAR, 1/4" x 4" x 24", HOLE CENTER TO MATCH NEMA DOUBLE LUG CONFIGURATION, SEE DETAIL 1-G-2
2	INSULATORS
3	S/8" LOCK WASHERS
4	WALL MOUNTING BRACKET
5	5/8" - 11 x 1" H.H.C.S. BOLTS

③ STANDARD GROUND BAR DETAIL

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OVILLA, TX 75154

SHEET TITLE: GROUNDING DETAILS

NEXIUS PROJ. NO:	SHEET NUMBER:
	G01
CHECKED BY:	
CHECKED BY DATE:	

## AGENDA ITEM REPORT

### Item 3

Meeting Date: June 12, 2017

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: Staff

Department: Administration

Budgeted Expense:  YES  NO  N/A

Amount: N/A

#### Attachments:

1. Current list of members

Agenda Item / Topic:

ITEM 3. **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:

Resolution R2014-027 dated July 28, 2014, established the Municipal Services Advisory Committee (MSAC) with the goal to follow these guidelines:

Serving in an advisory capacity to the Council providing recommendations annually on a Capital Improvements Plan based upon staff reports and identifying the needs of the city, meeting as often as necessary to achieve its duties and as often as directed by the City Council.

- a. Review development and the current revenue rate;
- b. Assess current and potential future water needs and supply problems;
- c. Assess current and potential future city service needs;
- d. Establish a fund for major street, water, sewer and equipment capital improvements; and
- e. Such other duties as may be directed by City Council.

Initially, MSAC thought that they might meet quarterly or as needed the second Monday of the month at 5 pm, however, MSAC has been meeting only during the city budget process to consider and recommend the annual fiscal needs of the city to Council.

1. The Committee shall be comprised of a board of three (3) regular members, who shall be residents of the City of Ovilla and appointed by the City Council, and two (2) ex-officio members consisting to the City Manager and the Director of Public Works;
2. The term for regular members of the Committee shall be two (2) years;

Currently the listed serve on this committee:

1. Michael Myers
2. Bob Betik
3. Vacant – no pending applications

During the May 2017 Regular Council meeting, no action was taken by Council for the appointment/reappointments. Staff was directed to return with this item for the June meeting for consideration of appointment(s).

**Recommendation / Staff Comments:**

**Sample Motion(s):**

I move that Council REAPPOINT/APPOINT:

1. \_\_\_\_\_
2. \_\_\_\_\_

to serve a term on the volunteer board of the Municipal Services Advisory Committee (MSAC).

-And/or-

I move that Council direct staff to solicit for applications for consideration of a MSAC appointment.

## MSAC Information Sheet

Personal- Do not Give Out!



105 South Cockrell Hill Road  
Ovilla, Texas 75154  
Ph:(972) 617-7262 Fax:(972) 515-3221

## MEMBERS:

MYERS, JOSEPH M.	BETIK, BOB
115 Hummingbird Ln.	601 Buckboard
Ovilla, TX 75154	Ovilla, TX 75154
Hm: .	Hm: _____
Wk: Retired	Wk: Retired
Cell: N/A	Cell: _____
E-Mail: _____	E-Mail: _____

BIRA. MIKE

100 Hummingbird Ln  
Ovilla, TX 75154  
Hm:  
Wk:  
Cell:  
E-Mail:

Last update 05.2017

### ***City Contacts:***

*Brad Piland - Public Works Director*

### **Pam Woodall – City Secretary**

## AGENDA ITEM REPORT Item 4

Meeting Date: June 12, 2017

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney

Accountant  Other: \_\_\_\_\_

Department: Finance

Budgeted Expense:  YES  NO  N/A

Amount: \$ \_\_\_\_\_ Account: \_\_\_\_\_

### Attachments:

1. Budget Calendar for Fiscal Year 2017-2018
2. Excerpts from local statutes: Local Government Code and Truth-n-Taxation

### Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2017-2018 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 2017-2018 Budget Calendar for consideration. **Key Dates:**

Monday, June 26 - (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 28 - (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 Auxiliary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates.

Thursday, August 3 - (Special Meeting) – Budget Workshop #3 at 5:30 p.m. to review preliminary determination of tax rate (Dallas, Ellis) and revisions.

Monday, August 7- (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 21 - (Special Meeting) - First public hearing at 5:30 p.m. on Tax Rate (if needed)

Thursday, August 31 - (Special Meeting) - Second public hearing at 5:30 p.m., 3-14 days to adopt Tax Rate. (if needed)

Monday, Sept. 11<sup>th</sup> - (Regular Meeting) - Public Hearing on Budget; adopt Budget; adopt Tax Rate.

### Recommendation / Staff Comments:

N/A

### Sample Motion(s):

I move to approve/deny the proposed Budget Calendar for Fiscal Year 2017-2018 budget preparations.

Budget Calendar for Fiscal Year 2017-2018

DAY/DATE	EVENT
Monday, June 12	<b>FY 2017-2018 Budget Kick-off. Calendar presented to Council.</b>
Mon-Fri 2 weeks May 15 - June 19	City Manager interviews department directors and reviews financial projections for FY 2017-18. Preparations begin for FY 2017-18 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
Monday, June 26	<b>1<sup>st</sup> FY 2017-18 Budget Workshop with Council at 5PM, Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan</b>
Tuesday – Wednesday, June 27-June 28	Staff makes revisions to proposed budget from Workshop #1
Wednesday, June 28th	<b>2<sup>nd</sup> FY 2017-2018 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 29th- July 7th	Staff makes revisions to proposed budget from Workshop #2 and prepares preliminary tax rate.
Monday, July 10th	Draft of FY 2017-18 of Proposed budget delivered to department directors and Council.
Friday, July 21st	Certified Taxable Values from Dallas County Appraisal District and Ellis County Appraisal will be received.
Monday, July 24th	Certified Taxable Values will be sent to Ellis County for Tax Calculations.
Friday, July 28th	City Secretary post 72-hour notice for City Council Preliminary Workshop Meeting #3
Thursday, August 3rd	<b>Budget Workshop #3 with City Council 5:30 PM Review preliminary determination of tax rate (Dallas, Ellis) and revisions.</b>
Thursday-Friday, August 3rd or 4th	City Secretary posts 72 hour Notice of City Council Meeting to discuss Tax Rate at August 7th meeting Proposed budget Filed with City Secretary, Delivered to Council Members.

**Budget Calendar for Fiscal Year 2017-2018**

Monday, July 31 Notification date...	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. (August 3 publication date)
Monday, August 7th	<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 21st	<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 28th	City Secretary post 72 hr. notice of 2 <sup>nd</sup> hearing on Tax Rate
Thursday, August 31st	<b>2<sup>nd</sup> 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 11th	<b>Regular Council Meeting, Adopt FY 2017-18 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 19th	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>

LOCAL GOVERNMENT CODE

TITLE 4. FINANCES

SUBTITLE A. MUNICIPAL FINANCES

CHAPTER 102. MUNICIPAL BUDGET

Sec. 102.001. BUDGET OFFICER. (a) The mayor of a municipality serves as the budget officer for the governing body of the municipality except as provided by Subsection (b).

(b) If the municipality has the city manager form of government, the city manager serves as the budget officer.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.002. ANNUAL BUDGET REQUIRED. The budget officer shall prepare each year a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.003. ITEMIZED BUDGET; CONTENTS. (a) The budget officer shall itemize the budget to allow as clear a comparison as practicable between expenditures included in the proposed budget and actual expenditures for the same or similar purposes made for the preceding year. The budget must show as definitely as possible each of the projects for which expenditures are set up in the budget and the estimated amount of money carried in the budget for each project.

(b) The budget must contain a complete financial statement of the municipality that shows:

- (1) the outstanding obligations of the municipality;
- (2) the cash on hand to the credit of each fund;
- (3) the funds received from all sources during the preceding year;
- (4) the funds available from all sources during the ensuing year;
- (5) the estimated revenue available to cover the proposed budget; and
- (6) the estimated tax rate required to cover the proposed budget.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.004. INFORMATION FURNISHED BY MUNICIPAL OFFICERS AND BOARDS. In preparing the budget, the budget officer may require any municipal officer or board to furnish information necessary for the budget officer to properly prepare the budget.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.005. PROPOSED BUDGET FILED WITH MUNICIPAL CLERK; PUBLIC INSPECTION. (a) The budget officer shall file the proposed budget with the municipal clerk before the 30th day before the date the governing body of the municipality makes its tax levy for the fiscal year.

(b) A proposed budget that will require raising more revenue from property taxes than in the previous year must contain a cover page with the following statement in 18-point or larger type: "This budget will raise more total property taxes than last year's budget by (insert total dollar amount of increase and percentage increase), and of that amount (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll) is tax revenue to be raised from new property added to the tax roll this year."

(c) The proposed budget shall be available for inspection by any person. If the municipality maintains an Internet website, the municipal clerk shall take action to ensure that the proposed budget is posted on the website.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 1, eff. September 1, 2007.

Sec. 102.006. PUBLIC HEARING ON PROPOSED BUDGET. (a) The governing body of a municipality shall hold a public hearing on the proposed budget. Any person may attend and may participate in the hearing.

(b) The governing body shall set the hearing for a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy.

(c) The governing body shall provide for public notice of the date, time, and location of the hearing. The notice must include, in type of a size at least equal to the type used for other items in the notice, any

statement required to be included in the proposed budget under Section 102.005(b).

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 2, eff. September 1, 2007.

Sec. 102.0065. SPECIAL NOTICE BY PUBLICATION FOR BUDGET HEARING. (a) The governing body of a municipality shall publish notice before a public hearing relating to a budget in at least one newspaper of general circulation in the county in which the municipality is located.

(b) Notice published under this section is in addition to notice required by other law, except that if another law requires the governing body to give notice, by publication, of a hearing on a budget this section does not apply.

(c) Notice under this section shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

(d) Notice under this section must include, in type of a size at least equal to the type used for other items in the notice, any statement required to be included in the proposed budget under Section 102.005(b).

Added by Acts 1993, 73rd Leg., ch. 268, Sec. 24, eff. Sept. 1, 1993.

Amended by Acts 2001, 77th Leg., ch. 402, Sec. 9, eff. Sept. 1, 2001.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 3, eff. September 1, 2007.

Sec. 102.007. ADOPTION OF BUDGET. (a) At the conclusion of the public hearing, the governing body of the municipality shall take action on the proposed budget. A vote to adopt the budget must be a record vote.

(b) The governing body may make any changes in the budget that it considers warranted by the law or by the best interest of the municipal taxpayers.

(c) Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code, or other law.

(d) An adopted budget must contain a cover page that includes:

(1) one of the following statements in 18-point or larger type that accurately describes the adopted budget:

(A) "This budget will raise more revenue from property taxes than last year's budget by an amount of (insert total dollar amount of increase), which is a (insert percentage increase) percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll).";

(B) "This budget will raise less revenue from property taxes than last year's budget by an amount of (insert total dollar amount of decrease), which is a (insert percentage decrease) percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll)."; or

(C) "This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll).";

(2) the record vote of each member of the governing body by name voting on the adoption of the budget;

(3) the municipal property tax rates for the preceding fiscal year, and each municipal property tax rate that has been adopted or calculated for the current fiscal year, including:

- (A) the property tax rate;
- (B) the effective tax rate;
- (C) the effective maintenance and operations tax rate;
- (D) the rollback tax rate; and
- (E) the debt rate; and

(4) the total amount of municipal debt obligations.

(e) In this section, "debt obligation" means an issued public security as defined by Section 1201.002, Government Code, secured by property taxes.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 4, eff. September 1, 2007.

Acts 2013, 83rd Leg., R.S., Ch. 1329 (S.B. 656), Sec. 1, eff. September 1, 2013.

Sec. 102.008. APPROVED BUDGET FILED WITH MUNICIPAL CLERK: POSTING ON INTERNET. (a) On final approval of the budget by the governing body of the municipality, the governing body shall:

- (1) file the budget with the municipal clerk; and
- (2) if the municipality maintains an Internet website, take action to ensure that:

(A) a copy of the budget, including the cover page, is posted on the website; and

(B) the record vote described by Section 102.007(d)(2) is posted on the website at least until the first anniversary of the date the budget is adopted.

(b) The governing body shall take action to ensure that the cover page of the budget is amended to include the property tax rates required by Section 102.007(d)(3) for the current fiscal year if the rates are not included on the cover page when the budget is filed with the municipal clerk. The governing body shall file an amended cover page with the municipal clerk and take action to ensure that the amended cover page is posted on the municipality's website.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 5, eff. September 1, 2007.

Acts 2013, 83rd Leg., R.S., Ch. 1329 (S.B. 656), Sec. 2, eff. September 1, 2013.

Sec. 102.009. LEVY OF TAXES AND EXPENDITURE OF FUNDS UNDER BUDGET; EMERGENCY EXPENDITURE. (a) The governing body of the municipality may levy taxes only in accordance with the budget.

(b) After final approval of the budget, the governing body may spend municipal funds only in strict compliance with the budget, except in an emergency.

(c) The governing body may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If the governing body amends the original budget to

meet an emergency, the governing body shall file a copy of its order or resolution amending the budget with the municipal clerk, and the clerk shall attach the copy to the original budget.

(d) After the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of the county clerk of the county in which the municipality is located.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.010. CHANGES IN BUDGET FOR MUNICIPAL PURPOSES. This chapter does not prevent the governing body of the municipality from making changes in the budget for municipal purposes.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 102.011. CIRCUMSTANCES UNDER WHICH CHARTER PROVISIONS CONTROL. If a municipality has already adopted charter provisions that require the preparation of an annual budget covering all municipal expenditures and if the municipality conducts a public hearing on the budget as provided by Section 102.006 and otherwise complies with the provisions of this chapter relating to property tax increases, the charter provisions control. After the budget has been finally prepared and approved, a copy of the budget and the amendments to the budget shall be filed with the county clerk, as required for other budgets under this chapter.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 6, eff. September 1, 2007.

AN ACT

relating to the public notice required to be provided by certain taxing units before adopting an ad valorem tax rate.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Chapter 140, Local Government Code, is amended by adding Section 140.010 to read as follows:

Sec. 140.010. PROPOSED PROPERTY TAX RATE NOTICE FOR COUNTIES AND MUNICIPALITIES. (a) In this section, "effective tax rate" and "rollback tax rate" mean the effective tax rate and rollback tax rate of a county or municipality, as applicable, as calculated under Chapter 26, Tax Code.

(b) Except as provided by this subsection, each county and municipality shall provide notice of the county's or municipality's proposed property tax rate in the manner provided by this section. A county or municipality to which Section 26.052, Tax Code, applies may provide notice of the county's or municipality's proposed property tax rate in the manner provided by this section or in the manner provided by Section 26.052, Tax Code.

(c) A county or municipality that provides notice of the county's or municipality's proposed property tax rate in the manner provided by this section is exempt from the notice and publication requirements of Sections 26.04(e), 26.052, and 26.06, Tax Code, as applicable, and is not subject to an injunction for failure to comply with those requirements.

(d) A county or municipality that proposes a property tax rate that does not exceed the lower of the effective tax rate or the rollback tax rate shall provide the following notice:

"NOTICE OF (INSERT CURRENT TAX YEAR) TAX YEAR PROPOSED PROPERTY TAX RATE FOR (INSERT NAME OF COUNTY OR MUNICIPALITY)  
"A tax rate of \$ \_\_\_\_\_ per \$100 valuation has been proposed by the governing body of (insert name of county or municipality).

PROPOSED TAX RATE \$ \_\_\_\_\_ per \$100

PRECEDING YEAR'S TAX RATE \$ \_\_\_\_\_ per \$100

EFFECTIVE TAX RATE \$ \_\_\_\_\_ per \$100

"The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for (insert name of county or municipality) from the same properties in both the (insert) from the same properties in both the (insert preceding tax year) tax year and the (insert current tax year) tax year and the (insert current tax year) tax year.

"YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

property tax amount = (rate) x (taxable value of your property) / 100

"For assistance or detailed information about tax calculations, please contact:

(insert name of county or municipal tax assessor-collector)

(insert name of county or municipality) tax assessor-collector

(insert address)

(insert telephone number)

(insert e-mail address)

(insert Internet website address, if applicable)"

(e) A county or municipality that proposes a property tax rate that exceeds the lower of the effective tax rate or the rollback tax rate shall provide the following notice:

"NOTICE OF (INSERT CURRENT TAX YEAR) TAX YEAR PROPOSED PROPERTY TAX RATE FOR (INSERT NAME OF COUNTY OR MUNICIPALITY)

"A tax rate of \$ \_\_\_\_\_ per \$100 valuation has been proposed for adoption by the governing body of (insert name of county or municipality). This rate exceeds the lower of the effective or \_\_\_\_\_. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

PROPOSED TAX RATE \$ \_\_\_\_\_ per \$100

PRECEDING YEAR'S TAX RATE \$ \_\_\_\_\_ per \$100

EFFECTIVE TAX RATE \$ \_\_\_\_\_ per \$100

ROLLBACK TAX RATE \$ \_\_\_\_\_ per \$100

"The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for (insert name of county or municipality) from the same properties in both the (insert) from the same properties in both the (insert preceding tax year) tax year and the (insert current tax year) tax year and the (insert current tax year) tax year.

"The rollback tax rate is the highest tax rate that (insert name of county or municipality) may adopt before voters are entitled to, may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

"YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

property tax amount = (rate) x (taxable value of your property) / 100

"For assistance or detailed information about tax calculations, please contact:

(insert name of county or municipal tax assessor-collector)

(insert name of county or municipality) tax assessor-collector

(insert address)

(insert telephone number)

(insert e-mail address)

(insert Internet website address, if applicable)

"You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: (insert date and time) at (insert location of meeting).

Second Hearing: (insert date and time) at (insert location of meeting)."

(f) A county or municipality shall:

(1) provide the notice required by Subsection (d) or (e), as applicable, not later than September 1 by:

(A) publishing the notice in a newspaper having general circulation in:

(i) the county, in the case of notice published by a county; or

(ii) the county in which the municipality is located or primarily located, in the case of notice published by a municipality; or

(B) mailing the notice to each property owner in:

(i) the county, in the case of notice provided by a county; or

(ii) the municipality, in the case of notice provided by a municipality; and

(2) post the notice on the Internet website of the county or municipality, if applicable, beginning not later than September 1 and continuing until the county or municipality adopts a tax rate.

(g) If the notice required by Subsection (d) or (e) is published in a newspaper:

(1) the notice may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper; and

(2) the headline on the notice must be in 24-point or larger type.

(h) A county or municipality that provides notice under this section shall on request provide any information described by Sections 26.04(e)(1)-(7), Tax Code, regarding the county or municipality, as applicable.

SECTION 2. This Act applies only to an ad valorem tax year that begins on or after the effective date of this Act.

SECTION 3. This Act takes effect January 1, 2014.

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President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1510 passed the Senate on April 25, 2013, by the following vote: Yeas 30, Nays 0.

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Secretary of the Senate

I hereby certify that S.B. No. 1510 passed the House on May 20, 2013, by the following vote: Yeas 147, Nays 0, two present not voting.

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Chief Clerk of the House

Approved:

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Date

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Governor

subdivision's Internet website until the political subdivision posts the next annual report; and

(2) the contact information for the main office of the political subdivision is continuously posted on the website, including the physical address, the mailing address, the main telephone number, and an e-mail address.

(g) Notwithstanding any other provision of this section, a district, as defined by Section 49.001, Water Code, satisfies the requirements of this section if the district:

(1) complies with the requirements of Subchapter G, Chapter 49, Water Code, regarding audit reports, affidavits of financial dormancy, and annual financial reports; and

(2) submits the financial documents described by Subchapter G, Chapter 49, Water Code, to the comptroller.

(h) The comptroller shall post the documents submitted to the comptroller under Subsection (g) on the comptroller's Internet website. The comptroller shall adopt rules necessary to implement this subsection and Subsection (g).

Added by Acts 2015, 84th Leg., R.S., Ch. 923 (H.B. 1378), Sec. 1, eff. January 1, 2016.

Sec. 140.009. CONTRACT FOR COLLECTION OF AMOUNTS IN CIVIL CASES. (a) The governing body of a municipality or the commissioners court of a county may contract with a private attorney or public or private vendor for the collection of an amount owed to the municipality or county relating to a civil case, including an unpaid fine, fee, or court cost, if the amount is more than 60 days overdue.

(b) A municipality or county contracting with an attorney or a vendor under Subsection (a) may authorize the addition of a collection fee of 30 percent of the amount referred. The collection fee may be used only to compensate the attorney or vendor who collects the debt.

(c) This section does not apply to the collection of commercial bail bonds.

Added by Acts 2013, 83rd Leg., R.S., Ch. 677 (H.B. 2021), Sec. 1, eff. June 14, 2013.

Sec. 140.010. PROPOSED PROPERTY TAX RATE NOTICE FOR COUNTIES AND MUNICIPALITIES. (a) In this section, "effective tax rate" and "rollback

"tax rate" mean the effective tax rate and rollback tax rate of a county or municipality, as applicable, as calculated under Chapter 26, Tax Code.

(b) Except as provided by this subsection, each county and municipality shall provide notice of the county's or municipality's proposed property tax rate in the manner provided by this section. A county or municipality to which Section 26.052, Tax Code, applies may provide notice of the county's or municipality's proposed property tax rate in the manner provided by this section or in the manner provided by Section 26.052, Tax Code.

(c) A county or municipality that provides notice of the county's or municipality's proposed property tax rate in the manner provided by this section is exempt from the notice and publication requirements of Sections 26.04(e), 26.052, and 26.06, Tax Code, as applicable, and is not subject to an injunction for failure to comply with those requirements.

(d) A county or municipality that proposes a property tax rate that does not exceed the lower of the effective tax rate or the rollback tax rate shall provide the following notice:

"NOTICE OF (INSERT CURRENT TAX YEAR) TAX YEAR PROPOSED PROPERTY TAX RATE  
FOR (INSERT NAME OF COUNTY OR MUNICIPALITY)

"A tax rate of \$ \_\_\_\_\_ per \$100 valuation has been proposed by the governing body of (insert name of county or municipality).

PROPOSED TAX RATE \$ \_\_\_\_\_ per \$100

PRECEDING YEAR'S TAX RATE \$ \_\_\_\_\_ per \$100

EFFECTIVE TAX RATE \$ \_\_\_\_\_ per \$100

"The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for (insert name of county or municipality) from the same properties in both the (insert preceding tax year) tax year and the (insert current tax year) tax year.

"YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

property tax amount = (rate) x (taxable value of your property) / 100

"For assistance or detailed information about tax calculations, please contact:

(insert name of county or municipal tax assessor-collector)  
(insert name of county or municipality) tax assessor-collector  
(insert address)  
(insert telephone number)  
(insert e-mail address)  
(insert Internet website address, if applicable)"

(e) A county or municipality that proposes a property tax rate that exceeds the lower of the effective tax rate or the rollback tax rate shall provide the following notice:

"NOTICE OF (INSERT CURRENT TAX YEAR) TAX YEAR PROPOSED PROPERTY TAX RATE  
FOR (INSERT NAME OF COUNTY OR MUNICIPALITY)

"A tax rate of \$ \_\_\_\_\_ per \$100 valuation has been proposed for adoption by the governing body of (insert name of county or municipality). This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate. The governing body of (insert name of county or municipality) proposes to use revenue attributable to the tax rate increase for the purpose of (description of purpose of increase).

PROPOSED TAX RATE	\$ _____ per \$100
PRECEDING YEAR'S TAX RATE	\$ _____ per \$100
EFFECTIVE TAX RATE	\$ _____ per \$100
ROLLBACK TAX RATE	\$ _____ per \$100

"The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for (insert name of county or municipality) from the same properties in both the (insert preceding tax year) tax year and the (insert current tax year) tax year.

"The rollback tax rate is the highest tax rate that (insert name of county or municipality) may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

"YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

property tax amount = (rate) x (taxable value of your property) / 100

"For assistance or detailed information about tax calculations, please contact:

(insert name of county or municipal tax assessor-collector)  
(insert name of county or municipality) tax assessor-collector  
(insert address)  
(insert telephone number)  
(insert e-mail address)  
(insert Internet website address, if applicable)

"You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: (insert date and time) at (insert location of meeting).

Second Hearing: (insert date and time) at (insert location of meeting)."

(f) A county or municipality shall:

(1) provide the notice required by Subsection (d) or (e), as applicable, not later than the later of September 1 or the 30th day after the first date that the taxing unit has received each applicable certified appraisal roll by:

(A) publishing the notice in a newspaper having general circulation in:

(i) the county, in the case of notice published by a county; or

(ii) the county in which the municipality is located or primarily located, in the case of notice published by a municipality; or

(B) mailing the notice to each property owner in:

(i) the county, in the case of notice provided by a county; or

(ii) the municipality, in the case of notice provided by a municipality; and

(2) post the notice on the Internet website of the county or municipality, if applicable, beginning not later than the later of September 1 or the 30th day after the first date that the taxing unit has received each applicable certified appraisal roll and continuing until the county or municipality adopts a tax rate.

(g) If the notice required by Subsection (d) or (e) is published in a newspaper:

(1) the notice may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper; and

(2) the headline on the notice must be in 24-point or larger type.

(h) A county or municipality that provides notice under this section shall on request provide any information described by Sections 26.04(e) (1)-(7), Tax Code, regarding the county or municipality, as applicable.

Added by Acts 2013, 83rd Leg., R.S., Ch. 800 (S.B. 1510), Sec. 1, eff. January 1, 2014.

Amended by:

Acts 2015, 84th Leg., R.S., Ch. 481 (S.B. 1760), Sec. 11, eff. January 1, 2016.

Acts 2015, 84th Leg., R.S., Ch. 546 (H.B. 1953), Sec. 1, eff. January 1, 2016.

Sec. 140.011. LOCAL GOVERNMENTS DISPROPORTIONATELY AFFECTED BY PROPERTY TAX RELIEF FOR DISABLED VETERANS. (a) In this section:

(1) "General fund revenue" means revenue generated by a local government from the following sources during a fiscal year and deposited in the dedicated general operating fund of the local government during that fiscal year:

- (A) ad valorem taxes;
- (B) sales and use taxes;
- (C) franchise taxes, fees, or assessments charged for use of the local government's right-of-way;
- (D) building and development fees, including permit and inspection fees;
- (E) court fines and fees;
- (F) other fees, assessments, and charges; and
- (G) interest earned by the local government.

(2) "Local government" means:

- (A) a municipality adjacent to a United States military installation; and
- (B) a county in which a United States military installation is wholly or partly located.

(3) "Qualified local government" means a local government entitled to a disabled veteran assistance payment under this section.

(b) To serve the state purpose of ensuring that the cost of providing ad valorem tax relief to disabled veterans is shared equitably among the residents of this state, a local government is entitled to a disabled veteran assistance payment from the state for each fiscal year that the local government is a qualified local government. A local government is a qualified local government for a fiscal year if the amount of lost ad valorem tax revenue calculated under Subsection (c) for that fiscal year is equal to or greater than two percent of the local government's general fund revenue for that fiscal year.

(c) For the purposes of this section, the amount of a local government's lost ad valorem tax revenue for a fiscal year is calculated by multiplying the ad valorem tax rate adopted by the local government under Section 26.05, Tax Code, for the tax year in which the fiscal year begins

## AGENDA ITEM REPORT

### Item: 5

Meeting Date: June 12, 2017

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

B. Piland & Public Works Staff, M. Dooly

#### Attachments:

1. None

#### Agenda Item / Topic:

ITEM 5. **DISCUSSION/ACTION** – Consideration of and action to set the official date for Heritage Day 2017, effecting various assignments to facilitate the success of the 2017 Heritage Day Celebration and festivities.

#### Discussion/Justification

It has been custom that the Annual Heritage Day Celebration is held on the fourth Saturday of September. That date is September 23 of this year.

Place 4 Hunt has proven to be instrumental in acquiring sponsorships and piloting the organization of committee meetings. Police Secretary Ashley Thompson has been a valuable asset with the booth assignments, letters to vendors and helping with the website set up. Public Works crews and Mike Dooly are vital participants with the initial outside construction of the stage, marking booth areas, yard maintenance, complete set up of the entire area (bleachers, tables, decorations) and total disassembly. The Park Board has voiced desire to take a vital role in this event.

#### Miscellaneous duties:

1. Scheduling committee meetings and organizing events (parade, judging, school bands, etc.)
2. MC
3. Working the entrance
4. Monitor bounce house safety (kid-zone)
5. Entertainment
6. Set up tables and help with decorations
7. Creation of flyer and new theme
8. Parade route monitors
9. Signs – creation of and placement throughout Ovilla

#### Recommendation / Staff Comments:

#### Sample Motion(s):

*I move that Council set September 23, 2017 as the official 2017 Heritage Day Celebration and appoint \_\_\_\_\_ as the coordinator for 2017 Heritage Day event with the appointments of the following members to the committee, including various assignments:*

1.	4.
2.	5.
3.	6.

## AGENDA ITEM REPORT Item 6

Meeting Date: June 12, 2017

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other:

Department: Administration

Budgeted Expense:  YES  NO  N/A

Amount: N/A

### Attachments:

1. Chapter 5 Thoroughfares, an excerpt from the Comprehensive Land Use Plan

Agenda Item / Topic:

ITEM 6. **DISCUSSION/ACTION** – Consideration of and action to appoint a committee to review the current Thoroughfare Plan with regard to paving width and paving materials.

### Discussion / Justification:

PL4 Hunt requested this item for discussion and consideration to review and possibly update the current Thoroughfare Plan. This Plan is included in the Comprehensive Land Use Plan.

### Recommendation / Staff Comments:

### Sample Motion(s):

I move to appoint the following committee members for the review, study and possible updated of the current Thoroughfare Plan for the City of Ovilla.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

## ***Chapter 5. Thoroughfares***

### **Introduction**

Transportation planning is an integral part of the City of Ovilla Comprehensive Land Use Plan. As such, the thoroughfare goals and objectives were considered carefully in the drafting of the Comprehensive Land Use Plan. The 2010 Comprehensive Land Use Plan Review Committee spent a considerable amount of time finalizing the Ovilla Thoroughfare Plan to carefully consider the proper classifications for thoroughfares to be included. Street and roadway improvements were important items discussed for expenditure of public funds. Consideration was given to both the internal transportation needs of the residents of Ovilla and the regional transportation needs of others that travel through Ovilla. The Regional Thoroughfare Plan prepared by the North Central Texas Council of Governments (NCTCOG), the City of Cedar Hill Thoroughfare Plan, the City of Midlothian Thoroughfare Plan were all consulted for input into the 2010 Ovilla Thoroughfare Plan. By coordinating with the other municipalities and governmental agencies, the development of the overall transportation network can be improved.

The Thoroughfare Plan should be reviewed and updated periodically to represent current conditions and promote preservation of terrain, natural drainage ways and trees. For example, the plan document should be revised to encourage improvements to Shiloh Road as increased traffic occurs as a result of new subdivisions, a new elementary school and new and existing non-residential uses.

The movement of people and goods within the City and the surrounding area is an important function; such movement is dependent upon the arrangement and condition of local streets and highways. As the city changes, the thoroughfare system must be capable of handling traffic movement in a safe and efficient manner. The 2010 City of Ovilla Thoroughfare Plan is coordinated with the 2010 Future Land Use Plan and provides the guidelines to develop a transportation system that can accommodate the needs of existing and future land use. This adopted Thoroughfare Plan is a valuable tool for the City of Ovilla in requiring the appropriate dedication of right-of-ways and the construction of the appropriate roadway improvements as the city continues to develop.

The primary form of transportation in the City of Ovilla is the individual gasoline-powered vehicle. Whether that vehicle is a pickup truck, an automobile or a SUV (Sport/Utility Vehicle), most Ovilla residents rely on their individual vehicles as their sole means of transportation. For this reason, the transportation element of the Comprehensive Land Use Plan Update is focused on the system of public roadways, which is designed to expedite traffic movement and enhance safety. The Thoroughfare Plan also includes recommendations for developing alternate modes of transportation within the city, as well as recommendations which create a continuous process of planning, implementation, monitoring, and evaluation to assure that the mobility needs for citizens of Ovilla will be met as development occurs.

The Thoroughfare Plan should enable the City to implement a systematic process of upgrading and developing thoroughfares in accordance with the City's Future Land Use Plan. This process should include: (1) an evaluation of proposed roadway improvement regarding compliance to the Thoroughfare Plan; (2) preparation of detailed route studies to locate the exact location of a street that is shown conceptually on the Thoroughfare Plan; and (3) preparation of engineering plans and geometrics (including extra turn lanes at major intersections) once detailed routes have been established.

## Definitions

A number of terms used throughout this chapter should be defined in order to provide an understanding of existing and future transportation needs. These terms include the following:

***Functional classification*** - The roadway classification system is intended to categorize streets by function for the purpose of clarifying administrative and fiscal responsibility. A complete circulation system provides separate facilities for the movement, transition, distribution, collection, access, and termination of trips. Freeways and arterials handle principal movement functions. Collector streets serve to gather traffic from local streets and feed it to the arterial system and to provide access in commercial and industrial areas. Local streets provide direct access to adjacent property.

***Capacity*** - The capacity of a roadway as defined by the Highway Capacity Manual, is the maximum hourly rate at which vehicles can reasonably be expected to traverse a point or section of a roadway during a given time period under prevailing roadway, traffic, and control conditions. Roadway conditions refer to the geometric characteristics of the street such as type of facility, number and width of lanes, horizontal and vertical alignment, and design speed. Traffic conditions refer to the type of vehicle mix and the distribution of vehicles in available lanes. Control conditions refer to the types and specific design of traffic control devices such as traffic signals, signs, and turn restrictions. Other factors that affect the capacity of a roadway include weather and driver characteristics.

***Traffic Volume*** - Traffic volume is a measurement of the total number of vehicles that pass a given section of a roadway during a given time period. Volume is generally expressed in terms of annual, daily, or hourly rates. Traffic volumes vary by the time of day, day of the week, season, and month. Annual average daily traffic (AADT) is the average daily traffic on a roadway, averaged over a full year, and is often used in travel forecasting and planning. Within this report the term vehicles per day (vpd) is used to reflect traffic counts made over a 24-hour period that have not been converted to annual average daily traffic and, thus, may not account for daily, weekly, or seasonal variations.

***Through Traffic*** - This term is used in two ways, depending on the particular discussion: 1) to identify trips that do not have a local destination (i.e. are not stopping within Ovilla); and 2) to identify trips that may have a local destination, but are traveling through a particular section of the City.

## Existing Conditions

Ovilla's existing transportation system is designed to accommodate private vehicular traffic. Interstate Highway 35E and State Highway 67 are approximately 3.75 miles from Ovilla to the east and 5.30 miles from Ovilla to the west respectively. Currently, no other forms of transportation are available in Ovilla.

### *Highways & Streets*

**Ovilla Road (F. M. 664)** is the major internal transportation spine for Ovilla. It is the only direct traffic route through Ovilla. All other roadways are modified county roads that meander around various physical constraints. Ovilla Road is also a Texas Department of Transportation (TxDOT) maintained facility. The section of Ovilla Road from Hampton Road to Cinnamon Spring Street is a three lane asphalt roadway with a continuous left turn lane. The remainder of Ovilla Road is only two lanes in width.

**Westmoreland Road** is currently a north-south country road, with its ultimate purpose to serve as a principal arterial providing connection down to Lariat Trail and Red Oak Creek Road. Westmoreland road will serve as the primary entry point into the City from Future Loop 9.

**Cockrell Hill Road** is a two-lane rural section of roadway that provides access to the center of the City. The current development that exists adjacent to the roadway, primarily residential development of half-acre of larger lots creates a limiting factor to the increase of traffic and ultimately dictates the ultimate thoroughfare classification.

**Joe Wilson Road** is a north-south country road that acts as a collector down to Johnson Lane. This road currently serves to take pressure off of Westmoreland Road as a north-south arterial.

**Montgomery Road/Bryson Lane & Red Oak Creek Road** are small residential collectors that wind near creeks and are canopied by beautifully abundant trees. Both roads are very scenic entrances to the central portions of Ovilla.

**Shiloh Road** is an east-west collector that provides access between the City of Midlothian and Ovilla. It is a small country road that bisects Ovilla's ETJ and feeds to Ovilla Road. Shiloh Road has recently and is anticipated to experience increased traffic resulting from changes in adjacent land uses and development.

**Duncanville Road** is a north-south collector that provides access between the City of Cedar Hill and Ovilla. Currently, this thoroughfare is a small country road that is approximately 1,000 feet in length within the City of Ovilla municipal limits and terminates at Johnson Lane. This thoroughfare will ultimately be extended to the south and eventually connect with Bryson Lane to continue south.

### *Bicycle & Pedestrian*

Pedestrian and bicycle transportation are often forgotten as viable modes of travel in today's mobile society. In order to provide for easy and safe pedestrian and bicycle travel, sidewalks, pathways, and crosswalks should be required to be included in future development plans. This type of access is needed to commercial centers, along arterial

streets and between residential areas, schools. By requiring appropriate infrastructure for pedestrians in new developments, and retrofitting existing developed areas, traffic and parking issues may be lessened in intensity, and quality of life may be improved. The City may also wish to provide bicycle racks or covered storage areas in public facilities.

## Street Functions & Classifications

Streets located within municipalities generally are various sizes, and have different numbers of vehicle traffic lanes and design requirements. This Plan has categorized Ovilla's streets according to the Standard Street Classification System used by the Texas Department of Transportation (TxDOT). Each type of roadway in the classification system has right-of-way widths, lane widths, number of lanes, and medians appropriate to the traffic and speed required of the street. *Table 5.1, Summary of Street Classifications* provides the following information in tabular format.

**Table 5-1**  
**Summary of Street Classification**

Land Use Plan Classification	Thoroughfare Plan Classification
Local Residential Street	<b>R2U</b> Residential Two Lane Undivided
Collector Street	<b>C2U</b> Collector Two Lane Undivided
	<b>C4U</b> Collector Four Lane Undivided
Minor Arterial Street	<b>M2D</b> Minor Arterial Two Lane Divided
	<b>M4U</b> Minor Arterial Four Lane Undivided
	<b>M4D</b> Minor Arterial Four Lane Divided
Principal Arterial Street	<b>P6D</b> Principal Arterial Six Lane Divided
	<b>P4D</b> Principal Arterial Four Lane Divided
	<b>P4U</b> Principal Arterial Four Lane Undivided
Freeway (Proposed Loop 9)	<b>FW</b> Typically Four to Ten Divided Lanes

\* **R2U** streets are not shown on the Thoroughfare Plan.

### Freeways

Freeways or highways consist of controlled limited access roadways with divided lanes for directional traffic. Freeways are designed to move high volumes of traffic, typically in excess of 40,000 vehicles per day, with maximum efficiency. Freeways generally have from 4 to 8 lanes and require 250 to 500 feet of right-of-way. They provide no direct access to adjacent property, and main lanes are grade separated at intersections with arterial roadways. Service roads may be provided along the freeway to facilitate access to and from the main lanes and to provide access to adjacent property. Interstate 35E and State Highway 67 are the two freeways near to the city of Ovilla. The proposed Loop 9 may be classified as a freeway and run on the city's northern boundary.

### *Principal Arterials*

Principal arterials are designed to serve major traffic movements through the city by carrying large volumes of traffic across or through the city as efficiently as possible. These roadways should be continuous in length, connect with freeways, and serve major traffic generators. Typically, principal arterials should be spaced between two and three miles apart. They are designed to carry between 10,000 and 40,000 vehicles per day requiring from four to six lanes. Access management is essential to ensure maximum operating efficiency of the roadway. However, because commercial development generally occurs along arterial streets, control of access is often difficult to achieve. Intersection spacing should be at intervals of not less than one-fourth mile. Intermediate unsignalized access points and median breaks to accommodate public streets or private driveways should be avoided. To facilitate the flow of traffic, designated turn lanes and acceleration/deceleration lanes may be required in areas of commercial development.

### *Minor Arterials*

Minor arterials are generally designed as four-lane roadways; with the exception of the two-lane divided minor arterial proposed. They may be either divided or undivided, and are designed to connect the primary arterials and provide system continuity. Generally, minor arterials are spaced at approximately one mile intervals, and define the limits of a neighborhood. They are designed to carry traffic volumes of 10,000 to 15,000 vehicles per day, and like principal arterials, direct access should be limited. Intersections for four-lane minor arterials should be spaced at intervals of no less than one-fourth of a mile and intermediate access points to accommodate public streets or private driveways should be avoided. Two-lane minor arterials are designed to accommodate rural traffic and provide pocket medians to allow access for turning movements. The classification of Shiloh Road as an arterial M4U should be further studied given potential design constraints.

### *Collector Streets*

Collector streets are intended to serve internal traffic movements within an area and carry traffic from local streets to the arterial network, and may be designated as principal and minor collectors. Generally, collector streets are designed with two lanes, are between 1 and 1/2 mile in length, and carry traffic volumes between 1,000 and 10,000 vehicles per day. Minor collector streets should be located to provide access to the local street system in a neighborhood and be curvilinear in design, in order to discourage through traffic in neighborhoods. Typically, they include two traffic lanes and two parking lanes and should be less than one mile in length. The classification of Red Oak Creek Road as a collector C4U should be further studied given potential design constraints.

### *Local Streets*

Local streets provide access to residential property and feed the collector street system. Local streets typically carry volumes of less than 1,000 vehicles per day. Streets are no more than two lanes and should be designed to discourage any type of through traffic movements, either through a curvilinear arrangement, through the incorporation of loops and cul-de-sacs, or both.

# Thoroughfare Plan Map

## City of Ovilla, Texas

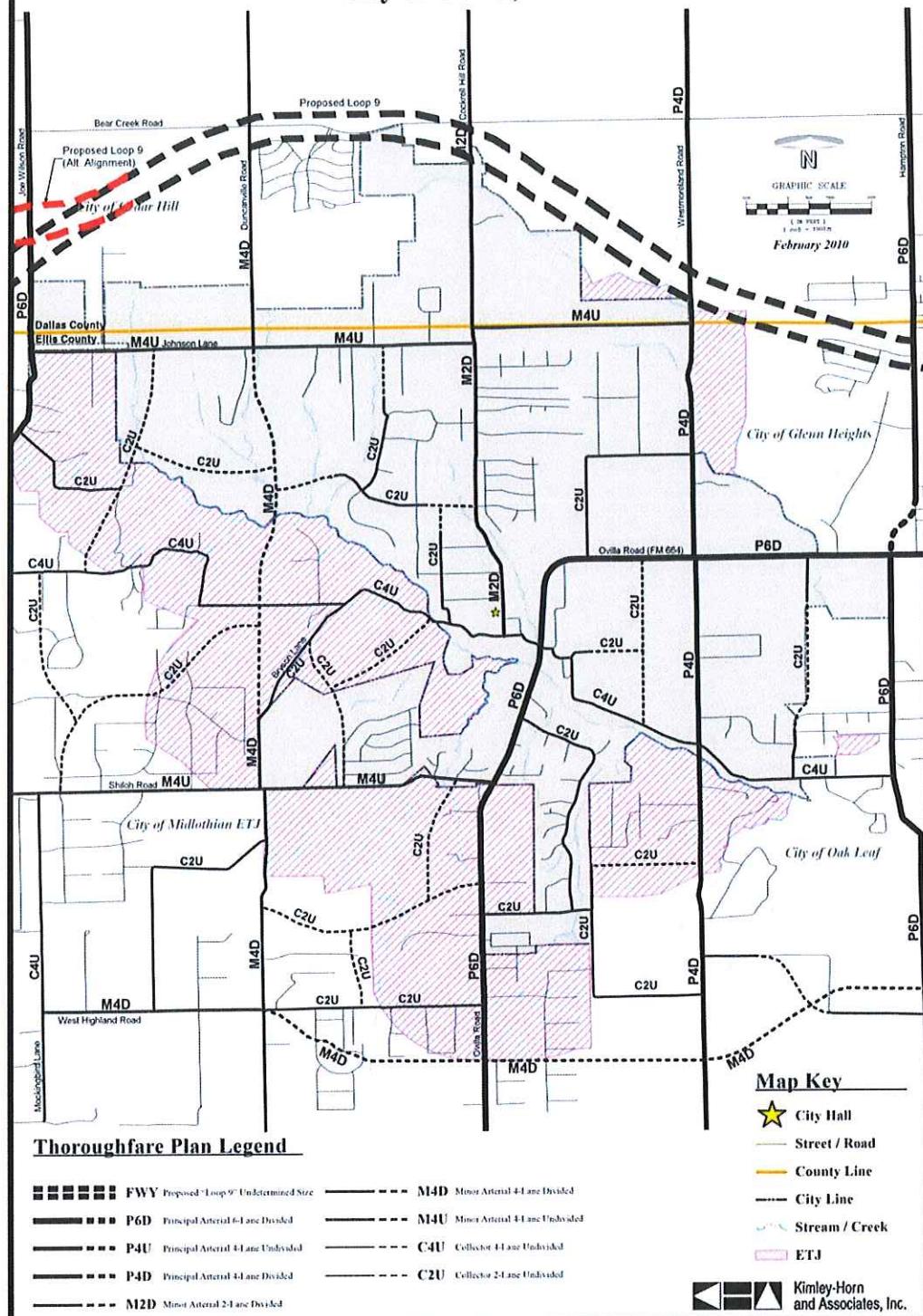


Figure 5.1, City of Ovilla Thoroughfare Plan Map 2010

## **Thoroughfare Plan**

The City of Ovilla has classified its streets in categories of residential streets, collector streets, minor arterials, and principal arterials. The proposed thoroughfare plan network is shown on *Figure 5.1, Thoroughfare Plan Map 2010*.

Ovilla Road (F. M. 664) will continue to be the City's principal arterial with Westmoreland Road playing a secondary arterial role. The character and physical constraints of the City of Ovilla preempt the need for additional principal arterial streets.

The majority of the roadway improvements shown on the Thoroughfare Plan are related to the street designated as minor arterials. Almost all of these roadways are currently two lane county-type roads without curbs and gutters and without adequate pavement width to accommodate the existing traffic volumes. These streets need to be widened to four lanes to handle the increased volumes that will occur as development of the area continues. Off-set intersections need to be aligned and roadway connections need to be made.

## **Protecting the Capacity of Streets**

Funding for construction and improvements to thoroughfares represents a major public investment. In the past thirty years, federal and state funds have been widely available to assist cities in building and maintaining an efficient and safe system of highways and arterial roadways. Today, however, funding from federal and state sources is becoming increasingly harder to obtain as more and more projects compete for limited dollars. As a result, it is important for the City to implement policies to protect the capacity of their major streets. In addition, the City should consider all funding options, including bonds, general funds, grant programs, and private developer participation.

Roadway capacity is a function of the number and width of lanes, design speed, horizontal and vertical alignment, type and number of traffic control devices, and access and turning movements. Capacity can best be preserved by limiting points of access through subdivision and development ordinances, prohibiting left turn traffic movements by restricting the number of median breaks, and requiring acceleration/deceleration lanes at high volume commercial driveways.

Ideally, no direct access should be allowed onto arterial and major collector streets except at intersections. Developments should have access provided via local streets that intersect the arterial and collector roadways. A minimum frontage requirement should be set in order to limit curb cuts in corridor commercial and industrial developments, with the ultimate number of curb cuts being determined during the development review process. The review process for site plans is an appropriate time to include consideration of cross access and limiting the number of driveways for site specific developments.

Policies to limit access have often proven difficult for cities to implement because properties adjacent to the road may not meet the minimum frontage requirements and courts have held that owners cannot be denied access from the roadway.

Therefore, any consideration of cross access and limitation of driveways must address available right-of-way. It is especially difficult to implement access management when improvements are planned along roadways where developments have existing driveways. Under these circumstances, the City must often wait for redevelopment to occur before the desirable changes can be made. The City of Ovilla should continue to explore access management strategies that have been successful in other areas.

## **Bicycle & Pedestrian Circulation**

Bikeways and sidewalks will become more important in the future, not only as the mark of quality urban development, but as an alternate mode of transportation. The City of Ovilla should consider developing a bikeway plan that would coordinate the development of a greenbelt hike and bike trail system with a comprehensive system of bikeways throughout the City. Key elements of the bikeway plan should include methods to provide bikeways within the rights-of-way of major streets as well as separate bikeway facilities, and to encourage developers to provide bike facilities in new developments.

To accommodate pedestrians, the City should require sidewalks in new developments and redevelopments. Specifically, the City should consider the following:

- Require sidewalks along both sides of arterial and collector streets;
- Require sidewalks in residential areas on all streets;
- Encourage the connection of sidewalks in residential areas and to commercial and recreational areas by working with developers as projects are planned;
- Provide pedestrian pathways in public recreation areas;
- Implement a low cost, shared resident/public program to replace older, substandard sidewalks. This could be done in conjunction with the street improvement program; and
- Consider including projects that retrofit older developed areas that do not have sidewalks into the Capital Improvements Program (CIP) for arterial and collector streets.

## **Street Improvement Program**

The City of Ovilla currently identifies necessary roadway improvements for inclusion in an ongoing Capital Improvement Program. Refinement and continuation of the current process by using a systematic street evaluation process will assist the City in maximizing the street improvement needs with the available sources of funding. A Street Improvement Program to provide a systematic process for street reconstruction and maintenance should be incorporated into the current street construction and maintenance efforts.

This Street Improvement Program should include the following:

- Arterial Street Needs: Implement a City-funded program to meet arterial street improvement needs through the year 2030. This program would support TxDOT efforts within the City as well as provide funds for arterial improvements for which the City has sole responsibility.
- Street Reconstruction and Maintenance: Implement a ten or fifteen year street reconstruction and maintenance program that will bring Ovilla's street system to a satisfactory level of serviceability throughout the life of the program. Implement a uniform program of maintenance and reconstruction after the fifteen years to maintain the City's street system in serviceable condition for the foreseeable future.
- Design Standards and Access Management: Strengthen ordinances to require adequate street widths and to assist in managing access on arterial and major collector streets during development and redevelopment.

## **Transportation Planning & Monitoring**

The relationship between land use and transportation is well documented. Development creates the desire for access to the developed area for specific activities, such as shopping, recreation, or employment. That access is provided through the transportation system. In addition, the thoroughfare system provides the basic framework for future growth in undeveloped areas of the city. An improvement or extension to the transportation system will often induce development in the improved area. The transportation planning process must continue to monitor existing and proposed future land use as well as population, employment, and socio-economic characteristics to identify current and anticipated transportation needs.

## AGENDA ITEM REPORT Item 7

Meeting Date: June 12, 2017

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney

Accountant

Department: Fire Department

Budgeted Expense:  YES  NO  N/A

Amount: N/A

Other: Fire Chief B. Kennedy

### Attachments:

1. Original request disposition form.
2. Information sheet on vehicle
3. Copy of Grant award

### Agenda Item / Topic:

ITEM 7. **DISCUSSION/ACTION** – Consideration of and action to rescind Council's action at the May 08, 2017 Regular Meeting declaring Ford F-750 Fire Brush Truck 702 as surplus.

### Discussion / Justification:

Assets valued over \$2,000 must be declared surplus by Council action. This item was presented to Council during their May 08, 2017 Regular meeting and approved, declaring surplus with a 3-2 vote.

This Apparatus was acquired by a cost-share grant, offered by the Texas A&M Forestry Service, Rural Volunteer Fire Department Assistance Program (HB 2604), that was awarded on August 11, 2010. While looking at selling this Apparatus, the information staff received regarding how long the vehicle must be maintained by the awarded department, was said to be 5 years.

After the May 08, 2017 meeting where the vehicle was declared surplus, more information was gathered and staff was informed that the actual time-frame was 10 years, not 5. For this reason, the vehicle will be maintained by the Fire Department until November 11, 2021, per the Texas Forestry Service Office, November 11, 2011 was the reimbursement check date.

### Recommendation / Staff Comments:

Staff recommends rescinding declaring Brush 702 as surplus.

### Sample Motion(s):

I move to approve/deny to rescind Council action during the regular meeting of May 08, 2017 approving and declaring the F-750 Fire Brush Truck 702 as surplus.

## Request for Disposition or Sale of Surplus Property

Directions: complete the form in its entirety and forward to the City Manager for consideration.

NOTE: Assets valued over \$2,000 must be declared surplus by Council action. Council recommends method of disposal of those assets: sale (by auction or formal bidding), trade-in, or destruction. Council will have final decision on assets over \$2,000 being sold using the formal bidding process (Section 6. g.)

**Item/ Description**

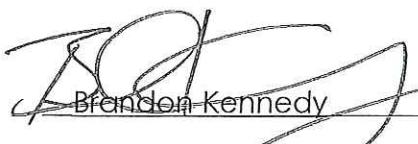
**2011 FORD F-750**

**BRUSH TRUCK**

**2,967 MILES**

**\$159,900 LISTING PRICE (COMPARED TO LIKE VEHICLES THAT ARE LISTED)**

I am requesting permission to sell this brush truck, Brush 702, because it is not being used due to its size and it is not practical for our Department. We have spent a large portion of money on it over the last year because of maintenance issues that have surfaced in part due to the lack of use. In selling this brush truck, Brush 702, my hope is to build a new brush truck that is substantially smaller and more applicable for our Department. The new brush truck would take the place of the current brush truck, Brush 701, that is first up, and moving it, Brush 701, to a reserve or a second out unit. Please see the attached pictures and information sheet for more on the brush truck, and please let me know if you have any questions. Thank you.



Brandon Kennedy

04.25.2017

Recommending Department Head/Date

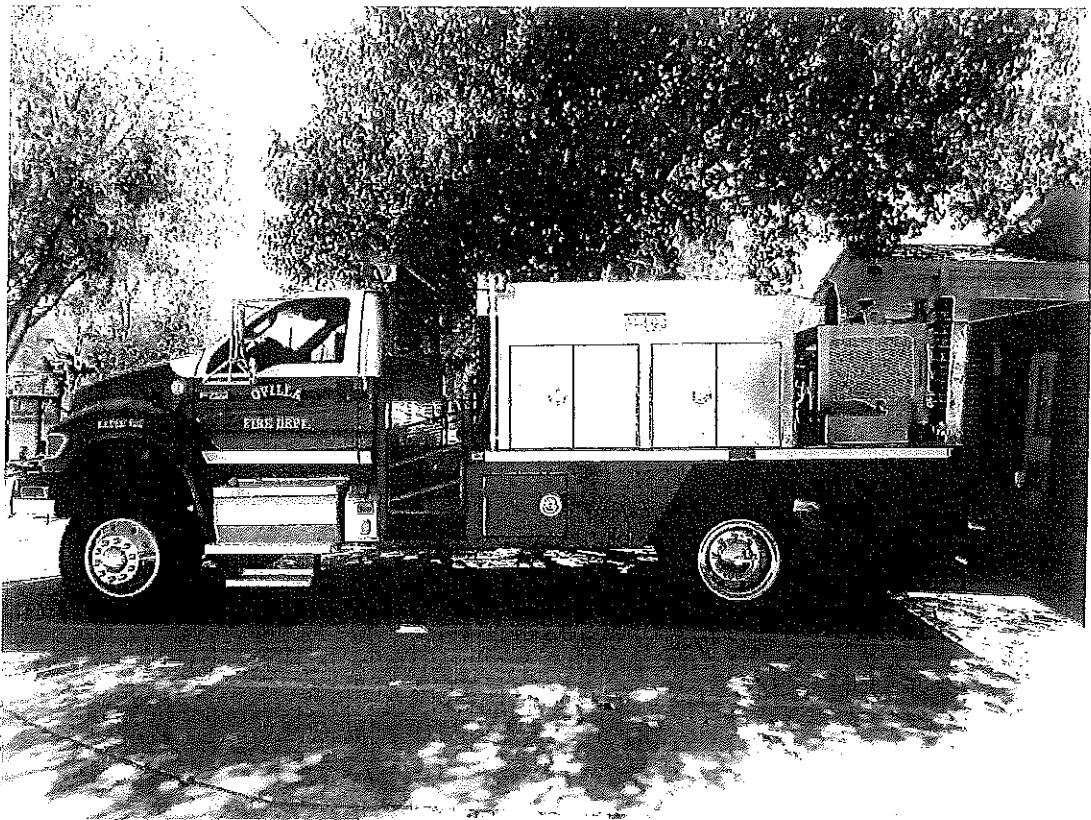


City Manager Approval/Date

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Council Approval Date/Mayor Signature

(Required by Ordinance 2010.020 Purchasing Guidelines, Section 6)



**TEXAS**  
**FOREST** **SERVICE**  
The Texas A&M University System

3.2244

August 11, 2010

OVILLA V F D  
105 SOUTH COCKNELL HILL Rd #1  
OVILLA, TX 75154

Case: 590

**REVISED TO INCLUDE CAFS**

Dear Chief:

Your application for cost-share assistance under the Rural Volunteer Fire Department Assistance Program (HB 2604) has been **APPROVED**. The following items are qualified for cost-share reimbursement:

Item

Our Maximum  
Cost-share Payment  
90% of the actual cost, not to exceed

LARGE BRUSH TRUCK **WITH CAFS** **\$173,000.00**

**This grant will expire on 5/5/2011**

The attached guidelines describe your obligations under this program. Please indicate below whether you wish to accept or decline this cost-share grant, and return a signed copy to us within 14 days of receipt of this letter.

Congratulations! Please contact us if you need additional information.



Texas Forest Service

Accept  Decline  CAFS Unit



Signature and Title



Date

DJF/xx (trucks.doc)

Attach: 1) Special Requirements for Departments Acquiring Vehicles  
2) Affidavit of Non-Collusion  
3) Minimum Standards and Specifications for Firefighting Vehicles  
4) Notice to Purchasers of New Fire Trucks  
5) Optional Suggested Specifications for CAFS-Equipped Vehicles

## AGENDA ITEM REPORT Item 8

Meeting Date: June 12, 2017

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: Staff

Department: Administration

Budgeted Expense:  YES  NO  N/A

Amount: N/A

### Attachments:

1. Copy of excerpt from LGC 22.037

Agenda Item / Topic:

ITEM 8. **DISCUSSION/ACTION** – Consideration of and action on nomination(s) and an 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 following the canvass of the May 2017 general election for a term through the May 2018 Uniform Election Date.

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.

. . .

AGENDA ITEM REPORT  
Item 9 – Items pulled from Consent

Meeting Date: June 12, 2017

Discussion Action

Submitted by: Staff

Department: Administration/Finance

Budgeted Expense:  YES  NO  N/A

Amount: N/A

**Discussion / Justification:**

All consent items are attached for Council consideration. Any items pulled from the Consent agenda will be reviewed under this item.

**Recommendation / Staff Comments:**

Staff recommends approval.

Sample Motion(s):

I move to approve . . .