

# *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*

*John R. Dean, Jr. City Manager*

## NOTICE OF CITY COUNCIL BRIEFING SESSION

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, November 13, 2017

6:00 P.M.

Council Chamber Room

## AGENDA

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

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the November 13, 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.cityofvilla.org](http://www.cityofvilla.org), on the 09<sup>th</sup> day of November 2017 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall, City Secretary

DATE OF POSTING: 11.09.2017 TIME: 1:30 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.

# *City of Ovilla City Council*

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

*Monday, November 13, 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, November 13, 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
- US. Pledge of Allegiance and TX Pledge

**II. COMMENTS, PRESENTATIONS**

- 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. September 2017 Financial Transactions over \$5,000
- C2. Investment Report for quarter ended September 30, 2017
- C3. Committed Fund Balance Report as of September 30, 2017
- C4. Resolution R2017-26 - DCAD (Dallas County Appraisal District) Ballot for fourth member to the Board of Directors
- C5. Resolution R2017-27 - EAD (Ellis Appraisal District) Ballot for member(s) to the Board of Directors
- C6. Annual Interlocal Cooperation Contract between County of Ellis and City of Ovilla
- C7. Minutes of the October 10, 2017 Briefing Session and Regular Meeting.

**IV. PUBLIC HEARING**

*In accordance with the laws of the State of Texas, the City Council of the City of Ovilla conducts public hearings to receive public testimony and comments from all interested persons and parties of the properties described.*

- A. A replat/short-form final plat application filed by Mickey Butler and Doris Waters (Butler-Waters Addition) to divide 5.28 acres into two separate residential lots, being Lot 1 (3.62 acres) and Lot 2 (1.52 acres), located in the John Chapman Survey, Abstract 209, more commonly known at 845 E. Highland Road, Ellis County, Ovilla, Texas.
- B. Presentation of Request for replat from Mr. Butler.
- C. Public Hearing to receive comments from the public regarding the request.

**V. REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Consideration of and action on a replat/short-form final plat application filed by Mickey Butler and Doris Waters (Butler-Waters Addition) to divide 5.28 acres into two separate residential lots, being Lot 1 (3.62 acres) and Lot 2 (1.52 acres), located in the John Chapman Survey, Abstract 209, more commonly known at 845 E. Highland Road, Ellis County, Ovilla, Texas.

# *City of Ovilla City Council*

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**ITEM 2.** *DISCUSSION/ACTION* – Consideration of and action on a request from Waste Connections of Texas for a CPI (Consumer Price Index) increase of 3.2% for services as outlined in the agreement between the City of Ovilla and Waste Connections of Texas.

**ITEM 3.** *DISCUSSION/ACTION* – Consideration of and action on a revised Strategic Plan and direct staff as necessary.

**ITEM 4.** *DISCUSSION/ACTION* – Consideration of and action on review and revision to Chapter 10, Article 10, Section 10.02.423 of the Code of Ordinances regarding the mowing of rights-of-way and direct staff as necessary.

**ITEM 5.** *DISCUSSION/ACTION* – Consideration of and action to purchase and place road reflectors on Silverwood and Shadowwood Trail, directing staff as necessary.

**ITEM 6.** *DISCUSSION/ACTION* – Consideration of and action to update Article 6.05 Dumpster Regulations and Article 14, Section 38.5 E., Dumpster Screening, of the Ovilla Code of Ordinances pertaining to dumpster screening and direct staff as necessary.

**ITEM 7.** *DISCUSSION/ACTION* – Consideration of and action on the need to purchase a speed monitoring device and direct staff as necessary.

**ITEM 8.** *DISCUSSION/ACTION* – Consideration of and action on an amendment to the Engineering Services Agreement with Birkhoff, Hendricks and Carter, LLP, for the Red Oak Creek 12-inch Water Line.

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

## **VI. DEPARTMENT REPORTS**

- **Department Activity Reports / Discussion**
  - Police Department Police Chief B. Windham
    - 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. Street Maintenance Report
  - Finance Department Accountant L. Harding
    - September 2017 Financials
    - Bank Balances through November 8, 2017
  - Administration City Secretary P. Woodall  
Code/AC Officer M. Dooly
    - City Manager Reports
    - Monthly Municipal Court Report
    - Monthly Code/Animal Control Reports

## **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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Pamela Woodall, City Secretary

DATE OF POSTING: 11-9-2017 TIME: 1:30 am/pm

DATE TAKEN DOWN: \_\_\_\_\_ TIME: \_\_\_\_\_ am/pm

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**CONSENT ITEMS C1 – C7**

**Meeting Date:** November 13, 2017

**Department:** Administration/Finance

Discussion Action

Budgeted Expense: YES NO N/A

**Submitted by:** Staff

**Amount:** N/A

**Attachments:**

- C1. September 2017 Financial Transactions over \$5,000
- C2. Investment Report for quarter ended September 30, 2017
- C3. Committed Fund Balance Report as of September 30, 2017
- C4. Resolution R2017-26 - DCAD (Dallas County Appraisal District) Ballot for fourth member to the Board of Directors
- C5. Resolution R2017-27 - EAD (Ellis Appraisal District) Ballot for member(s) to the Board of Directors
- C6. Annual Interlocal Cooperation Contract between County of Ellis and City of Ovilla
- C7. Minutes of the October 10, 2017 Briefing Session and Regular Meeting.

**Discussion / Justification:**

**Recommendation / Staff Comments:**

Staff recommends approval.

Sample Motion(s):

I move to approve the consent items as presented.



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DATE: October 10, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Transactions Over \$5,000 For November 13 2017

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

General Fund					
Date	Check#	Payee	Description	Amount	
9/8/2017	46875	TMRS	Retirement	\$	15,048.98
9/7/2017	ach	Quick Books Payroll Service	Payroll	\$	47,926.03
9/8/2017	46856	US Treasury	Payroll Taxes	\$	8,772.96
9/8/2017	46862	JTS	Crimes Hardware & Installation at Watertower	\$	24,181.11
9/15/2017	46905	Waste Connection	Solid Waste	\$	19,804.40
9/15/2017	46888	City of Midlothian	Emergency Transport	\$	15,889.75
9/21/2017	ach	Quick Books Payroll Service	Payroll	\$	53,817.81
9/22/2017	46917	US Treasury	Payroll Taxes	\$	9,863.50
9/29/2017	46961	Texas Municipal Equipment	Buy Board VAC Machine - Final Payment	\$	22,925.00
9/29/2017	46963	Gexa	Electricity	\$	5,556.24

Total General Fund Transactions \$5,000 and Over \$ 223,785.78

Water & Sewer Fund					
Date	Check#	Payee	Description	Amount	
9/15/2017	16891	City of Dallas	Water	\$	31,785.16
9/19/2017	16897	City of Ovilla General Fund	Payroll	\$	14,613.83
9/20/2017	16896	City of Ovilla General Fund	Solid Waste	\$	23,786.29
9/29/2017	16914	Trinity River Authority	Sewer	\$	13,544.00
9/29/2017	16913	Peterson Pump & Motor Serv.	Pumps	\$	9,500.00

Total Water & Sewer Fund Transactions \$5,000 and Over \$ 93,229.28



DATE: November 13, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Investment Report for Quarter Ending September 30, 2017

City of Ovilla  
 Investment Report  
 For Quarter Ending September 30, 2017

Fund	Bank	Investment Type	Description	Bank Account Number	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 6-30-2017	Activity During Quarter	Ending Market Value 9/30/2017	Book Value 9/30/2017	Difference
GENERAL FUND													
GF	Prosperity Bank	Operating	General	6602109437	1012500	N/A	N/A	0.4000%	\$ 1,426,915.11	Interest Earned	\$ 1,265.79		
										Net Deposit	\$ 1,166,767.06		
										Net Withdrawals	\$ 1,373,436.46		
										Ending Balance	\$ 1,221,511.50	\$1,221,511.50	\$0.00
GF	Texstar Investment	Pool		701711110	1012525	N/A	N/A	0.8631%	\$ 3,755.18	Interest Earned	\$ 9.75		
										Withdrawal	\$ -		
										Ending Balance	\$ 3,764.93	\$3,764.93	\$0.00
GF	Prosperity Bank	Money Market		9307605	1012520	3/2/11	N/A	0.3500%	\$230,395.04	Interest Earned	\$ 203.32		
										Withdrawal	\$ -		
										Ending Balance	\$230,598.36	\$230,598.36	\$0.00
GF	Texstar Investment	Pool		701711120	1011525	N/A	N/A	0.8631%	\$ 935.92	Interest Earned	\$ 2.52	\$938.44	\$938.44
													(\$0.00)
GF	Prosperity Bank	Money Market		9307583	1012250	N/A	N/A	0.3500%	\$ 128,113.37	Interest Earned	\$ 113.05		
			\$240,000 Moved to Citizens National Bank on 8/18/11							Net Deposit	\$ -		
										Net Withdrawals	\$ -		
										Ending Balance	\$ 128,226.42	\$128,226.42	\$0.00
GF	Prosperity Bank	Leose			1012510	N/A	N/A	0.0000%	\$ 1,152.62	Interest Earned	\$ 0.00		
										Net Deposit	\$ 1,152.62	\$1,152.62	\$1,152.62
GF	Prosperity Bank	CD		670010694	1012260	2/25/14	2/25/15	0.0350%	\$ 247,396.74	Interest Earned	\$ 342.97		
			2/25/14 Transferred 243997.77 to Prosperity Bank account 670010694							Net Deposit	\$ -		
										Net Withdrawals	\$ -		
										Ending Balance	\$ 247,739.71	\$247,739.71	\$0.00
GF	Prosperity Bank	CD		670010608	1012290	10/17/12	10/17/13	0.3000%	\$ 56,097.99	Interest Earned	\$ 69.93	\$56,167.92	\$56,167.92
GF	Prosperity Bank			216188662	1012295	6/25/15	n/a	0.4000%	\$ 297,721.27	Interest Earned	\$ 300.27		
										Net Deposit	\$ -	\$ 298,021.54	\$298,021.54
Total General Fund										Total General Fund Balance		\$2,188,121.44	\$2,188,121.44
DEBT SERVICE													
Debt	Prosperity Bank	Savings Account	Sinking Fund	6606020291	1010000	N/A	N/A	0.3500%	\$ 491,038.73	Interest Earned	\$ 216.77		
										Deposits	\$ 5,024.92		
										Deductions	\$ 473,155.23		
										Ending Balance	\$23,125.19	\$23,125.19	\$0.00
Water & Sewer Utility Fund													
W&S	Prosperity Bank	Operating	Utility	6602109445	1021500	N/A	N/A	0.4000%	\$ 570,861.15	Interest Earned	\$ 607.41		
										Net Deposit	\$ 407,888.06		

City of Ovilla  
 Investment Report  
 For Quarter Ending September 30, 2017

Fund	Bank	Investment Type	Description	Bank Account Number	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 6-30-2017	Activity During Quarter	Ending Market Value 9/30/2017	Book Value 9/30/2017	Difference	
										Net Withdrawals	\$ 379,946.68			
											\$599,409.94	\$599,409.94	\$0.00	
W&S	Texstar Investment	Pool	701705350	1021525	N/A	N/A	0.8631%	\$ 1,153.33	Interest Earned	\$ 2.86				
									Net Deposit	\$ -				
									Withdrawals	\$ -				
									Ending Balance	\$ 1,156.19	\$ 1,156.19	(\$0.00)		
W&S	Prosperity Bank	Utility	4547531	1021800	N/A	N/A	0.4400%	\$ 139.41	Interest Earned	\$ 0.15				
									Net Deposit	\$ -				
									Net Withdrawals	\$ -	\$139.56	\$139.56	\$0.00	
W&S	Prosperity Bank	Money Mkt.	18004323	1020500	N/A	N/A	0.3500%	\$ 189,150.84	Interest Earned	\$ 166.92				
									Net Deposit	\$ -				
									Net Withdrawals	\$ -	\$ 189,317.76	\$189,317.76	\$0.00	
Total W&S Utility Fund									Total W&S Fund		\$790,023.45	\$790,023.45	\$0.00	
CAPITAL PROJECTS														
		Construction Funds												
CP	Texpool Investment	Pool	78761 11878	1023000	N/A	N/A	0.0000%	\$ 309.23	Interest Earned	\$ 0.92				
									Deposits	\$ -				
									Withdrawals	\$ -				
									Ending Balance	\$ 310.15	\$310.15	\$0.00		
CP	Texstar Investment	Pool	701705340	1023500	N/A	N/A	0.8631%	\$ 1,406.37	Interest Earned	\$ 3.63				
									Deposits	\$ -				
									Withdrawals	\$ -				
									Ending Balance	\$ 1,410.00	\$1,410.00	\$0.00		
CP	Prosperity Bank	Money Market	9307648	1024000	N/A	N/A	0.3500%	\$130,558.99	Interest Earned	\$ 115.21				
									Deposits	\$ -				
									Withdrawals	\$ -				
									Ending Balance	\$130,674.20	\$130,674.20	\$0.00		
Total Capital Projects											\$132,394.35	\$132,394.35	\$0.00	
W&S IMPACT FEE														
W&S Impact	Prosperity Bank	Water Impact	6604032322	8510100	N/A	N/A	0.3000%	\$ 51,467.86	Interest Earned	\$ 38.94				
		Money Market							Net Deposit	\$ -				
									Net Withdrawals	\$ -				
									Ending Balance	\$ 51,506.80	\$51,506.80	\$0.00		
W&S Impact	Texstar Investment	Sewer Impact	701713540	8520155	N/A	N/A	0.8631%	\$ 3,177.61	Interest Earned	\$ 8.12				
									Net Deposits	\$ -				
									Net Withdrawals	\$ -				
									Ending Balance	\$3,185.73	\$3,185.73	\$0.00		
W&S Impact	Prosperity Bank	Sewer Impact	301668699	8520160	N/A	N/A	0.3000%	\$55,401.56	Interest Earned	\$ 41.91				
		Money Market							Net Deposit	\$ -				
									Net Withdrawals	\$ -				
									Ending Balance	\$55,443.47	\$55,443.47	\$0.00		
Total W&S Impact Fund											\$110,136.00	\$110,136.00	\$0.00	

**City of Ovilla  
Investment Report  
For Quarter Ending September 30, 2017**



DATE: November 13, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Committed Fund Balance Report as of September 30, 2017

**Committed Fund Balance Report  
for General Fund as of Quarter Ending September 30, 2017**

	Account Number	General Fund 2016-2017 Budget
FY 2016-2017 Budget		3,813,740
<b>CAPITAL ASSETS and RESERVE ACCOUNTS:</b>		
Machinery and Equipment	5106440	(7,500)
Furniture	5106465	(1,000)
Audio and Visual Equipment	5106470	0
Buildings	5107420	0
Machinery and Equipment	5107440	(49,999)
Reserve for Contingency	5109001	(32,507)
Reserve for PD and FD Radios	5109015	(93,770)
Machinery and Equipment	5206440	(10,243)
Personal Protective Equipment	5206445	(2,600)
Capital Outlay - Vehicles	5206450	(49,000)
Machinery and Equipment	5207440	(22,000)
Machinery and Equipment	5306440	(18,955)
Personal Protective Equipment	5306445	(12,414)
Capital Outlay - Vehicles	5307450	(55,000)
Machinery and Equipment	5406440	(1,094)
Machinery and Equipment	5506440	(20,750)
Personal Protective Equipment	5506445	(300)
Machinery and Equipment	5507440	(58,062)
Machinery and Equipment	5606440	(14,714)
4B EDC Restroom Land Improvements	5607410	(75,000)
4B EDC Monument Signs	5607415	(30,000)
Machinery and Equipment	5607440	(6,000)
Total 2016-2017 Budget Less Capital Assets and Reserve		3,252,832
<b>Resolution Number 2013-002</b>		25%
<b>REQUIRED UNASSIGNED FUND BALANCE IN GENERAL FUND</b>		\$ 813,208.00

<b>ALL G/F BANK ACCOUNT BALANCES AS OF 9/30/2017</b>		
Prosperity Bank (Operating Acct 9437)	1012500	\$ 1,221,511.50
Prosperity Money Market (Acct #9307605)	1012520	\$ 230,598.36
TexStar Reserves ( Acct. #07017-1110)	1012525	\$ 3,764.93
TexStar Money Market (Acct 1112)	1011525	\$ 938.44
Prosperity Money Market Reserve (Acct. #9307583)	1012250	\$ 128,226.42
Prosperity CD (Acct. #670010694)	1012260	\$ 247,739.71
Prosperity Bank CD (Acct. #670010608)	1012290	\$ 56,167.92
<b>ALL BANK ACCOUNTS Total Unassigned Fund Balance in General Fund</b>		\$ 1,888,947.28
<b>REQUIRED UNASSIGNED FUND BALANCE IN GENERAL FUND</b>		\$ 813,208.00
<b>Excess in Unassigned Fund Balance in ALL ACCOUNTS</b>		\$ 1,075,739.28

SALE OF ASSET: FIRE RESCUE PUMP AND TANK \$91,000, LESS BROKER FEE OF \$6,370 AND POSTAGE FEE OF \$7.10	\$ (84,622.90)
SALE OF ASSET: FIRE BRUSH TRUCK 4/2016 \$14,000 LESS 10% BROKER FEE \$1,400	\$ (12,600.00)
SALE OF ASSET: FIRE TRUCK 11/2016 \$5,500 LESS 10% BROKER FEE \$450	\$ (5,050.00)
SALE OF ASSET: 1990 PUMP TRUCK 1/1817 \$9,600 LESS 10% BROKER FEE \$960	\$ (8,640.00)
FIRE DEPARTMENT EQUIPMENT PURCHASE - 2016 COMMAND VEHICLE equipment contribution	\$ 55,000.00
FIRE AND POLICE DEPARTMENT RADIO EQUIPMENT PURCHASE GRAND TOTAL \$187,539.20 city equip acct 40,000,	\$ 40,000.00
<b>BALANCE AVAILABLE FROM SALE OF EQUIPMENT</b>	<b>\$ (15,912.90)</b>
	\$ 1,059,826.38

**RESOLUTION 2017-26**

**A RESOLUTION OF THE CITY OF OVILLA, ELLIS & DALLAS COUNTIES, TEXAS, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.**

**WHEREAS,** Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with the Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member to the Board.
2. The Dallas Independent School District shall appoint one (1) member to the Board.
3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.
4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.
5. Each of the independent school districts and Dallas County Community College District, except for the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said independent school districts shall, from the nominations received, elect by a majority vote, with each independent school district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum, and

**WHEREAS,** the City of Ovilla does hereby cast its vote by marking the ballot below: (Check one only)

**Brett Franks**  
 **Mike Howard**  
 **Michael Hurtt**

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Ovilla does hereby confirm its one (1) vote for the election of Michael Hurtt as the suburban cities' representative to the Board of Directors of the Dallas Central Appraisal District.

**PASSED AND APPROVED, this the 13 day of November, 2017**

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MAYOR Richard A. Dormier

ATTEST:

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CITY SECRETARY Pamela Woodall



Dallas Central Appraisal District

RECEIVED  
OCT 25 2017

Date: October 19, 2017

To: Richard Dormier, Mayor, City of Ovilla

From: W. Kenneth Nolan, Executive Director/Chief Appraiser

Re: Election of Suburban Cities' Representative to Dallas Central Appraisal District Board of Directors

In accordance with state law, the nomination process for persons to serve on the Dallas Central Appraisal District Board of Directors has been completed. By state law, your agency is required to vote by official ballot resolution, which is enclosed. **You must do so no later than December 15, 2017. If your entity chooses to abstain from voting, please notify me in writing.**

The nominees are as follows. Also included are the names of the nominating cities.

Nominee	Entity(s) Nominating
Mr. Brett Franks	Sachse
Mr. Mike Howard	Irving
Mr. Michael Hurt	Desoto, Farmers Branch, Ovilla, Richardson

**If you have questions concerning the candidates please contact the entities who nominated them.**

Please act on this election process by official ballot resolution and return the ballot resolution to my office in the enclosed envelope by December 18, 2017. **The 1979 resolution adopted by the taxing units participating in Dallas Central Appraisal District, which governs board elections, requires that a candidate receive a majority of the votes in order to be elected to the Board of Directors. Therefore it is imperative that your taxing unit cast its vote before the December 15, 2017 deadline.**

We appreciate your interest in this very important process and look forward to receiving your vote.

WKN/kld

Enclosure (Official Ballot Resolution/Return Envelope)

cc: Pamela Woodall, City Secretary  
Linda Harding, City Accountant

TAXING UNIT: City of Ovilla, Texas

Resolution No. R2017-27

RESOLUTION OF VOTES CAST TO ELECT DIRECTORS FOR  
THE ELLIS APPRAISAL DISTRICT FOR THE YEARS 2018-2019

**WHEREAS**, Section 6.03 (k) of the Texas Property Tax Code, requires that each taxing unit entitled to vote cast their vote by Resolution and submit results of that vote to the Chief Appraiser of the Ellis Appraisal District before December 15, 2017.

**THEREFORE**, the City of Ovilla submits the attached Official Ballot, as issued by the Chief Appraiser, stating the votes cast for candidate(s) in the 2018-2019 Board of Directors' election for the Ellis Appraisal District.

**ACTION TAKEN** this 13<sup>th</sup> day of November 2017, in Open/Regular Session of the governing body of the above-mentioned taxing unit; as authorized under Section 6.03 of the Texas Property Tax Code, for the purpose of casting votes to elect the Board of Directors of the Ellis Appraisal District.

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Richard Dormier, Mayor

ATTEST:

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Pamela Woodall, City Secretary

OFFICIAL BALLOT  
TO ELECT  
BOARD OF DIRECTORS  
FOR THE  
ELLIS APPRAISAL DISTRICT  
FOR 2018-2019

Issued to: CITY OF OVILLA

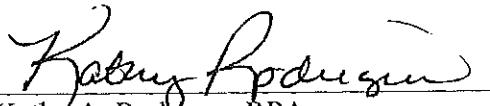
Number of Votes: 34 (32 mailed out on 10/25/17 was incorrectly 2016 Votes)

Directions: Please enter the number of votes cast on the blank space opposite the name of the candidate. You may cast all of your votes for one candidate or divide your votes among any number of the candidates.

NAME OF CANDIDATES  
(listed alphabetically)

1. C.T. "TOM" ABRAM \_\_\_\_\_
2. SUZANNE ELLIS \_\_\_\_\_
3. TOMMY HAMILTON \_\_\_\_\_
4. PHILLIP LYNCH \_\_\_\_\_
5. KEN MARKS \_\_\_\_\_
6. TOM MOORE \_\_\_\_\_
7. JOE PITTS \_\_\_\_\_

Issued under my hand this 25<sup>th</sup> day of October, 2017. Corrected November 2, 2017.

  
\_\_\_\_\_  
Kathy A. Rodriguez, RPA  
Chief Appraiser  
Ellis Appraisal District

**Texas Property Tax Code Sec. 6.03. Board of Directors.**

(a) The appraisal district is governed by a board of directors. Five directors are appointed by the taxing units that participate in the district as provided by this section. If the county assessor-collector is not appointed to the board, the county assessor-collector serves as a nonvoting director.

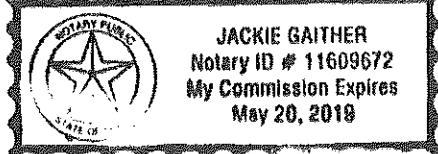
**ELLIS APPRAISAL DISTRICT  
2018-2019 BOARD OF DIRECTORS  
TAXING UNIT VOTING ENTITLEMENT**

TAXING UNITS	2016 CERT FRZ ADJ TAXABLE VALUES (as of 07/14/16)	2016 TAX RATE	TAX LEVY ON ACCTS WITH CEILING	2016 TOTAL LEVY	% OF TOTAL LEVY	2018 VOTES	2016 VOTES
ELLIS COUNTY	11,494,026,041	0.380091	4,761,478	48,449,236.52			
ELIS COUNTY & LATERAL ROAD	11,424,438,960	0.033508	432,256	4,260,357.01	18.21%	910	910
AVALON ISD	33,880,611	1.233400	36,815	454,698.46	0.16%	8	9
ENNIS ISD	1,780,965,191	1.540000	1,285,536	28,712,399.94	9.92%	496	534
FERRIS ISD	276,677,744	1.365000	363,468	4,112,451.43	1.42%	71	79
FROST ISD	2,506,887	1.220800	504	31,108.08	0.01%	1	1
ITALY ISD	101,111,628	1.584972	110,647	1,713,237.99	0.59%	30	25
MIDLOTHIAN ISD	3,538,412,371	1.540000	3,659,424	58,150,974.51	20.09%	1004	1,001
MILFORD ISD	48,463,790	1.170000	31,628	598,654.34	0.21%	10	13
PALMER ISD	207,521,096	1.475000	358,367	3,419,303.17	1.18%	59	67
RED OAK ISD	1,342,812,154	1.540000	2,403,255	23,264,293.42	8.04%	402	425
WAXAHACHIE ISD	3,085,342,570	1.553900	3,724,498	51,667,636.20	17.85%	892	840
MAYPEARL ISD	260,950,462	1.317000	359,053	3,795,770.58	1.31%	66	72
CITY OF ALMA	18,028,357	0.250000		45,070.89	0.02%	1	0
CITY OF BARDWELL	11,006,347	0.336500		37,036.36	0.01%	0	1
CITY OF CEDAR HILL	91,400,961	0.698760		638,673.36	0.22%	11	11
CITY OF ENNIS	1,554,960,425	0.699000		10,869,173.37	3.75%	188	196
CITY OF FERRIS	98,807,193	0.687134		678,937.82	0.23%	12	12
CITY OF GARRETT	15,831,731	0.500000		79,158.66	0.03%	1	1
CITY OF GLENN HEIGHTS	139,514,886	0.935530		1,305,203.61	0.45%	23	19
CITY OF GRAND PRAIRIE	7,270,122	0.669998	3,853	52,562.67	0.02%	1	1
CITY OF ITALY	61,840,466	0.926327	68,308	641,152.93	0.22%	11	11
CITY OF MANSFIELD	5,965,953	0.710000	5,131	47,489.27	0.02%	1	1
CITY OF MAYPEARL	29,626,746	0.972183	22,171	310,197.19	0.11%	5	5
CITY OF MIDLOTHIAN	2,733,484,411	0.708244		19,359,739.33	6.69%	334	315
CITY OF MILFORD	16,451,837	0.495113	17,627	99,082.18	0.03%	2	1
CITY OF OAK LEAF	109,816,831	0.363867		399,587.21	0.14%	7	8
CITY OF OVILLA	229,204,508	0.700000	358,781	1,963,212.56	0.68%	34	32
CITY OF PALMER	67,746,270	0.689500		467,110.53	0.16%	8	8
CITY OF PECAN HILL	32,482,060	0.324816		105,506.93	0.04%	2	2
CITY OF RED OAK	754,199,955	0.649000	374,931	5,269,688.71	1.82%	91	83
CITY OF VENUS	22,711,841	0.879918		199,845.58	0.07%	3	3
CITY OF WAXAHACHIE	2,490,623,651	0.680000	1,360,277	18,296,517.83	6.32%	316	314
TOTAL				289,495,068.62	100.00%	5,000	5,000

I, KATHY A. RODRIGUE, CHIEF APPRAISER FOR THE ELLIS APPRAISAL DISTRICT,  
DO HEREBY CERTIFY THAT THE ABOVE VOTING ENTITLEMENTS  
ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.



SUBSCRIBED AND SWORN BEFORE ME THIS 17TH DAY OF AUGUST, 2017.




NOTARY

**INTERLOCAL COOPERATION CONTRACT**  
**BETWEEN**  
**COUNTY OF ELLIS AND CITY OF OVILLA**

**WHEREAS**, the hereinafter below described government entities desire to increase their efficiency and effectiveness by entering into this contract one with the other; and

**WHEREAS**, such contracts are authorized under Chapter 791 of the Government Code of the State of Texas, said law cited as the Interlocal Cooperation Act of the State of Texas; and

**WHEREAS**, the function or service contracted for and to be provided by this agreement is with the definition of "Governmental function and services" as defined by Section 791.003 of the Government Code; and

**WHEREAS**, the function or service contracted to be provided is a function or service that each party to the contract is authorized to perform individually;

**NOW, THEREFORE**, the parties agree and covenant one with the other as follows:

- A) The County of Ellis (hereinafter COUNTY) shall be the party providing the function or service which shall include the maintenance, repair and / or construction of streets, roads, alleys, bridges, and parking areas, as well as the maintenance and construction of waterways and ditches. The COUNTY shall be further authorized to sell to the CITY goods and services.
- B) The City of Ovilla (hereinafter CITY) shall be the party receiving the function, goods, or service and providing payment for such function, goods and / or services.
- C) CITY, as paying party, acknowledges and certifies, as required by the Interlocal Cooperation Act, that all payments shall be made from current revenues available to CITY.
- D) The term of this agreement shall be from January 1, 2018 to December 31, 2018.

E) Both parties acknowledge and understand, in reference to any project undertaken under this contract involving the construction, improvement, or the repair of a road, building or other facility, the following:

- 1) That prior to beginning said project, a work order in the form similar to Exhibit A attached hereto shall be adopted describing the project to be undertaken and identifying the project's location, and
- 2) That the payment and penalty provisions set out in Section 791.014 (c) and (d) of the Government Code Interlocal Cooperation Act shall apply to this contract.

F) CITY agrees to pay to COUNTY within thirty (30) days of billing by COUNTY for the goods, governmental function, and / or services provided in an amount that fairly compensates COUNTY for service or functions performed by COUNTY under this Contract.

EXECUTED in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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COUNTY JUDGE  
ELLIS COUNTY, TEXAS

Attest:

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Ellis County Clerk

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MAYOR Richard Dormier  
City of Ovilla

Attest:

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City Secretary, Pamela Woodall

# CITY OF OVILLA MINUTES

**Tuesday, October 10, 2017**

**City Council Briefing Session**

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

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In the absence of Mayor Dormier, Mayor Pro Tem Griffin 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 Pro Tem Griffin 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
David Griffin	Mayor Pro Tem, Place 3
Doug Hunt	Council Member, Place 4
Michael Myers	Council Member, Place 5
Absent	Dean Oberg
	Council Member, Place 2

Mayor Pro Tem Griffin announced present Council members, noting that Mayor Dormier and PL2 Oberg were both absent, thus constituting a quorum. Various department directors, and staff were also present.

## **CALL TO ORDER**

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

City Manager John Dean gave a brief review of each item on the agenda and answered any questions. Clarification was given on Item 1 regarding the replat of the Nevarez property, advising that access to the property would be from Silver Spur Lane.

## **ADJOURNMENT**

Mayor Pro Tem Griffin adjourned the Briefing Session of the Ovilla City Council at 6:09 p.m.

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ATTEST:

David Griffin, Mayor Pro Tem

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Pamela Woodall, City Secretary

***Approved November 13, 2017***

## CITY OF OVILLA MINUTES

**Tuesday, October 10, 2017**

## ***Regular City Council Meeting***

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

In the absence of Mayor Dormier, Mayor Pro Tem Griffin 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 Pro Tem Griffin made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the Penal Code, *persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

The following City Council Members were present:

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

Mayor Pro Tem Griffin announced present Council members, noting the absence of Mayor Dormier and PL2 Oberg, thus, still constituting a quorum. City Manager John R. Dean, Jr., department directors and various staff were also present.

## CALL TO ORDER

PL4 Hunt gave the Invocation. PL1 Huber led the recitation of the Pledge of Allegiance and PL5 Myers led the recitation of the Pledge to the Texas Flag.

## **COMMENTS & PRESENTATIONS**

1. None

## Citizen Comments

1. None

## CONSENT AGENDA

- C1. August 2017 Financial Transactions over \$5,000
- C2. ERCOT Annual Membership
- C3. Annual Maintenance and Repair Contract on outdoor warning siren system.
- C4. Minutes of the September 11, 2017 Briefing Session and Regular Meeting.

PL4 Hunt moved to approve the consent items, seconded by PL5 Myers.

No oppositions, no abstentions. PL2 Oberg noted absent.

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

## **PUBLIC HEARING**

Mayor Pro Tem Griffin read aloud the replat application and opened the public hearing at 6:36 p.m.

b. Comments in opposition    NONE  
 Mayor Pro Tem Griffin closed the public hearing at 6:36 p.m.

**REGULAR AGENDA**

**ITEM 1.**    **DISCUSSION/ACTION** – Consideration of and action on a replat application filed by Daniel Nevarez (Nevarez Addition) to divide 10.022 acres into two separate residential lots, being Lot 1 Block A (7.386 acres, 321.734 sq. ft.) and Lot 2 Block A (2.636 acres, 114,824 sq. ft., located at 600 Silver Spur Lane, in the John Chapman Survey, Abstract 210, Ellis County, Ovilla, Texas.

AS IN THE PUBLIC HEARING, STAFF SHARED THE BASIC INFORMATION ON THE REQUEST:

**SUBDIVISION NAME:**                            NEVAREZ ADDITION  
**AUTHORIZED AGENT OF RECORD:** Daniel Nevarez  
**ENGINEER:**    Ellis Engineering.  
**APPLICATION DATE:**                                    August 31, 2017  
**LOCATION:**    600 Silver Spur Lane  
**UTILITIES:**    Ovilla Water / Septic  
**ZONING:**    R22  
**PROPOSED LAND USE:**                                Residential Subdivision  
**MAJOR THOROUGHFARE:**                                Highway 664 Ovilla Road

Applicant requested to divide his 10.022 acres into two separate residential family lots. One home is existing on the property currently. If approved, a family member would build on Lot 2. Both lot sizes will still exceed the required R-22 zoning. All Code requirements for this replat are met.

PL4 Hunt moved that Council approve the replat application filed by Daniel Nevarez (Nevarez Addition) to divide 10.022 acres into two separate residential lots, being Lot 1 Block A (7.386 acres, 321.734 sq. ft.) and Lot 2 Block A (2.636 acres, 114,824 sq. ft., located at 600 Silver Spur Lane, in the John Chapman Survey, Abstract 210, Ellis County, Ovilla, Texas as presented, seconded by PL1 Huber.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 2.**    **DISCUSSION/ACTION** – Consideration of and action on the request for a Meritorious Exception filed by the Home Owners Association (HOA) of Ovilla Parc to install a 12' X 6' monument stone sign in the right-of-entrance of the residential subdivision, located on the northwest corner of Shiloh Road and Claremont Drive, Ellis County, Ovilla, TX.

**APPLICANT'S PROPOSAL:** Applicant representative Paul Haney with Ovilla Parc Homeowners Association Management team, was present for Council questions. The HOA requested a Meritorious Exception to construct a new stone sign with lighting, identifying the subdivision at the entrance - "Ovilla Parc" - located at the Claremont entrance at Shiloh Road. Applicant proposed to place the sign in the right-of-way and the sign will exceed the size limits. The sign material was noted compliant with code.

Proposed Sign description: 12' W x 6' H (72 square feet)

Proposed Material: Stone

Proposed placement: Right-of-way - Claremont at Shiloh Road

Duration: This sign is for permanent placement.

Current Zoning: R15

Staff confirmed that placement and size of the sign would not impede the view traffic. The sign would be solar lighted.

PL4 Hunt moved that Council approve a Meritorious Exception, as permitted by Section 3.06.012 of the Ovilla Code of Ordinances, filed by the Ovilla Parc Homeowners Association, to construct a 12' X 6' monument sign at the Claremont and Shiloh Road entrance to Ovilla Parc Subdivision, authorizing the city manager to execute said permit, seconded by PL5 Myers.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 3. DISCUSSION/ACTION** – Receive recommendation from the Ovilla Planning and Zoning Commission to consider and act on a preliminary plat application filed by Mr. Clyde Hargrove for Hidden Valley Estates Subdivision, a residential development located at the northwest corner of Red Oak Creek and Westmoreland Road, Ellis County, Ovilla, TX.

Applicant Mr. Hargrove was present for questions:

<b>SUBDIVISION NAME:</b>	HIDDEN VALLEY ESTATES
<b>AUTHORIZED AGENT OF RECORD:</b>	Clyde Hargrove
<b>ENGINEER:</b>	Bannister Engineering.
<b>APPLICATION DATE:</b>	August 24, 2017
<b>LOCATION:</b>	Northwest corner of Red Oak Creek Rd. & Westmoreland Rd.
<b>UTILITIES:</b>	City Sewer / City Water
<b>ZONING:</b>	R15
<b>PROPOSED LAND USE:</b>	Residential Subdivision
<b>MAJOR THOROUGHFARE:</b>	Highway 664 Ovilla Road

**APPLICANT'S PROPOSAL:** A request for the development of 149 lots for residential home sites, and 5 common area lots. The total area in the subdivision is 117.578 acres in the city limits of Ovilla. The developer intentionally kept lots larger than required. The subdivision will have curb and gutter throughout. Fire Chief Kennedy stated that there were no fire safety issues with the proposed development. Public Works Director Piland stated that there were no issues impacting the City's water system as this development was included the last Impact Fee Study.

PL1 Huber moved to approve the preliminary plat application filed by Clyde Hargrove for Hidden Valley Estates Subdivision, located at the NW corner of Red Oak Creek Road and Westmoreland Road as presented, seconded by PL4 Hunt.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on a short form final plat application filed by Mr. William P. Tucker, Tucker Estates, 6.44 acres divided into three residential lots, being Lot 1, Block 1 (2.001 acres), Lot 2, Block 1 (2.657 acres) and Lot 3, Block 1 (1.361 acres), Isaac Hurst Survey, Abstract Number 457, South Westmoreland Road, in the extraterritorial jurisdiction of Ovilla, Ellis County, Texas.

Staff presented the applicants request.

<b>SUBDIVISION NAME:</b>	TUCKER ESTATES
<b>AUTHORIZED AGENT OF RECORD:</b>	William P. Tucker
<b>ENGINEER:</b>	Bannister Engineering.
<b>APPLICATION DATE:</b>	August 10, 2017

LOCATION:	2206 S. Westmoreland Road
UTILITIES:	Sardis Water / Septic / County Road
ZONING:	N/A
PROPOSED LAND USE:	Residential Subdivision
MAJOR THOROUGHFARE:	Highway 664 Ovilla Road

**APPLICANT'S PROPOSAL:** A request for the development three residential lots – being Lots 1,2 and 3, Block 1, total of 6.440 acres out of Isaac Hurst Survey, Abstract Number 457 in the extraterritorial jurisdiction of Ovilla, Ellis County, TX. Application/plat requirements, including road frontage requirements are compliant with Code and County.

PL4 Hunt moved to approve the short form final plat application filed by Mr. William P. Tucker, Tucker Estates, 6.44 acres divided into three residential lots, being Lot 1, Block 1 (2.001 acres), Lot 2, Block 1 (2.657 acres) and Lot 3, Block 1 (1.361 acres), Isaac Hurst Survey, Abstract Number 457, South Westmoreland Road, in the extraterritorial jurisdiction of Ovilla, Ellis County, Texas, seconded by PL5 Myers.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Ordinance 2017-15 of the City of Ovilla, TX, amending Appendix A, Article A2.000, Section A2.003, "Returned Check Fee" of the Code of Ordinances of the City of Ovilla, Texas; providing a fee for checks payable to the City that are returned due to insufficient funds; 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 advised that Section 3.506(b) of the Texas Business and Commerce Code limits a returned check fee to thirty dollars (\$30.00). Currently, Ovilla's returned check fee is \$35.00 approved by Ordinance 2011-025. Ordinance 2017-15 amends Appendix A, Article A2.000 of the Ovilla Code of Ordinances to be compliant.

PL5 moved that Council approve Ordinance 2017-15 of the City of Ovilla, TX, amending Appendix A, Article A2.000, Section A2.003, "Returned Check Fee" of the Code of Ordinances of the City of Ovilla, Texas; providing a fee for checks payable to the City that are returned due to insufficient funds; 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 PL1 Huber.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 6. DISCUSSION/ACTION** – Consideration of and action on Ordinance 2017-16 of the City of Ovilla, Texas, amending Appendix A, Article A7.000, Section A7.003(A) of the Code of Ordinances of the City of Ovilla; establishing a monthly water rate for residential and nonresidential customers; providing a saving clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

During the September meeting, Council directed staff to return with an Ordinance to increase water rates \$0.13 per 1,000 gallons at all levels of usage. This increase is equal to the increase incurred by the City due to a \$0.13 per 1,000 gallons rate increase from the City of Dallas Water Utilities. This

increase was accounted for in the budget process. City Manager John Dean advised Council that the City had absorbed the rate increases from Dallas Water Utilities over the past two years.

PL5 Myers moved that Council approve Ordinance 2017-16 of the City of Ovilla, Texas, amending Appendix A, Article A7.000, Section A7.003(A) of the Code of Ordinances of the City of Ovilla; establishing a monthly water rate for residential and nonresidential customers; providing a saving clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication, seconded by PL1 Huber.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action on a contract agreement with Emergency Reporting, a web-based EMS reporting software integrated with fire incident reporting, authorizing the City Manager to execute, effective immediately.

Chief Kennedy reported that currently the Fire Department uses FireHouse Software, on a cloud-based service for incident reporting. FireHouse does not allow staff the capabilities of assigning users, resetting passwords, running special reports, or creating certain reports without emailing FireHouse and trying to explain what is needed. The history of doing this has turned into a back and forth, time consuming issue between the Chief and the software company. Emergency Reporting software will allow the Fire Chief the capabilities to accomplish all the above-mentioned tasks, plus additional modules could be added for miscellaneous staffing entries, as well as assisting in payroll. The initial cost to move to this new company is \$3,936, as they assist the Fire Department with importing current records. Following the initial setup and transfer, the annual subscription will be \$2,697.00 yearly from the second year on. The Fire Department currently pays \$2,530.54 annually for FireHouse, which does not have the staffing nor the payroll module available. Emergency Reporting is also a Sole Source Provider due to them being the only company that offers this type of program in a web-based platform.

PL4 Hunt moved to approve a contract agreement with Emergency Reporting, a web-based EMS reporting software integrated with fire incident reporting as presented, authorizing the City Manager to execute, effective immediately, PL5 Myers.

*No oppositions, no abstentions. PL2 Oberg noted absent.*

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

**ITEM 8. DISCUSSION** – Discussion regarding dumpster screening and direct staff as necessary.

The Code of Ordinances addresses Dumpster or waste receptacle screening in several sections of the Code. The Code is not consistent in addressing this issue. Staff would like direction from the City Council on how to address the inconsistencies in the Code on this issue. Staff asked for direction to resolve the conflicts on this issue within the Code of Ordinances and was instructed to return with an ordinance to make the necessary corrections.

*No Action.*

**ITEM 9. DISCUSSION** – Discuss the success and outcome of the 2017 Heritage Day celebration.

PL4 Hunt was commended for his coordination of this year's event. He noted that sponsorships made a record high of \$23,550, and record high of 85 booths rented. PL4 Hunt commended Ashley Thompson, Secretary of the Police Department, Code Enforcement Officer Mike Dooly, PW Director Brad Piland and his Public Works Department as well as police and fire departments. It was a successful event.

*No Action.*

ITEM 10. **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 were reviewed and discussed.
  - Police Department Police Chief B. Windham
    - 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. Street Maintenance Report
  - Finance Department Accountant L. Harding
    - August 2017 Financials
    - Bank Balances through September 06, 2017
  - Administration
    - City Manager Reports
    - Monthly Municipal Court Report City Secretary P. Woodall
      - 1. Advised that new statutes allowed the offenders more time to pay.
    - Monthly Code/Animal Control Reports Code/AC Officer M. Dooley
      - 1. The abatement at 101 Oakwood is still ongoing.

**EXECUTIVE SESSION**

*None.*

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

1. Mayor Dormier Absent
2. PL1 Huber None
3. PL2 Oberg Absent
4. PL3 Griffin None
5. PL4 Hunt None
6. PL5 Myers Police Dept. consider looking into the cost and purchase of electronic speed warning signs.
7. City Manager None

**ADJOURNMENT**

PL4 Hunt moved to adjourn the meeting of October 10, 2017, seconded by PL1 Huber. There being no further business, Mayor Pro Tem Griffin adjourned the meeting at 8:24 p.m.

ATTEST:

Pamela Woodall, City Secretary

David Griffin, Mayor Pro Tem

*Approved November 13, 2017*

***Richard Dormier, Mayor  
Rachel Huber, Place One  
Dean Oberg, Place Two***

## AGENDA ITEM REPORT

### Item 1

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland, M. Dooly

Department: Administration/Code/PW

Budgeted Expense:  YES  NO  N/A

Amount: N/A

#### Attachments:

1. Short Form/Final Plat Application
2. Final Plat

#### Agenda Item / Topic:

#### PUBLIC HEARING

*In accordance with the laws of the State of Texas, the City Council of the City of Ovilla conducts public hearings to receive public testimony and comments from all interested persons and parties of the properties described.*

- A. A replat application filed by Mickey Butler and Doris Waters (Butler-Waters Addition) to divide 5.28 acres into two separate residential lots, being Lot 1 (3.62 acres) and Lot 2 (1.52 acres), located in the John Chapman Survey, Abstract 209, more commonly known at 845 E. Highland Road, Ellis County, Ovilla, Texas.
- B. Presentation of Request for replat from Mr. Butler
- C. Public Hearing to receive comments from the public regarding the request.

ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on a replat/short-form final plat application filed by Mickey Butler and Doris Waters (Butler-Waters Addition) to divide 5.28 acres into two separate residential lots, being Lot 1 (3.62 acres) and Lot 2 (1.52 acres), located in the John Chapman Survey, Abstract 209, more commonly known at 845 E. Highland Road, Ellis County, Ovilla, Texas.

#### Discussion / Justification:

##### SHORT FORM/FINAL PLAT REQUEST

SUBDIVISION NAME: BUTLER-WATERS ADDITION  
AUTHORIZED AGENT OF RECORD: Mickey Butler and Doris Waters  
SURVEYOR/ENGINEER: Great Southwest Land Surveyors (Michael Evans)  
APPLICATION DATE: October 18, 2017  
LOCATION: 845 E. Highland Road  
UTILITIES: Sardis Water / Septic / County Road  
ZONING: -  
PROPOSED LAND USE: Residential  
MAJOR THOROUGHFARE: Highway 664 Ovilla Road

**APPLICANT'S PROPOSAL:** A request to split 5.28 acres into two separate lots – being Lot 1 - 3.62 acres, and Lot 2 – 1.52 acres in the John Chapman Survey, Abstract 209 and in the extraterritorial jurisdiction of the City of Ovilla, Ellis County, Texas. Taxes on this property are paid up to date. (size difference in the two lots and total on the survey is the roadway dedication)

Application/plat requirements, including road frontage requirements are compliant with Code and County. Staff completed all notice requirements.

**Recommendation / Staff Comments:**

Staff recommends approval.

**Sample Motion(s):**

I move to APPROVE/DENY the short form final plat application filed by Mickey Butler and Doris Waters, Butler-Water Addition, 5.28 acres divided into two lots, being Lot 1, (3.62 acres) and Lot 2, (1.52 acres) in the John Chapman Survey, Abstract 209 and in the extraterritorial jurisdiction of the City of Ovilla, Ellis County, Texas.



**APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL  
THE CITY OF OVILLA, TEXAS**

DATE:	<u>Oct 18<sup>th</sup> 2017</u>
APPLICANT:	<u>Mickey Butler - Doris Waters</u> <small>(PLEASE PRINT)</small>
ADDRESS:	<u>845 E. Highland Rd</u>
TELEPHONE:	<u>972-576-0466</u>

APPLICANT'S INTEREST IN PROPERTY: Owner  
(Owner, Agent, Leaser(s), Option to Buy, Etc.)

Engineer or Land Planner Michael Phone Evans

Mailing Address: 845 E. Highland Rd Red Oak, 75154

Location of Property: 845 E. Highland Rd  
 City Limits  Extraterritorial Jurisdiction (ETJ)

Subdivision Name: Butler - Waters Addition

Area in Subdivision: 5.14 Total Acres 2 Number of Lots 2. Average Lot size

**Short Form Application Fee \$200**  
Engineering Fee: \$20 per lot or acre (if required)

Fee Due City for Application \$ 240<sup>00</sup>

DATE: Oct 18 2017

APPLICANT'S SIGNATURE: Mickey Butler  
Doris Waters



**APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL  
THE CITY OF OVILLA, TEXAS**

**REPLAT CHECK LIST**

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

**CURRENT & PROPOSED SURVEYS ATTACHED**

**RECEIPT SHOWING ALL PROPERTY TAXES PAID - ATTACHED.**

**EXISTING ZONING** EIS

**TITLE BLOCK LISTING OF REPLAT, SUBDIVISION NAME, COMPLETE LEGAL DESCRIPTION OF PROPOSED PLAT/REPLAT.**

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

**SIZE OF PROPERTY** 5.14 ACRES → 5.28

**REPLAT FEES PAID RECEIPT ATTACHED - #** \_\_\_\_\_

DATE SUBMITTED: \_\_\_\_\_ HEARING DATE: \_\_\_\_\_

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

## AGENDA ITEM REPORT

### Item 2

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland

Department: Administration/PW

Budgeted Expense:  YES  NO  N/A

Amount: .42 cents per home per month

#### Attachments:

1. Letter from Waste Connections
2. Stats data
3. Excerpt from current contract regarding CPI increases.

#### Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on a request from Waste Connections of Texas for a CPI (Consumer Price Index) increase of 3.2% for services as outlined in the agreement between the City of Ovilla and Waste Connections of Texas.

#### Discussion / Justification:

Staff received notice by letter that Waste Connections of Texas (Ovilla's refuse service) would enact an annual adjustment to the rate for service based on the change in the Consumer Price Index (CPI), to be effective December 01, 2017.

The increase of 3.2% will impact the monthly residential base rate from \$13.26 to \$13.68 per home per month (.42 cent increase).

Per the contract agreement, one CPI increase is allowed annually with a 30-day advanced notice. Although Waste Connections states the increase to be effective December 01, based on the date and receipt of the notice from Waste Connections, the earliest effective date would be December 07, therefore staff recommends if Council approves to make the CPI increase effective the January 01, 2018 billing cycle.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to APPROVE/DENY an annual adjustment to the rate for services with Waste Connections for a CPI increase of 3.2%, effective the January 1 utility billing cycle.



John Dean  
City Manager, City of Ovilla  
105 S Cockrell Hill  
Ovilla, Texas 75154

November 6, 2017

**RE: Solid Waste Collection, Hauling, and Disposal Contract**

Dear John,

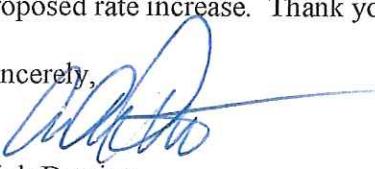
The agreement between the City of Ovilla and Waste Connections provides consideration for annual adjustments to the rates for services to reflect the change in the Consumer Price Index (CPI-U) for the DFW area. The most recent data available from the Bureau of Labor and Statistics reflects an annual increase in the CPI-U for the DFW area of 3.2%. I am attaching a copy of this data for your review.

While we always do our best to keep expenses low, industry cost pressures have increased and we are formally requesting to increase current rates by 3.2% in accordance with our agreement. This adjustment is requested to be effective December 1st, 2017.

The impact will be an increase in the monthly residential base rate from \$13.26 per month to \$13.68 per month, an increase of \$0.42 cents per home per month. There will be a commensurate increase in the other services associated with our agreement.

Please feel free to call me at 214-215-0518 with any questions or concerns about this proposed rate increase. Thank you for your consideration of this matter.

Sincerely,

  
Dick Demien  
Municipal Marketing Manager  
Waste Connections

**CPI-All Urban Consumers (Current Series)****Original Data Value****Series Id:** CUURA316SA0,CUUSA316SA0**Not Seasonally Adjusted****Series Title:** All items in Dallas-Fort Worth, TX, all urban**Area:** Dallas-Fort Worth, TX**Item:** All items**Base Period:** 1982-84=100**Years:** 2007 to 2017

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2007	188.890		190.156		192.779		194.286		194.847		196.465		193.245	191.057	195.433
2008	197.079		198.596		202.357		206.413		205.883		200.051		201.791	200.118	203.463
2009	198.623		200.039		199.311		200.663		201.802		201.958		200.544	199.494	201.595
2010	202.106		201.982		202.108		200.227		201.882		201.168		201.624	201.908	201.339
2011	203.199		206.967		208.794		208.602		209.255		209.283		207.933	206.768	209.097
2012	209.203		212.618		212.226		211.267		214.033		212.901		212.227	211.520	212.935
2013	213.696		216.465		215.670		216.979		217.068		215.450		215.995	215.550	216.441
2014	216.291		218.715		219.590		219.543		219.380		217.188		218.392	218.469	218.316
2015	214.899		217.487		218.484		218.676		217.507		217.104		217.500	217.375	217.625
2016	217.164		218.877		220.717		221.507		221.923		222.259		220.677	219.223	222.132
2017	223.082		223.782		225.264		225.613		229.056						224.203

Chang 7.133

as % 3.21%

## EXCERPT FROM CONTRACT

### 3. TERM

The term of this Contract shall commence December 01, 2013 (the "Commencement Date") and continue in full force and effect for a period of five (5) years (the "Initial Term") with two (2) one-year renewal options pending the written agreement of both parties (the "Renewal Term"). Should either the City or Contractor elect not to renew and extend the contract for a Renewal Term, notice must be given to the other party in writing not less than 180 days prior to the expiration of the Initial Term or first Renewal Term.

### 4. RATES & BILLING

4.1. Collection and Disposal Rates. The Contractor shall charge the collection and disposal rates set forth in Attachment "B" to this Contract. For special collections provided by the Contractor, the charges shall be negotiated between the Contractor and the Customer prior to collection.

4.2. Modification to Rates: On each anniversary date of this Contract, the fees which may be charged by the Contractor shall be adjusted upward or downward to reflect changes in the cost of operations.

- a. As reflected by fluctuations in the Consumer Price Index for Urban Wage Earners (CPI-U) Clerical Workers (all items) and the Expenditure Category "Gasoline" both as published by the U.S. Department of Labor, Bureau of Labor Statistics. The fees shall be increased or decreased for the ensuing twelve-month period in a percentage amount equal to the net percentage change of the All Items Index plus the net percentage change of the Gasoline Index. All percentage changes are to be computed as the difference between the index value for the first full month prior to the commencement of the Contract and the index value of the Rate Modification Date divided by the index value for the first full month prior to the commencement of the Contract.
- b. As reflected by change in the Contractor's disposal rate at the landfill. The change in rate charged hereunder will be adjusted accordingly to be effective as of the date of change of the disposal charge at the landfill.
- c. As reflected by unusual changes in the Contractors cost of operations such as revised laws, ordinances, or regulations; changes in location of disposal sites, an increase number of Residential Units, such as City growth or annexation; and for

## EXCERPT FROM CONTRACT

other reasons, the Contractor may petition the City to adjust the rates hereunder, and such requested rate increase will not be unreasonably withheld.

- d. As of the month of the anniversary date of this Contract and every 12 months thereafter (the Rate Modification Date).
- e. A thirty-day (30) notice of any and all rate changes shall be given to the City by the Contractor.
- f. The City Council shall vote on approval of any and all rate increases, and such approval shall not be unreasonably withheld.

4.3. Billing Responsibility; Payments: The City shall be responsible for billing all Residential Units and Commercial Hand Collect Units located within the City's corporate limits. The City agrees to remit to the Contractor the contracted amount for each Residential Unit and Commercial Hand Collect Unit in an amount based on the attached rate schedule. The total amount due to the Contractor each month will be based upon what is billed by the City, not what is actually collected. Additionally, the City shall be responsible for billing, collecting and remitting/paying any sales, use or services taxes assessed or payable in connection with the services billed and collected by the City.

4.4. Delinquent and Closed Accounts: The Contractor shall discontinue the services contracted for hereunder to any Residential Unit or Commercial Hand Collect Unit as set forth in a written notice sent to it by the City. Upon further notification by the City, the Contractor shall resume such services on the next regular scheduled collection day. The Contractor will not be responsible for any claims, suits, demands, damages or liabilities resulting from the Contractor's discontinuation of service to any location at the direction of the City. The Contractor shall have the right to discontinue service at any Commercial Unit that becomes delinquent in payments.

4.5 Contractor's Billings to City: The Contractor shall bill the City for service rendered within ten (10) days following the end of the month and the City shall pay the Contractor on or before the thirtieth (30th) day following the end of the month. Such billing and payment shall be based on the price rates and schedules set forth in this Contract as may be amended from time-to-time. The Contractor shall be entitled to payment for services rendered irrespective of whether or not the City collects from its customers for such service.

## AGENDA ITEM REPORT Item 3

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland

Department: Administration

Budgeted Expense:  YES  NO  N/A

Amount: N/A

### Attachments:

1. Revised Plan

### Agenda Item / Topic:

ITEM 3. *DISCUSSION/ACTION* – Consideration of and action on a revised Strategic Plan and direct staff as necessary.

### Discussion / Justification:

The Park Board and EDC held a joint meeting July 17, 2017, each Board revising sections of the Strategic Plan as suggested by Council. During the Park Board's November 06 meeting, revisions were confirmed and ready for Council consideration.

Staff recently received the word document to the Strategic Plan from ORASI and will implement those changes upon recommendation by Council. The revised sections are specific to the Park Board.

- Remove 1.1 Pop-Up-Park
- Postpone 1.3 Creating a downtown design
- Remove 1.7 Ballfields
- Remove 1.8 Creek walk
- Remove Goal 2

### Recommendation / Staff Comments:

Direct staff as necessary on the Strategic plan.

### Sample Motion(s):

I move to APPROVE/DENY the revision to the Strategic Plan that is specific to the Park Board and direct staff to return with a final draft for adoption.

## Executive Summary

The City of Ovilla has a great country feel that residents seriously value about the community. It is important that Ovilla maintain the country, family oriented and quiet town essence. However, new development in the region and the cost of maintaining city services makes it necessary for the City to grow the tax base to pay for these services without putting the costs solely on the resident. There is desire to have some local shops, restaurants and public space in the city.

The Ovilla Economic Development Corporation hired Orasi Development, LLC to develop an economic strategic plan that will balance maintaining the high quality of life and attract retail and restaurants to the city.

The Economic Development Strategic Plan serves as a guide for the city's economic development efforts with the goals of sustaining and increasing the city's tax base, developing new investments, broadening opportunities for public/private partnerships, job creation in appropriate business sectors, and maximizing economic growth while preserving Ovilla's uniqueness as a community. The framework of the strategy answers three primary questions:

1. Who are we? (Profile)
2. Where do we want to go? (Vision)
3. How do we get there? (Strategic Plan)

The strategic plan serves to answer these questions and provide the city with a blueprint to drive its future success and foster its sustainability. The creation of an economic development strategy is the first step in the city becoming a true competitor in the region.

Orasi Development has identified the following vision for the future of the City:  
*Ovilla will be known as a growing, thriving, rural community with successful businesses, vibrant downtown, and user-friendly public parks and trails. The City of Ovilla will be the rural example in environmentally and socially sustainable growth with a diverse business economy.*

The strategic direction is made operational through the following four goals, which are defined by objectives and major actions included in the plan.

1. Creating a vibrant and active downtown that:
  - a. Gives Ovilla a sense of place
  - b. Generates commercial tax revenues for the city
  - c. Enhances the quality of life for Ovilla residents
  - d. Builds a strong park system
2. Create a marketing and branding campaign
3. Adopting financing methods to pay for the improvements

The strategic plan begins by outlining the vision for the city of Ovilla and offers a demographic summary of the City along with other competing municipalities in the area to provide context. It then highlights the City's strengths, opportunities, weaknesses, and threats to economic growth, and desired economic development. The plan ends with economic development goals, strategies, and recommendations.

## Introduction

Cities will experience development and change with or without a plan. However, an economic development strategic plan can influence the type and quality of development that occurs in a community.

The City of Ovilla is part of a metro area that is experiencing strong growth and development activity. Also, neighboring communities within this same region are experiencing strong growth as well, which will impact the City of Ovilla. Due to the region's continuous growth, the use of emergency services, aging roads and infrastructure will put financial pressure on the City to bear the costs of maintenance and operations.

Ovilla residents enjoy large residential lots, a country living atmosphere, and the small-town feel, just minutes away from the big city. Residents do not want to lose any of these attributes, but recognize a need for commercial development to support essential city services and enhance the community's quality of life.

Although, zoning regulations ensure appropriate lot sizes and the location of various development types, this strategic plan is necessary and was developed to assist the Ovilla Economic Development Corporation (EDC) in attracting and developing the city, increase the tax base while maintaining and enhancing the essence of the community.

## The Strategic Planning Process

By actively engaging in this strategic plan, Ovilla created an end-product that aids in the economic development decision making process, and sends a loud and clear signal that the City of Ovilla is a progressive, prepared, and business-friendly community.

The input used from this strategic plan came from a variety of sources, the Economic Development Corporation Board, City Staff, the Future Land Comprehensive Use Plan, and the Strategic Guide commissioned by the City. Through this input, there is a common thread that runs through all the plans, studies, and comments; keep Ovilla unique, and do not lose the hometown charm with new development.

Other common themes:

- Attract retail and light commercial uses to broaden the city's tax base;
- Develop a vibrant downtown that has a mix of retail, restaurant and office space while enhancing the historic presence of the town;
- Develop a strong parks and open space system;
- Continue to attract high end, executive housing.

The City of Ovilla faces many of the same fiscal and personnel capacity challenges faced by local governments across the nation. While economic cycles cannot always be predicted, the local economy will periodically experience downturns. The City seeks to minimize the impact of economic cycles and maximize its abilities to seize new opportunities – recognizing the balance between growth and livability.

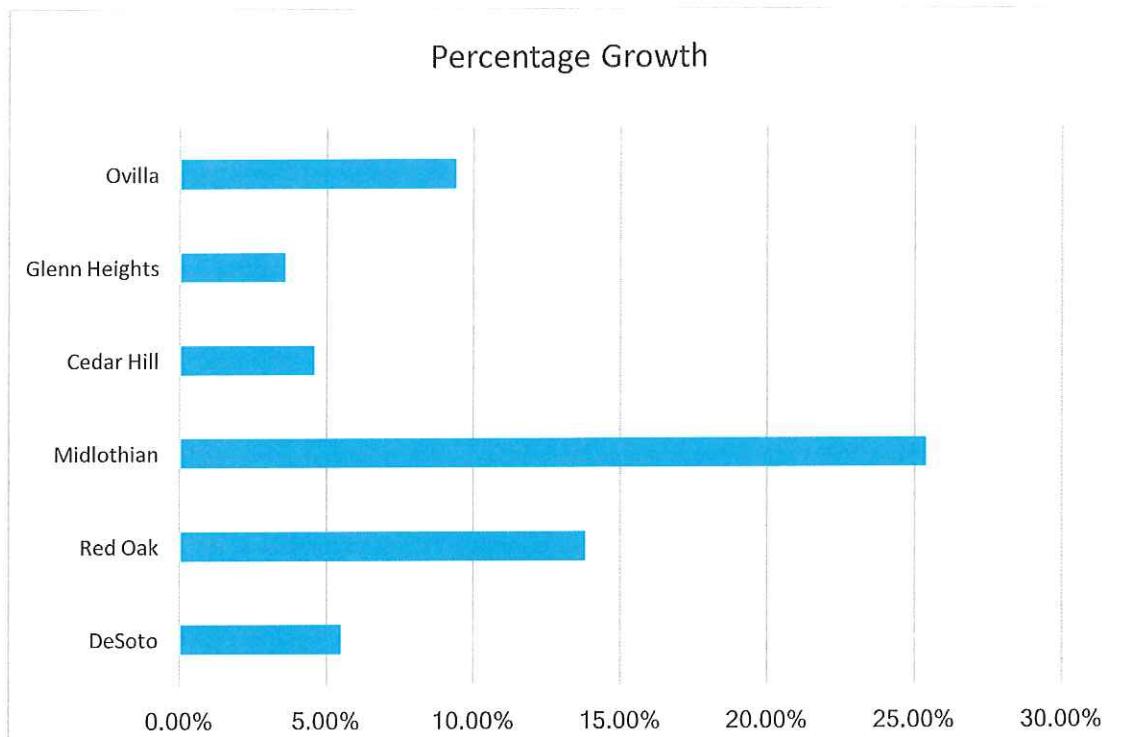
Therefore, in an effort to maximize the city's effectiveness, there has been a deliberate choice to focus on the four actionable priorities. The strategic plan is based on creating a strong economic base while enhancing the quality of life for the residents through:

1. Creating a vibrant and active downtown that:
  - a. Give Ovilla a sense of place;
  - b. Is a gathering place for the residents and their family and friends;
  - c. Generates commercial tax revenues for the city;
  - d. Enhances the quality of life for Ovilla residents;
  - e. Is part of a strong park system.
2. Wayfinding signs and intersection improvements
3. Create a strategic branding and marketing campaign
4. Adopting financing methods to pay for the improvements

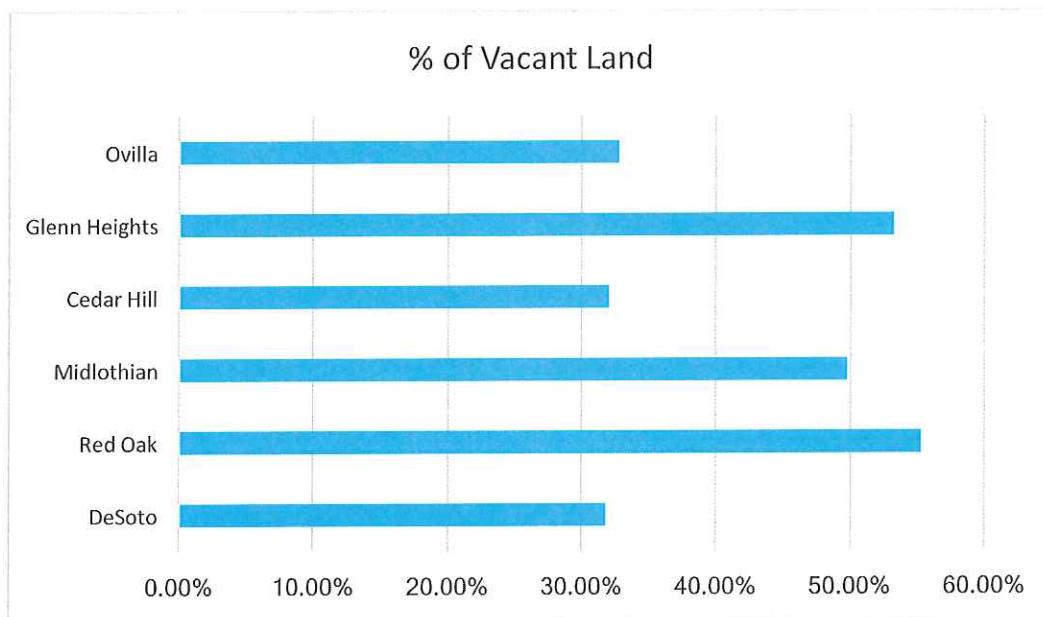
## The Region, Growth, Growth and More Growth

Ovilla's neighboring cities of Cedar Hill, DeSoto, Glenn Heights, Red Oak, and Midlothian are continuing to experience strong growth.

Cedar Hill and DeSoto have a more mature and steady growth while Glenn Heights, Red Oak, and Midlothian are having more aggressive growth and available land.



The growth of the five cities surrounding Ovilla will enable the city to maintain its low density residential development, but still be attractive for some commercial development. Although, the largest commercial development has occurred and will continue in Cedar Hill, DeSoto and Midlothian and to a lesser extent Red Oak, there are enough commercial development opportunities in Ovilla to take some of the tax burden off of the residents.

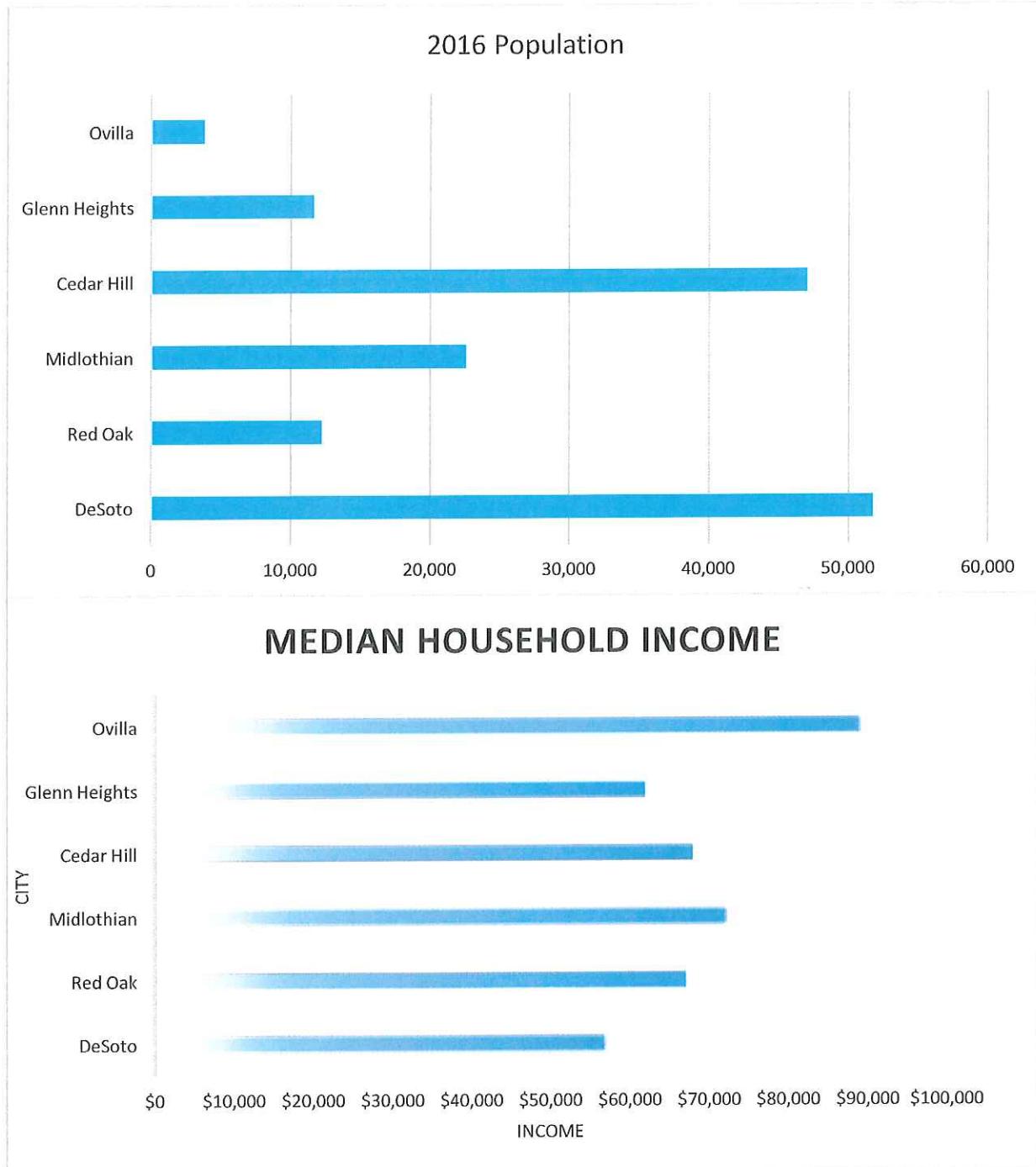


Currently most the development and growth has occurred in Cedar Hill and DeSoto, but Midlothian is in position to experience the most growth in the region. Midlothian is the largest of the six cities and is only 50% developed. Midlothian (population 22,620) is similar in size in terms of acreage as Mesquite (population 142,950), Flower Mound (68,050), Garland (234,300), and Waxahachie (33,480).

Midlothian has an aggressive economic development corporation and is continually attracting new development. The city will have a strong economic influence on the region for years to come. The additional development of Midlothian will push more traffic through Ovilla and will also create more development opportunities.

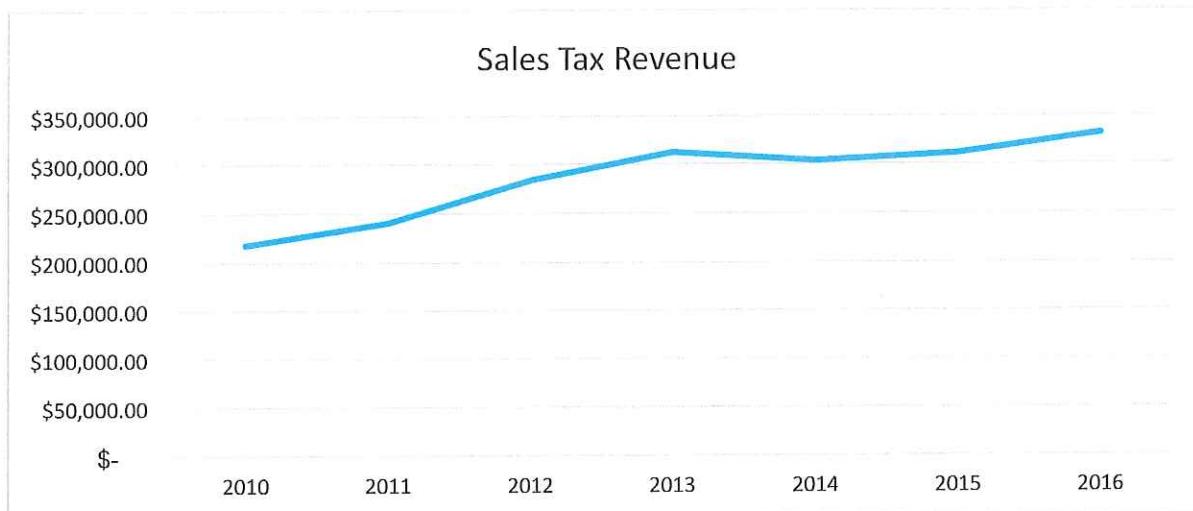
Midlothian Business Park and RailPort Business Park will attract new companies to the area and will spur more residential development in the region.

Ovilla is the smallest of the six cities in the region, but the city has the highest median household incomes of the six.



## Ovilla Demographics

Ovilla's demographics are characterized by two main traits, low density and high incomes. Though Ovilla and its neighbors are growing, the lack of density has kept the commercial sector from growing in the city. This is reflected in the flat sales tax receipts for the last five calendar years. However, calendar year 2016 is the highest sales tax revenue year in the history of the City.



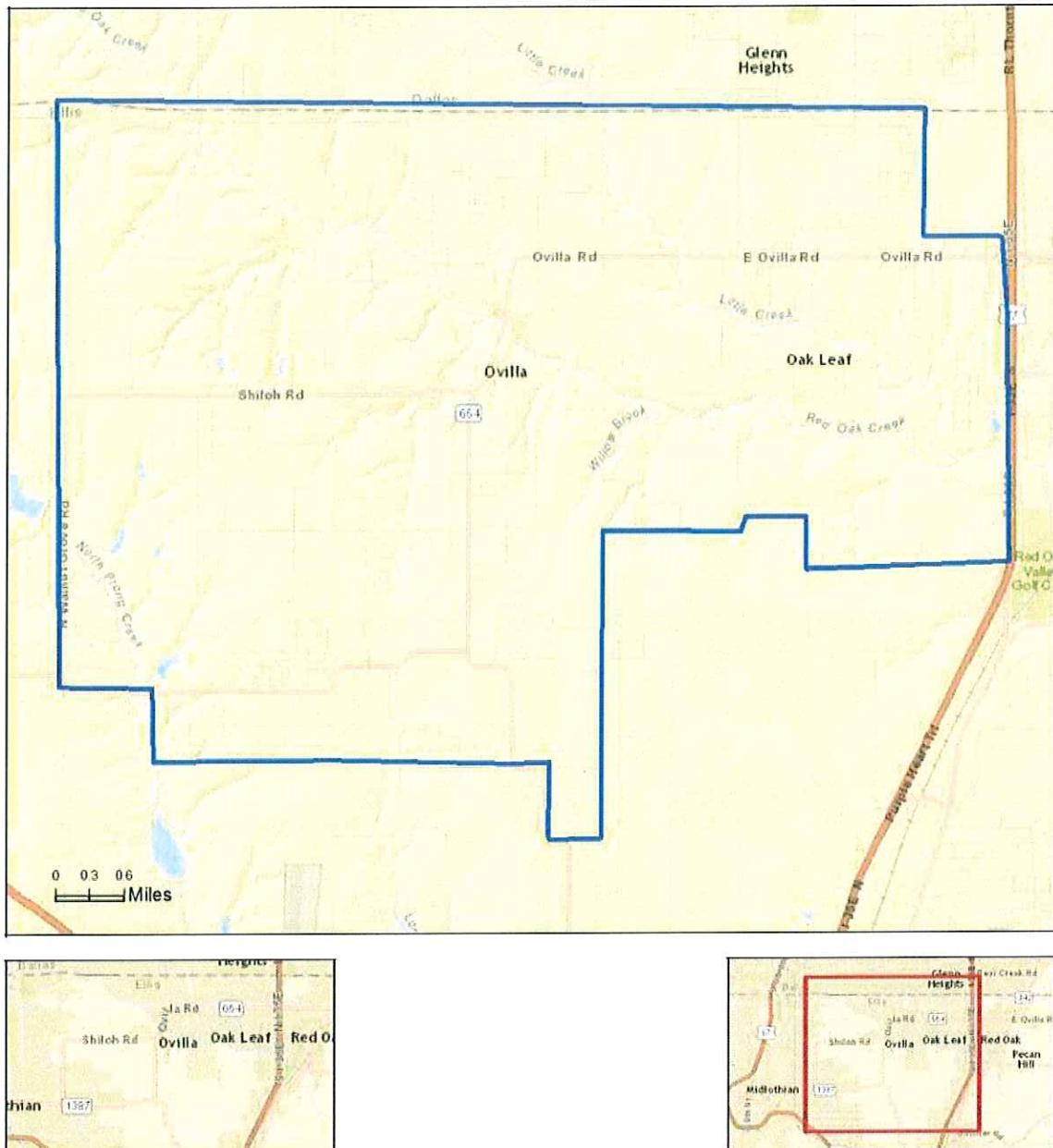
The continued development and growth of Cedar Hill, DeSoto, and Glenn Heights to the north, Midlothian to the south and Red Oak to the east along with the widening of Ovilla Road will help the Ovilla market with increased traffic and density that is necessary for attracting retail and restaurants.

A review of three categories must be conducted to examine the best possible types of retail and restaurants to attract to Ovilla. Those three categories are:

- Demographics;
- Psychographics;
- Leakage report.

The income levels in Ovilla and its trade area will help determine the brand of retailers and restaurants that will locate to the city. The household income levels in the city and its trade area are much higher than the state and national levels.

## Trade Area



This trade area is similar to a prior retail analysis conducted for the EDC and is a good representation of the market that serves Ovilla. See Appendix A for the full demographic, psychographic, and retail leakage reports.

## Demographics

Summary	2016	2021
Population	20,485	22,672
Households	6,632	7,312
Families	5,719	6,293
Median Age	39.1	38.8
Median Household Income	\$89,808	\$98,032
Median Home Value	\$213,774	\$230,689

The retail goods and services expenditures indicate a strong Spending Potential Index for:

- Entertainment and Recreation
- Home, such as mortgage payments, maintenance and remodeling services, and utilities
- Financial, which includes value of stocks/bonds/mutual funds, value of retirement plans, value of loan amount and value of other financial assets
- Travel
- Transportation
- Household furnishings and equipment
- Food

Within the recreation expenditures, the categories that score the strongest spending potential index are:

- Recreation vehicles and fees
- Entertainment/Recreation Fees and Admissions, which includes:
  - Tickets to Theatre/Operas/Concerts
  - Tickets to Movies/Museums/Parks
  - Admission to sporting events
  - Fees for participant sports
  - Fees for recreation lessons
- Sports, Recreation and Exercise Equipment

The Market Potential Index (MPI) is stronger for sit down restaurants than fast food restaurants. The more popular national sit down restaurant chains are:

- Red Robin
- Texas Roadhouse
- Outback Steakhouse
- Olive Garden
- Chili's Bar and Grill

The most popular fast food restaurants are:

- Chick-fil-A
- McDonald's
- Panera Bread
- Starbucks

Spending at sit down restaurants is strong for the trade area. The average spent at a family restaurant/steak house in the last six months of \$300+, which is the highest spending category had the highest MPI followed by the next level down that is \$201-\$300.

Product/Consumer Behavior	MPI
Spent at family rest/steak house last six months <\$31	79
Spent at family rest/steak house last six months \$31-\$50	99
Spent at family rest/steak house last six months \$51-\$100	107
Spent at family rest/steak house last six months \$101-\$200	129
Spent at family rest/steak house last six months \$201-\$300	142
Spent at family rest/steak house last six months \$300+	145

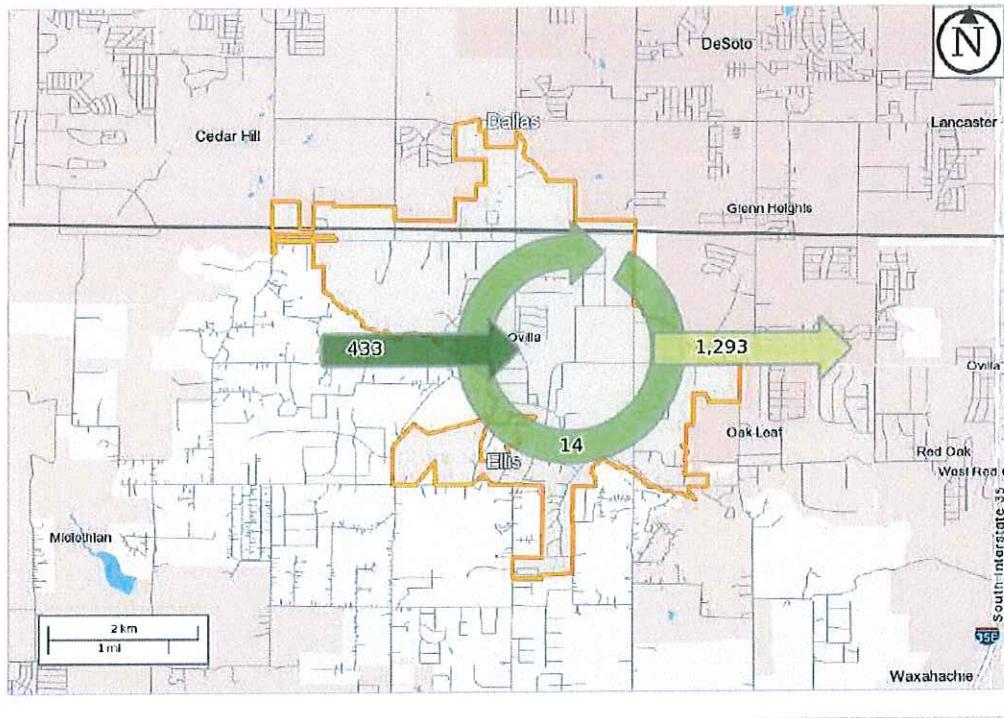
Note: An MPI measures the relative likelihood of adults in the specified trade area to exhibit consumer behavior or purchasing patterns compared to the U.S. An MPI of 100 represents the U.S. average

Spending at fast food restaurants was the highest at the top spending categories.

Product/Consumer Behavior	MPI
Spent at fast food/drive-in last six months <\$11	86
Spent at fast food/drive-in last six months \$11-\$20	83
Spent at fast food/drive-in last six months \$21-\$40	94
Spent at fast food/drive-in last six months \$41-\$50	101
Spent at fast food/drive-in last six months \$51-\$100	108
Spent at fast food/drive-in last six months \$101-\$200	116
Spent at fast food/drive-in last six months \$201+	128

## Workforce

According to the U.S. Census Bureau, in 2013, Ovilla had 447 jobs within the city, but 1,293 residents were employed outside the community. This is a hardship on the existing restaurants in town because the daytime population is low. For restaurants to be successful they must have good traffic during two meal times, either breakfast and lunch or lunch and dinner. For now, the restaurants are dependent on dinner to keep them open. Creating businesses or venues that draw people to the City is needed to keep the existing restaurants and attract new ones.



Map Legend

**Selection Areas**  
★ Analysis Selection

**Inflow/Outflow**

- ★ Employed and Live in Selection Area
- ★ Employed in Selection Area, Live Outside
- ★ Live in Selection Area, Employed Outside

Note: Overlay arrows do not indicate directionality of worker flow between home and employment locations.

## Psychographics

What are psychographics? Demographics show “who” your buyer is while psychographic explains “why” or “what” they buy.

There are five segments that comprise approximately 90% of the Ovilla trade area. These five by order of rank are:

1. Up and Coming Families
2. Savvy Suburbanites
3. Green Acres
4. Soccer Moms
5. Professional Pride

All five segments have strong incomes, are very physically active, and spend more on entertainment than other segments.

### Up and Coming Families

Households in U.S.	2,562,000
Average Household Size	3.10
Median Age	30.7
Median Household Income	\$64,000

#### Who are we?

*Up and Coming Families* is a market in transition – residents are younger and more mobile and ethnically diverse than the previous generation. They are ambitious, working hard to get ahead, and willing to take some risks to achieve their goals. The recession has impacted their financial well-being, but they are optimistic. Their homes are new, their families are young, and this is one of the fastest-growing markets in the country.

Savvy Suburbanites

Households in the U.S.	3,543,000
Average Household Size	2.83
Median Age	44.1
Median Household Income	\$104,000

## Who are we?

Savvy Suburbanites residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the city's cultural events.

Green Acres

Households in the U.S.	3,794,000
Average Household Size	2.69
Median Age	43.0
Median Household Income	\$72,000

## Who are we?

The Green Acres lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a variety of sports; hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.

Soccer Moms

Households in the U.S.	3,327,000
Average Household Size	2.96
Median Age	36.6
Median Household Income	\$84,000

## Who are we?

Soccer Moms are an affluent, family-oriented market with country flavor. Residents are partial to new housing away from the bustle of city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

## Professional Pride

Households in the U.S.	1,878,000
Average Household Size	3.11
Median Age	40.5
Median Household Income	\$127,000

## Who are we?

Professional Pride consumers are well-educated career professionals that have prospered through the Great Recession. To maintain their upscale suburban lifestyles, these goal oriented couples work, often commuting far and working long hours. However, their schedules are fine-tuned to meet the needs of their school age children. They are financially savvy; they invest wisely and benefit from interest and dividend income. So far, these established families have accumulated an average of 1.5 million dollars in net worth, and their annual household income runs at more than twice the U.S. level. They take pride in their newer homes and spend valuable time and energy upgrading. Their homes are furnished basements equipped with home gyms and in-home theatres.

Please see Appendix A for a complete analysis on each segment.

## Leakage Report

A Leakage Report is a gap analysis that determines how much demand there is in an industry sector and how supply is located within the trade area to meet that demand. If there is more demand than supply, there is a leakage or surplus factor. The larger the gap between the demand and supply can make an area attractive to particular retailers and restaurants.

Since Ovilla has a small commercial development base, there is retail gap in all industry groups.

The following industry groups have the largest retail gap.

Industry Group	Retail Gap
Motor Vehicle & Parts Dealer	\$64,067,885
General Merchandise Stores, such as Department Stores	\$62,959,519
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Food Services & Drinking Places	\$34,853,882
Health & Personal Care Stores	\$17,535,869

What do these numbers and data mean for Ovilla?

Ovilla has an active and wealthy demographic that spends their money on housing, investments, recreation, entertainment, travel, and technology. There is a retail gap in all industry groups in the trade area that could eventually lead to attracting various retailers and restaurants. The weakness of the trade area is the density, which is a big weakness. The growth in Ovilla and the surrounding cities will help with the density problem, but this will take time and there are good, competitive retail and restaurant sites in those cities in direct competition with Ovilla.

## SWOT Analysis

A SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis is a very helpful tool when evaluating a community. This analysis is basically broken down into two categories, things that an organization can influence (Strengths and Weaknesses) and things that can impact the organization, but is beyond its control (Threats and Opportunities).

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<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>• High Income Levels</li> <li>• Active EDC</li> <li>• Existing Downtown</li> <li>• Good location</li> <li>• Park land in Downtown</li> <li>• New residential development</li> <li>• Strategic Comprehensive Plan</li> <li>• Accessibility</li> <li>• Available land for development</li> <li>• Mix of city/country living</li> <li>• Highly educated workforce</li> <li>• Low Crime Rate</li> <li>• Quiet community</li> <li>• Open Space</li> <li>• Oldest city in Ellis County</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>• Dry, no alcohol sales</li> <li>• Low density</li> <li>• No entertainment options within the City</li> <li>• Lack of infrastructure in Downtown</li> <li>• Downtown businesses are struggling</li> <li>• Limited commercial tax base</li> <li>• Community is used as a pass through to other places</li> <li>• Limited sense of place</li> <li>• Lack of designated trails/sidewalks in Downtown area</li> <li>• Most residents work outside the city</li> <li>• Limited retail</li> <li>• Low daytime population</li> </ul>
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## Vision and Mission

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Orasi offers the following vision, mission and goals for adoption by the EDC so that Ovilla can begin building a strong economic future.

### **Vision**

Ovilla EDC will create an economic environment that will grow the commercial tax base. This environment will produce a dynamic downtown district that will help existing businesses thrive, grow, and attract new restaurants, retailers, and office users. Expanded commercial growth will continue along Ovilla Road providing residents with local dining and shopping opportunities.

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The Ovilla EDC will realize this vision by investing into projects and infrastructure that will increase the property and sales tax revenues of the city. This investment will result in creating a premium brand for the City, a vibrant and active downtown district with commercial development, entertainment, offices, restaurants, and retail on Ovilla Road.

### **Goals**

Ovilla can realize its Vision and Mission by pursuing the following goals in order of priority:

1. Creating a vibrant and active downtown that:
  - a. Gives Ovilla a sense of place
  - b. Generates commercial tax revenues for the city
  - c. Enhances the quality of life for Ovilla residents
  - d. Builds a strong park system
2. Create a marketing and branding campaign
3. Adopting financing methods to pay for the improvements

## Goals and Action Steps

### Goal 1: Create a dynamic and vibrant downtown

Suburban cities across the country are creating vibrant downtowns to enhance their quality of life and create a sense of place. What is a sense of place? For the purposes of this plan the definition of a sense of place is an area that people want and like to gather for social purposes, shopping, eating, working; a place with a special feel. A strong sense of place will create or enhance community pride. A sense of place is unique in its feel and sets apart a community from other surrounding cities.

Ovilla has the foundation of a downtown with several small businesses operating on W. Main Street. However, those businesses are struggling to survive. There are several factors why the businesses are struggling and why new businesses are not locating to downtown. These factors are:

1. No official downtown designated area.
2. Not pedestrian friendly. Need sidewalks, street lighting, and public furniture.
3. No directional signage or entry on Ovilla Road and W. Main Street identifying the downtown area.
4. No gathering areas to sit and socialize.
5. Limited Parking.
6. Very limited inventory of available lease space.
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8. Restaurant(s) have a hard time with a very limited lunch crowd, forcing them to make the majority of their revenues from dinner.

None of these challenges are insurmountable, but they must be addressed if Ovilla is to have a vibrant and thriving downtown. This strategic plan will assist the Ovilla EDC to navigate through these challenges.

First, Ovilla must create attractions that will bring people to the area and help stabilize the existing businesses while acting as a lure for new establishments to locate downtown.

## Executive Summary

The City of Ovilla has a great country feel that residents seriously value about the community. It is important that Ovilla maintain the country, family oriented and quiet town essence. However, new development in the region and the cost of maintaining city services makes it necessary for the City to grow the tax base to pay for these services without putting the costs solely on the resident. There is desire to have some local shops, restaurants and public space in the city.

The Ovilla Economic Development Corporation hired Orasi Development, LLC to develop an economic strategic plan that will balance maintaining the high quality of life and attract retail and restaurants to the city.

The Economic Development Strategic Plan serves as a guide for the city's economic development efforts with the goals of sustaining and increasing the city's tax base, developing new investments, broadening opportunities for public/private partnerships, job creation in appropriate business sectors, and maximizing economic growth while preserving Ovilla's uniqueness as a community. The framework of the strategy answers three primary questions:

1. Who are we? (Profile)
2. Where do we want to go? (Vision)
3. How do we get there? (Strategic Plan)

The strategic plan serves to answer these questions and provide the city with a blueprint to drive its future success and foster its sustainability. The creation of an economic development strategy is the first step in the city becoming a true competitor in the region.

Orasi Development has identified the following vision for the future of the City:  
*Ovilla will be known as a growing, thriving, rural community with successful businesses, vibrant downtown, and user-friendly public parks and trails. The City of Ovilla will be the rural example in environmentally and socially sustainable growth with a diverse business economy.*

The strategic direction is made operational through the following four goals, which are defined by objectives and major actions included in the plan.

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2. Create a marketing and branding campaign
3. Adopting financing methods to pay for the improvements

The strategic plan begins by outlining the vision for the city of Ovilla and offers a demographic summary of the City along with other competing municipalities in the area to provide context. It then highlights the City's strengths, opportunities, weaknesses, and threats to economic growth, and desired economic development. The plan ends with economic development goals, strategies, and recommendations.

## Introduction

Cities will experience development and change with or without a plan. However, an economic development strategic plan can influence the type and quality of development that occurs in a community.

The City of Ovilla is part of a metro area that is experiencing strong growth and development activity. Also, neighboring communities within this same region are experiencing strong growth as well, which will impact the City of Ovilla. Due to the region's continuous growth, the use of emergency services, aging roads and infrastructure will put financial pressure on the City to bear the costs of maintenance and operations.

Ovilla residents enjoy large residential lots, a country living atmosphere, and the small-town feel, just minutes away from the big city. Residents do not want to lose any of these attributes, but recognize a need for commercial development to support essential city services and enhance the community's quality of life.

Although, zoning regulations ensure appropriate lot sizes and the location of various development types, this strategic plan is necessary and was developed to assist the Ovilla Economic Development Corporation (EDC) in attracting and developing the city, increase the tax base while maintaining and enhancing the essence of the community.

## The Strategic Planning Process

By actively engaging in this strategic plan, Ovilla created an end-product that aids in the economic development decision making process, and sends a loud and clear signal that the City of Ovilla is a progressive, prepared, and business-friendly community.

The input used from this strategic plan came from a variety of sources, the Economic Development Corporation Board, City Staff, the Future Land Comprehensive Use Plan, and the Strategic Guide commissioned by the City. Through this input, there is a common thread that runs through all the plans, studies, and comments; keep Ovilla unique, and do not lose the hometown charm with new development.

Other common themes:

- Attract retail and light commercial uses to broaden the city's tax base;
- Develop a vibrant downtown that has a mix of retail, restaurant and office space while enhancing the historic presence of the town;
- Develop a strong parks and open space system;
- Continue to attract high end, executive housing.

The City of Ovilla faces many of the same fiscal and personnel capacity challenges faced by local governments across the nation. While economic cycles cannot always be predicted, the local economy will periodically experience downturns. The City seeks to minimize the impact of economic cycles and maximize its abilities to seize new opportunities – recognizing the balance between growth and livability.

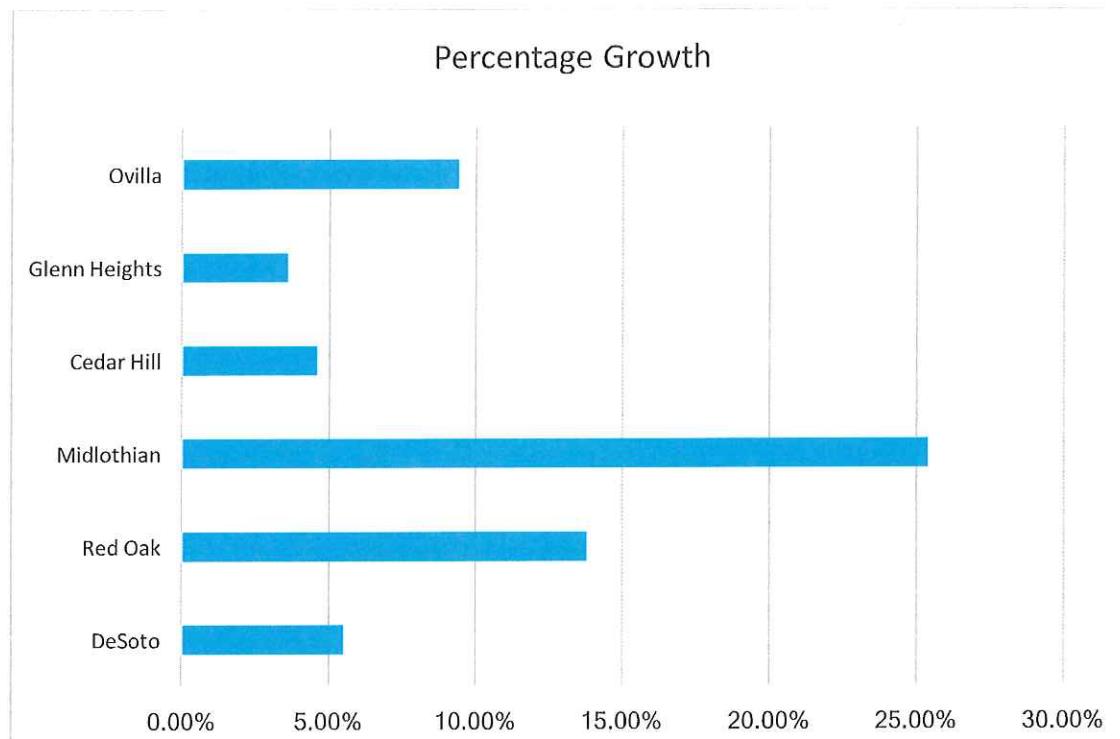
Therefore, in an effort to maximize the city's effectiveness, there has been a deliberate choice to focus on the four actionable priorities. The strategic plan is based on creating a strong economic base while enhancing the quality of life for the residents through:

1. Creating a vibrant and active downtown that:
  - a. Give Ovilla a sense of place;
  - b. Is a gathering place for the residents and their family and friends;
  - c. Generates commercial tax revenues for the city;
  - d. Enhances the quality of life for Ovilla residents;
  - e. Is part of a strong park system.
2. Wayfinding signs and intersection improvements
3. Create a strategic branding and marketing campaign
4. Adopting financing methods to pay for the improvements

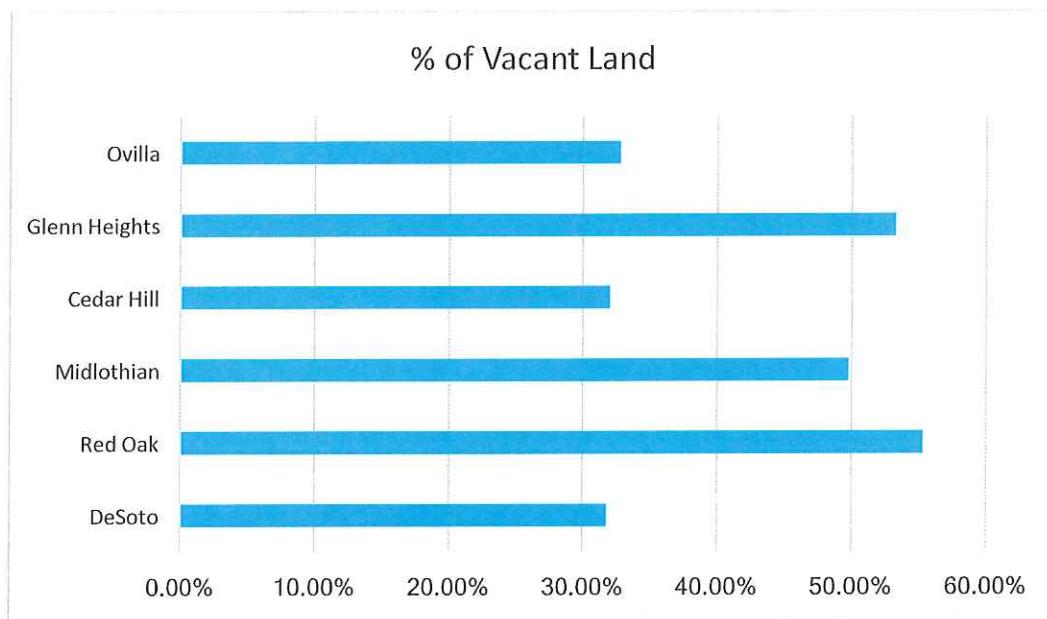
## The Region, Growth, Growth and More Growth

Ovilla's neighboring cities of Cedar Hill, DeSoto, Glenn Heights, Red Oak, and Midlothian are continuing to experience strong growth.

Cedar Hill and DeSoto have a more mature and steady growth while Glenn Heights, Red Oak, and Midlothian are having more aggressive growth and available land.



The growth of the five cities surrounding Ovilla will enable the city to maintain its low density residential development, but still be attractive for some commercial development. Although, the largest commercial development has occurred and will continue in Cedar Hill, DeSoto and Midlothian and to a lesser extent Red Oak, there are enough commercial development opportunities in Ovilla to take some of the tax burden off of the residents.



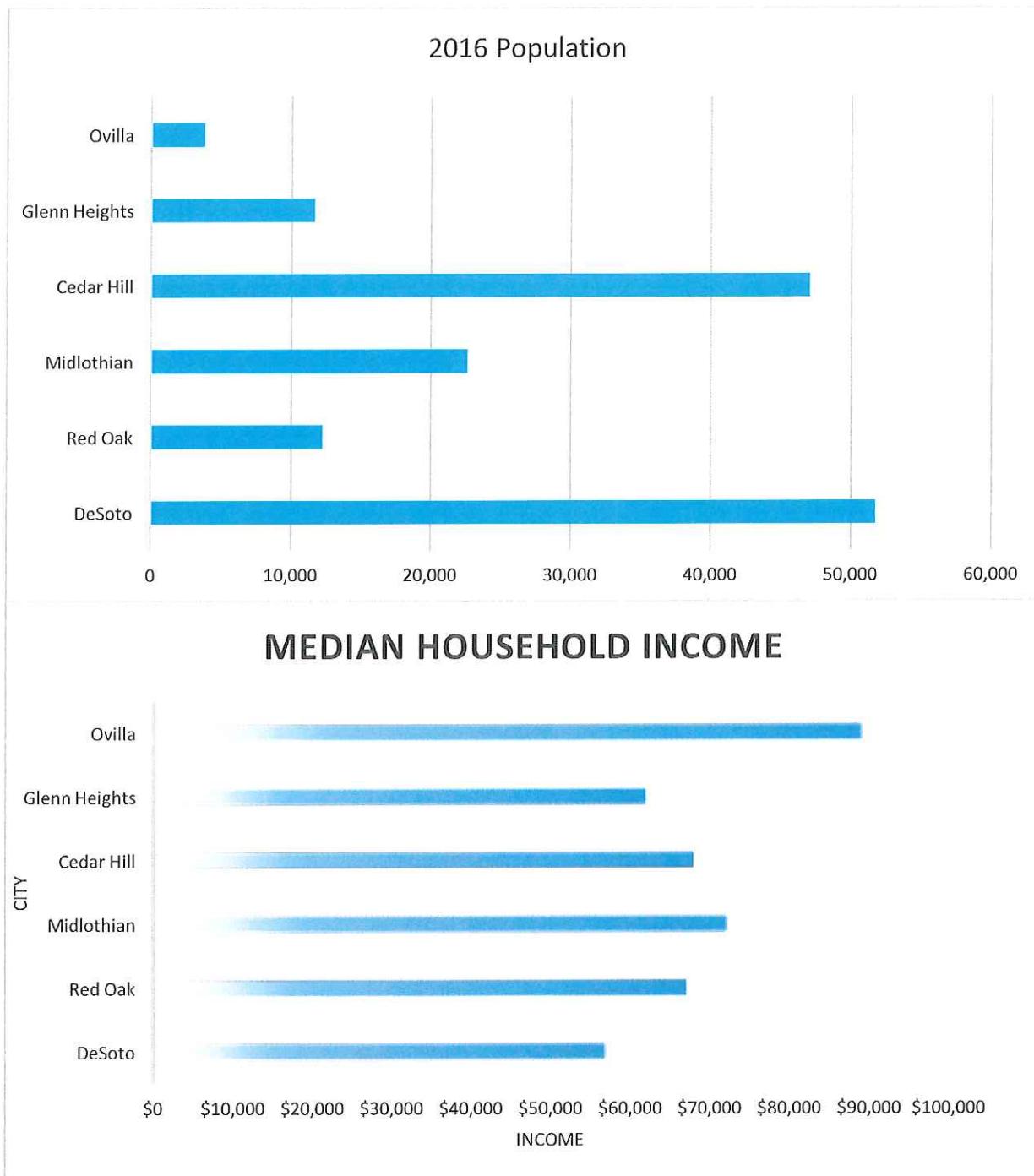
Currently most the development and growth has occurred in Cedar Hill and DeSoto, but Midlothian is in position to experience the most growth in the region.

Midlothian is the largest of the six cities and is only 50% developed. Midlothian (population 22,620) is similar in size in terms of acreage as Mesquite (population 142,950), Flower Mound (68,050), Garland (234,300), and Waxahachie (33,480).

Midlothian has an aggressive economic development corporation and is continually attracting new development. The city will have a strong economic influence on the region for years to come. The additional development of Midlothian will push more traffic through Ovilla and will also create more development opportunities.

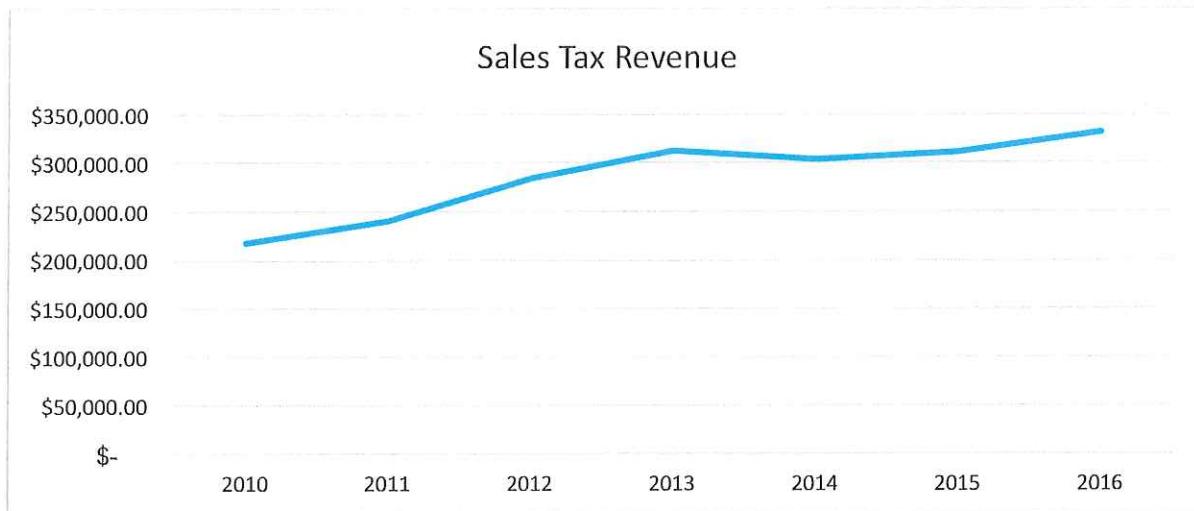
Midlothian Business Park and RailPort Business Park will attract new companies to the area and will spur more residential development in the region.

Ovilla is the smallest of the six cities in the region, but the city has the highest median household incomes of the six.



## Ovilla Demographics

Ovilla's demographics are characterized by two main traits, low density and high incomes. Though Ovilla and its neighbors are growing, the lack of density has kept the commercial sector from growing in the city. This is reflected in the flat sales tax receipts for the last five calendar years. However, calendar year 2016 is the highest sales tax revenue year in the history of the City.



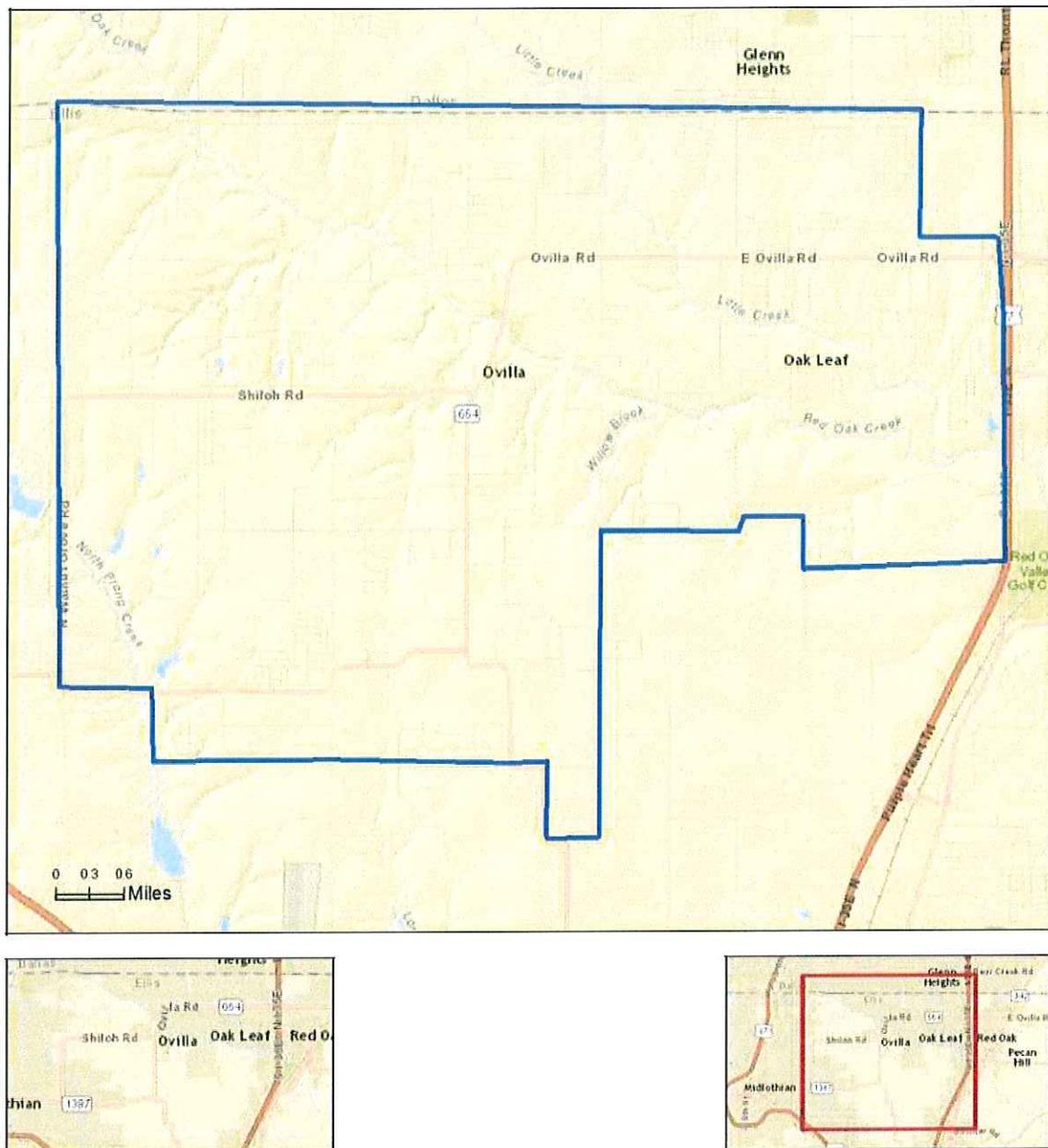
The continued development and growth of Cedar Hill, DeSoto, and Glenn Heights to the north, Midlothian to the south and Red Oak to the east along with the widening of Ovilla Road will help the Ovilla market with increased traffic and density that is necessary for attracting retail and restaurants.

A review of three categories must be conducted to examine the best possible types of retail and restaurants to attract to Ovilla. Those three categories are:

- Demographics;
- Psychographics;
- Leakage report.

The income levels in Ovilla and its trade area will help determine the brand of retailers and restaurants that will locate to the city. The household income levels in the city and its trade area are much higher than the state and national levels.

## Trade Area



This trade area is similar to a prior retail analysis conducted for the EDC and is a good representation of the market that serves Ovilla. See Appendix A for the full demographic, psychographic, and retail leakage reports.

## Demographics

Summary	2016	2021
Population	20,485	22,672
Households	6,632	7,312
Families	5,719	6,293
Median Age	39.1	38.8
Median Household Income	\$89,808	\$98,032
Median Home Value	\$213,774	\$230,689

The retail goods and services expenditures indicate a strong Spending Potential Index for:

- Entertainment and Recreation
- Home, such as mortgage payments, maintenance and remodeling services, and utilities
- Financial, which includes value of stocks/bonds/mutual funds, value of retirement plans, value of loan amount and value of other financial assets
- Travel
- Transportation
- Household furnishings and equipment
- Food

Within the recreation expenditures, the categories that score the strongest spending potential index are:

- Recreation vehicles and fees
- Entertainment/Recreation Fees and Admissions, which includes:
  - Tickets to Theatre/Operas/Concerts
  - Tickets to Movies/Museums/Parks
  - Admission to sporting events
  - Fees for participant sports
  - Fees for recreation lessons
- Sports, Recreation and Exercise Equipment

The Market Potential Index (MPI) is stronger for sit down restaurants than fast food restaurants. The more popular national sit down restaurant chains are:

- Red Robin
- Texas Roadhouse
- Outback Steakhouse
- Olive Garden
- Chili's Bar and Grill

The most popular fast food restaurants are:

- Chick-fil-A
- McDonald's
- Panera Bread
- Starbucks

Spending at sit down restaurants is strong for the trade area. The average spent at a family restaurant/steak house in the last six months of \$300+, which is the highest spending category had the highest MPI followed by the next level down that is \$201-\$300.

Product/Consumer Behavior	MPI
Spent at family rest/steak house last six months <\$31	79
Spent at family rest/steak house last six months \$31-\$50	99
Spent at family rest/steak house last six months \$51-\$100	107
Spent at family rest/steak house last six months \$101-\$200	129
Spent at family rest/steak house last six months \$201-\$300	142
Spent at family rest/steak house last six months \$300+	145

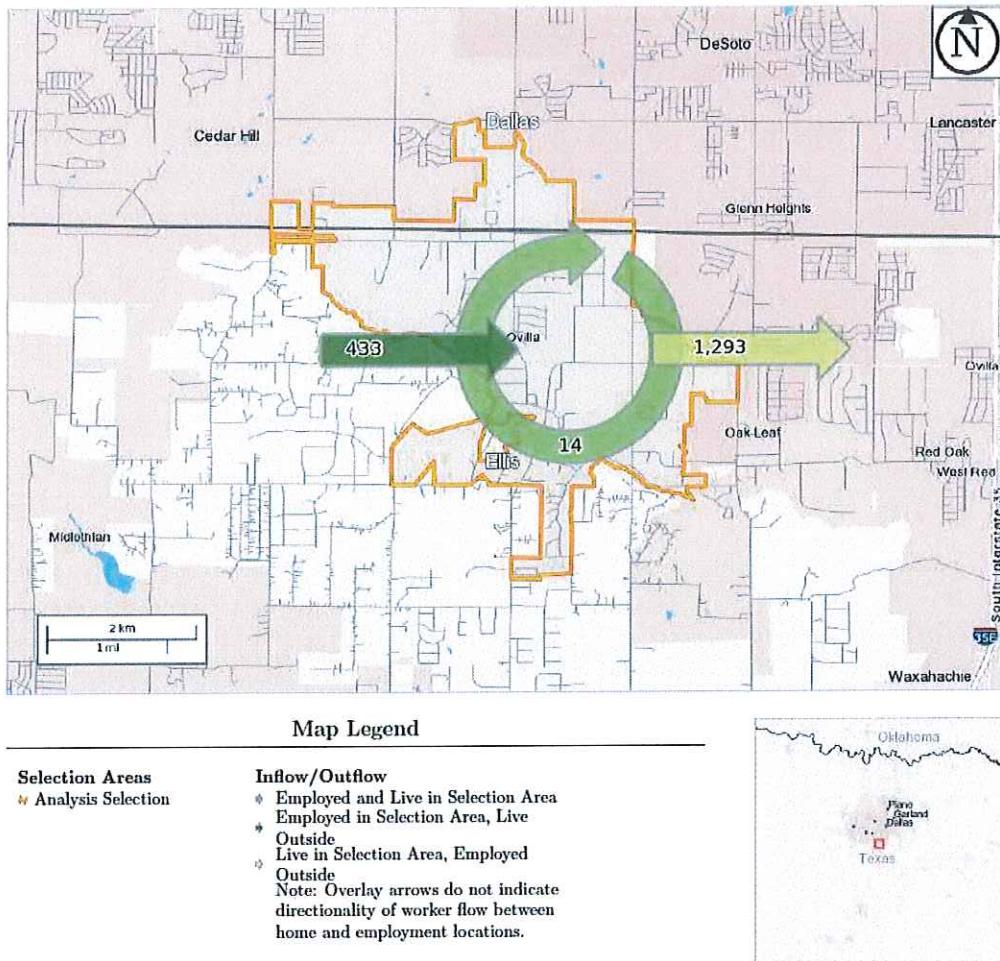
Note: An MPI measures the relative likelihood of adults in the specified trade area to exhibit consumer behavior or purchasing patterns compared to the U.S. An MPI of 100 represents the U.S. average

Spending at fast food restaurants was the highest at the top spending categories.

Product/Consumer Behavior	MPI
Spent at fast food/drive-in last six months <\$11	86
Spent at fast food/drive-in last six months \$11-\$20	83
Spent at fast food/drive-in last six months \$21-\$40	94
Spent at fast food/drive-in last six months \$41-\$50	101
Spent at fast food/drive-in last six months \$51-\$100	108
Spent at fast food/drive-in last six months \$101-\$200	116
Spent at fast food/drive-in last six months \$201+	128

## Workforce

According to the U.S. Census Bureau, in 2013, Ovilla had 447 jobs within the city, but 1,293 residents were employed outside the community. This is a hardship on the existing restaurants in town because the daytime population is low. For restaurants to be successful they must have good traffic during two meal times, either breakfast and lunch or lunch and dinner. For now, the restaurants are dependent on dinner to keep them open. Creating businesses or venues that draw people to the City is needed to keep the existing restaurants and attract new ones.



## Psychographics

What are psychographics? Demographics show "who" your buyer is while psychographic explains "why" or "what" they buy.

There are five segments that comprise approximately 90% of the Ovilla trade area. These five by order of rank are:

1. Up and Coming Families
2. Savvy Suburbanites
3. Green Acres
4. Soccer Moms
5. Professional Pride

All five segments have strong incomes, are very physically active, and spend more on entertainment than other segments.

### Up and Coming Families

Households in U.S.	2,562,000
Average Household Size	3.10
Median Age	30.7
Median Household Income	\$64,000

#### Who are we?

*Up and Coming Families* is a market in transition – residents are younger and more mobile and ethnically diverse than the previous generation. They are ambitious, working hard to get ahead, and willing to take some risks to achieve their goals. The recession has impacted their financial well-being, but they are optimistic. Their homes are new, their families are young, and this is one of the fastest-growing markets in the country.

Savvy Suburbanites

Households in the U.S.	3,543,000
Average Household Size	2.83
Median Age	44.1
Median Household Income	\$104,000

## Who are we?

Savvy Suburbanites residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the city's cultural events.

Green Acres

Households in the U.S.	3,794,000
Average Household Size	2.69
Median Age	43.0
Median Household Income	\$72,000

## Who are we?

The Green Acres lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a variety of sports; hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.

Soccer Moms

Households in the U.S.	3,327,000
Average Household Size	2.96
Median Age	36.6
Median Household Income	\$84,000

## Who are we?

Soccer Moms are an affluent, family-oriented market with country flavor. Residents are partial to new housing away from the bustle of city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

Professional Pride

Households in the U.S.	1,878,000
Average Household Size	3.11
Median Age	40.5
Median Household Income	\$127,000

## Who are we?

Professional Pride consumers are well-educated career professionals that have prospered through the Great Recession. To maintain their upscale suburban lifestyles, these goal oriented couples work, often commuting far and working long hours. However, their schedules are fine-tuned to meet the needs of their school age children. They are financially savvy; they invest wisely and benefit from interest and dividend income. So far, these established families have accumulated an average of 1.5 million dollars in net worth, and their annual household income runs at more than twice the U.S. level. They take pride in their newer homes and spend valuable time and energy upgrading. Their homes are furnished basements equipped with home gyms and in-home theatres.

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6. Very limited inventory of available lease space.
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None of these challenges are insurmountable, but they must be addressed if Ovilla is to have a vibrant and thriving downtown. This strategic plan will assist the Ovilla EDC to navigate through these challenges.

First, Ovilla must create attractions that will bring people to the area and help stabilize the existing businesses while acting as a lure for new establishments to locate downtown.

**Action 1.1. Create a Central Park and Plaza.** Pop-Up Park Section removed.

Creating a successful downtown with thriving businesses includes a major downtown attraction. With power shopping and life style centers, retailers such as Target and Home Depot are the draw that supports all of the smaller tenants. Currently, there is not enough density to support these retailers and with the residents desiring to keep Ovilla "unique", the best option to draw people to the area is with the creation of a large central park and plaza. All notable cities have great community gathering spaces. What should be created in Ovilla is a great third space.

What is a third space? A first place is home, second place is most often work, and the third place is where people like to be and hang out. That's the definition for Ovilla's central park; a place where people will want to go and gather as a family, friends, and community.

What type of amenities are necessary to create this community space? The amenities and park design will need to draw both large and small groups on a continual basis. The type of events will range from concerts, family reunions or a mom taking her kids to the park. The park amenities will include:

- Stage
- Pavilion
- Open park space
- Farmer's market space
- Food truck parking spaces
- Walking trails

Specifically, the type of events for a central park would be:

- Concerts
- Movies in the park
- Weekend farmer's market
- Pavilion
  - Weddings
  - Family reunions
  - Birthday parties
- Camp Gladiator or similar type of workout classes
- Yoga classes
- Art classes



## Executive Summary

The City of Ovilla has a great country feel that residents seriously value about the community. It is important that Ovilla maintain the country, family oriented and quiet town essence. However, new development in the region and the cost of maintaining city services makes it necessary for the City to grow the tax base to pay for these services without putting the costs solely on the resident. There is desire to have some local shops, restaurants and public space in the city.

The Ovilla Economic Development Corporation hired Orasi Development, LLC to develop an economic strategic plan that will balance maintaining the high quality of life and attract retail and restaurants to the city.

The Economic Development Strategic Plan serves as a guide for the city's economic development efforts with the goals of sustaining and increasing the city's tax base, developing new investments, broadening opportunities for public/private partnerships, job creation in appropriate business sectors, and maximizing economic growth while preserving Ovilla's uniqueness as a community. The framework of the strategy answers three primary questions:

1. Who are we? (Profile)
2. Where do we want to go? (Vision)
3. How do we get there? (Strategic Plan)

The strategic plan serves to answer these questions and provide the city with a blueprint to drive its future success and foster its sustainability. The creation of an economic development strategy is the first step in the city becoming a true competitor in the region.

Orasi Development has identified the following vision for the future of the City:  
*Ovilla will be known as a growing, thriving, rural community with successful businesses, vibrant downtown, and user-friendly public parks and trails. The City of Ovilla will be the rural example in environmentally and socially sustainable growth with a diverse business economy.*

The strategic direction is made operational through the following four goals, which are defined by objectives and major actions included in the plan.

1. Creating a vibrant and active downtown that:
  - a. Gives Ovilla a sense of place
  - b. Generates commercial tax revenues for the city
  - c. Enhances the quality of life for Ovilla residents
  - d. Builds a strong park system
2. Create a marketing and branding campaign
3. Adopting financing methods to pay for the improvements

The strategic plan begins by outlining the vision for the city of Ovilla and offers a demographic summary of the City along with other competing municipalities in the area to provide context. It then highlights the City's strengths, opportunities, weaknesses, and threats to economic growth, and desired economic development. The plan ends with economic development goals, strategies, and recommendations.

## Introduction

Cities will experience development and change with or without a plan. However, an economic development strategic plan can influence the type and quality of development that occurs in a community.

The City of Ovilla is part of a metro area that is experiencing strong growth and development activity. Also, neighboring communities within this same region are experiencing strong growth as well, which will impact the City of Ovilla. Due to the region's continuous growth, the use of emergency services, aging roads and infrastructure will put financial pressure on the City to bear the costs of maintenance and operations.

Ovilla residents enjoy large residential lots, a country living atmosphere, and the small-town feel, just minutes away from the big city. Residents do not want to lose any of these attributes, but recognize a need for commercial development to support essential city services and enhance the community's quality of life.

Although, zoning regulations ensure appropriate lot sizes and the location of various development types, this strategic plan is necessary and was developed to assist the Ovilla Economic Development Corporation (EDC) in attracting and developing the city, increase the tax base while maintaining and enhancing the essence of the community.

## The Strategic Planning Process

By actively engaging in this strategic plan, Ovilla created an end-product that aids in the economic development decision making process, and sends a loud and clear signal that the City of Ovilla is a progressive, prepared, and business-friendly community.

The input used from this strategic plan came from a variety of sources, the Economic Development Corporation Board, City Staff, the Future Land Comprehensive Use Plan, and the Strategic Guide commissioned by the City. Through this input, there is a common thread that runs through all the plans, studies, and comments; keep Ovilla unique, and do not lose the hometown charm with new development.

Other common themes:

- Attract retail and light commercial uses to broaden the city's tax base;
- Develop a vibrant downtown that has a mix of retail, restaurant and office space while enhancing the historic presence of the town;
- Develop a strong parks and open space system;
- Continue to attract high end, executive housing.

The City of Ovilla faces many of the same fiscal and personnel capacity challenges faced by local governments across the nation. While economic cycles cannot always be predicted, the local economy will periodically experience downturns. The City seeks to minimize the impact of economic cycles and maximize its abilities to seize new opportunities – recognizing the balance between growth and livability.

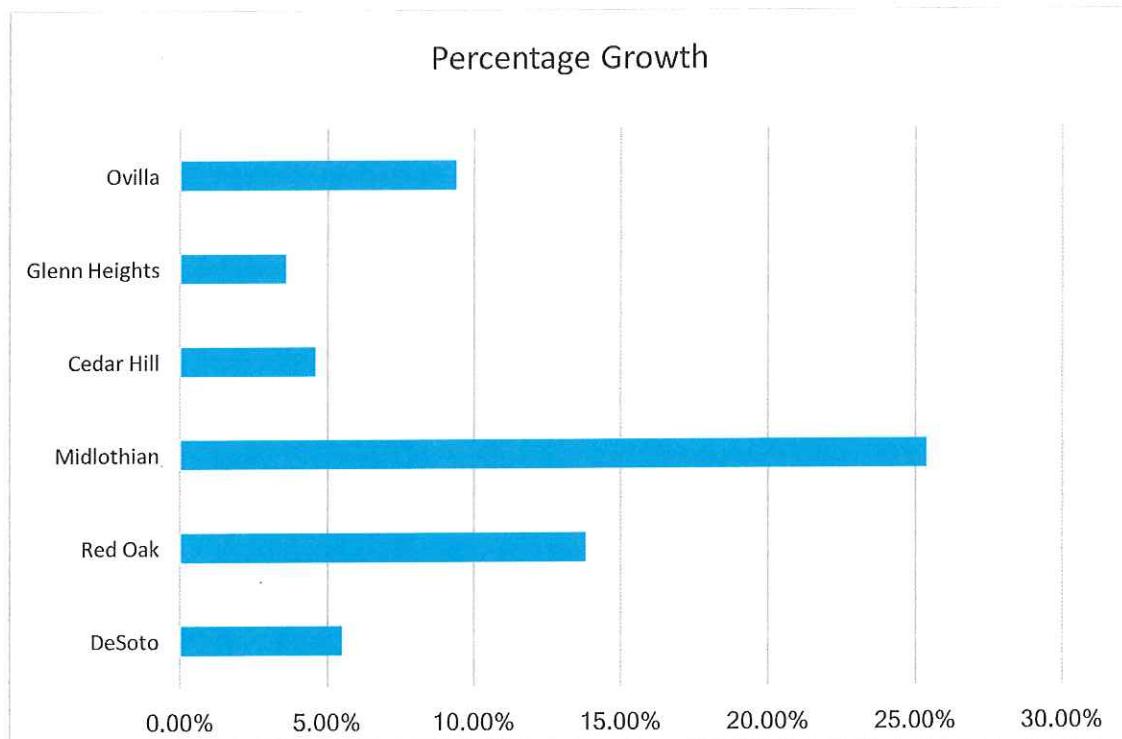
Therefore, in an effort to maximize the city's effectiveness, there has been a deliberate choice to focus on the four actionable priorities. The strategic plan is based on creating a strong economic base while enhancing the quality of life for the residents through:

1. Creating a vibrant and active downtown that:
  - a. Give Ovilla a sense of place;
  - b. Is a gathering place for the residents and their family and friends;
  - c. Generates commercial tax revenues for the city;
  - d. Enhances the quality of life for Ovilla residents;
  - e. Is part of a strong park system.
2. Wayfinding signs and intersection improvements
3. Create a strategic branding and marketing campaign
4. Adopting financing methods to pay for the improvements

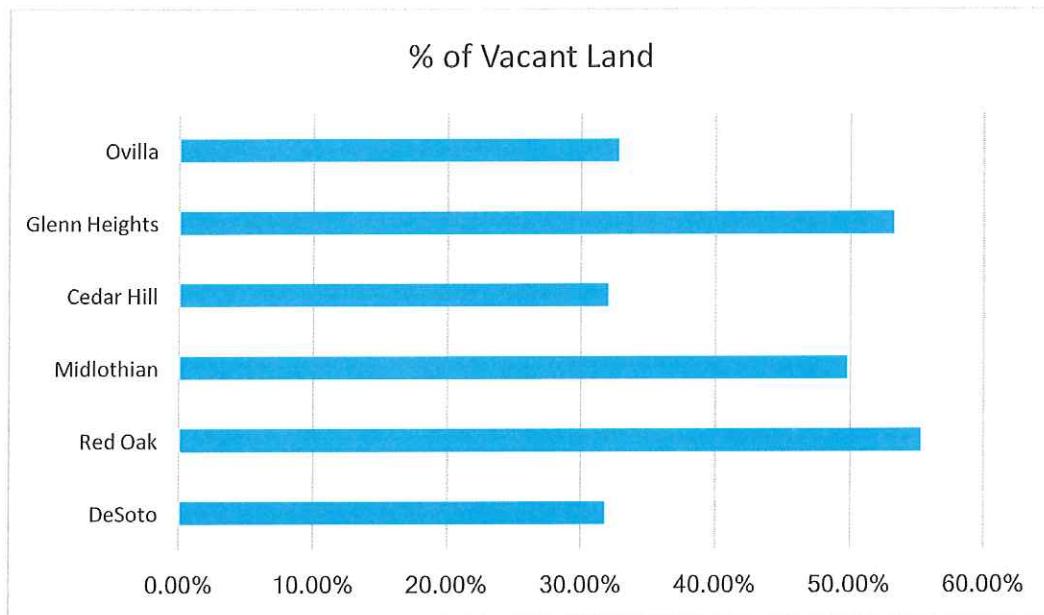
## The Region, Growth, Growth and More Growth

Ovilla's neighboring cities of Cedar Hill, DeSoto, Glenn Heights, Red Oak, and Midlothian are continuing to experience strong growth.

Cedar Hill and DeSoto have a more mature and steady growth while Glenn Heights, Red Oak, and Midlothian are having more aggressive growth and available land.



The growth of the five cities surrounding Ovilla will enable the city to maintain its low density residential development, but still be attractive for some commercial development. Although, the largest commercial development has occurred and will continue in Cedar Hill, DeSoto and Midlothian and to a lesser extent Red Oak, there are enough commercial development opportunities in Ovilla to take some of the tax burden off of the residents.



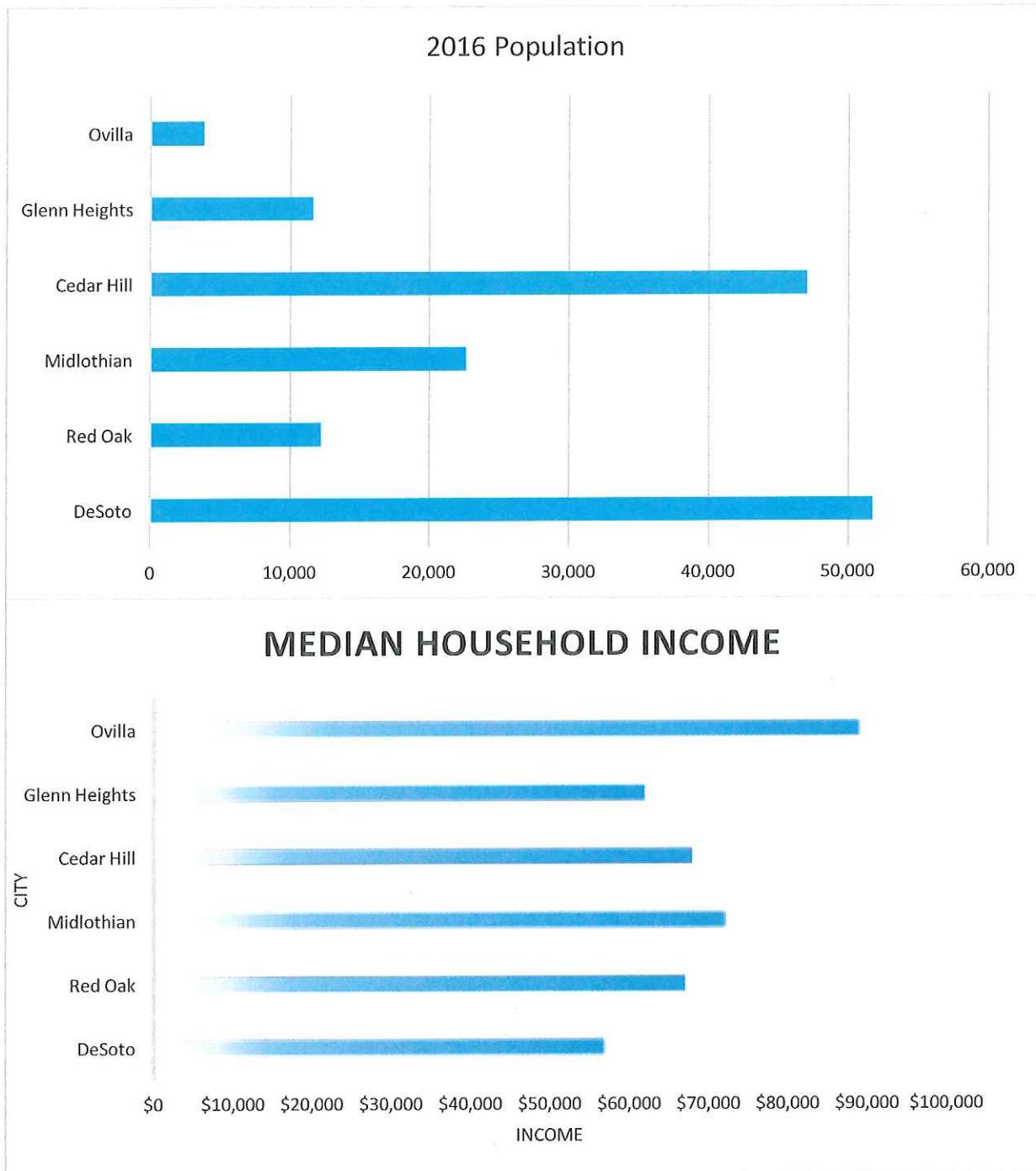
Currently most the development and growth has occurred in Cedar Hill and DeSoto, but Midlothian is in position to experience the most growth in the region.

Midlothian is the largest of the six cities and is only 50% developed. Midlothian (population 22,620) is similar in size in terms of acreage as Mesquite (population 142,950), Flower Mound (68,050), Garland (234,300), and Waxahachie (33,480).

Midlothian has an aggressive economic development corporation and is continually attracting new development. The city will have a strong economic influence on the region for years to come. The additional development of Midlothian will push more traffic through Ovilla and will also create more development opportunities.

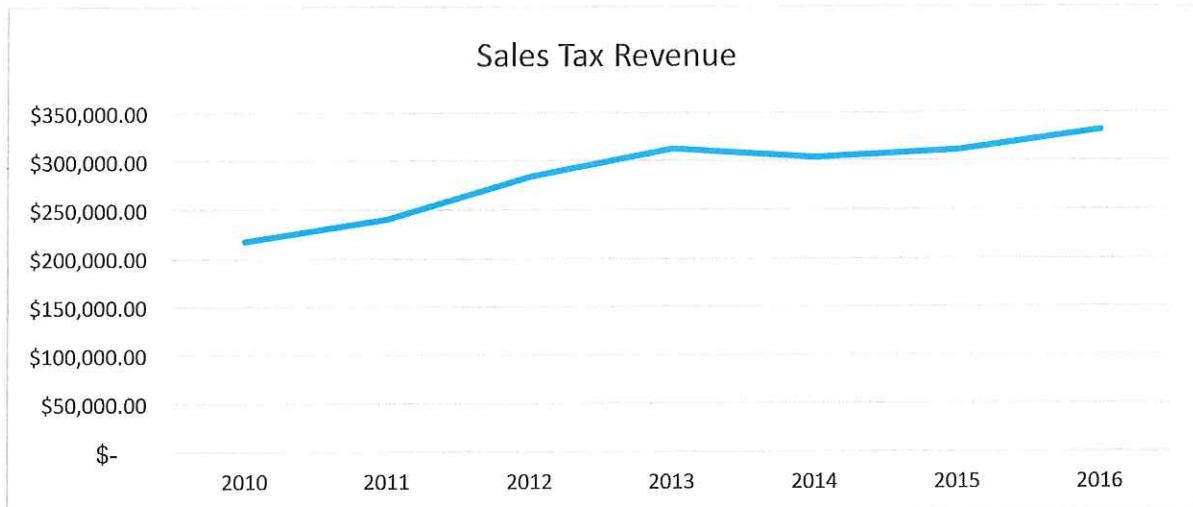
Midlothian Business Park and RailPort Business Park will attract new companies to the area and will spur more residential development in the region.

Ovilla is the smallest of the six cities in the region, but the city has the highest median household incomes of the six.



## Ovilla Demographics

Ovilla's demographics are characterized by two main traits, low density and high incomes. Though Ovilla and its neighbors are growing, the lack of density has kept the commercial sector from growing in the city. This is reflected in the flat sales tax receipts for the last five calendar years. However, calendar year 2016 is the highest sales tax revenue year in the history of the City.



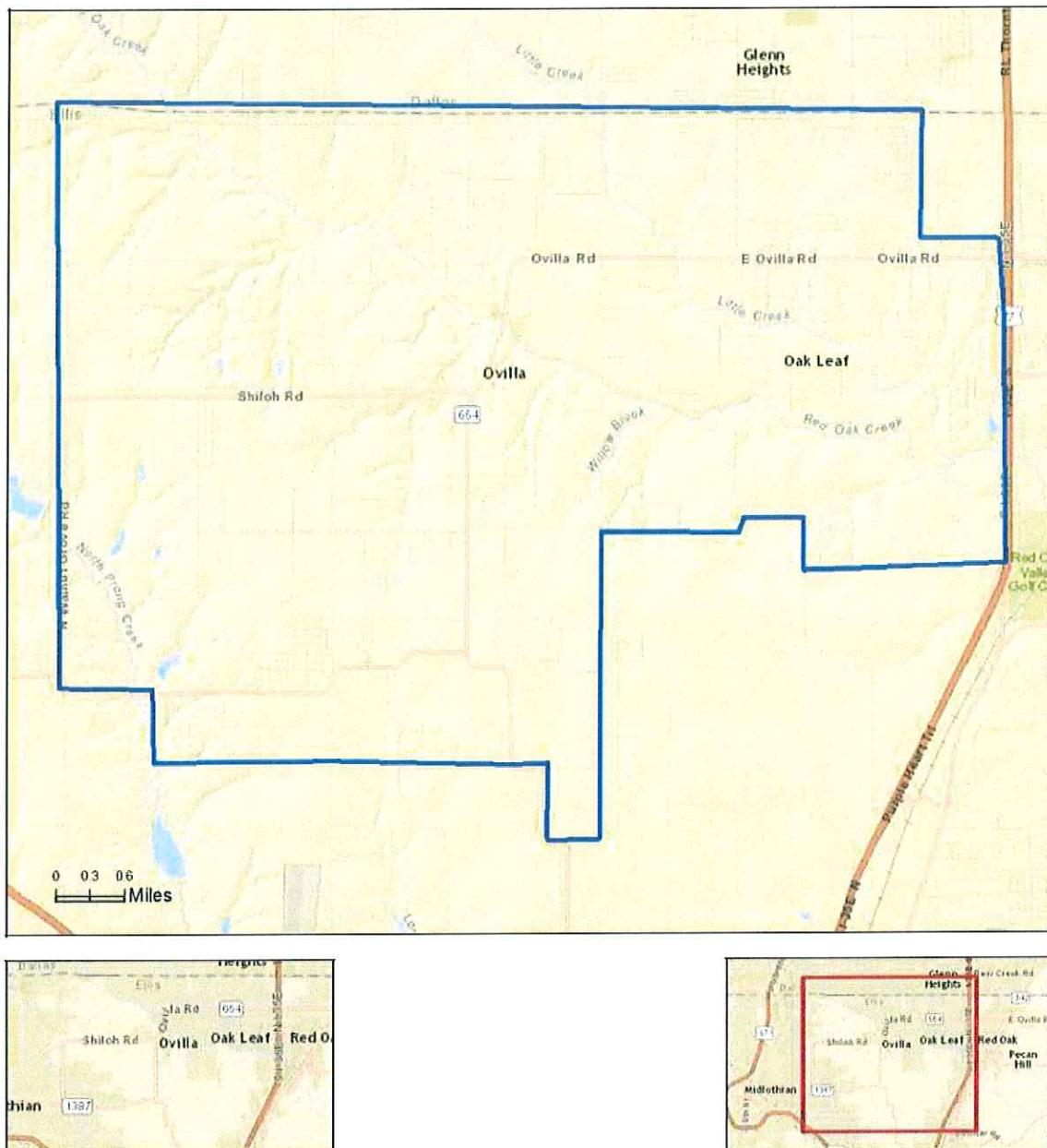
The continued development and growth of Cedar Hill, DeSoto, and Glenn Heights to the north, Midlothian to the south and Red Oak to the east along with the widening of Ovilla Road will help the Ovilla market with increased traffic and density that is necessary for attracting retail and restaurants.

A review of three categories must be conducted to examine the best possible types of retail and restaurants to attract to Ovilla. Those three categories are:

- Demographics;
- Psychographics;
- Leakage report.

The income levels in Ovilla and its trade area will help determine the brand of retailers and restaurants that will locate to the city. The household income levels in the city and its trade area are much higher than the state and national levels.

## Trade Area



This trade area is similar to a prior retail analysis conducted for the EDC and is a good representation of the market that serves Ovilla. See Appendix A for the full demographic, psychographic, and retail leakage reports.

## Demographics

Summary	2016	2021
Population	20,485	22,672
Households	6,632	7,312
Families	5,719	6,293
Median Age	39.1	38.8
Median Household Income	\$89,808	\$98,032
Median Home Value	\$213,774	\$230,689

The retail goods and services expenditures indicate a strong Spending Potential Index for:

- Entertainment and Recreation
- Home, such as mortgage payments, maintenance and remodeling services, and utilities
- Financial, which includes value of stocks/bonds/mutual funds, value of retirement plans, value of loan amount and value of other financial assets
- Travel
- Transportation
- Household furnishings and equipment
- Food

Within the recreation expenditures, the categories that score the strongest spending potential index are:

- Recreation vehicles and fees
- Entertainment/Recreation Fees and Admissions, which includes:
  - Tickets to Theatre/Operas/Concerts
  - Tickets to Movies/Museums/Parks
  - Admission to sporting events
  - Fees for participant sports
  - Fees for recreation lessons
- Sports, Recreation and Exercise Equipment

The Market Potential Index (MPI) is stronger for sit down restaurants than fast food restaurants. The more popular national sit down restaurant chains are:

- Red Robin
- Texas Roadhouse
- Outback Steakhouse
- Olive Garden
- Chili's Bar and Grill

The most popular fast food restaurants are:

- Chick-fil-A
- McDonald's
- Panera Bread
- Starbucks

Spending at sit down restaurants is strong for the trade area. The average spent at a family restaurant/steak house in the last six months of \$300+, which is the highest spending category had the highest MPI followed by the next level down that is \$201-\$300.

Product/Consumer Behavior	MPI
Spent at family rest/steak house last six months <\$31	79
Spent at family rest/steak house last six months \$31-\$50	99
Spent at family rest/steak house last six months \$51-\$100	107
Spent at family rest/steak house last six months \$101-\$200	129
Spent at family rest/steak house last six months \$201-\$300	142
Spent at family rest/steak house last six months \$300+	145

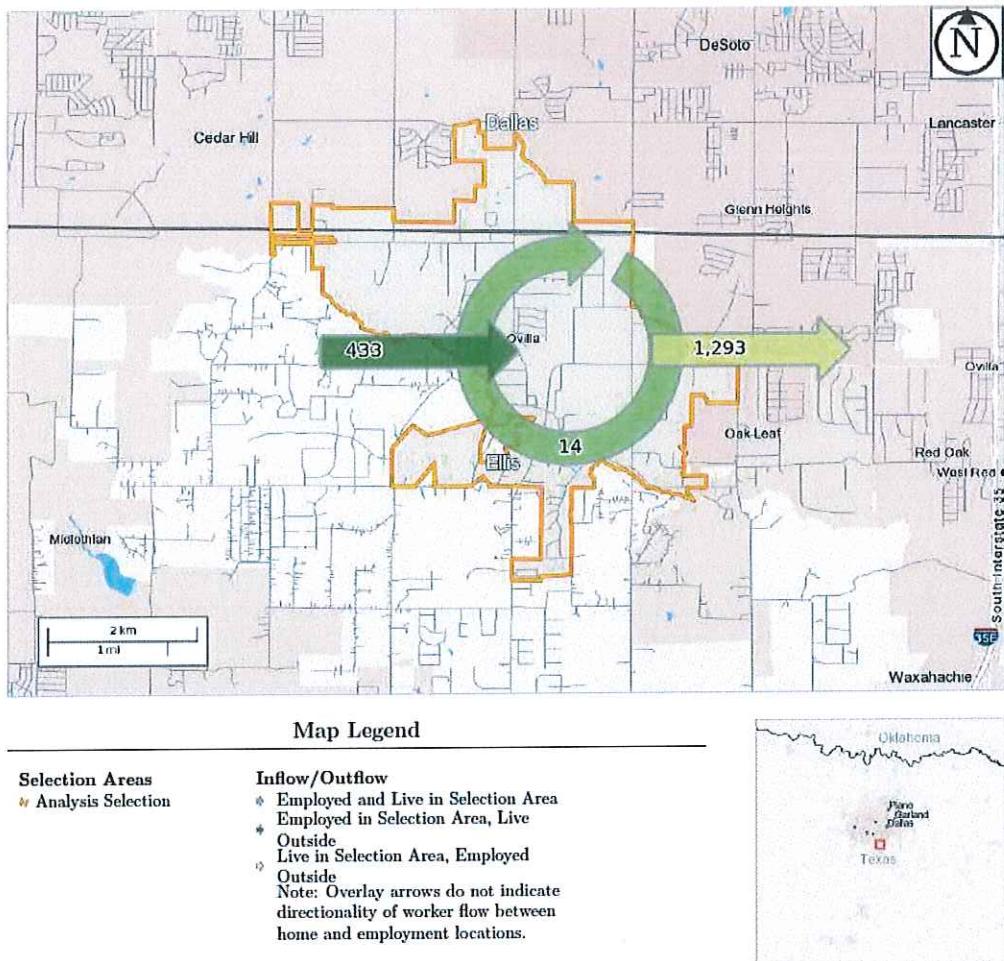
Note: An MPI measures the relative likelihood of adults in the specified trade area to exhibit consumer behavior or purchasing patterns compared to the U.S. An MPI of 100 represents the U.S. average

Spending at fast food restaurants was the highest at the top spending categories.

Product/Consumer Behavior	MPI
Spent at fast food/drive-in last six months <\$11	86
Spent at fast food/drive-in last six months \$11-\$20	83
Spent at fast food/drive-in last six months \$21-\$40	94
Spent at fast food/drive-in last six months \$41-\$50	101
Spent at fast food/drive-in last six months \$51-\$100	108
Spent at fast food/drive-in last six months \$101-\$200	116
Spent at fast food/drive-in last six months \$201+	128

## Workforce

According to the U.S. Census Bureau, in 2013, Ovilla had 447 jobs within the city, but 1,293 residents were employed outside the community. This is a hardship on the existing restaurants in town because the daytime population is low. For restaurants to be successful they must have good traffic during two meal times, either breakfast and lunch or lunch and dinner. For now, the restaurants are dependent on dinner to keep them open. Creating businesses or venues that draw people to the City is needed to keep the existing restaurants and attract new ones.



## Psychographics

What are psychographics? Demographics show "who" your buyer is while psychographic explains "why" or "what" they buy.

There are five segments that comprise approximately 90% of the Ovilla trade area. These five by order of rank are:

1. Up and Coming Families
2. Savvy Suburbanites
3. Green Acres
4. Soccer Moms
5. Professional Pride

All five segments have strong incomes, are very physically active, and spend more on entertainment than other segments.

### Up and Coming Families

Households in U.S.	2,562,000
Average Household Size	3.10
Median Age	30.7
Median Household Income	\$64,000

#### Who are we?

*Up and Coming Families* is a market in transition – residents are younger and more mobile and ethnically diverse than the previous generation. They are ambitious, working hard to get ahead, and willing to take some risks to achieve their goals. The recession has impacted their financial well-being, but they are optimistic. Their homes are new, their families are young, and this is one of the fastest-growing markets in the country.

Savvy Suburbanites

Households in the U.S.	3,543,000
Average Household Size	2.83
Median Age	44.1
Median Household Income	\$104,000

## Who are we?

Savvy Suburbanites residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the city's cultural events.

Green Acres

Households in the U.S.	3,794,000
Average Household Size	2.69
Median Age	43.0
Median Household Income	\$72,000

## Who are we?

The Green Acres lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a variety of sports; hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.

Soccer Moms

Households in the U.S.	3,327,000
Average Household Size	2.96
Median Age	36.6
Median Household Income	\$84,000

## Who are we?

Soccer Moms are an affluent, family-oriented market with country flavor. Residents are partial to new housing away from the bustle of city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

*Professional Pride*

Households in the U.S.	1,878,000
Average Household Size	3.11
Median Age	40.5
Median Household Income	\$127,000

## Who are we?

Professional Pride consumers are well-educated career professionals that have prospered through the Great Recession. To maintain their upscale suburban lifestyles, these goal oriented couples work, often commuting far and working long hours. However, their schedules are fine-tuned to meet the needs of their school age children. They are financially savvy; they invest wisely and benefit from interest and dividend income. So far, these established families have accumulated an average of 1.5 million dollars in net worth, and their annual household income runs at more than twice the U.S. level. They take pride in their newer homes and spend valuable time and energy upgrading. Their homes are furnished basements equipped with home gyms and in-home theatres.

Please see Appendix A for a complete analysis on each segment.

## Leakage Report

A Leakage Report is a gap analysis that determines how much demand there is in an industry sector and how supply is located within the trade area to meet that demand. If there is more demand than supply, there is a leakage or surplus factor. The larger the gap between the demand and supply can make an area attractive to particular retailers and restaurants.

Since Ovilla has a small commercial development base, there is retail gap in all industry groups.

The following industry groups have the largest retail gap.

Industry Group	Retail Gap
Motor Vehicle & Parts Dealer	\$64,067,885
General Merchandise Stores, such as Department Stores	\$62,959,519
Food & Beverage Stores	\$54,732,674
Food Services & Drinking Places	\$34,853,882
Health & Personal Care Stores	\$17,535,869

What do these numbers and data mean for Ovilla?

Ovilla has an active and wealthy demographic that spends their money on housing, investments, recreation, entertainment, travel, and technology. There is a retail gap in all industry groups in the trade area that could eventually lead to attracting various retailers and restaurants. The weakness of the trade area is the density, which is a big weakness. The growth in Ovilla and the surrounding cities will help with the density problem, but this will take time and there are good, competitive retail and restaurant sites in those cities in direct competition with Ovilla.

## SWOT Analysis

A SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis is a very helpful tool when evaluating a community. This analysis is basically broken down into two categories, things that an organization can influence (Strengths and Weaknesses) and things that can impact the organization, but is beyond its control (Threats and Opportunities).

The information learned from conducting the SWOT Analysis and the type of development the community would like to see in their city will help lay the foundation of the strategic plan.

<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>• High Income Levels</li> <li>• Active EDC</li> <li>• Existing Downtown</li> <li>• Good location</li> <li>• Park land in Downtown</li> <li>• New residential development</li> <li>• Strategic Comprehensive Plan</li> <li>• Accessibility</li> <li>• Available land for development</li> <li>• Mix of city/country living</li> <li>• Highly educated workforce</li> <li>• Low Crime Rate</li> <li>• Quiet community</li> <li>• Open Space</li> <li>• Oldest city in Ellis County</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>• Dry, no alcohol sales</li> <li>• Low density</li> <li>• No entertainment options within the City</li> <li>• Lack of infrastructure in Downtown</li> <li>• Downtown businesses are struggling</li> <li>• Limited commercial tax base</li> <li>• Community is used as a pass through to other places</li> <li>• Limited sense of place</li> <li>• Lack of designated trails/sidewalks in Downtown area</li> <li>• Most residents work outside the city</li> <li>• Limited retail</li> <li>• Low daytime population</li> </ul>
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Strong residential growth in the area</li> <li>• Expansion of Ovilla Rd.</li> <li>• Economic strength of D/FW</li> <li>• Population growth of the area</li> <li>• Strong commercial development activity in the region</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>• Strong commercial growth in the area</li> <li>• Expansion of Ovilla Rd.</li> <li>• Increased traffic through the city</li> <li>• Rapid development in the area</li> <li>• Active and aggressive EDC's in the region</li> <li>• Economic downturn</li> </ul>

## Vision and Mission

The foundation of successful planning is a clear vision and a tangible mission that moves the plan forward to realize the vision. Ovilla EDC will need to adopt goals to put the mission into practice, and then the EDC will need to adopt:

- Specific tangible action steps to accomplish its goals;
- A marketing/branding plan to promote Ovilla to targeted industries;
- Several financial and incentive tools to fund the action steps and marketing campaign.

Orasi offers the following vision, mission and goals for adoption by the EDC so that Ovilla can begin building a strong economic future.

### **Vision**

Ovilla EDC will create an economic environment that will grow the commercial tax base. This environment will produce a dynamic downtown district that will help existing businesses thrive, grow, and attract new restaurants, retailers, and office users. Expanded commercial growth will continue along Ovilla Road providing residents with local dining and shopping opportunities.

### **Mission**

The Ovilla EDC will realize this vision by investing into projects and infrastructure that will increase the property and sales tax revenues of the city. This investment will result in creating a premium brand for the City, a vibrant and active downtown district with commercial development, entertainment, offices, restaurants, and retail on Ovilla Road.

### **Goals**

Ovilla can realize its Vision and Mission by pursuing the following goals in order of priority:

1. Creating a vibrant and active downtown that:
  - a. Gives Ovilla a sense of place
  - b. Generates commercial tax revenues for the city
  - c. Enhances the quality of life for Ovilla residents
  - d. Builds a strong park system
2. Create a marketing and branding campaign
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## Goals and Action Steps

### Goal 1: Create a dynamic and vibrant downtown

Suburban cities across the country are creating vibrant downtowns to enhance their quality of life and create a sense of place. What is a sense of place? For the purposes of this plan the definition of a sense of place is an area that people want and like to gather for social purposes, shopping, eating, working; a place with a special feel. A strong sense of place will create or enhance community pride. A sense of place is unique in its feel and sets apart a community from other surrounding cities.

Ovilla has the foundation of a downtown with several small businesses operating on W. Main Street. However, those businesses are struggling to survive. There are several factors why the businesses are struggling and why new businesses are not locating to downtown. These factors are:

1. No official downtown designated area.
2. Not pedestrian friendly. Need sidewalks, street lighting, and public furniture.
3. No directional signage or entry on Ovilla Road and W. Main Street identifying the downtown area.
4. No gathering areas to sit and socialize.
5. Limited Parking.
6. Very limited inventory of available lease space.
7. Limited development opportunities on W. Main Street.
8. Restaurant(s) have a hard time with a very limited lunch crowd, forcing them to make the majority of their revenues from dinner.

None of these challenges are insurmountable, but they must be addressed if Ovilla is to have a vibrant and thriving downtown. This strategic plan will assist the Ovilla EDC to navigate through these challenges.

First, Ovilla must create attractions that will bring people to the area and help stabilize the existing businesses while acting as a lure for new establishments to locate downtown.

**Action 1.1. Create a Central Park and Plaza.** Pop-Up Park Section removed.

Creating a successful downtown with thriving businesses includes a major downtown attraction. With power shopping and life style centers, retailers such as Target and Home Depot are the draw that supports all of the smaller tenants. Currently, there is not enough density to support these retailers and with the residents desiring to keep Ovilla "unique", the best option to draw people to the area is with the creation of a large central park and plaza. All notable cities have great community gathering spaces. What should be created in Ovilla is a great third space.

What is a third space? A first place is home, second place is most often work, and the third place is where people like to be and hang out. That's the definition for Ovilla's central park; a place where people will want to go and gather as a family, friends, and community.

What type of amenities are necessary to create this community space? The amenities and park design will need to draw both large and small groups on a continual basis. The type of events will range from concerts, family reunions or a mom taking her kids to the park. The park amenities will include:

- Stage
- Pavilion
- Open park space
- Farmer's market space
- Food truck parking spaces
- Walking trails

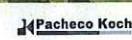
Specifically, the type of events for a central park would be:

- Concerts
- Movies in the park
- Weekend farmer's market
- Pavilion
  - Weddings
  - Family reunions
  - Birthday parties
- Camp Gladiator or similar type of workout classes
- Yoga classes
- Art classes



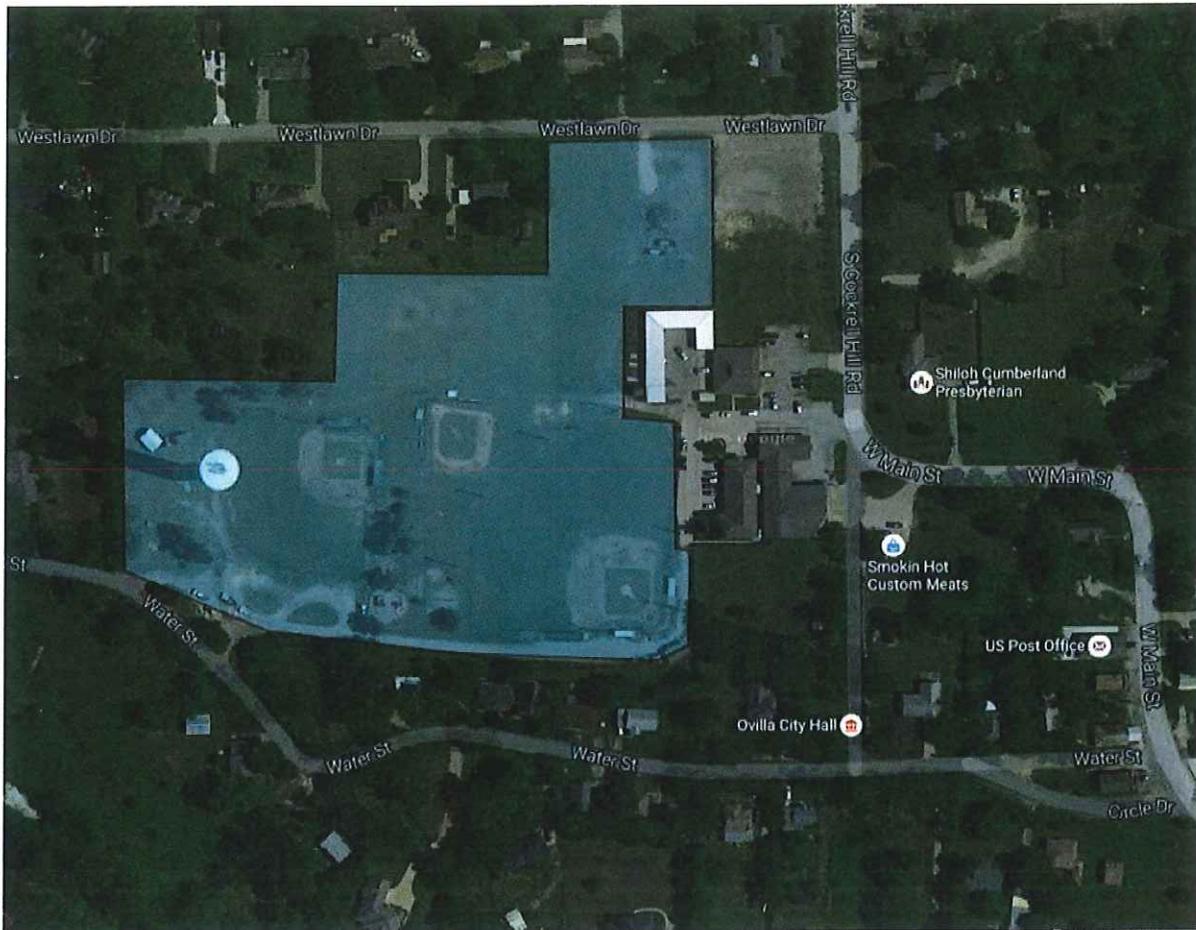


CROWLEY DOWNTOWN CIVIC GREEN

ROWLEY  Pacheco Koch 



The events will continually bring individuals, small groups or large groups to the park. The steady traffic in turn will help support the existing businesses and make the downtown area more attractive to further development.



There are several action steps that need to be taken within the development of the park beginning with City Council approval.

#### **1.1.1. Develop a Request for Qualifications for a park planner/design firm.**

Hiring the right firm is critical in planning and designing the park. The amenities and design will ensure this park is successful in creating a third space that attracts people and enhances the essence of Ovilla.

### **1.1.2. Design Process.**

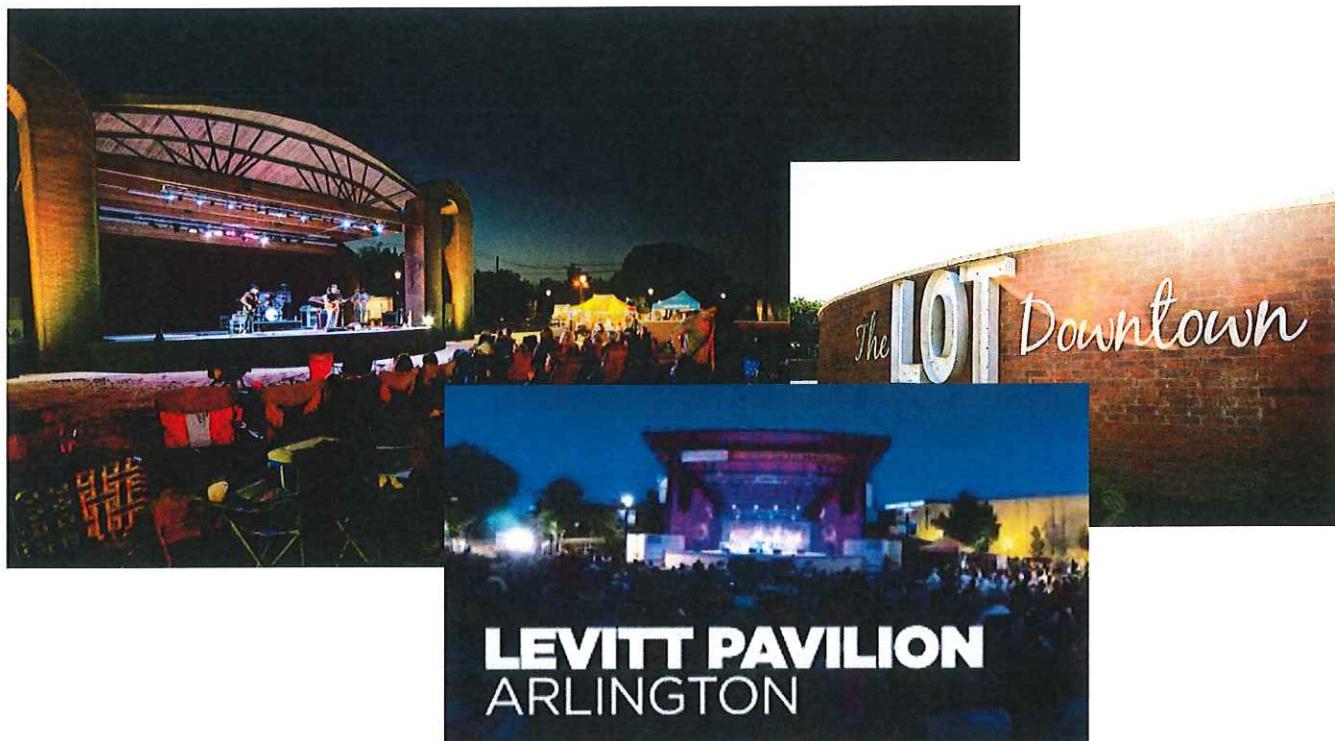
The EDC board will need to decide how to proceed with the design process at this step. How much public involvement and number of meetings will affect the cost of the design process.

### **1.1.3. Research, review and apply for funding sources.**

How to finance a project of this magnitude will be important. It will be necessary to seek multiple funding options and grants to finance the development of the park and its amenities. The Texas Parks and Wildlife Department has numerous financial resources for small communities.

### **1.1.4. Consider the creation of a non-profit 501(c)(3) to assist in the operations and fund raising of the park.**

Cities such as Arlington and Mansfield have established 501(c)(3)'s to operate and raise funds for Levitt Pavilion (Arlington) and The LOT (downtown Mansfield). This non-profit board should be responsible for scheduling all events at the park, which would take pressure and time off City Staff to handle those duties. Additionally, Arlington and Mansfield organizations have a link to donate and raise park funds on their web sites.



#### **Action 1.2 Review and Update Zoning for Downtown**

Mixed use and walkable downtowns require a zoning ordinance that address the needs of development in a downtown district. The City must create a zoning ordinance addressing downtown mixed use developments regarding issues such as sidewalks, permitted uses, landscaping, parking, signage, building appearance, outdoor seating, etc.

#### **Action 1.3 Business Incentives** (Creation of downtown design removed)

Whether it is a new business wanting to locate downtown or an existing business looking to expand or improve their exterior, it is important to have an incentive policy that covers a multitude of scenarios. The EDC should review its current incentive program and make sure it is sufficient for attracting and expanding new retail, restaurant, and office businesses to downtown.

Chapter 380 of the Local Government Code, which allows cities to rebate back property and/or sales tax is a popular tool for incentives. The EDC should implement a façade improvement program for existing buildings. For the façade improvement program, the EDC can consider using either the Chapter 380 or budget for cash funds. A façade improvement program is generally focused on assisting business/property owners on exterior improvements only. The program is typically a matching grant at a 1:1 or 1:2 ratio, meaning for every dollar the owner spends the City or EDC will match each dollar or two dollars spent.

#### **Action 1.4 Create a property inventory for the downtown district**

The Ovilla EDC needs to create an inventory of privately and publicly held sites that are either available for sale, lease or are for future development. Having a database of sites is helpful when promoting downtown to potential developers, brokers, retailers or restaurants.

#### **Action 1.5 Purchase additional land for Heritage Park**

There is an approximate 1.5-acre tract of land adjacent to Heritage Park that the EDC or City should purchase. The purpose for purchasing the land is to expand Heritage Park and add more active playground equipment. As the plans for the central park are designed, the additional land of Heritage Park gives more flexibility to the amenities offered at both parks.

#### **Action 1.6 Purchase land in the downtown district**

One of the most frustrating aspects of economic development is the lack of control of the process. In order to gain more control, the EDC should acquire land and control strategic pieces of property throughout the downtown district. This can be done incrementally as the opportunity or need arises. As the EDC controls more property in the downtown district, partnerships with private developers will be made to develop or redevelop the acquired land. Owning this property can also speed up the timeframe for development and redevelopment. Through a development agreement, the EDC could start a development partnership with the City owned property on the corner of Cockrell Hill and W. Main Street across from City Hall.

Action 1.7 removed: (Relocation of current ballpark and creation of more ballparks)

Action 1.8 removed: (Concrete Creek Walk)

ORIGINAL GOAL 2: REMOVED - Development of 20-acres on Ovilla Road and Westmoreland

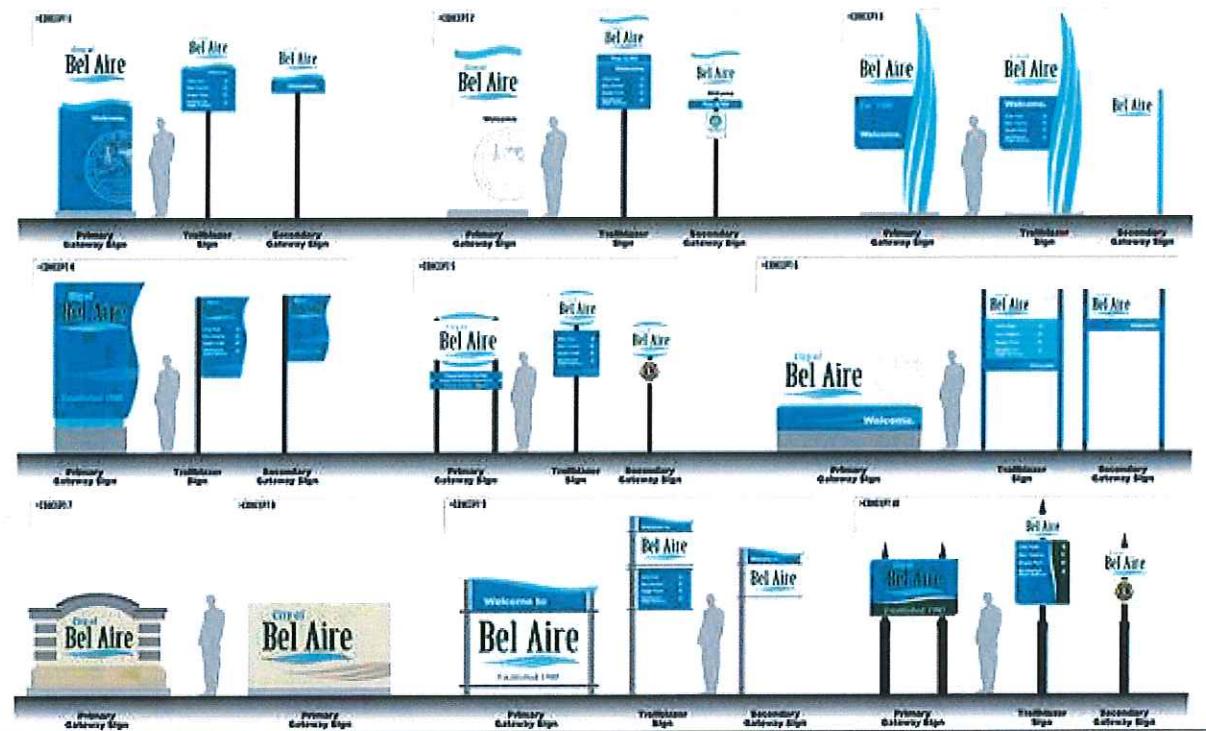
ORGINAL GOAL 2: REMOVED - Development of 20-acres on Ovilla Road and Westmoreland Road

## Goal 2: Wayfinding and Entry Signs

Unless a person is very familiar with the area, there is no way to tell when you are in Ovilla. Nice entry signs with well-manicured landscaping will alert people when they enter the city and sets the tone that Ovilla is a good city that is proud of its community. The entry signs need to be placed at both entrances to the city on Ovilla Road and for south bound traffic on Cockrell Hill.

Wayfinding signs help people know exactly where various developments and city facilities are located. The wayfinding signs will promote and direct traffic to the downtown area, which will support the existing businesses and attract new investment.

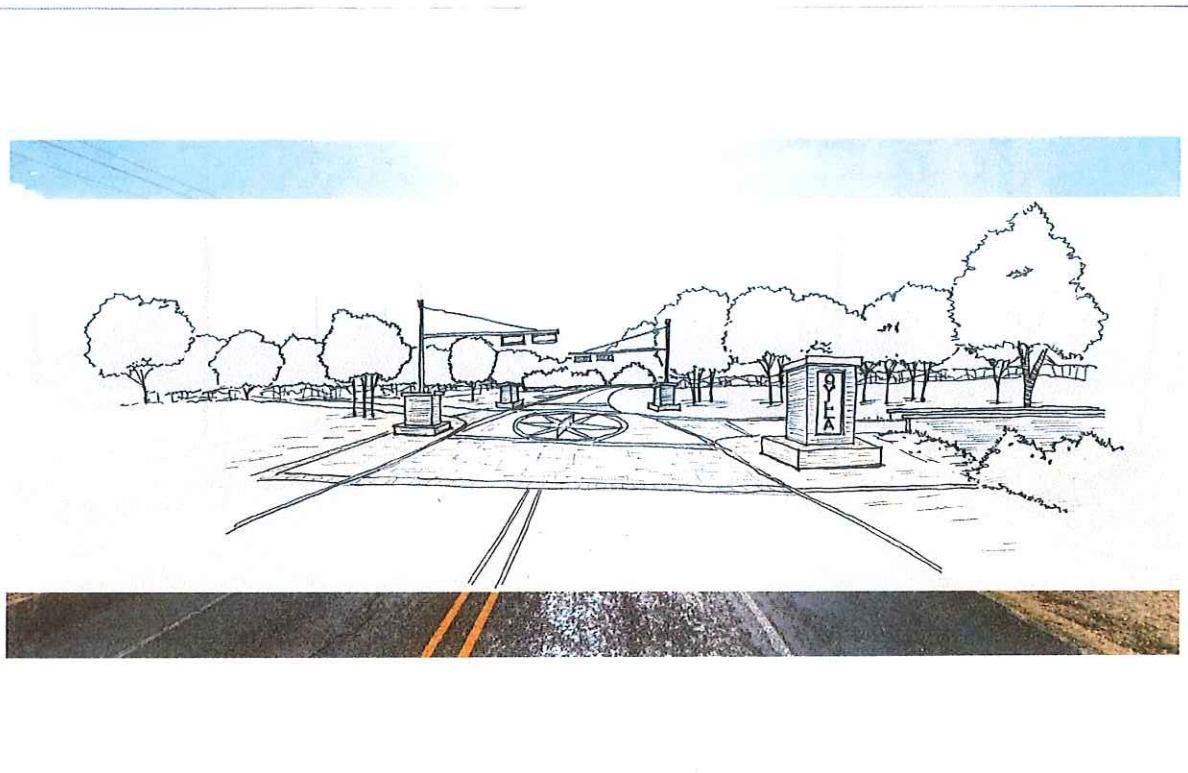
### Action 2.1 Determine the look of the signs.



### Action 2.2 Intersection Improvements to W. Main Street and Ovilla Road

This intersection is the gateway to the downtown district. It is important that people know this is where downtown is located and to turn on W. Main Street.

Enhancing the intersection with a texture change in the road, decorative signal lights, and an entry feature will upgrade the look and attract attention to downtown. The W. Main Street bridge going into downtown needs to be improved and widened to better accommodate traffic.



## Goal 3 Marketing and Branding Ovilla

Ultimately there will need to be two distinct marketing campaigns, one for attracting new developments and the second to promote events and activities at the central park. The strategic plan will focus on marketing to the development community. Once the park amenities and programs are developed, a marketing plan can then be put in place for events.

Ovilla is not widely known in the Dallas/Fort Worth Metroplex and does not draw a strong opinion good or bad within the development community. This is good in that a campaign does not have to overcome any negative perceptions. This allows Ovilla to market and brand itself to developers and its targeted audience.

Once Ovilla determines its marketing strategy, the EDC needs to be very aggressive with implementation. Economic development is very competitive and it is important to get your message out to the targeted audience.

### Action 3.1 Determine target audience

The EDC should target developers, real estate brokers, retailers, restaurants, entrepreneurs, and other people in the development industry.

### Action 3.2 Determine a message/brand

Ovilla is very protective of not spoiling the Ovilla feel and will need a message that communicates the opportunities while maintaining the uniqueness of the city.

### Action 3.3 Determine promotional vehicles

The EDC should have its own Web site that tells the Ovilla story and promotes development opportunities. The Web site should have a list of available sites, showcase EDC downtown improvements, make the incentive policy available to potential developers, provide updates on Ovilla improvements, and any other projects the EDC has in progress.

Once the central park process begins, the EDC should establish a Facebook page to show the progress of the park.

Other ways to promote Ovilla are:

- Twitter
- Instagram
- Direct Mail
- Billboards
- You Tube

**Action 3.4 Be active in trade organizations**

Economic development is a lot about relationships and one of the best way to build relationships is to be active in industry organizations. Such organizations are:

- International Council of Shopping Centers
- Urban Land Institute (ULI)
- Attend retail/restaurant related Bisnow functions
- Dallas Regional Chamber

The EDC should designate either a board member, City Staff or representative to attend meetings and events ~~held by these organizations~~.

## Financing

Developing a successful economic development strategic plan is recognizing available financial grants and programs available, defining clear goals, and designing a program to achieve these goals on a sustainable basis. Economic development success is accomplished by defining clear community objectives, recognizing available financial grants and programs, and by designing strategies to achieve sustainable growth. Below are a variety of financial programs available.

### Texas Parks and Wildlife Grants

Texas Parks and Wildlife Department acts as a silent partner in hundreds of communities across the state through its grant, assistance, education, and outreach programs. These programs help to build new parks, conserve natural resources, preserve historical sites, provide access to water bodies, and develop educational programs for youth.

1. **The Local Park Grant Program** consists of 5 individual programs that assist local units of government with the acquisition and/or development of public recreation areas and facilities throughout the State of Texas. The Program provides 50% matching grants on a reimbursement basis to eligible applicants. All grant assisted sites must be dedicated as parkland in perpetuity, properly maintained and open to the public.
2. Texas Parks and Wildlife administers the **National Recreational Trails Fund** under the approval of the Federal Highway Administration. This federally funded program receives its funding from a portion of federal gas taxes paid on fuel used in non-highway recreational vehicles. Funds can be spent on both motorized and non-motorized recreational trail projects such as the construction of new recreational trails, to improve existing trails, to develop trailheads or trailside facilities, and to acquire trail corridors. The reimbursable grants can be up to 80% of project cost with a maximum of \$200,000 for non-motorized trail grants and a maximum award of \$400,000 for motorized off-highway vehicle.

### Texas Capital Fund

Supports rural business development, retention and expansion by providing funds for public infrastructure, real estate development, or the elimination of deteriorated conditions. The purpose of the Texas Capital Fund is to assist municipalities attract new businesses, enhance the community image, improve conditions for present and future residents, and grow the economy. Award amounts range \$50,000 - \$250,000.

1. **Downtown Revitalization and Main St. Funds** address the objective of eliminating slum or blight conditions in the downtown area of the community by the following objectives. The assistance must be for public infrastructure improvements, which will aid in the elimination of a slum or blighted area.

**Downtown Revitalization** applicants are non-entitlement general purpose units of local government including cities and counties that are not participating or designated as eligible to participate in the entitlement portion of the federal Community Development Block Grant Program (TxCDBG). Eligible applicants must be an incorporated municipality and not be designated as an official Texas Historical Commission Main Street City.

**TxCDBG Eligible Activities include:**

- Water System Improvements
- Wastewater System Improvements
- Drainage Improvements
- Housing Rehabilitation
- Gas System Improvements
- Road/Street Improvements
- Fire Protection Facilities Accessibility Improvements to Public Buildings
- Solid Waste Disposal/Landfills/Transfer Stations
- Community/Senior/Social Service Centers
- Shelters for Persons with Special Needs

The city is responsible for the administration and success of the project throughout the term of the contract. All proposed infrastructure improvements to be funded by the TxCDBG Program must be located on public property within the designated downtown district. Typically, a downtown district will meet 2 or more of the following criteria:

- 1) The city's historic area of commerce
- 2) May be the area around the courthouse or city square;
- 3) Commercial area for the community
- 4) Buildings of historical significance, but not primarily residential
- 5) Must be areas included in or contiguous to the economic center of the community; and
- 6) The retail area for the community that does not include single-family dwellings.

**Main Street Fund** applicants must be an incorporated municipality with a designation as an official Texas Historical Commission Main Street City prior to applying to TxCDBG and must remain a participating city for the duration of the award/contract. The city is responsible for the administration and success of the project throughout the term of the contract.

**2. Texas Capital Fund Infrastructure and Real Estate Programs** are economic development tools designed to provide financial resources to non-entitlement communities. Funds from the infrastructure program can be used for public infrastructure needed to assist a business that commits to create and/or retain permanent jobs, primarily for low and moderate income persons. Funds from the real estate program must be used for real estate development to assist a business that commits to create and or retain permanent jobs, primarily for low and moderate-income persons. The real estate and/or improvements must be owned by the community and leased to the business. These programs encourage new business development and expansions.

Grant application is due monthly on the 20<sup>th</sup> of each month or next business day if it falls on a weekend or holiday. Applications will not be accepted after 5:00 pm.

### **Texas Leverage Fund**

Texas Leverage Fund provides a source of financing to communities that have adopted an economic development sales tax. Communities may leverage future sales tax revenues to expand economic development through business expansions, business recruitment and exporting. Awarding loans from \$25,000 to \$5 million, the TLF is available for interim, long-term or gap financing. TLF loans provide flexible financing terms to match the unique needs of communities. The funds are low-cost loans, providing capital to communities at floating Prime Rate.

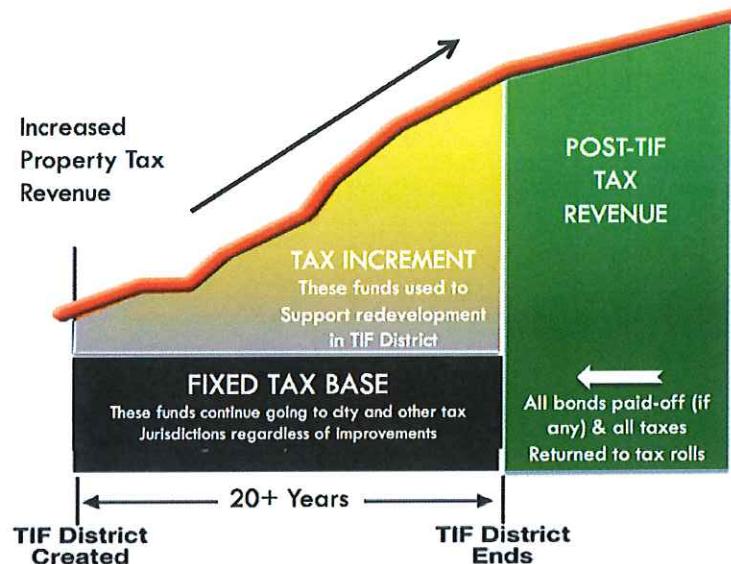
Generally, economic development corporations are eligible to borrow up to \$5 million. Future sales tax revenues serve as collateral for loan repayment with required debt service coverage ratios specified in the Texas Leverage Fund Program Guidelines.

### Private Crowd Funding such as Kickstarter

Crowdfunding is a method of raising capital through the collective effort of friends, family, customers, and individual investors. This approach taps into the collective efforts of a large pool of individuals—primarily online via social media and crowdfunding platforms—and leverages their networks for greater reach and exposure.

### Tax Increment Financing District

A TIF works within a specified area – a Tax Increment Reinvestment Zone (TIRZ) – to generate economic development funds. A TIF generates funds for development by directing the taxes on increasing property values in the TIRZ towards specific projects within the TIRZ boundary to fund or reimburse infrastructure or other development needs. So as an area within a TIRZ increases in value, the more funds become available to finance development projects. A TIF would be a crucial tool for Ovilla's downtown district and the commercial development site for Westmoreland and Ovilla Rd.



## **Public Improvement District**

PID is an acronym for Public Improvement District. A PID allows municipalities to levy and collect special assessments on property within a specifically defined area for improvements within that area.

A PID can pay for any public improvements or services. Such as:

- Security enhancement
- Landscaping and other aesthetic improvements (this can include public fountains, landscaping of public right-of-ways, distinctive lighting and signs)
- Water, wastewater, and drainage improvements
- Street and sidewalk improvements
- Mass transit improvements
- Park, recreation and cultural improvements
- Parking improvements
- Library improvements
- Art installation
- Creation of pedestrian malls
- Supplemental business-related services for the improvement of the district, including advertising and business recruitment and development

### Estimated Timeline for Projects



Appendix A  
Demographics

## AGENDA ITEM REPORT

### Item 4

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland

Department: Administration/PW

Budgeted Expense:  YES  NO  N/A

Amount: N/A

#### Attachments:

1. Excerpt from the Code of Ordinances

#### Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – Consideration of and action on review and revision to Chapter 10, Article 10, Section 10.02.423 of the Code of Ordinances regarding the mowing of rights-of-way and direct staff as necessary.

#### Discussion / Justification:

As a staff we need clarification on the responsibility of rights-of-way mowing. The current Code makes it difficult on staff and residents. One example is numerous properties in Ashburne Glen have a brick wall along the rear property line. Who is responsible for mowing the right-of-way behind these properties? The current code makes it the property owners' responsibility. However, owners in the middle of the block would have to go outside the brick wall around the block and attempt to locate their piece of the right-of-way for which they are responsible to maintain.

#### Recommendation / Staff Comments:

Staff recommends council discussion and consideration on this topic to develop a solution that is reasonable for all parties throughout the city. And direct staff as necessary.

#### Sample Motion(s):

I move to APPROVE/DENY . . .

# CHAPTER 10

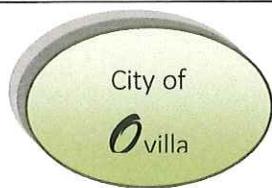
## SUBDIVISION REGULATION

### Division 14. Mandatory Homeowners' Associations

#### Sec. 10.02.423 Responsibilities

- (a) The mandatory homeowners' association shall be responsible for the continuous and perpetual operation, maintenance and/or supervision of landscape systems, features or elements located in parkways, common areas, between screening walls or living screens and adjacent curbs or street pavement edges, adjacent to drainageways or drainage structures, or at subdivision entryways.
- (b) Subdivision entryway treatments or features shall not be allowed unless a mandatory homeowners' association as required in this division is established and created. The association must execute an encroachment agreement with the city to erect and maintain an entryway sign or feature within the public right-of-way.
- (c) The city shall be responsible for all median maintenance and all paving maintenance (except for private streets or roads).

(1989 Code, ch. 9, sec. 14.03)



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 5

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland

Department: Administration/PW

Budgeted Expense:  YES  NO  N/A

Amount: N/A

#### Attachments:

1. None

#### Agenda Item / Topic:

ITEM 5. *DISCUSSION/ACTION* – Consideration of and action to purchase and place road reflectors on Silverwood and Shadowood Trail, directing staff as necessary.

#### Discussion / Justification:

Mayor Pro Tem Griffin asked to address the placement of raised road reflectors/pavement markers on these streets to aid with night vision safety.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to...

## AGENDA ITEM REPORT Item 6

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: M. Dooly

Department: Administration/Code

Budgeted Expense:  YES  NO  N/A

Amount: N/A

### Attachments:

1. Article 14, Section 38.5 E. (Ovilla Code)
2. Article 6.05 Dumpster regulations (Ovilla Code)
3. Excerpt from City of Cedar Hill's Code

### Agenda Item / Topic:

ITEM 6. **DISCUSSION/ACTION** – Consideration of and action to update Article 6.05 Dumpster Regulations and Article 14, Section 38.5 E., Dumpster Screening, of the Ovilla Code of Ordinances pertaining to dumpster screening and direct staff as necessary.

### Discussion / Justification:

Ovilla's current Code lists "dumpster" under two separate Articles. It is the recommendation of staff to ensure any mention of dumpster throughout the Code is consistent and preferably listed under one chapter for easy research and to minimize any chance for conflict.

As directed at the last Council meeting, staff has researched other cities dumpster screening requirements. I believe that Cedar Hill has a good solution that provides options.

### Recommendation / Staff Comments:

Staff recommends Council provide staff direction on preparing an Ordinance to make dumpster screening consistent throughout the Code and reasonable for residents.

### Sample Motion(s):

I move to direct staff...

## ARTICLE 14, SECTION 38.5

### CURRENT CODE

E. **Screening** of Dumpsters. Garbage/refuse facilities and permanent paper recycling containers will be screened on at least three (3) sides with a masonry wall of at least eight (8) feet in height. Permanent for the purposes of this subsection shall mean any placement that exceeds ninety (90) days per calendar year. **Dumpster** facilities shall not be located in front of buildings or between the building and a public street right-of-way.

### EXAMPLE Language

E. Screening of Dumpsters. Garbage/refuse facilities and permanent paper recycling containers will be screened on at least three (3) sides with a **masonry wall/wood wall/chainlink screen** of at least **eight (8) feet in height**. Permanent for the purposes of this subsection shall mean any placement that exceeds ninety (90) days per calendar year. Dumpster facilities shall not be located in front of buildings or between the building and a public street right-of-way.

## ARTICLE 6.05 DUMPSTER REGULATIONS

### Sec. 6.05.001 Definitions

As used in this article, the following words and phrases shall have the meanings given in the following clauses. Where words and phrases are not defined in the following clauses, such words and phrases shall have their ordinarily accepted meanings such as the context implies.

**Dumpster**. Any container, receptacle, compactor unit, trailer, roll-off, or similar unit with or without wheels that is used for temporary storage, containment, or transport of refuse, debris, trash, garbage, food waste, solid waste, recyclable material, incidental demolition debris, or other discarded or like materials. It shall not apply to ordinary household trashcans of a volume of fifty (50) gallons or less, recycling receptacles of ninety-six (96) gallons or less, to plastic bags storing these materials in compliance with the regulations of the city, or to solid waste disposal trucks operated by a company duly authorized, used or operated by the city.

**Dumpster permit** (also referred to hereafter as "permit"). The permit required by this section and issued by the city upon review and approval of a dumpster permit application.

**Dumpster plan**. An operational and maintenance plan for each dumpster governed by this chapter. The dumpster plan shall also include all information included in the dumpster license application (defined in [section 6.05.003\(c\)](#) below).

**Lot**. A parcel of land in identical ownership throughout, bounded by other lots or by streets, which is designated by its owner to be used, developed or built upon as a unit, to which a dumpster serves for waste disposal.

**Responsible party**. The owner or other person using the dumpster with an interest in any part or parts of the lot upon or for which the dumpster is used, maintained or stored, any tenant upon the lot, the property manager for the lot, and/or any other users of a dumpster on the lot.

**Temporary dumpster**. A dumpster that is used in connection with construction, demolition, fairs or for similar temporary needs, the dumpster license for which shall be issued for a period not to exceed ninety (90) days, renewable for additional thirty-day periods upon application, not to exceed a total period of nine (9) months.

### Sec. 6.05.002 Applicability

This dumpster article shall apply to all existing and future dumpsters located within the city.

### Sec. 6.05.003 Permit required

(a) **Permit required**. No dumpster shall be placed on or about any lot or used in connection with any lot, without first obtaining a permit from the city. A permit is not required for a dumpster used for one-day special events permitted by the city. If the city determines that a submitted dumpster license application is accurate and adequate to keep the site free from debris, refuse, trash, solid waste or like material that is or could be injurious to the public health, safety, and environment, the city may issue a permit for the placement and use of a dumpster. Performance of the conditions stated in the permit or permit application must be observed and obeyed at all times and nonperformance of such conditions shall be a violation of the permit and of this section.

## **ARTICLE 6.05 DUMPSTER REGULATIONS**

(b) Contents of permit application. A complete application (also referred to hereafter as “application”) consists of a completed application form and a dumpster plan attached thereto. The dumpster permit application form shall be in a form approved by the city. It shall be the responsibility of all responsible parties to submit and sign the application and to take possession of and be jointly and severally responsible and liable for compliance with the permit conditions, dumpster plan, and the provisions of this article. In the event that a responsible party terminates use of the dumpster, the permit automatically expires.

(c) Dumpster plan. A dumpster plan shall, at a minimum, include the following information, or other information as required by the city:

- (1) The address of the lot on which the dumpster is located;
- (2) The name, address, and telephone number of the owner of the lot;
- (3) The name, address, and telephone number of the tenant operator(s) of the establishment(s) located on the lot which will use the dumpster;
- (4) The type of establishment(s) located on the lot which will use the dumpster and nature of its (or their) business;
- (5) A description of how employees or residents are notified about the proper use of a dumpster and copy of all written materials given to employees or residents;
- (6) A plot plan accurately depicting the lot;
- (7) The location of any dumpster and associated fencing or screening on the lot, and the location of the dumpster in relation to all abutting property;
- (8) A weekly schedule detailing the times and days of the week for cleaning the dumpster and lot, and maintaining the lot free of windblown litter and refuse;
- (9) The name of the owner of the lot or responsible party or designee responsible for overseeing the cleaning and maintenance of the lot;
- (10) The name, address, contact name, and telephone number of the city’s current contracted waste hauling company responsible for servicing the establishment or dumpster, and the name, address, contact name, and telephone number of the person or entity signing the contract with the waste hauling company;
- (11) The date, time, and frequency of service by the waste hauling company including proof of recycling and anticipated volume of refuse and recycling based on the previous year’s invoices, if applicable;
- (12) Any and all permits and/or licenses issued by the state or the U.S. Environmental Protection Agency relating to the management, storage, and disposal of solid wastes and hazardous materials and hazardous wastes generated, stored, or disposed on the lot; and

## ARTICLE 6.05 DUMPSTER REGULATIONS

(13) Any other information required by the city to ensure that the lot is maintained in a sanitary condition free of debris, refuse, trash, solid waste or like material that is injurious to the public health, safety, and environment.

### Sec. 6.05.004 Permit fee

There is no fee for a dumpster permit. The dumpster plan and permit shall be posted in a visible location on the lot or establishment thereon, accessible to a city inspector.

### Sec. 6.05.005 Term of permit

The term of each permit shall be one year, except that a license for a temporary dumpster shall be for a period not to exceed ninety (90) days, renewable for additional thirty-day periods, not to exceed a total period of nine (9) months.

### Sec. 6.05.006 Location requirements

All dumpsters shall be located at a distance from the lot line, as approved by the city, so as not to interfere with the safety, convenience, or health of abutting property owners, residents, the public and access by emergency services. All dumpsters shall be placed so that any liquid or runoff from the dumpster shall not enter any catchbasins or storm drains. All dumpsters shall be placed so as not to interfere with the physical integrity of any curb, sidewalk, and/or public parking.

### Sec. 6.05.007 Container requirements

All dumpsters shall be in new or good condition free of damage caused by wear or misuse that would allow leaks or access by rodents. Dumpsters shall be covered when not in use (including overnight) at a minimum with a tight-fitting tarp. All dumpsters shall be washed on a regular schedule. The city may require more frequent cleaning, if necessary to prevent odors and/or rodent activity. If rodent activity or other site hygiene issues are prevalent, the city may require additional design/containment requirements utilizing best available technology.

### Sec. 6.05.008 Screening/fencing requirements for permanent dumpsters

All permanent dumpsters governed by this section shall be screened or fenced off from view from public ways, sidewalks, and adjoining properties at all sites other than construction sites, unless requirements are waived by the city.

### Sec. 6.05.009 Other requirements

The dumpster permit shall be applicable only to the owner or tenants or establishments permitted to use the dumpster and only to the lot to which the dumpster serves, and no trash or other items from any other lots, properties, buildings or other sources may be placed in or transferred to the permitted dumpster. The issuance of a dumpster permit shall under no circumstances be construed as a waiver from any other license or permit required by any other department of the city, the state, or the federal government. It is the responsibility of the owner of the lot and/or responsible party to take appropriate action to immediately cause the dumpster to be emptied of its contents when full. It is the responsibility of the owner of the lot

## **ARTICLE 6.05 DUMPSTER REGULATIONS**

and/or responsible party to maintain the area free of odors, debris, litter, overflow, and all other nuisances including pests.

### **Sec. 6.05.010    Inspections**

(a) Authority. In order to properly carry out their respective responsibilities under this section, and to ensure that the public health, safety and environment are protected from the hazards posed by unsanitary and unhealthy conditions, the city is authorized to enter any lot at any time to examine any dumpster.

(b) Interference with inspection. If any owner, occupant, or other person refuses, impedes, inhibits, interferes with, restricts, or obstructs entry and free access to the lot, operation, or premises where inspection is authorized by this section, the city may rescind the dumpster permit, issue a citation for violation of the section, and/or seek legal recourse in any court of competent jurisdiction, including money damages and/or injunctive relief.

(Ordinance 2015-015 adopted 7/13/15)

### **Sec. 6.05.011    Exemptions**

Temporary plywood bins erected and used on residential construction lots for the temporary storage of trash and debris during construction are exempt from the provisions of this article. (Ordinance 2015-020 adopted 8/10/15)

EXCERPT : CITY OF ~~XXXXXXX~~ Cedar Hill Code  
~~XXXXXXX~~

*Screening of waste containers.*

i.

Waste containers shall be located on the side or rear of the building and screened from public view or any public street.

ii.

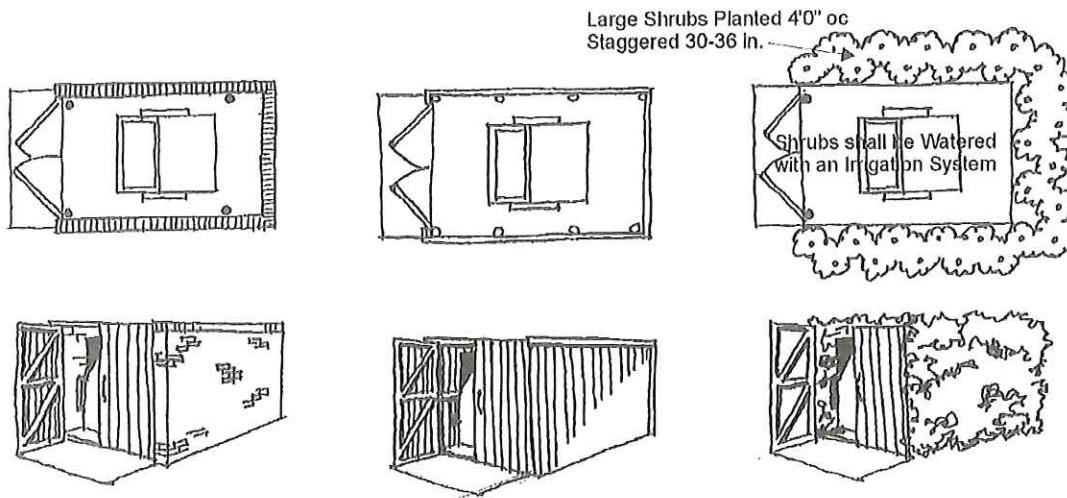
Waste containers shall be located outside of the required building setback areas and when adjacent to residentially zoned property, must be located at least fifty (50) feet away from residential property lines.

iii.

Waste containers shall be screened on four (4) sides, using an enclosure that is seven (7) feet tall or of a height that is a minimum of one (1) foot above the top of the **dumpster**, whichever is taller. Screening shall be comprised of:

- Brick, stone, decorative concrete block, reinforced concrete, or other similar masonry materials that have a similar finish to the primary building facade finish; or
- Redwood, cedar, preservative pressure treated wood, or other similar materials, screened with large shrubs planted four (4) feet on center and staggered thirty (30) to thirty-six (36) inches. Shrubs shall be watered with an irrigation system;
- Fence posts shall be rust-protected metal, masonry or concrete; and six-inch concrete filled steel pipes, painted in a neutral color, shall be located to protect the enclosure from truck operations;

**Screening of Waste Containers**

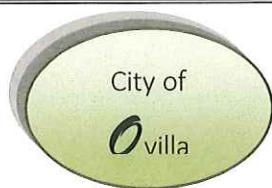


**Wall Enclosure**

**Fence Enclosure**

**Planting Enclosure**

NOTE: All enclosures to be 7'0" min.; use protective poles in corners and at possible impact areas; minimum 6" reinforced slab, sloped to drain; and, gate with spring loaded hinges, or equivalent.



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 7

Meeting Date: November 13, 2017

Discussion  Action

Submitted By: John R. Dean Jr., CM

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

Department: Administration/Police

Budgeted Expense:  YES  NO  N/A

Amount: N/A

#### Attachments:

1. Examples and informational sheets of radar feedback signs
2. Quotes

#### Agenda Item / Topic:

ITEM 7. *DISCUSSION/ACTION* – Consideration of and action on the need to purchase a speed monitoring device and direct staff as necessary.

#### Discussion / Justification:

During the October 10 Council meeting, staff was asked to return with information and costs on speed feedback signs.

Radar feedback signs offer added awareness to drivers and make them cognizant of their speed. They prove to be most helpful in school zones and roadwork areas, and are great tools for preoccupied or reckless drivers on any road. Feedback signs offer a great opportunity to warn and educate drivers about their speed. The signs come in several forms and configurations including trailers, movable signs and permanent signs. In addition, there are hard wired power and solar powered models. Some signs have added features of providing driving data back to the department wirelessly and for providing messages to drivers such as SLOW DOWN and THANK YOU.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to...



With increased traffic accidents and more distracted drivers on the road, many city police departments are struggling to find ways to maintain peaceful traffic flows and reduce driver speeds, especially in areas where there are children and other types of pedestrians.

Flashing lights, red light cameras, and speed bumps are all being employed to help with this common challenge. Radar feedback signs are tools that can meet the requirement of implementing proper warning signage.

A radar feedback sign is comprised of a sign that states the legal speed limit and an electronic sign that displays a vehicle's speed as drivers approach it. When a driver is travelling above the posted speed limit, the radar feedback sign demonstrates a clear, easy-to-identify violation for the driver. And many of these drivers reduce speeds as a result. Radar feedback signs are quickly becoming a popular and effective traffic-calming device in cities and towns all over the country.

In a March 20, 2017 article from the Fort Worth Star Telegram, Fort Worth's Transportation and Public Works Director was quoted on the effectiveness of radar feedback signs, "It's just like the red-light cameras. Believe it or not, the numbers go down." (Source: Fort Worth Star Tele

[Return to Top](#)

These signs are often used near high accident-prone areas and pedestrian-traffic heavy areas, like schools and churches. Radar feedback signs can also be effective at notifying drivers and calming traffic near dangerous intersections, crosswalks, and temporary construction areas that involve drivers and pedestrians. These signs can be mounted on permanent or temporary (mobile) structures, depending on the need. The electronic part of the sign is often run on AC power; however, many vendors offer environmentally-friendly solar-powered options.

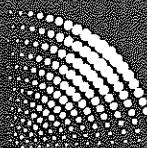
*Signs are the tools used for communication between cities and drivers. SA-SO Signs & Safety is in the business of helping public and private organizations communicate more effectively with quality, MUTCD compliant signs. Call 972-641-4911 or email sales at sa dash so dot com for help with your traffic calming needs. Anything you need, just say-so (SA-SO)!*

#### SA-SO BLOG

- School Bus Safety
- Can I Have Your Attention, Please?
- Slow Them Down with Radar Feedback Signs
- Specialty Decals for Schools, Churches, and End Users
- Top 5 Questions We're Asked
- Managing the Masses with Crowd Control Products
- Back to School Safety
- Tips on Reducing Child Heatstroke Deaths in Vehicles
- Show your Patriotic Pride on Independence Day
- Summertime Fun in the Sun: Prioritizing Safety on the Road
- Texas Open-Carry Signage: What You Need to Know
- Speed bumps vs. speed humps: Which is better?
- Sunny Side of the Street: Bringing Solar Energy to Traffic Signs and Signals
- The Impact of Solar-Powered Flashing Beacons
- Lightweight Crossing Guard Paddles

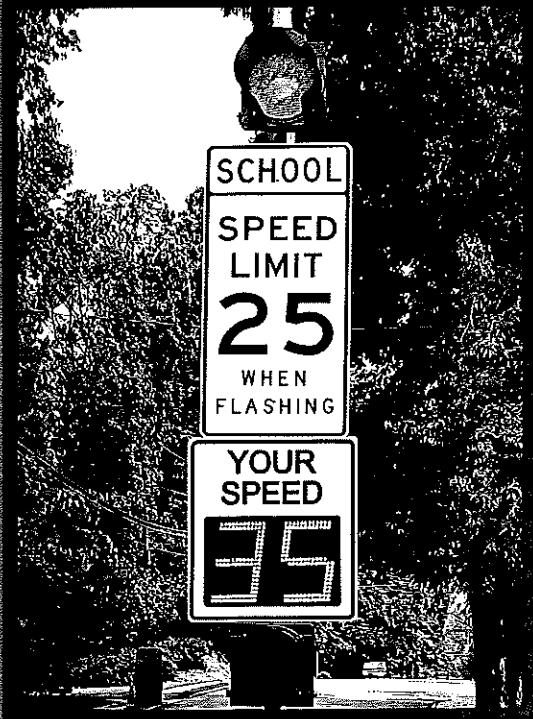
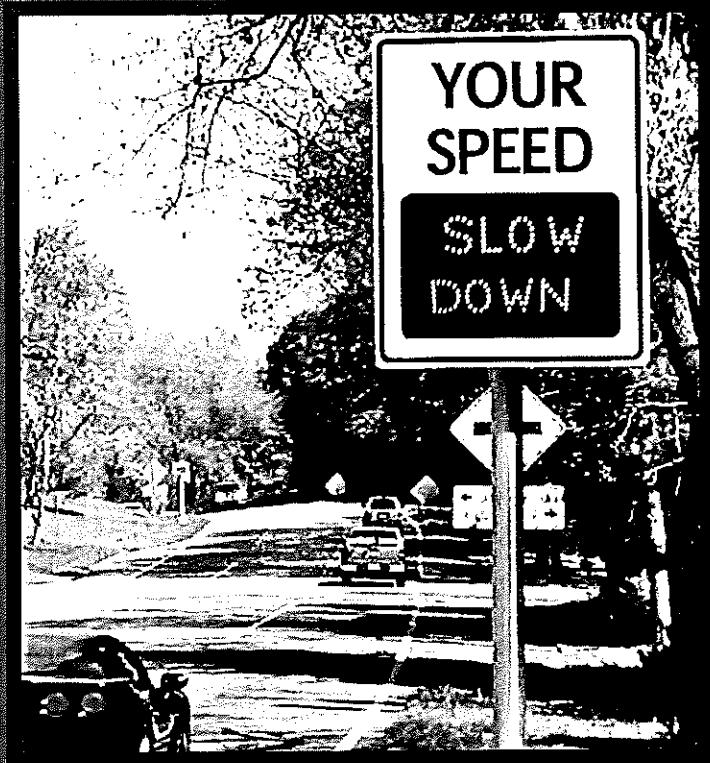
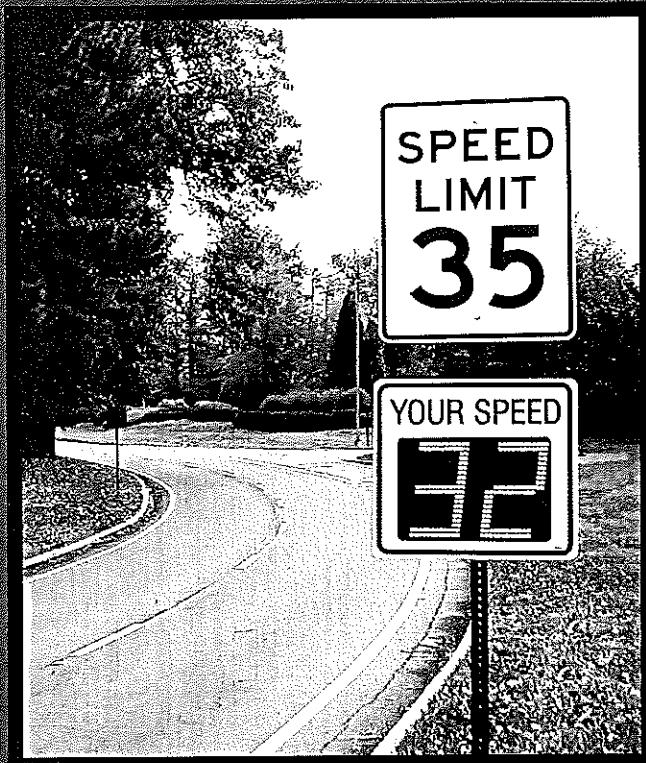
Browse solar powered product demonstrations in our Video Library.

[Return to Top](#)

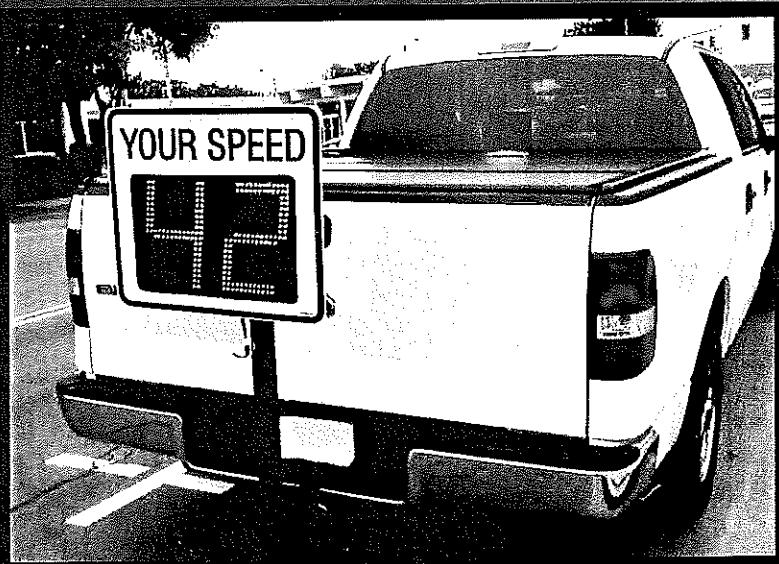
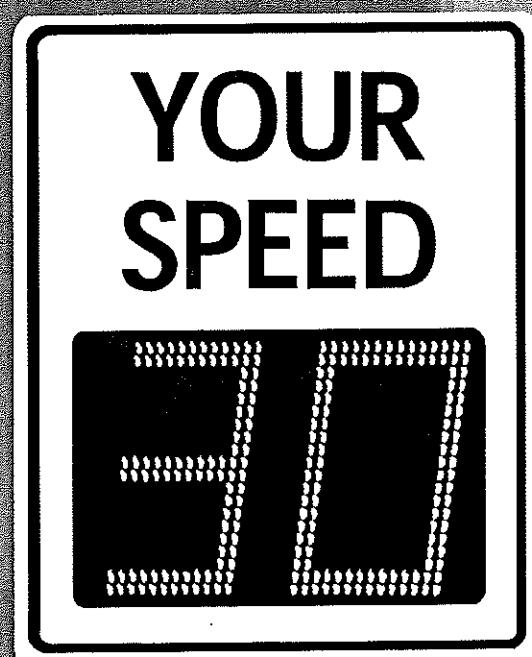
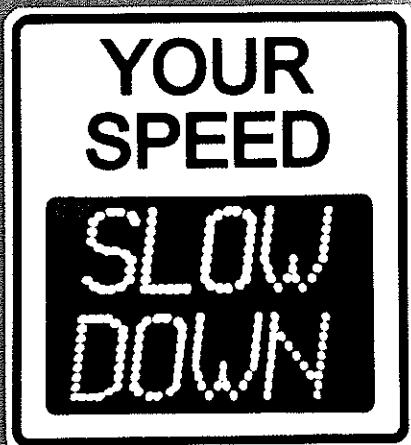
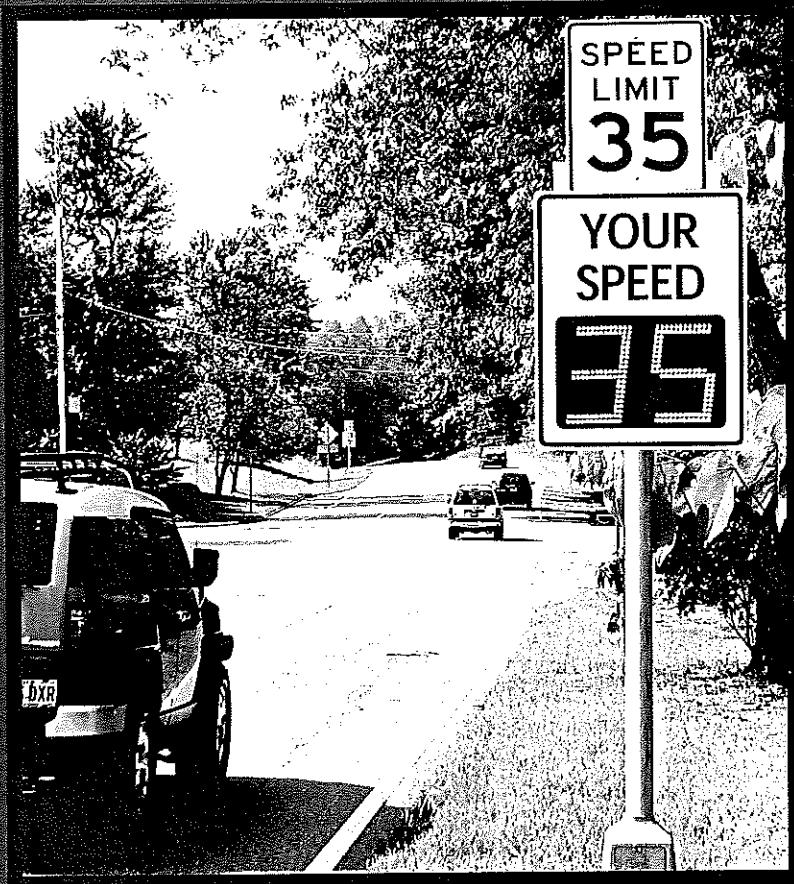


radarsign®

2017  
Product Catalog



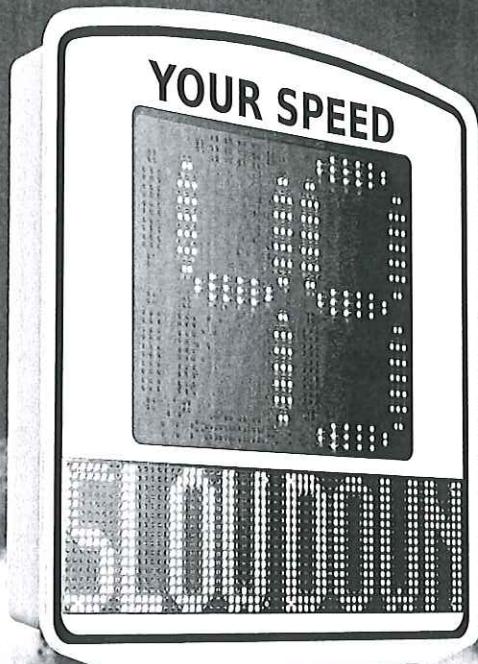
# radarsign®



[info@radarsign.com](mailto:info@radarsign.com)

[www.radarsign.com](http://www.radarsign.com)

678-965-4814



## LAUNCH OFFER

### RADAR SIGN INCLUDES :

Mounting Kit  
Bluetooth connection  
Traffic Data software suite

2 YEAR WARRANTY  
DELIVERY INCLUDED !



**\$ 2,000**  
AC Radar Sign



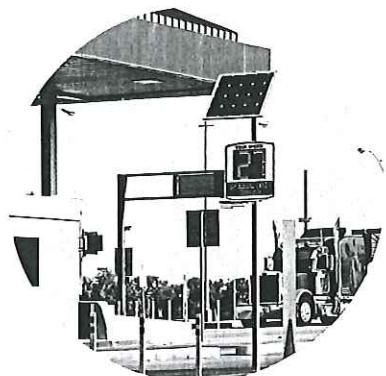
**\$ 2,500**  
Solar Radar Sign

### THE MARKET REFERENCE

- Easy installation, use and maintenance
- Smart design and proven technology
- 5,000 units installed worldwide

*"Within the first few days of installing the speed signs from Elan City, we noticed vehicles slowing down at our toll plazas. Installation was a breeze, software was trouble-free and the customer support was excellent. This product is definitely living up to our expectations."*

**Eric Becker**  
Director of Roadway Operations Kansas Turnpike Authority



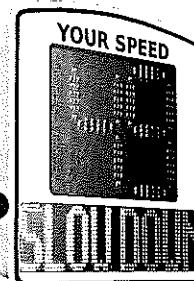
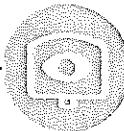
EVONS  
EVOLUTION

## EFFECTIVE

Driver impact : reduces speed by 25 % on average

Text display : 5 programmable messages

Tri-color display : green/amber/red



## SMART

Easy to install

Numerous power options

Simple dial switch for speed limit configuration

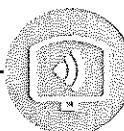


## INTELLIGENT

Records data for both directions of traffic

Downloadable by USB, Bluetooth, GPRS (option)

User friendly software for set-up / analysis



## RELIABLE

Tested and approved worldwide

2 year warranty

FCC compliant



ElanCity

DETECT INFORM SECURE

Please contact us for more information:

T. +16468786259 - [sales@elancity.net](mailto:sales@elancity.net)  
10-34 44th Drive  
Long Island City, NY, 11101

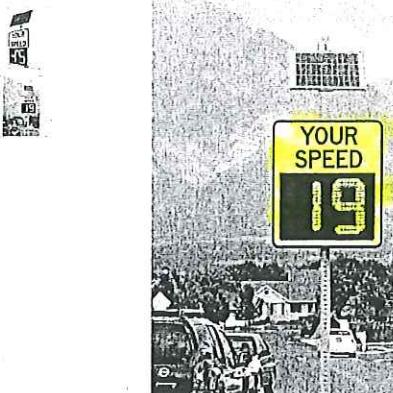
ElanCity

Shop Categories

Help

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Account Tools(0)  
Lists

All

[Return to Category List](#)[Home](#)[Safety & Security](#)[Signs](#)[Parking & Traffic](#)[Tapco® BlinkerRadar™ Radar Feedback Signs](#)

Click image to enlarge

[See all 31 items in product family](#)Quantity: 

## Tapco® Safe Pace® SP100 11" Radar Feedback Sign, Solar Powered, White Sign, 1485-00071

Item #: T9FB2175384

[Email](#) [Print](#)[Add to list](#)Sold By: [globalindustrial.com](#)

Usually ships in 5 to 8 days

0 reviews | [Write a review](#)

Price: \$ 3,059.00

### Customers Who Viewed This Also Viewed


[Tapco® SP100 11" Radar Feedback Sign, AC Power, with Your](#)

[Tapco® SP100 11" Radar Feedback Sign, AC Power, with Your](#)

[Tapco® 250 lbs. Concrete Base with 18" Nesting Sleeve](#)

### Frequently Purchased Together



Handicapped Parking Lot Stencil

[\(85\)](#)

Aervoe 800 Vers-A-Striper Line Striping Machine

[\(30\)](#)

Aluminum Sign - Stop .080mm Thick, White/Red

[\(2\)](#)[Add](#)

\$18.00

[Add](#)

\$73.95

[Add](#)

\$57.95

[Product Information](#)[Photo/Video Gallery](#)[Customer Review](#)[Product Pack](#)[Accessories](#)

**Tapco® Safe Pace® SP100 11" Radar Feedback Sign, Solar Powered, White Sign, 1485-00071** The SafePace®100 is the radar sign that fits your budget. This compact radar sign offer exceptional visibility and power efficiency in a lightweight, portable solution.

### Functions, Programming and Diagnostics

Bluetooth 4.0 communication (standard)

SafePace® Pro Management Software application

Miles per hour or Kilometer per hour selectable

Add 24/7 365-day unlimited programming and scheduling

Display On/Stealth Modes (in stealth mode, speed is not displayed but data is collected)

Display Minimum Speed / Display Maximum Speed

Digit Flashing Speed Threshold (digits flash above selected speed)

Speed Violator Strobe (pulsing strobe flashes with digits or alone above display maximum speed)

### Enclosure

12 gauge aluminum

Flat black powder coated front, light gray powder coated body

Weatherproof, NEA 4X-12, IP65 level compliant, non-sealed and ventilated

25" aluminum protective cover

White HIP reflective sheeting on sign face, black text, MUTCD conforming

Operating temperatures: -40°F/-40°C to 185°F/85°C

Conformal coating on all circuit boards

Standard banding brackets or optional universal mounting bracket system (bracket, locking plate, key and pole-mount plate) for mounting

### Display

Digit Size: 11"H x 5.6"W

### Product Specifications

WIDTH INCHES 23

DEPTH INCHES 3-1/2

COLOR FINISH Black/White

BRAND Tapco®

CONSTRUCTION Aluminum

POWER SOURCE Solar

MANUFACTURERS PART NUMBER 1485-00071

MODEL SP100

TYPE Radar Feedback Sign

WEIGHT LBS 32

APPROVAL MUTCD

DISPLAY SIZE 11"

SHAPE Rectangle

LED COLOR Amber

SHEETING HIP Reflective

Toll Free: 1-800-671-5080 (tel:1-800-671-5080)

Email: [info@industrialsafety.com](mailto:info@industrialsafety.com) (mailto:info@industrialsafety.com)**IndustrialSafety**.com  
(<https://industrialsafety.com/>)**REQUEST QUOTE** (<https://industrialsafety.com/quote>)

Enter search here...

[Home](#) (<https://industrialsafety.com/>) > [Traffic Logix SafePace 100 Radar Sign With Solar Power](#)**Traffic Logix SafePace 100 Radar Sign With Solar Power****\$2,599.00**

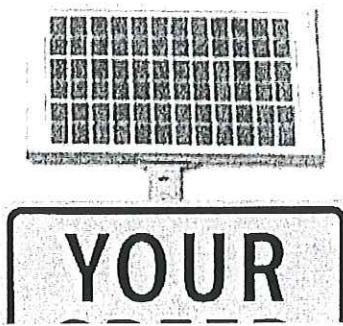
Manufacturer Part Number(s): SP-100-SOLAR-POWER

Manufacturer: Traffic Logix

Estimated Shipping Time: 2-3 Week Leadtime

SKU SP-100-Solar-Power

1

[Add To Cart](#)[Request A Bulk Quote](#)



## DETAILS

The Traffic Logix SafePace 100 is the radar sign that fits your budget. This compact radar speed sign offers exceptional visibility and power efficiency in a lightweight, portable solution. Featuring the options you need at remarkably affordable pricing, the SafePace 100 is the sign you'll want to use again and again to keep your neighborhoods safe.

- Unit with "YOUR SPEED" sign mounted: 29.0"(h) x 23.0"(w) x 3.5"(d)
- Unit alone: 15.8"(h) x 21.4"(w) x 3.5"(d)
- Solar Powered Model: 28 lbs
- At just around 20 lbs, the lightweight sign is quick and simple to transport and can be mounted in minutes.
- Available in choice of sign plate colors at no additional cost, yellow or white sign face
- Easy-to-use management software offers 24/7 customization, allowing you to set sign parameters, download traffic data, and generate statistical reports.
- 11"(h) x 5.6"(w) digits, 98 LEDs per digit
- Range of detection of over 350 feet
- Integrated flashing violator strobe alerts speed drivers, returning their attention to the road
- The  $\frac{1}{4}$ " aluminum protective cover and individual optical lenses shield the LEDs, protecting against theft or vandalism
- Individual optical lenses shielding each LED
- Software to optimize brightness / power
- Standard Mounting Bracket
- Bluetooth
- Stealth Mode: Collect baseline traffic data while speed display appears blank to motorists
- 2 year warranty on sign, 1 year warranty on battery

### Ideal for:

- Residential neighborhoods
- Private communities
- School zones
- Shopping centers



# QUOTATION

Q17-10438

525 N. Great Southwest Pkwy  
Arlington, TX 76011  
972-641-4911

Quoted to Brian WINDHAM

Cust  
Code

P 972-617-7262

F

Email bwindham@cityofovilla.org

Company City of Ovilla

105 S. Cockrell Hill Road

Ovilla

TX 75154

Date 10/23/2017

Quoted by Brandon Ali

Lead Time 3-6 WEEKS

Terms

Part # / Size	Description	Qty	UM	Unit Price	Total Price
1 SR101 23" X 29"	SOLAR OR A/C POWERED RADAR SIGN, 15" LETTERING. STANDARD BRACKET (DATA OPTION AVAILABLE FOR 549.00 MORE) (MPH NEEDED- ??)	1	KT	3195.00	3195.00
2 SR102 23" X 29"	SOLAR OR A/C POWERED RADAR SIGN, 15" LETTERING. STANDARD BRACKET, DATA TRACKING (SOFTWARE INCLUDED) (MPH NEEDED- ??)	1	KT	3710.00	3710.00

A quote not accepted within ninety (90) days is subject to review.  
Custom products are NOT returnable, refundable or cancelable.



# QUOTATION

Q17-10438

525 N. Great Southwest Pkwy  
Arlington, TX 76011  
972-641-4911

Quoted to Brian WINDHAM  
P 972-617-7262 F  
Email bwindham@cityofovilla.org  
Company City of Ovilla  
105 S. Cockrell Hill Road  
  
Ovilla TX 75154

Date 10/23/2017  
Quoted by Brandon Ali  
Lead Time 3-6 WEEKS  
Terms \_\_\_\_\_

Part # / Size	Description	Qty	UM	Unit Price	Total Price

**SHIP TO ADDRESS**

Company: \_\_\_\_\_  
Attention: \_\_\_\_\_  
Address only: \_\_\_\_\_  
Inst. Ste, etc: \_\_\_\_\_  
Ship To Phone: \_\_\_\_\_  
Ship To City: \_\_\_\_\_  
Ship to State: \_\_\_\_\_ Zip \_\_\_\_\_

Subtotal \$6,905.00  
Freight Estimate  
Total Quote \$6,905.00

Ship to for Freight Estimate  
Shipping Via \_\_\_\_\_  
Shipping Terms \_\_\_\_\_  
Transit Time \_\_\_\_\_

AGENDA ITEM REPORT  
Item 8

Meeting Date: November 13, 2017

Department: Administration/PW

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: John R. Dean Jr., CM

Amount: N/A

Reviewed By:  City Manager  City Secretary  City Attorney  
 Accountant  Other: B. Piland

**Attachments:**

1. Engineering Proposal Amendment dated 10/25/2017
2. Revised time line to accompany new amendment
3. Engineering Proposal Amendment dated 02/13/2017

**Agenda Item / Topic:**

ITEM 8. **DISCUSSION/ACTION** – Consideration of and action on an amendment to the Engineering Services Agreement with Birkhoff, Hendricks and Carter, LLP, for the Red Oak Creek 12-inch Water Line.

**Discussion / Justification:**

The engineering contract amendment of \$2,500 has been requested by the engineers to complete the project.

Staff has asked Birkhoff to make some minor modifications to the creek crossing in hopes of encouraging more bidders. It is my understanding that several contractors looked at the project and did not bid because of the location of the creek crossing.

The firm has committed to complete the project regardless of amendment approval or not.

The original agreement of \$18,290 was amended by the previous City Manager.

If approved this increase would bring the total engineering cost for the project to \$23,790.00.

**Recommendation / Staff Comments:**

In my experience I have not had an engineering firm quote a project service cost and then come back and ask for additional funds. This is the second request for additional funding on a relatively small project.

My recommendation is to not approve additional funding for these services.

**Sample Motion(s):**

I move to APPROVE/DENY the amendment to the Engineering Services Agreement with Birkhoff, Hendricks and Carter, LLP for the red Oak Creek 12-inch Water Line.

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.**  
**PROFESSIONAL ENGINEERS**

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

[www.bhcllp.com](http://www.bhcllp.com)

JOHN W. BIRKHOFF, P.E.  
GARY C. HENDRICKS, P.E.  
JOE R. CARTER, P.E.  
MATT HICKEY, P.E.  
ANDREW MATA, JR., P.E.  
JOSEPH T. GRAJEWSKI, III, P.E.  
DEREK B. CHANEY, P.E.  
CRAIG M. KERKHOFF, P.E.

October 25, 2017

***Sent via Email***

Mr. John Dean  
City Manager  
105 S. Cockrell Hill  
Ovilla, Texas 75154

Re: Red Oak Creek 12-inch Water Line  
Engineering Proposal Amendment

Dear Mr. Dean:

As you requested, we are submitting this amendment to the professional services agreement for the Red Oak Creek 12-inch Water Line project. This amendment will cover the additional services requested by the City for the re-alignment of the waterline crossing, and reproduction costs.

We propose to increase the hourly services described under the attached 2016 Fee Schedule from the original contract by the amount of \$2,500.00, which increases the Maximum Fee Not to Exceed amount for these services from \$21,290.00 to \$23,790.00

If this proposal is acceptable to the City of Ovilla, please sign one copy of this letter in the space provided below and return it to our office. We are available at your convenience to discuss this request.

Sincerely yours,



Andrew Mata Jr., P.E.

APPROVED FOR THE CITY OF OVILLA

By: \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT "B"

### COMPLETION SCHEDULE

Notice to Proceed .....	November 17, 2017
Receive Comments Back From City .....	November 17, 2017
Complete Final Plans & Specifications .....	December 1, 2017
Advertise Project .....	December 7, 2017
Open Bids .....	December 21, 2017
Award Contract .....	January, 2018
Notice to Proceed .....	February, 2018
Project Completion .....	March, 2018

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.  
PROFESSIONAL ENGINEERS**

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

[www.bhcllp.com](http://www.bhcllp.com)

**COPY**

JOHN W. BIRKHOFF, P.E.  
GARY C. HENDRICKS, P.E.  
JOE R. CARTER, P.E.  
MATT HICKEY, P.E.  
ANDREW MATA, JR., P.E.  
JOSEPH T. GRAJEWSKI, III, P.E.  
DEREK B. CHANEY, P.E.  
CRAIG M. KERKHOFF, P.E.

February 13, 2017

Mr. Dennis Burn, P.E.  
City Manager  
105 S. Cockrell Hill  
Ovilla, Texas 75154

Re: Engineering Proposal  
Amendment

**POSTED**  
P.O. change  
in QB  
LH

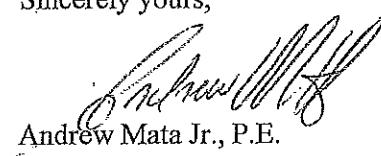
Dear Mr. Burn:

As you requested, we are pleased to submit this amendment to the professional services agreement for the Red Oak Creek 12-inch Water Line project. This amendment will cover the additional services requested by the City to prepare plat and field note descriptions exhibit to be used with the waterline easement documents.

We propose to increase the hourly services described under the attached 2016 Fee Schedule from the original contract by the amount of \$3,000.00, which increases the Maximum Fee Not to Exceed amount for these services from \$14,050.00 to \$17,050.00.

If this proposal is acceptable to the City of Ovilla, please sign one copy of this letter in the space provided below and return it to our office. We are available at your convenience to discuss this request.

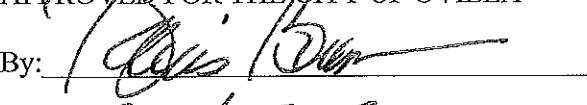
Sincerely yours,



Andrew Mata Jr., P.E.

APPROVED FOR THE CITY OF OVILLA

By:



2.14.2017

Date:

## EXHIBIT "C"

### PAYMENT SCHEDULE

#### BASIC SERVICES

Payment for engineering services described under Exhibit "A", Part I, II & III shall be based on the following fee schedule. The Maximum Overall Fee for Parts I, II & III shall not exceed **\$14,050.00**.

#### FEES SCHEDULE

Classification/Task	Straight Time (Rate)
Project Manager .....	\$215.00
Design Engineer .....	\$145.00
AutoCAD III .....	\$150.00
AutoCAD II .....	\$122.00
AutoCAD I .....	\$80.00
Word Processor .....	\$120.00
Clerical .....	\$75.00
Survey Crew .....	\$155.00
Plotting Services .....	\$5.00 /plot
Mileage .....	0.50 ¢/mile
Delivery Service .....	\$50.00
Reproduction (Invoice times 1.15)	

Basic services will be invoiced on a monthly basis. Design phase shall be billed based on percent complete of plans. Payment is due upon receipt of invoice.

#### ADDITIONAL SERVICES

Engineering Additional Services described under Exhibit "A", Part IV, shall be based on salary cost times 2.40, with expenses at actual invoice cost times 1.10. Additional services will be invoiced on a monthly basis, based on actual hourly expenditures. Survey crew will be billed at \$155.00 per hour plus mileage. Payment is due upon receipt of invoice. We suggest you budget the following amounts for the Special Services:

AGENDA ITEM REPORT  
Item 9 – Items pulled from Consent

Meeting Date: November 13, 2017

Department: Administration/Finance

Discussion Action

Budgeted Expense:  YES  NO  N/A

Submitted by: Staff

Amount: N/A

**Discussion / Justification:**

ITEM 10. *DISCUSSION/ACTION* – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

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 . . .

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

To: Mayor Richard Dormier  
 Ovilla City Council  
 John Dean City Manager

Subject: Police Department Monthly Activity Report

Calls For Service	October 2017	October 2017 YTD	October 2016	October 2016 YTD
Accident	5	21	2	27
Alarms	8	139	11	185
Arrest	11	83	4	27
Assault/Assault FV	3	14	1	3
Assists	75	778	55	452
Building / House Security Check	380	5950	1275	14300
Burglary	1	6	0	16
Burglary of Motor Vehicle	0	4	1	7
Criminal Mischief	0	9	0	12
Disturbance	13	102	14	87
Neighborhood Check	1381	14747	1500	14921
Other Calls for Service	45	479	50	1045
Suspicious Person	2	78	7	77
Suspicious Vehicle	23	252	7	141
Theft	1	14	1	14
Traffic Assignment/School Enforcement	24	561	101	1062
<b>TOTAL CALLS FOR SERVICE</b>	<b>1972</b>	<b>23237</b>	<b>3029</b>	<b>32376</b>

Reserve Officer Hours	37.5	169	0	66
Average Response Time (Minutes)	3.34	4.4966667	5.29	4.97
Total Citations	90	1215	111	1110
Total Traffic Stops *****	294			
Traffic Stop Disposition Warning *****	211			
Traffic Stop Disposition Citation *****	83			
<b>PERCENT OF STOPS RECEIVING CITATIONS</b>	<b>28.2</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

October 2017	TO	November 2017	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
103	142095	142325	230	
104	119629	120774	1145	oil change 120122- radiator replaced
105	95980	97201	1221	
116	38163	40534	2371	replaced spot light
117	27021	29785	2764	oil change 29250-2 front tires-alignment
216	8934	9602	668	
<hr/>				
Vehicles	Begin	End	Accrued	
2017 F250 4x4	4450	5072	622	
2015 2500 HD Silverado	28898	29735	837	rotate and balanced tires/replace seat
2011 3500HD Silverado	47205	47575	370	oil change
2008 2500HD Animal Control	74580	75146	566	
2008 1500 Silverado	105138	105639	501	
2006 1500 Silverado	115614	115891	277	
2001 C6500 Dump Truck	17836	17858	22	
1999 International Patch Trk	311701	311701	0	
1998 Ford Dump Truck	52146	52160	14	
<hr/>				
	HOURS	HOURS	HOURS	
New Holland Skid LS60	1170.5	1180	9.5	replaced seat
1999 Kubota Tractor	931.6	934	2.4	
1992 Ford Tractor	1074.2	1074.2	0	
Sweeper	619.9	619.9	0	water holding tank & gasket replaced
310K John Deere Backhoe	1311.5	1333.2	21.7	
Stone Packer 3100	4504.4	4504.4	0	
Ingersoll Mobil Air Compress	1318.9	1320.8	1.9	

Green Golf Cart	763.1	763.1	0	
Jet Machine	472.6	474.9	2.3	replaced control cable
2016 Exmark	160	166	6	
2013 Exmark	297.5	303.7	6.2	replaced battery
2004 Exmark	998.3	999.2	0.9	

# OVILLA FIRE DEPARTMENT



## MONTHLY REPORT

# OVILLA FIRE DEPARTMENT

## October-17

City of Ovilla Calls for Service		2016 Totals	2017 Totals	
Fire	8		Fire	10
EMS	22	30	EMS	21
ESD #2 Calls for Service			2017 Totals	
Fire	4		Fire	10
EMS	6	10	EMS	17
ESD #4 Calls for Service			2017 Totals	
Fire	0		Fire	1
EMS	4	4	EMS	5
Mutual Aid Provided			2017 Totals	
Fire	8		Fire	9
EMS	1	9	EMS	1
Total Calls For Service / Month		53		10
Total Calls For Service / YTD		609		74
			632	

	Time from Notify to Time On Scene		Reaction Times	
	<u>September</u>	<u>October</u>	<u>September</u>	<u>October</u>
Average Response Times for City of Ovilla	5:08	4:46		
Average Response Times for ESD # 2	8:42	7:17	E-701	1:36
Average Response Times for ESD # 4	8:16	8:05		1:37

<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	5,458	6,526	\$ 1068	\$ -
1998	XE701	113,619	113,739	120	\$ -
2003	E702	26,124	26,279	155	\$ -
2001	B701	55,541	Air Filters	0	\$ 87.40
2011	B702	3,075	3,192	117	\$ -
2005	R755	16,877	17,027	150	\$ -
2007	C702	92,768	93,570	802	\$ -
2016	C701	12,146	Balance / Rotate	13,338	\$ 49.95
				1192	
			TOTAL SPENT	\$ 137.35	

**MONTHLY REPORT NOVEMBER 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 / 40** Volunteer shifts were covered and these 38 shifts there were 4 personnel on the Engine
- **9 / 9** weekend day shifts were worked by a volunteer

- All Shifts in **October** were **100%** covered with 3 minimum

### From the Deputy Chief / Fire Marshal

6 - Inspections	- Assist Federal Units with Search Warrant
11 - Consults	- 2 - Re-Inspections
CQI Reports	- 1 - Plan Review

Training with Volunteer Recruits

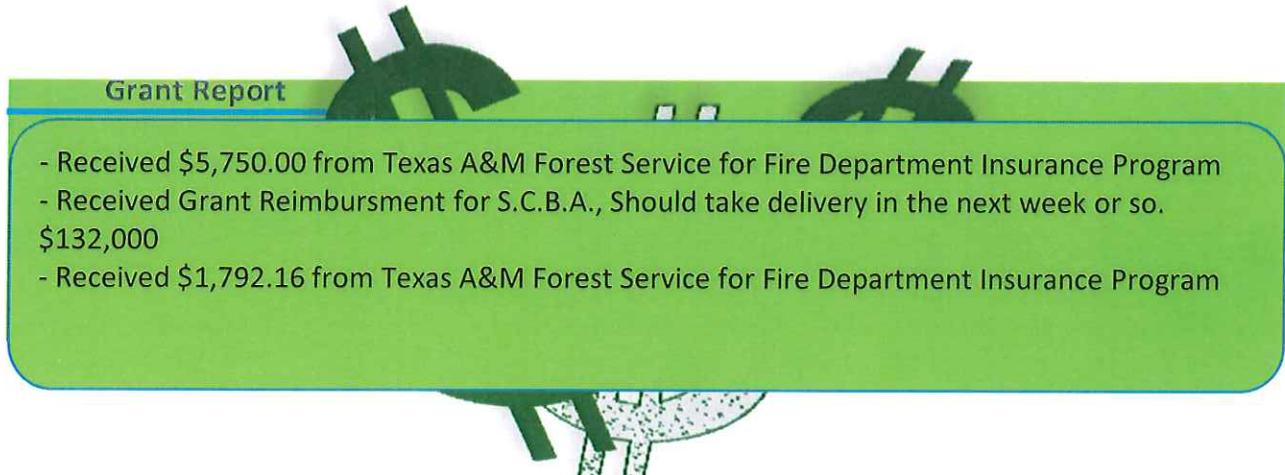
4 - Public Education Events - Reached 22 Adults and 184 Children

5 - Meetings

Back Up P.D. on calls

### Fire Department News For the Month

1. All New SCBA's from **GRANT** are here and placed into service
2. Monthly Siren Test Were Complete on the first Wednesday of the month, all sirens operated properly
3. C-701 responded to 2 calls for manpower and or command staff.
4. C-702 responded to 10 calls for manpower and or command staff.
5. Attended Monthly ESD #2 and ESD #4 Meeting
6. Hired 2 Volunteer Firefighters Nolan Fansler and Alyssa McCarthy
7. Current staffing, 2-Chiefs, 5-Captains, 24-Part Time Firefighter EMT-P,  
8-Part Time Firefighter EMT-B, 12-Volunteer Firefighters, Total F.D. Staff = 51



- Received \$5,750.00 from Texas A&M Forest Service for Fire Department Insurance Program
- Received Grant Reimbursement for S.C.B.A., Should take delivery in the next week or so.

\$132,000

- Received \$1,792.16 from Texas A&M Forest Service for Fire Department Insurance Program

## APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

## Surfacing (§2.4)

Adequate protective surfacing under and around the equipment.

Install/replace surfacing

Surfacing materials have not deteriorated.

Replace surfacing

Other maintenance: \_\_\_\_\_

Loose-fill surfacing materials have no foreign objects or debris.

Remove trash and debris

Loose-fill surfacing materials are not compacted.

Rake and fluff surfacing

Loose-fill surfacing materials have not been displaced under heavy use areas such as under swings or at slide exits.

Rake and fluff surfacing

## Drainage (§2.4)

The entire play area has satisfactory drainage, especially in heavy use areas such as under swings and at slide exits.

Improve drainage

Other maintenance: \_\_\_\_\_

## General Hazards

There are no sharp points, corners or edges on the equipment (§3.4).

There are no missing or damaged protective caps or plugs (§3.4).

There are no hazardous protrusions (§3.2 and Appendix B).

There are no potential clothing entanglement hazards, such as open S-hooks or protruding bolts (§2.5.2, §3.2, §5.3.8.1 and Appendix B).

There are no crush and shearing points on exposed moving parts (§3.1).

There are no trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in a use zone (§3.6).

## NOTES:

## DATE OF INSPECTION:

10/16/17 10/30/17

## Security of Hardware (§2.5)

There are no loose fastening devices or worn connections.

Replace fasteners

Other maintenance: \_\_\_\_\_

Moving parts, such as swing hangers, merry-go-round bearings, and track rides, are not worn.

Replace part

Other maintenance: \_\_\_\_\_

## Durability of Equipment (§2.5)

There are no rust, rot, cracks, or splinters on any equipment (check carefully where it comes in contact with the ground).

There are no broken or missing components on the equipment (e.g., handrails, guardrails, protective barriers, steps, or rungs).

There are no damaged fences, benches, or signs on the playground.

All equipment is securely anchored.

## Leaded Paint (§2.5.4)

Paint (especially lead paint) is not peeling, cracking, chipping, or chalking.

There are no areas of visible lead paint chips or accumulation of lead dust.

Mitigate lead paint hazards

## General Upkeep of Playgrounds (§4)

There are no user modifications to the equipment, such as strings and ropes tied to equipment, swings looped over top rails, etc.

Remove string or rope

Correct other modification

The entire playground is free from debris or litter such as tree branches, soda cans, bottles, glass, etc.

Clean playground

There are no missing trash receptacles.

Replace trash receptacle

Trash receptacles are not full.

Empty trash

Treat ant mounds.  
INSPECTION BY: *BT*

## APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

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Improve drainage

Other maintenance: \_\_\_\_\_

### General Hazards

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There are no crush and shearing points on exposed moving parts (§3.1).

There are no trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in a use zone (§3.6).

*Replace step on Large Fort*

### NOTES:

DATE OF INSPECTION:

*10/16/17, 10/30/17.*

### Security of Hardware (§2.5)

There are no loose fastening devices or worn connections.

Replace fasteners

Other maintenance: \_\_\_\_\_

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Replace part

Other maintenance: \_\_\_\_\_

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Clean playground

There are no missing trash receptacles.

Replace trash receptacle

Trash receptacles are not full.

Empty trash

INSPECTION BY:

*Power wash X wave  
and  
slide.*

**APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS****Surfacing (§2.4):**

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Rake and fluff surfacing

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Rake and fluff surfacing

**Drainage (§2.4):**

The entire play area has satisfactory drainage, especially in heavy use areas such as under swings and at slide exits.

Improve drainage

Other maintenance: \_\_\_\_\_

**General Hazards**

There are no sharp points, corners or edges on the equipment (§3.4).

There are no missing or damaged protective caps or plugs (§3.4).

There are no hazardous protrusions (§3.2 and Appendix B).

There are no potential clothing entanglement hazards, such as open S-hooks or protruding bolts (§2.5.2, §3.2, §5.3.8.1 and Appendix B).

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**NOTES:**

DATE OF INSPECTION:

10/16/17

10/30/17

**Security of Hardware (§2.5):**

There are no loose fastening devices or worn connections.

Replace fasteners

Other maintenance: \_\_\_\_\_

Moving parts, such as swing hangers, merry-go-round bearings, and track rides, are not worn.

Replace part

Other maintenance: \_\_\_\_\_

**Durability of Equipment (§2.5):**

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Clean playground

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Replace trash receptacle

Trash receptacles are not full.

Empty trash

INSPECTION BY:

BP



Date: November 7<sup>th</sup> 2017

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

**FROM:** Brad Piland Public Works Director

**TOPIC:** Public Works Monthly Report for October

---

1. 55 Work Orders completed for October 2017
2. Purchased water from DWU 16236000 gal / Billed to customers 15200000 gal / difference of 103600 gal

**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 Park

**Monthly Water/Sewer:**

- Read water meters, serviced disconnects and reconnects
- Replaced meters:
  - 105 Copperfield Court
  - 403 Thorntree
  - 302 Willowcreek
- Repaired drainage in front of City Hall and FD
- Daily water maintenance residual and pressure tests
- Repaired water leaks: Pump station

**\*\*Flushed Hydrants**

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

**\*\*Watered plants at City Hall and parks**

**Tree and grass maintenance:**

- Heritage Park
- Silver Spur Park
- Baseball fields and Cindy Jones Park
- Assist Code Enforcement with mowing properties

**Street and Miscellaneous:**

- Street Repairs: Shiloh, Bryson, Johnson Lane, Suburban Drive
- Installed new sign at Westmoreland/Ovilla Rd
- Updated marquee as needed
- Serviced PD Units



**DATE:** November 13, 2017  
**TO:** Honorable Mayor and Council Members  
**FROM:** Linda Harding, City Accountant  
**SUBJECT:** Accounting Department Report

**August Reports –** Financials ending 9/30/2017  
Over \$5,000  
Bank Balances as of 11-8-2017  
Revenue / Expense Graphs  
Quarter ending 9/30/2017 Committed Fund Report  
Quarter ending 9/30/2017 Investment report

**Mentions to reports:**

Payroll expense will have line items over budget. These lines include expense for Merit and Salary increases. The budget for Merit and Salary increase are on separate budget lines. Please review the budget lines for **Total of Salary and Wages** for complete payroll totals. Any department payroll over budget could be caused by salary approved above budget and unexpected overtime.  
TMRS and payroll tax lines over budget for other related payroll expenses, would also be caused by unexpected overtime, salary approved over budget.

**GENERAL FUND**

Property tax has been collected at 98.66% through September 2017.  
Residential building permits were estimated 50, the actual through September: 24.  
Overall revenue for FY 16-17 ended 84% of budget., using the reduction in fund balance of \$450,167, the revenue result is 95.44%. Expense ended at 93% of budget, producing a surplus of \$101,886.

**WATER AND SEWER**

Water only revenue for FY 16-17 ended at 79% of budget  
Sewer only revenue for FY 16/17 ended 89% of budget.  
Overall revenue for FY 16-17 ended 86% of budget, Expense ended at 85% of budget, producing a surplus of \$12,448.13

**AUDIT for FY 16/17:** Auditors have requested a few items and that process will continue. The auditors will be in house starting January 2, 2018.

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. with three (3) one-year optional extensions for the fiscal years ending through September 2019.

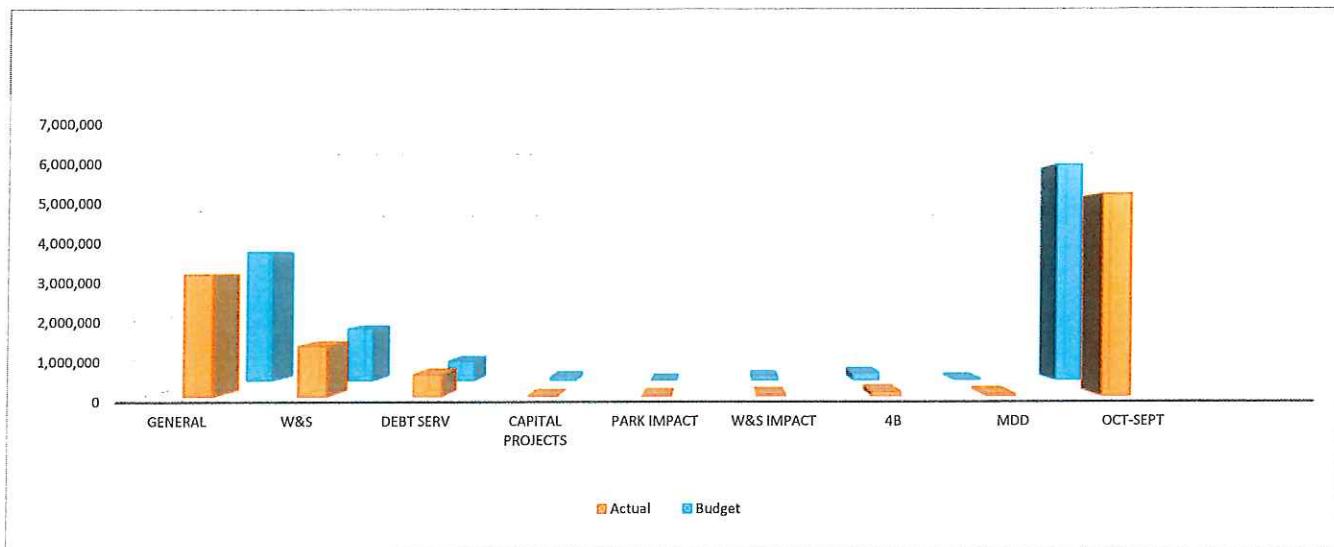
December 2017 Prepare for Bank RFQ to start May 2018-2021

**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 payroll, sales tax.

Name	Account #	Previous Balance	NEW BALANCE	As Of
<u>Debt Fund</u>	*0291	23,352.60	51,484.65	11/8/2017
<u>General Fund Reserve</u>	608	56,167.92	56,238.71	11/8/2017
<u>GF Reserve CD</u>	*0694	247,739.71	247,739.71	11/8/2017
<u>Water Impact</u>	*2322	51,506.80	50,939.92	11/8/2017
<u>4B EDC</u>	*3691	513,982.14	552,503.91	11/8/2017
<u>Fire Dept. Auxil.</u>	*3909	1,050.00	1,125.00	11/8/2017
<u>Water Money Market</u>	*4323	189,317.76	189,374.04	11/8/2017
<u>MDD Fund</u>	*7451	217,081.92	220,984.98	11/8/2017
<u>Water Credit Card</u>	*7531	139.51	139.61	11/8/2017
<u>GF Reserves Money Mkt.</u>	*7583	128,226.42	128,264.54	11/8/2017
<u>GF Money Market</u>	*7605	230,598.36	230,666.91	11/8/2017
<u>Park Fund Money Mkt.</u>	*7613	72,643.54	74,000.15	11/8/2017
<u>Capital Projects Money Mkt.</u>	*7648	130,674.20	130,713.04	11/8/2017
<u>W&amp;S Impact-Sewer</u>	*8699	55,443.47	72,853.23	11/8/2017
<u>employee benefit trust</u>	*8777	274.57	37.82	11/8/2017
<u>GF Operating</u>	*9437	1,257,760.58	544,359.78	11/8/2017
<u>W&amp;S Fund Operating</u>	*9445	639,817.67	581,008.49	11/8/2017
<u>Police Special Fund</u>	*9792	1,382.46	115.51	11/8/2017
<b>SUB TOTAL</b>		<b>3,817,159.63</b>	<b>3,132,550.00</b>	
TexPool - CAPITAL PROJECT	1878	308.16	308.16	11/8/2017
TexStar - GENERAL FUND	1110	3,761.68	3,764.93	11/8/2017
TexStar - GENERAL FUND	1120	937.59	938.44	11/8/2017
TexStar - W&S IMPACT	3540	3,180.24	3,180.24	11/8/2017
TexStar - CAPITAL PROJECT	5340	1,407.56	1,407.56	11/8/2017
TexStar - W&S FUND	5350	1,155.24	1,155.24	11/8/2017
Bryson Manor - GENERAL FUNC	8662	297,923.59	298,122.79	11/8/2017
Leose	2510	1,152.62	1,152.62	11/8/2017
<b>TOTAL BANK BALANCES</b>		<b>4,126,986.31</b>	<b>3,442,579.98</b>	

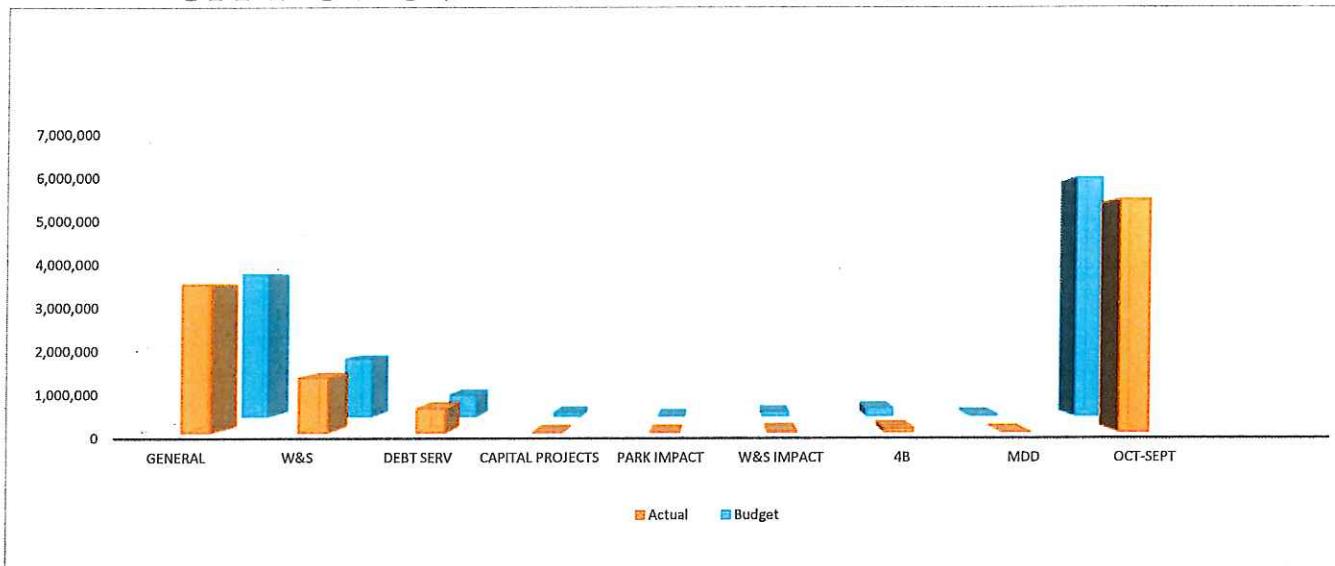
## CITY OF OVILLA REVENUE FY 2016-2017



### City of Ovilla Revenue

FUNDS	Capital								
	General	W&S	Debt Serv	Projects	Park Impact	W&S Impact	4B	MDD	Oct-Sept
Actual	3,189,678	1,324,800	565,639	372	7,561	35,950	107,823	53,974	5,285,797
Budget	3,813,740	1,538,005	571,025	90,261	13,523	109,330	214,647	41,991	6,392,522
Over / (Under) Budget	(624,062)	(213,205)	(5,386)	(89,889)	(5,962)	(73,380)	(106,824)	11,983	(1,106,725)

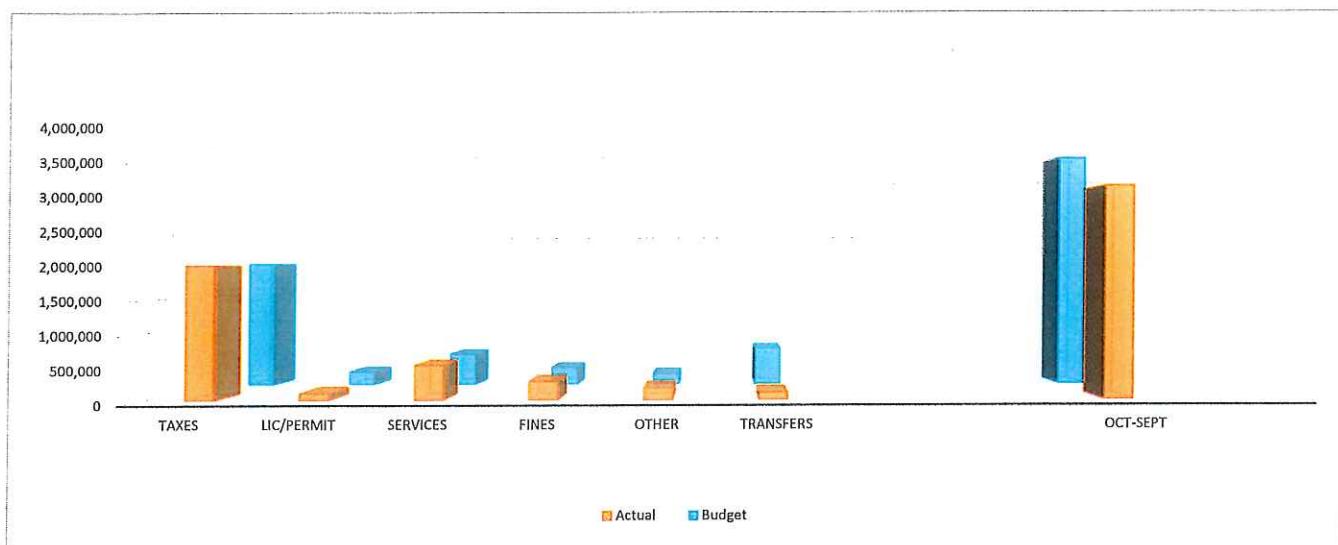
## CITY OF OVILLA EXPENSE FY 2016-2017



### City of Ovilla Expense

FUNDS	Capital								
	General	W&S	Debt Serv	Projects	Park Impact	W&S Impact	4B	MDD	Oct-Sept
Actual	3,537,959	1,312,351	570,925	0	3,647	37,600	93,551	2,247	5,558,280
Budget	3,813,740	1,538,005	571,025	90,261	13,523	109,330	214,647	41,991	6,392,522
Over / (Under) Budget	(275,781)	(225,654)	(100)	(90,261)	(9,876)	(71,730)	(121,096)	(39,744)	(834,242)

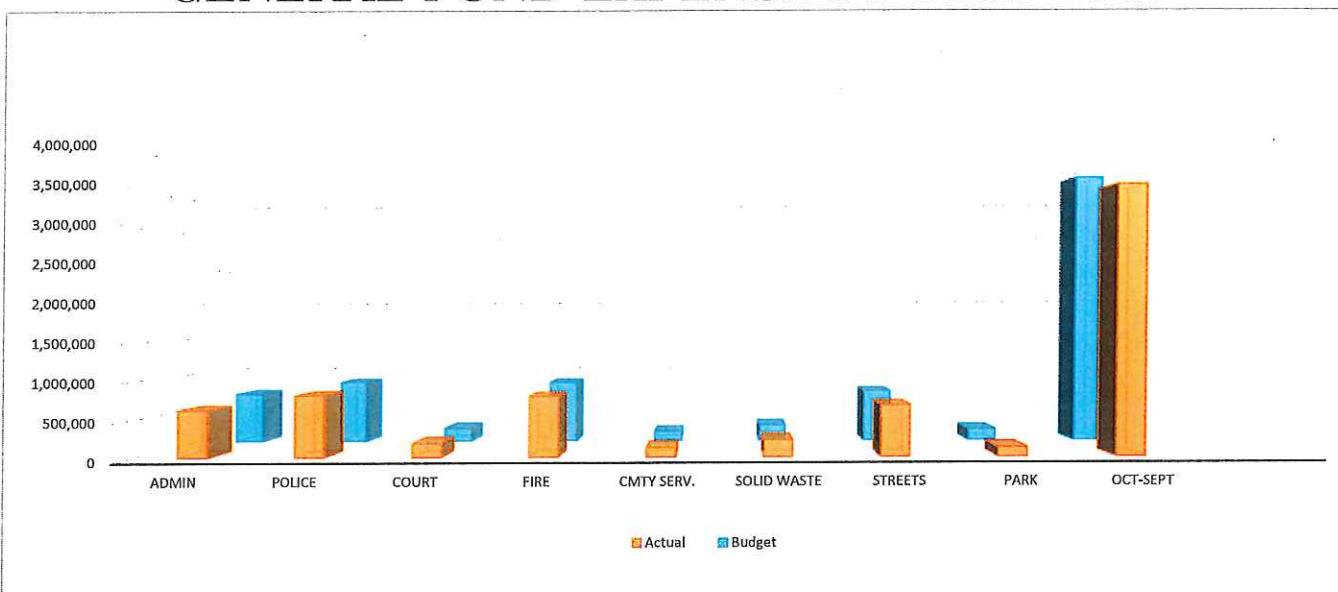
## GENERAL FUND REVENUE FY 2016-2017



### General Fund Revenue

	Taxes	Lic/Permit	Services	Fines	Other	Transfers	Oct-Sept
Actual	2,012,258	99,268	518,803	273,633	174,941	110,775	3,189,678
Budget	2,039,620	212,068	509,228	277,517	170,035	605,272	3,813,740
Over / (Under) Budget	(27,362)	(112,800)	9,575	(3,884)	4,906	(494,497)	(624,062)

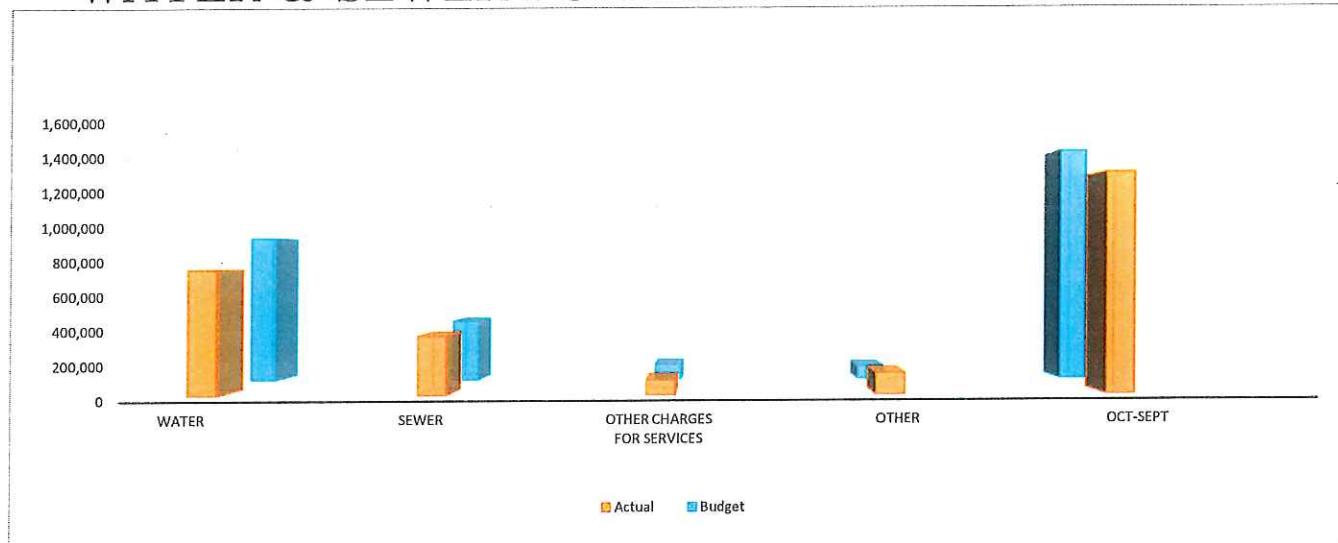
## GENERAL FUND EXPENSE FY 2016-2017



### General Fund Expense

	Admin	Police	Court	Fire	CMTY Serv.	Solid Waste	Streets	Park	Oct-Sept
Actual	614,694	806,292	182,668	790,320	125,003	221,933	674,322	122,728	3,537,960
Budget	687,685	855,589	184,896	848,911	132,174	226,110	715,538	162,837	3,813,740
Over / (Under) Budget	(72,991)	(49,297)	(2,228)	(58,591)	(7,171)	(4,177)	(41,216)	(40,109)	(275,780)

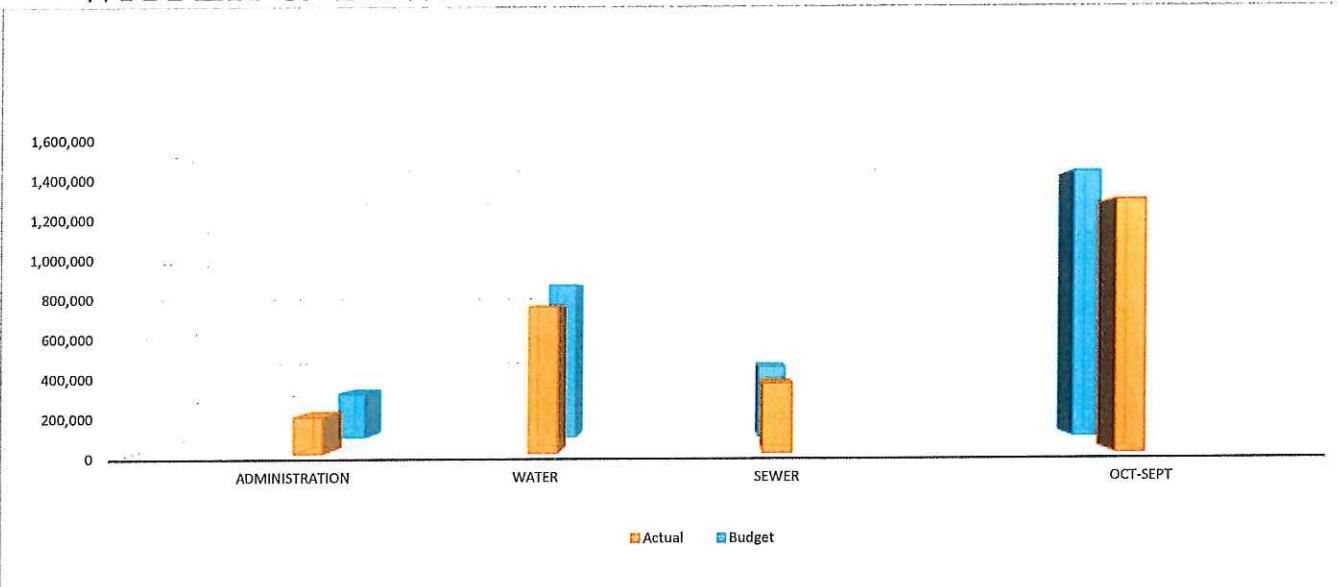
## WATER & SEWER FUND REVENUE FY 2016-2017



### Water & Sewer Revenue

	Water	Sewer	Other Charges for Services	Other	Oct-Sept
Actual	753,114	354,616	88,346	128,723	1,324,799
Budget	959,305	396,500	98,050	84,150	1,538,005
Over / (Under) Budget	(206,191)	(41,884)	(9,704)	44,573	(213,206)

## WATER & SEWER FUND EXPENSE FY 2016-2017



### Water & Sewer Fund Expense

	Administration	Water	Sewer	Oct-Sept
Actual	190,932	760,832	360,587	1,312,351
Budget	253,151	880,265	404,589	1,538,005
Over / (Under) Budget	(62,219)	(119,433)	(44,002)	(225,654)



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DATE: NOVEMBER 13, 2017

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Financial Statements Through September 2017

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

	Current	Year to Date	\$ Over		% of Budget
			(Under)		Thru September
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
<b>Revenues</b>					
4000100 · Taxes					
4000105 · Ad Valorem, Current	-465	1,594,214	1,541,553	52,661	103%
4000106 · Ad Valorem, New & improvements	0	0	77,331	(77,331)	0%
4000110 · Ad Valorem, Delinquent	148	13,850	11,388	2,462	122%
4000113 · Interest/Penalties - Prop Tax	157	7,753	7,540	213	103%
4000120 · Sales Tax	25,009	211,640	201,446	10,194	105%
4000125 · Sales Tax - Street Improvement	6,252	52,910	50,362	2,548	105%
4000130 · Franchise Tax	5,188	131,891	150,000	(18,109)	88%
<b>Total 4000100 · Taxes</b>	<b>36,290</b>	<b>2,012,258</b>	<b>2,039,620</b>	<b>(27,362)</b>	<b>99%</b>
4000200 · Licenses and Permits					
4000210 · Residential Building Permits	7,362	52,446	150,100	(97,654)	35%
4000214 · Misc Building Permits	2,069	25,581	16,000	9,581	160%
4000230 · Plan Review Fee	1,816	12,415	35,750	(23,335)	35%
4000260 · Alarm Permits	180	2,539	2,604	(65)	98%
4000270 · Animal Tag Fees	204	2,398	3,706	(1,308)	65%
4000272 · Impound Fees	90	1,395	2,751	(1,356)	51%
4000290 · Misc Licenses and Permits	140	2,495	1,157	1,338	216%
<b>Total 4000200 · Licenses and Permits</b>	<b>11,861</b>	<b>99,268</b>	<b>212,068</b>	<b>(112,800)</b>	<b>47%</b>
4000400 · Charges for Services					
4000325 · ESD #2	95,000	190,000	190,000	0	100%
4000330 · ESD #4	18,543	55,628	55,628	0	100%
4000411 · Copies and Maps	1	48	100	(52)	48%
4000415 · Police Reports	0	36	150	(114)	24%
4000420 · Park Lights	0	0	1,000	(1,000)	0%
4000440 · Oak Leaf Animal Control	0	835	2,100	(1,265)	40%
4000450 · Subdivision Fees	0	15,388	6,900	8,488	223%
4000480 · Solid Waste (Garbage)	17,668	253,337	247,600	5,737	102%
4000485 · 50/50 Sidewalk Program	0	0	1,250	(1,250)	0%

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

	Current	Year to Date	\$ Over		% of Budget
			(Under)	Budget	
	September 2017	'Oct - Sept 2017	Budget	Thru September	
4000490 · Misc Charges for Services	76	3,531	4,500	(969)	78%
Total 4000400 · Charges for Services	131,288	518,803	509,228	9,575	102%
4000500 · Fines and Forfeitures					
4000535 · Omni Warrant Revenue	254	2,673	2,304	369	116%
4000510 · Fines - Police	20,075	257,190	254,850	2,340	101%
4000520 · Fines - Animal Control	0	350	456	(106)	77%
4000525 · Fines - Code Enforcement	196	3,524	8,949	(5,425)	39%
4000550 · Municipal Court Technology	534	5,360	5,338	22	100%
4000551 · Municipal Court Security	400	4,020	5,396	(1,376)	75%
4000590 · Misc Fines and Forfeitures	231	515	224	291	230%
Total 4000500 · Fines and Forfeitures	21,690	273,633	277,517	(3,884)	99%
4000800 · Other Revenue					
4000810 · Heritage Day	6,375	28,661	26,000	2,661	110%
4000818 · Lease Proceeds	0	0	0	0	0%
4000820 · Water Tower Lease	6,292	114,142	109,250	4,892	104%
4000840 · Interest Earned	589	8,438	6,000	2,438	141%
4000860 · Grant Proceeds	0	0	6,825	(6,825)	0%
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	605	5,242	3,500	1,742	150%
Total 4000800 · Other Revenue	13,860	174,941	170,035	4,906	103%
4000900 · Transfers In					
4000925 · Admin.Rev. received from 4B-EDC	625	2,500	2,500	0	100%
4000926 · 4B-EDC Revenue: Restroom	0	74,987	75,000	(13)	100%
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	8,197	32,788	32,788	0	100%

**City of Ovilla General Fund**  
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	Current	Year to Date	\$ Over (Under)	% of Budget	
				September 2017	'Oct - Sept 2017
4000940 · Admin.Rev. Rec. from MDD Fund	125	500	500	0	100%
4000945 - Trans in from Court Security	0	0	4,317	(4,317)	0%
4000990 · Reduction in Fund Balance	0	0	450,167	(450,167)	0%
<b>Total 4000900 · Transfers In</b>	<b>8,947</b>	<b>110,775</b>	<b>605,272</b>	<b>(494,497)</b>	<b>18%</b>
<b>Total Revenues</b>	<b>223,935</b>	<b>3,189,678</b>	<b>3,813,740</b>	<b>(624,062)</b>	<b>84%</b>
<b>Gross Resources</b>	<b>223,935</b>	<b>3,189,678</b>	<b>3,813,740</b>	<b>(624,062)</b>	<b>84%</b>
<b>Expenditures</b>					
10 · Administration					
5101100 · Salaries & Wages					
5101110 · City Administrator	1,923	68,268	66,126	2,142	103%
5101115 · City Secretary	1,986	45,101	40,973	4,128	110%
5101117 · City Accountant	1,009	39,338	38,192	1,146	103%
5101120 · Admin. Support	674	27,015	22,978	4,037	118%
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>5,591</b>	<b>179,721</b>	<b>178,741</b>	<b>980</b>	<b>101%</b>
5101400 · Support Staff					
5101490 · Overtime	0	78	350	(272)	22%
<b>Total 5101400 · Support Staff</b>	<b>0</b>	<b>78</b>	<b>350</b>	<b>(272)</b>	<b>22%</b>
5102100 · Employee Benefits					
5102110 · Group Insurance	542	27,068	28,446	(1,378)	95%
5102135 · TMRS	2,003	22,833	22,694	139	101%
5102160 · Worker's Compensation	0	606	606	0	100%
5102170 · Payroll Taxes	298	3,384	3,456	(72)	98%
5102180 · Unemployment Taxes	0	0	1,000	(1,000)	0%
5102190 - Auto Allowance	400	2,000	2,000	0	100%
5102196 · Indiv. Membership Dues	800	1,365	1,365	0	100%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	
<b>Total 5102100 · Employee Benefits</b>	4,043	57,257	59,567	(2,310)	96%
<b>5102200 · Special Services</b>					
5102210 · Tax Assessing & Collecting Fees	1,802	2,353	2,354	(1)	100%
5102220 · Tax Appraisal Fee	3,905	15,998	16,003	(5)	100%
5102230 · Legal Fees	885	13,941	24,216	(10,275)	58%
5102240 · Audit	0	7,400	7,400	0	100%
5102250 · Accounting	0	525	1,000	(475)	53%
5102260 · Engineering Fees	1,616	8,990	9,000	(10)	100%
<b>Total 5102200 · Special Services</b>	8,209	49,207	59,973	(10,766)	82%
<b>5102300 · Contractual Services</b>					
5102310 · Consultant Fees	0	5,358	8,227	(2,869)	65%
5102325 - 4B-EDC Consulting	0	0	2,510	(2,510)	0%
<b>Total 5102300 · Contractual Services</b>	0	5,358	10,737	(5,379)	50%
<b>5102500 · Operating Services</b>					
5102530 · Custodial Service Contract	344	4,128	4,128	0	100%
5102540 · IT - Computer Maintenance	2,278	65,608	65,608	(0)	100%
<b>Total 5102500 · Operating Services</b>	2,622	69,736	69,736	(0)	100%
<b>5102600 · Special Expenses</b>					
5102610 · Election - Payroll	0	492	850	(358)	58%
5102620 · Election - Supplies	0	2,245	2,500	(255)	90%
5102630 · Election Meeting Expense	0	73	100	(27)	73%
5102650 · Codification Book Update	0	1,445	4,100	(2,655)	35%
<b>Total 5102600 · Special Expenses</b>	0	4,256	7,550	(3,294)	56%
<b>5103100 · General Supplies</b>					
5103110 · Office Supplies	197	7,980	8,000	(20)	100%

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	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
5103140 · Uniforms		60	284	285	(1)
Total 5103100 · General Supplies		256	8,265	8,285	(20)
5103400 · Maintenance Supplies / Parts					
5103410 · Supplies - Custodial		190	1,415	1,500	(85)
5103440 · Maintenance Agreement Expense		0	135	400	(265)
5103460 · Miscellaneous		71	1,482	1,500	(18)
Total 5103400 · Maintenance Supplies / Parts		261	3,033	3,400	(367)
5104200 · Travel Expenses					
5104210 · Travel - Local		0	54	500	(446)
5104220 · Professional Development		0	2,857	3,648	(791)
5104222 · Professional Develop - Council		0	975	1,200	(225)
5104225 · City Council Meal Expense		31	1,652	1,652	(0)
5104230 · Professional Develop - In-House		0	0	500	(500)
Total 5104200 · Travel Expenses		31	5,537	7,500	(1,963)
5105200 · Data Processing Expenses					
5105240 · Data Processing - Software		1,200	12,142	13,300	(1,158)
Total 5105200 · Data Processing Expenses		1,200	12,142	13,300	(1,158)
5105300 · Printing Expense					
5105310 · Copier Expense		449	4,304	4,476	(172)
5105320 · Printing - Newsletters		1,227	3,547	5,108	(1,561)
5105330 · Printing - Forms		0	672	1,500	(828)
Total 5105300 · Printing Expense		1,676	8,523	11,084	(2,561)
5105400 · Utilities					
5105410 · Telephone		128	1,426	1,427	(1)
5105415 · Cellular Phone		169	1,425	1,464	(39)

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	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
5105417 · Internet	160	1,762	2,409	(647)	73%
5105420 · Wireless Cards	152	629	912	(283)	69%
5105450 · Electricity	481	4,689	4,690	(1)	100%
<b>Total 5105400 · Utilities</b>	<b>1,089</b>	<b>9,932</b>	<b>10,902</b>	<b>(970)</b>	<b>91%</b>
 5105500 · Repairs & Bldg Improvements					
5105520 · Repairs - Buildings	0	3,937	4,000	(63)	98%
5105540 · Repairs - Machinery & Equipment	179	551	600	(49)	92%
5105590 · Repairs - Other	0	2,180	2,200	(20)	99%
<b>Total 5105500 · Repairs &amp; Bldg Improvements</b>	<b>179</b>	<b>6,668</b>	<b>6,800</b>	<b>(132)</b>	<b>98%</b>
 5105600 · Insurance					
5105610 · Insurance - Property	0	1,330	1,330	0	100%
5105620 · Insurance - Liability	0	678	678	0	100%
5105630 · Insurance - Fidelity Bond	0	250	300	(50)	83%
5105635 · Public Officials Surety Bonds	0	1,820	2,210	(390)	82%
<b>Total 5105600 · Insurance</b>	<b>0</b>	<b>4,078</b>	<b>4,518</b>	<b>(440)</b>	<b>90%</b>
 5105700 · Other Expenses					
5105705 · Postage	703	5,626	6,756	(1,130)	83%
5105710 · Cash - Over/Short	0	0	10	(10)	0%
5105725 · Records Management Expense	0	2,139	3,300	(1,162)	65%
5105730 · City - Memberships	100	2,156	2,500	(344)	86%
5105740 · Legal Notices/Advertisement	327	3,994	9,000	(5,006)	44%
5105752 · Employment Screening	0	435	436	(1)	100%
5105753 · Solicitor Screening	0	472	500	(28)	94%
5105756 · FM 664	0	23,928	24,000	(72)	100%
5105760 · Bank Service Charge	24	43	100	(57)	43%
5105764 · Filing Fees	0	177	250	(73)	71%
5105765 · Miscellaneous	156	3,006	3,614	(608)	83%

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	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
<b>Total 5105700 · Other Expenses</b>					
	1,310	41,976	50,466	(8,490)	83%
<b>5106400 · Minor Capital Outlay</b>					
<b>5106440 · Machinery &amp; Equipment</b>	0	5,013	7,500	(2,487)	67%
<b>5106465 · Furniture</b>	0	146	1,000	(854)	15%
<b>Total 5106400 · Minor Capital Outlay</b>	0	5,159	8,500	(3,341)	61%
<b>5107400 - Capitalized Assets</b>					
<b>5107440 - Machinery &amp; Equipment</b>	0	49,999	49,999	0	100%
<b>Total 5107400 - Capitalized Assets</b>	0	49,999	49,999	0	100%
<b>5109000 · Reserves</b>					
<b>5109001 - Reserve for Contingency</b>	0	0	32,507	(32,507)	0%
<b>5109015 - Reserve for FD &amp; PD Radios</b>	93,770	93,770	93,770	(0)	100%
<b>Total 5109000 - Reserves</b>	93,770	93,770	126,277	(32,507)	1
<b>Total 10 · Administration</b>	120,236	614,694	687,685	(72,991)	89%
<b>20 · Police</b>					
<b>5201100 · Salaries &amp; Wages</b>					
<b>5201120 · Police Chief</b>	5,711	74,242	70,000	4,242	106%
<b>5201143 · Command Staff</b>	5,510	58,411	53,560	4,851	109%
<b>5201150 · Certification Pay</b>	185	2,401	2,400	1	100%
<b>5201170 - Salary Increase</b>	0	0	4,160	(4,160)	0%
<b>5201180 · Merit Raises - Staff</b>	0	0	3,832	(3,832)	0%
<b>Total 5201100 · Salaries &amp; Wages</b>	11,406	135,054	133,952	1,102	101%
<b>5201400 · Support Salaries</b>					
<b>5201405 · Support Staff</b>	2,371	30,826	27,851	2,975	111%
<b>5201408 - Sergeant</b>	3,626	45,116	43,680	1,436	103%
<b>5201410 · Patrol</b>	19,275	250,724	224,723	26,001	112%

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	Current	Year to Date	\$ Over (Under)	% of Budget		
				September 2017	'Oct - Sept 2017	
				Budget	Budget	Thru September
				100%		
5201412 - Patrol Part Time		1,588	9,713	20,500	(10,788)	47%
5201415 - Certification Pay		162	2,099	1,636	463	128%
5201470 - Salary Increase		0	0	16,640	(16,640)	0%
5201480 - Merit Raises		0	0	9,387	(9,387)	0%
5201490 - Overtime		320	8,628	16,000	(7,372)	54%
<b>Total 5201400 - Support Salaries</b>		<b>27,341</b>	<b>347,105</b>	<b>360,417</b>	<b>(13,312)</b>	<b>96%</b>
 5202100 - Employee Benefits						
5202110 - Group Insurance		796	66,460	72,741	(6,281)	91%
5202135 - TMRS		3,616	45,019	44,740	279	101%
5202160 - Worker's Compensation		0	11,677	11,677	0	100%
5202170 - Payroll Taxes		636	7,210	8,381	(1,171)	86%
5202196 - Membership Dues		0	397	500	(103)	79%
<b>Total 5202100 - Employee Benefits</b>		<b>5,047</b>	<b>130,764</b>	<b>138,039</b>	<b>(7,275)</b>	<b>95%</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		0	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>0</b>	<b>23,725</b>	<b>27,225</b>	<b>(3,500)</b>	<b>87%</b>
 5202500 - Operating Services						
5202530 - Custodial Service Contract		235	2,820	2,820	0	100%
5202540 - Computer Maintenance		0	0	700	(700)	0%
5202560 - Internet Subscriptions		0	317	1,350	(1,033)	23%
<b>Total 5202500 - Operating Services</b>		<b>235</b>	<b>3,137</b>	<b>4,870</b>	<b>(1,733)</b>	<b>64%</b>

**City of Ovilla General Fund**  
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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
<b>5202600 · Special Expenses</b>					
5202675 · National Night Out	100	534	550	(16)	97%
<b>Total 5202600 · Special Expenses</b>	<b>100</b>	<b>534</b>	<b>550</b>	<b>(16)</b>	<b>97%</b>
<b>5203100 · General Supplies</b>					
5203110 · Office Supplies	115	1,779	1,874	(95)	95%
5203140 · Uniforms	1,309	6,328	7,551	(1,223)	84%
5203170 · Evidence Gathering	126	944	945	(1)	100%
<b>Total 5203100 · General Supplies</b>	<b>1,550</b>	<b>9,051</b>	<b>10,370</b>	<b>(1,319)</b>	<b>87%</b>
<b>5203400 · Maintenance Supplies &amp; Parts</b>					
5203410 · Supplies - Custodial	230	797	800	(3)	100%
<b>Total 5203400 · Maintenance Supplies &amp; Parts</b>	<b>230</b>	<b>797</b>	<b>800</b>	<b>(3)</b>	<b>100%</b>
<b>5204200 · Travel Expenses</b>					
5204210 · Travel - Local	0	0	1,000	(1,000)	0%
5204220 · Professional Development	875	2,232	4,057	(1,825)	55%
5204235 · Ammo	987	987	1,000	(13)	99%
5204270 · Vehicle Expenses	1,828	20,233	24,000	(3,767)	84%
<b>Total 5204200 · Travel Expenses</b>	<b>3,690</b>	<b>23,453</b>	<b>30,057</b>	<b>(6,604)</b>	<b>78%</b>
<b>5205200 · Data Processing Expenses</b>					
5205240 · Data Processing - Software	0	17,851	18,000	(149)	99%
<b>Total 5205200 · Data Processing Expenses</b>	<b>0</b>	<b>17,851</b>	<b>18,000</b>	<b>(149)</b>	<b>99%</b>
<b>5205300 · Printing Expenses</b>					
5205310 · Copier Expense	0	1,056	1,500	(444)	70%
5205330 · Printing - Forms	0	300	300	0	100%
5205350 · Printing - Other	0	399	400	(1)	100%

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	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	'Oct - Sept 2017	Budget	Budget
				Thru September 100%
<b>Total 5205300 · Printing Expenses</b>	0	1,755	2,200	(445) 80%
<b>5205400 · Utilities</b>				
5205410 · Telephone	108	1,404	1,404	0 100%
5205415 · Cellular Phone	197	1,272	1,350	(78) 94%
5205417 · Internet - PD	160	1,762	2,409	(647) 73%
5205420 · Wireless Cards	93	2,679	2,750	(71) 97%
5205450 · Electricity	300	3,705	4,500	(795) 82%
<b>Total 5205400 · Utilities</b>	857	10,822	12,413	(1,591) 87%
<b>5205500 · Repairs &amp; Building Improvements</b>				
5205520 · Repairs - Building	0	510	5,000	(4,490) 10%
5205540 · Repairs- Machinery & Equipment	0	354	1,000	(646) 35%
5205550 · Repairs - Vehicles	1,538	8,903	10,000	(1,097) 89%
<b>Total 5205500 · Repairs &amp; Building Improvements</b>	1,538	9,767	16,000	(6,233) 61%
<b>5205600 · Insurance</b>				
5205610 · Insurance - Property	0	1,757	1,757	0 100%
5205620 · Insurance - Liability	0	8,499	8,499	0 100%
5205640 · Insurance - Vehicle	0	2,908	2,908	0 100%
<b>Total 5205600 · Insurance</b>	0	13,164	13,164	0 100%
<b>5205700 · Other Expenses</b>				
5205742 · Public Relations	0	219	519	(300) 42%
5205752 · Employment Screening	160	526	1,550	(1,024) 34%
5205765 · Miscellaneous	147	1,487	1,620	(133) 92%
<b>Total 5205700 · Other Expenses</b>	307	2,232	3,689	(1,457) 61%
<b>5206400 · Minor Capital Outlay</b>				
5206440 · Machinery & Equipment	3,739	10,243	10,243	(0) 100%

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	Current	Year to Date	\$ Over (Under)	% of Budget		
				September 2017	'Oct - Sept 2017	
				Budget	Budget	Thru September
						100%
5206445 · Personal Protective Equipment	0	655	2,600	(1,945)		25%
5206450 · Vehicles	0	48,217	49,000	(783)		98%
<b>Total 5206400 · Minor Capital Outlay</b>	<b>3,739</b>	<b>59,114</b>	<b>61,843</b>	<b>(2,729)</b>		<b>96%</b>
5207400 - Capitalized Assets						
5207440 - Machinery and Equipment	11,764	17,965	22,000	(4,035)		82%
	11,764	17,965	22,000	(4,035)		82%
<b>Total 20 · Police</b>	<b>67,805</b>	<b>806,292</b>	<b>855,589</b>	<b>(49,297)</b>		<b>94%</b>
25 · Municipal Court						
5251100 · Salaries & Wages						
5251140 · Municipal Judge	1,267	9,454	9,454	0		100%
<b>Total 5251100 · Salaries &amp; Wages</b>	<b>1,267</b>	<b>9,454</b>	<b>9,454</b>	<b>0</b>		<b>100%</b>
5251400 · Support Staff						
5251405 · Support Staff	2,669	34,694	33,676	1,018		103%
5251470 - Salary Increase	0	0	582	(582)		
5251480 · Merit Raises	0	0	1,011	(1,011)		0%
5251490 · Overtime	113	1,095	1,900	(805)		58%
<b>Total 5251400 · Support Staff</b>	<b>2,781</b>	<b>35,789</b>	<b>37,169</b>	<b>(1,380)</b>		<b>96%</b>
5252100 · Employee Benefits						
5252110 · Group Insurance	33	6,684	7,203	(519)		93%
5252135 · TMRS	271	3,402	3,304	98		103%
5252160 · Worker's Compensation	0	122	122	0		100%
5252170 · Payroll Taxes	137	1,197	1,085	112		110%
5252196 - Membership Dues	0	60	60	0		100%
<b>Total 5252100 · Employee Benefits</b>	<b>441</b>	<b>11,466</b>	<b>11,774</b>	<b>(308)</b>		<b>97%</b>
5252300 · Contractual Services						
5251420 · Jury Fees	36	108	200	(92)		54%

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	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
5251425 · City Prosecutor		863	10,665	10,665	(0) 100%
5252375 · Comptroller - Warrant Fees		24,069	95,592	95,592	(0) 100%
<b>Total 5252300 · Contractual Services</b>		<b>24,968</b>	<b>106,365</b>	<b>106,457</b>	<b>(92) 100%</b>
5252500 · Operating Services					
5252540 · Computer Maintenance		0	0	75	(75) 0%
<b>Total 5252500 · Operating Services</b>		<b>0</b>	<b>0</b>	<b>75</b>	<b>(75) 0%</b>
5253100 · General Supplies					
5253110 · Office Supplies		0	175	175	0 100%
5253140 · Uniforms		20	71	71	(0) 100%
<b>Total 5253100 · General Supplies</b>		<b>20</b>	<b>246</b>	<b>246</b>	<b>(0) 100%</b>
5254200 · Travel Expenses					
5254210 - Travel - Local		0	0	25	(25) 0%
5254220 · Professional Development		0	0	50	(50) 0%
<b>Total 5254200 · Travel Expenses</b>		<b>0</b>	<b>0</b>	<b>75</b>	<b>(75) 0%</b>
5255200 · Data Processing Expenses					
5255240 · Data Processing - SW Maint.		0	2,050	2,051	(1) 100%
<b>Total 5255200 · Data Processing Expenses</b>		<b>0</b>	<b>2,050</b>	<b>2,051</b>	<b>(1) 100%</b>
5255300 · Printing Expense					
5255350 · Printing - Other		0	539	800	(261) 67%
<b>Total 5255300 · Printing Expense</b>		<b>0</b>	<b>539</b>	<b>800</b>	<b>(261) 67%</b>
5255600 · Insurance					
5255620 · Insurance - Liability		0	192	192	0 100%
<b>Total 5255600 · Insurance</b>		<b>0</b>	<b>192</b>	<b>192</b>	<b>0 100%</b>

**City of Ovilla General Fund**  
**Actual vs Budget Review**  
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	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	'Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>5255700 · Other Expenses</b>				
5255765 · Miscellaneous	0	15	50	(35) 31%
5255768 · Collection Agency Fees	412	8,594	8,595	(1) 100%
5255772 · Warrant Fee - Omni	1,818	7,957	7,958	(1) 100%
<b>Total 5255700 · Other Expenses</b>	<b>2,230</b>	<b>16,567</b>	<b>16,603</b>	<b>(36) 100%</b>
<b>Total 25 · Municipal Court</b>	<b>31,707</b>	<b>182,668</b>	<b>184,896</b>	<b>(2,228) 99%</b>
<b>30 · Fire</b>				
<b>5301100 · Salaries &amp; Wages</b>				
5301125 · Fire Chief	3,012	39,156	38,018	1,138 103%
5301135 · Deputy Chief/Fire December shall	1,698	22,249	21,424	825 104%
5301140 · Fire Captains	6,098	58,332	67,776	(9,444) 86%
5301150 - Officer in Charge & Holiday	1,040	13,535	12,648	887 107%
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>11,847</b>	<b>133,272</b>	<b>145,249</b>	<b>(11,977) 92%</b>
<b>5301400 · Support Salaries</b>				
5301440 · Firefighters	22,310	304,619	314,158	(9,539) 97%
5301470 - Salary Increase	0	0	4,500	(4,500) 0%
5301480 · Merit Raises	0	0	7,897	(7,897) 0%
5301485 · Volunteer Incentive Program	1,568	14,732	16,850	(2,118) 87%
<b>Total 5301400 · Support Salaries</b>	<b>23,878</b>	<b>319,351</b>	<b>343,405</b>	<b>(24,054) 93%</b>
<b>5302100 · Employee Benefits</b>				
5302135 · TMRS	471	5,929	5,831	98 102%
5302137 · Volunteer Retirement	375	519	2,700	(2,181) 19%
5302160 · Worker's Compensation	0	3,871	3,871	0 100%
5302170 · Payroll Taxes	2,313	29,698	32,297	(2,599) 92%

**City of Ovilla General Fund**  
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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
5302196 · Membership Dues	0	1,088	2,200	(1,112)	49%
Total 5302100 · Employee Benefits	3,159	41,105	46,899	(5,794)	88%
5302300 · Contractual Services					
5302310 · Consultant Fees	0	1,500	1,500	0	100%
5302380 · Dispatch	0	15,225	15,225	0	100%
5302385 · Emergency Transport Service	15,890	63,559	66,257	(2,698)	96%
Total 5302300 · Contractual Services	15,890	80,284	82,982	(2,698)	97%
5302500 · Operating Services					
5302510 · Maintenance Agreements	140	7,311	10,000	(2,689)	73%
5302570 · Warning System Maintenance	0	2,500	2,500	0	100%
5302580 · Generator Maintenance	0	1,954	2,120	(166)	92%
Total 5302500 · Operating Services	140	11,765	14,620	(2,855)	80%
5302600 · Special Expenses					
5302675 · National Night Out	0	299	500	(201)	60%
Total 5302600 · Special Expenses	0	299	500	(201)	60%
5303100 · General Supplies					
5303110 · Office Supplies	0	293	1,000	(707)	29%
5303140 · Uniforms	1,340	4,055	5,000	(945)	81%
5303160 · Medical Supplies	904	5,711	8,000	(2,289)	71%
5303165 · Medical Support	0	600	880	(280)	68%
5303170 · Evidence Gathering	0	704	800	(96)	88%
5303175 · Education Aids	0	2,445	2,445	(0)	100%
Total 5303100 · General Supplies	2,245	13,809	18,125	(4,316)	76%
5303400 · Maintenance Supplies & Parts					
5303410 · Supplies - Custodial	772	2,892	2,893	(1)	100%

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	Current	Year to Date	\$ Over (Under)	% of Budget		
				September 2017	'Oct - Sept 2017	
				Budget	Budget	Thru September
						100%
5303420 · Building Alarm Maintenance	50	50	420	(370)		12%
Total 5303400 · Maintenance Supplies & Parts	822	2,942	3,313	(371)		89%
5304200 · Travel Expenses						
5304220 · Professional Development	129	4,749	5,307	(558)		89%
5304270 · Vehicle Expenses	706	8,457	8,458	(1)		100%
Total 5304200 · Travel Expenses	835	13,207	13,765	(558)		96%
5305200 · Data Processing Expenses						
5305240 · Data Processing - Software	0	3,255	4,315	(1,060)		75%
Total 5305200 · Data Processing Expenses	0	3,255	4,315	(1,060)		75%
5305300 · Printing Expense						
5305310 · Copier Expense	284	3,199	3,200	(1)		100%
5305330 · Printing - Forms	0	56	100	(44)		56%
Total 5305300 · Printing Expense	284	3,255	3,300	(45)		99%
5305400 · Utilities						
5305410 · Telephone	213	2,715	2,724	(9)		100%
5305415 · Cellular Phone	531	1,796	1,797	(1)		100%
5305417 · Internet - Fire Dept.	1,072	4,953	5,145	(192)		96%
5305430 · Natural Gas	58	1,759	2,000	(241)		88%
5305450 · Electricity	625	6,117	6,117	(0)		100%
Total 5305400 · Utilities	2,499	17,340	17,783	(443)		98%
5305500 · Repairs & Bldg Improvements						
5305520 · Repairs - Building	9,319	11,399	11,700	(301)		97%
5305540 · Repairs - Machinery & Equipment	3,220	13,635	16,165	(2,530)		84%
5305545 · Repairs - Apparatus	-29	20,521	20,551	(30)		100%
5305550 · Repairs - Vehicles	0	3,521	3,522	(1)		100%
Total 5305500 · Repairs & Bldg Improvements	12,509	49,077	51,938	(2,861)		94%

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	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	'Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>5305600 · Insurance</b>				
5305620 · Insurance - Liability	0	2,408	3,569	(1,161) 67%
5305640 · Insurance - Vehicle	0	12,129	12,129	0 100%
<b>Total 5305600 · Insurance</b>	<b>0</b>	<b>14,537</b>	<b>15,698</b>	<b>(1,161) 93%</b>
<b>5305700 · Other Expenses</b>				
5305705 · Postage	0	16	50	(34) 33%
5305752 · Employment Screening	16	438	500	(62) 88%
5305765 · Flags & Miscellaneous	0	0	100	(100) 0%
<b>Total 5305700 · Other Expenses</b>	<b>16</b>	<b>454</b>	<b>650</b>	<b>(196) 70%</b>
<b>5306400 · Minor Capital Outlay</b>				
5306440 · Machinery & Equipment	11,587	18,954	18,955	(1) 100%
5306445 · Personal Protective Equipment	906	12,414	12,414	0 100%
<b>Total 5306400 · Minor Capital Outlay</b>	<b>12,493</b>	<b>31,368</b>	<b>31,369</b>	<b>(1) 100%</b>
<b>5307400 · Capitalized Assets</b>				
5307450 · Vehicle	0	55,000	55,000	0 100%
<b>Total 5306400 · Minor Capital Outlay</b>	<b>0</b>	<b>55,000</b>	<b>55,000</b>	<b>0 100%</b>
<b>Total 30 · Fire</b>	<b>86,617</b>	<b>790,320</b>	<b>848,911</b>	<b>(58,591) 93%</b>
<b>40 · Community Services</b>				
<b>5401100 · Salaries &amp; Wages</b>				
5401135 · ACO/Code Enforcement Officer	4,550	48,633	46,364	2,269 105%
5401180 · Merit Raises - Staff	0	0	1,391	(1,391) 0%
5401190 · Overtime	241	8,972	11,000	(2,028) 82%
<b>Total 5401100 · Salaries &amp; Wages</b>	<b>4,791</b>	<b>57,604</b>	<b>58,755</b>	<b>(1,151) 98%</b>
<b>5402100 · Employee Benefits</b>				
5402110 · Group Insurance	390	4,700	7,291	(2,591) 64%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	
5402135 · TMRS	471	5,532	5,262	270	105%
5402160 · Worker's Compensation	0	356	356	0	100%
5402170 · Payroll Taxes	75	905	802	103	113%
5402190 · License	106	131	625	(494)	21%
<b>Total 5402100 · Employee Benefits</b>	<b>1,042</b>	<b>11,623</b>	<b>14,336</b>	<b>(2,713)</b>	<b>81%</b>
5402300 · Contractual Services					
5402315 · Contract Building Inspections	7,418	44,623	44,623	(0)	100%
5402370 · Impound Fees	764	3,646	3,646	0	100%
<b>Total 5402300 · Contractual Services</b>	<b>8,182</b>	<b>48,269</b>	<b>48,269</b>	<b>(0)</b>	<b>100%</b>
5402600 · Special Expenses					
5402680 · Environmental Testing	61	251	663	(412)	38%
5402683 - Septic Tank Fee to State	20	60	100	(40)	60%
5402685 · Clean up Day	0	0	100	(100)	0%
5402687 - Abatement Nuisance	0	2,167	2,168	(1)	100%
<b>Total 5402600 · Special Expenses</b>	<b>81</b>	<b>2,479</b>	<b>3,031</b>	<b>(552)</b>	<b>82%</b>
5403100 · General Supplies					
5403110 · Office Supplies	0	50	50	0	100%
5403120 · Animal Care	0	68	150	(83)	45%
5403122 · Pet Supplies	18	439	600	(161)	73%
5403140 · Uniforms	0	433	600	(167)	72%
<b>Total 5403100 · General Supplies</b>	<b>18</b>	<b>989</b>	<b>1,400</b>	<b>(411)</b>	<b>71%</b>
5403400 · Maintenance Supplies & Parts					
5403460 · Miscellaneous	150	181	200	(19)	90%
<b>Total 5403400 · Maintenance Supplies &amp; Parts</b>	<b>150</b>	<b>181</b>	<b>200</b>	<b>(19)</b>	<b>90%</b>
5404200 · Travel Expenses					
5404210 · Travel - Local	0	0	25	(25)	0%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	
5404220 · Professional Development	0	0	200	(200)	0%
5404270 · Vehicle Expenses	124	1,292	3,000	(1,708)	43%
<b>Total 5404200 · Travel Expenses</b>	<b>124</b>	<b>1,292</b>	<b>3,225</b>	<b>(1,933)</b>	<b>40%</b>
5405300 · Printing Expense					
5405330 · Printing - Forms	0	159	400	(241)	40%
<b>Total 5405300 · Printing Expense</b>	<b>0</b>	<b>159</b>	<b>400</b>	<b>(241)</b>	<b>40%</b>
5405400 · Utilities					
5405415 · Cellular Phone	148	909	980	(71)	93%
<b>Total 5405400 · Utilities</b>	<b>148</b>	<b>909</b>	<b>980</b>	<b>(71)</b>	<b>93%</b>
5405600 · Insurance					
5405610 · Insurance - Property	0	9	9	0	100%
5405620 · Insurance - Liability	0	130	130	0	100%
5405640 · Insurance - Vehicle	0	245	245	0	100%
<b>Total 5405600 · Insurance</b>	<b>0</b>	<b>384</b>	<b>384</b>	<b>0</b>	<b>100%</b>
5405700 · Other Expenses					
5405765 · Miscellaneous	0	21	100	(79)	21%
<b>Total 5405700 · Other Expenses</b>	<b>0</b>	<b>21</b>	<b>100</b>	<b>(79)</b>	<b>21%</b>
5406400 · Minor Capital Outlay					
5406440 · Machinery & Equipment	0	1,093	1,094	(1)	100%
<b>Total 5406400 · Minor Capital Outlay</b>	<b>0</b>	<b>1,093</b>	<b>1,094</b>	<b>(1)</b>	<b>100%</b>
<b>Total 40 · Community Services</b>	<b>14,535</b>	<b>125,003</b>	<b>132,174</b>	<b>(7,171)</b>	<b>95%</b>
45 · Solid Waste					
5455400 · Utilities					
5455465 · Solid waste Pickup (Garbage)	19,704	221,933	226,110	(4,177)	98%

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	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	'Oct - Sept 2017	Budget	Budget	100%
<b>Total 5455400 · Utilities</b>					
	19,704	221,933	226,110	(4,177)	98%
<b>Total 45 · Solid Waste</b>					
	19,704	221,933	226,110	(4,177)	98%
<b>50 · Streets</b>					
<b>5501400 · Support Staff</b>					
<b>5501415 · Maintenance Crew</b>	0	19,731	23,400	(3,669)	84%
<b>5501470 · Salary Increase</b>	0	0	2,080	(2,080)	0%
<b>5501480 · Merit Raises</b>	0	0	765	(765)	0%
<b>5501490 · Overtime</b>	0	793	1,500	(707)	53%
<b>5501500 · Streets - On Call</b>	0	300	600	(300)	50%
<b>Total 5501400 · Support Staff</b>	0	20,824	28,345	(7,521)	73%
<b>5502100 · Employee Benefits</b>					
<b>5502110 · Group Insurance</b>	0	6,453	7,146	(693)	90%
<b>5502135 · TMRS</b>	0	1,981	2,642	(661)	75%
<b>5502160 · Worker's Compensation</b>	0	1,705	1,705	(0)	100%
<b>5502170 · Payroll Taxes</b>	0	302	403	(101)	75%
<b>5502190 · License</b>	0	61	122	(61)	50%
<b>Total 5502100 · Employee Benefits</b>	0	10,502	12,018	(1,516)	87%
<b>5502200 · Special Services</b>					
<b>5502280 · NCTCOG- SWMP Fees</b>	0	0	3,360	(3,360)	0%
<b>Total 5502200 · Special Services</b>	0	0	3,360	(3,360)	0%
<b>5502600 · Special Expenses</b>					
<b>5502620 · Emergency Clean Up</b>	0	286	1,000	(714)	29%
<b>Total 5502600 · Special Expenses</b>	0	286	1,000	(714)	29%
<b>5503100 · General Supplies</b>					

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	
5503110 · Office Supplies	0	15	100	(85)	15%
5503140 · Uniforms	0	386	600	(214)	64%
<b>Total 5503100 · General Supplies</b>	<b>0</b>	<b>401</b>	<b>700</b>	<b>(299)</b>	<b>57%</b>
 5503400 · Maintenance Supplies & Parts					
5503405 · Drainage Maintenance	0	0	500	(500)	0%
5503420 · Supplies - Street Signs	0	2,871	5,000	(2,129)	57%
5503460 · Miscellaneous	0	299	300	(1)	100%
<b>Total 5503400 · Maintenance Supplies &amp; Parts</b>	<b>0</b>	<b>3,169</b>	<b>5,800</b>	<b>(2,631)</b>	<b>55%</b>
 5504200 · Travel Expenses					
5504220 · Professional Development	0	0	500	(500)	0%
5504270 · Vehicle Expenses	637	4,312	5,500	(1,188)	78%
<b>Total 5504200 · Travel Expenses</b>	<b>637</b>	<b>4,312</b>	<b>6,000</b>	<b>(1,688)</b>	<b>72%</b>
 5505300 · Printing Expense					
5505350 · Printing - Other	0	50	350	(300)	14%
<b>Total 5505300 · Printing Expense</b>	<b>0</b>	<b>50</b>	<b>350</b>	<b>(300)</b>	<b>14%</b>
 5505400 · Utilities					
5505450 · Electricity	3,928	47,804	47,804	(0)	100%
<b>Total 5505400 · Utilities</b>	<b>3,928</b>	<b>47,804</b>	<b>47,804</b>	<b>(0)</b>	<b>100%</b>
 5505500 · Repairs & Bldg Improvements					
5405520 · Repairs - Building	0	133	500	(368)	27%
5505540 · Repairs - Machinery & Equipment	167	3,470	3,500	(30)	99%
5505550 · Repairs - Vehicles	0	1,525	2,500	(975)	61%
5505560 · Repairs -Street Maint.& Repairs	0	17,284	26,588	(9,304)	65%
5505565 · Repairs - Infrastructure Drainage	50	550	2,196	(1,647)	25%
5505575 - Repairs - 50/50 Sidewalk Program	0	0	2,500	(2,500)	0%

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
5505590 · Repairs - Other	60	540	1,500	(960)	36%
Total 5505500 · Repairs & Bldg Improvements	276	23,502	39,284	(15,782)	60%
5505600 · Insurance					
5505620 · Insurance - Liability	0	694	694	0	100%
5505640 · Insurance - Vehicle	0	3,221	3,221	0	100%
Total 5505600 · Insurance	0	3,915	3,915	0	100%
5505700 · Other Expenses					
5505752 · Employment Screening	0	242	750	(508)	32%
Total 5505700 · Other Expenses	0	242	750	(508)	32%
5506400 · Minor Capital Outlay					
5506440 · Machinery & Equipment	0	20,567	20,750	(183)	99%
5506445 · Personal Protective Equipment	23	23	300	(277)	8%
5506490 · Other	0	500	500	0	100%
Total 5506400 · Minor Capital Outlay	23	21,090	21,550	(460)	98%
5507400 · Capitalized Assets					
5507440 · Machinery & Equipment	35,715	58,062	58,062	(0)	100%
5507460 · Infrastructure	39,600	480,164	486,600	(6,436)	99%
Total 5507400 · Capitalized Assets	75,315	538,226	544,662	(6,436)	99%
Total 50 · Streets	80,179	674,322	715,538	(41,216)	94%
60 · Parks					
5602400 · Rentals					
5602490 · Rental - Other	210	2,724	3,000	(276)	91%
Total 5602400 · Rentals	210	2,724	3,000	(276)	91%

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	September 2017	'Oct - Sept 2017	Budget	Thru September Budget
				100%
<b>5602500 - Operating Services</b>				
5602530 - Custodial Service Contract	0	0	1,200	(1,200) 0%
<b>Total 5602500 - Operating Services</b>	<b>0</b>	<b>0</b>	<b>1,200</b>	<b>(1,200) 0%</b>
<b>5602600 - Special Expenses</b>				
5602680 - Heritage Day	12,122	16,333	14,300	2,033 114%
5602690 - Special Events	0	2,762	4,500	(1,738) 61%
<b>Total 5602600 - Special Expenses</b>	<b>12,122</b>	<b>19,096</b>	<b>18,800</b>	<b>296 102%</b>
<b>5603400 - Maintenance Supplies &amp; Parts</b>				
5303410 - Supplies - Custodial	0	21	100	(79) 21%
5603460 - Miscellaneous	0	259	300	(41) 86%
<b>Total 5603400 - Maintenance Supplies &amp; Parts</b>	<b>0</b>	<b>280</b>	<b>400</b>	<b>(120) 70%</b>
<b>5605400 - Utilities</b>				
5605450 - Electricity	666	8,216	8,300	(84) 99%
<b>Total 5605400 - Utilities</b>	<b>666</b>	<b>8,216</b>	<b>8,300</b>	<b>(84) 99%</b>
<b>5605500 - Repairs &amp; Bldg Improvements</b>				
5605520 - Repairs - Building	123	2,019	2,327	(308) 87%
5605530 - REPAIRS-IMP OTHER THAN BLDGS	90	1,074	1,075	(1) 100%
<b>Total 5605500 - Repairs &amp; Bldg Improvements</b>	<b>214</b>	<b>3,094</b>	<b>3,402</b>	<b>(308) 91%</b>
<b>5605600 - Insurance</b>				
5605610 - Insurance - Property	0	122	122	0 100%
5605620 - Insurance - Liability	0	294	294	0 100%
5605640 - Insurance - Vehicle	0	207	207	0 100%
<b>Total 5605600 - Insurance</b>	<b>0</b>	<b>623</b>	<b>623</b>	<b>0 100%</b>

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	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
5605700 · Other Expenses					
5605765 · Miscellaneous	98	598	598	(0)	100%
<b>Total 5605700 · Other Expenses</b>	<b>98</b>	<b>598</b>	<b>598</b>	<b>(0)</b>	<b>100%</b>
5606400 · Minor Capital Outlay					
5606410 · Land Improvements	82	619	800	(181)	77%
5606440 · Machinery & Equipment	35	12,236	14,714	(2,479)	83%
<b>Total 5606400 · Minor Capital Outlay</b>	<b>117</b>	<b>12,854</b>	<b>15,514</b>	<b>(2,660)</b>	<b>83%</b>
5607400 · Capitalized Assets					
5607410 - 4B EDC Restroom Land Improvements	0	74,935	75,000	(65)	100%
5607415 - 4B EDC Monument Signs	0	0	30,000	(30,000)	0%
5607440 · Machinery & Equipment	0	308	6,000	(5,692)	5%
<b>Total 5607400 · Capitalized Assets</b>	<b>0</b>	<b>75,243</b>	<b>111,000</b>	<b>(35,757)</b>	<b>68%</b>
<b>Total 60 · Parks</b>	<b>13,426</b>	<b>122,728</b>	<b>162,837</b>	<b>(40,109)</b>	<b>75%</b>
<b>Total Expenditures</b>	<b>434,210</b>	<b>3,537,959</b>	<b>3,813,740</b>	<b>(275,781)</b>	<b>93%</b>
<b>Net Change in Fund Balance</b>	<b>-210,274</b>	<b>-348,281</b>	<b>0</b>	<b>(348,281)</b>	<b>100%</b>

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>Resources</b>				
4000400 · Charges for Services				
4000460 · Water Sales	92,105	753,114	959,305	(206,191) 79%
4000461 · Sewer Service	18,441	354,616	396,500	(41,884) 89%
4000465 · Water & Sewer Penalties	1,165	14,522	18,000	(3,478) 81%
4000471 · Reconnect Fees	445	4,014	5,400	(1,386) 74%
4000472 · Meters	0	3,025	3,700	(675) 82%
4000473 · Connect Fees	300	2,818	4,400	(1,582) 64%
4000478 · Infrastructure Improvement Fee	4,364	63,967	66,550	(2,583) 96%
4000480-Solid Waste Fees (Garbage)	0	0	0	0% 0%
Total 4000400 · Charges for Services	116,820	1,196,076	1,453,855	(257,779) 82%
4000800 · Other Revenue				
4000880 · Capital Rec Fee	3,750	27,500	81,250	(53,750) 34%
4000840 · Interest Earned	259	2,744	2,900	(156) 95%
4000890 · Misc Other Revenue	0	98,479	0	98,479 100%
Total 4000800 · Other Revenue	4,009	128,723	84,150	44,573 153%
<b>Total Resources</b>	<b>120,829</b>	<b>1,324,800</b>	<b>1,538,005</b>	<b>(213,205) 86%</b>
<b>Expense</b>				
70 · Administration				
5701100 · Salaries & Wages				
5701110 · City Administrator	5,769	22,756	22,042	714 103%
5701115 · City Secretary	3,687	15,034	13,658	1,376 110%
5701117 · Finance Accountant	3,026	13,113	12,731	382 103%
5701120 · Admin. Support	2,099	9,031	7,660	1,371 118%
5701130 · Public Works Director	4,440	57,721	53,960	3,761 107%
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	19,022	117,654	117,300	354 100%

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>5702100 · Employee Benefits</b>				
5702110 · Group Insurance	46	6,816	7,358	(542) 93%
5702135 · TMRS	437	5,544	5,497	47 101%
5702170 · Payroll Taxes	64	830	837	(7) 99%
<b>Total 5702100 · Employee Benefits</b>	<b>546</b>	<b>13,190</b>	<b>13,692</b>	<b>(502) 96%</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	2,231	3,914	3,935	(21) 99%
<b>Total 5702300 · Contractual Services /Personnel</b>	<b>2,231</b>	<b>3,914</b>	<b>3,935</b>	<b>(21) 99%</b>
<b>5703100 · General Supplies</b>				
5703110 · Office Supplies	796	1,187	1,188	(1) 100%
<b>Total 5703100 · General Supplies</b>	<b>796</b>	<b>1,187</b>	<b>1,188</b>	<b>(1) 100%</b>
<b>5703400 · Maintenance Supplies / Parts</b>				
5703410 · Supplies - Custodial	200	200	200	0 100%
<b>Total 5703400 · Maintenance Supplies / Parts</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0 100%</b>
<b>5704200 · Travel Expenses</b>				
5704210 · Travel - Local	0	5	200	(195) 2%
5704220 · Professional Development	0	330	479	(149) 69%
<b>Total 5704200 · Travel Expenses</b>	<b>0</b>	<b>335</b>	<b>679</b>	<b>(344) 49%</b>
<b>5705200 · Data Processing Expenses</b>				
5705230 · Data Processing - Maintenance & Repair	100	1,587	1,588	(1) 100%

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

	Current	Year to Date	\$ Over (Under)	% of Budget	
				Thru September	
	September 2017	Oct - Sept 2017	Budget	Budget	100%
<b>Total 5705200 · Data Processing Expenses</b>		100	1,587	1,588	(1) 100%
5705300 · Printing Expense					
5705350 · Printing - Other	0	0	250	(250)	0%
<b>Total 5705300 · Printing Expense</b>		0	0	250	(250) 0%
5705400 · Utilities					
5705410 · Telephone	112	1,345	1,404	(59)	96%
5705415 · Cellular Phone	151	1,356	1,690	(334)	80%
5705417 · Internet	160	1,762	2,409	(647)	73%
<b>Total 5705400 · Utilities</b>	423	4,463	5,503	(1,040)	81%
5705700 · Other Expenses					
5705705 · Postage	595	6,657	7,595	(938)	88%
5705740 · Advertising	0	0	100	(100)	0%
5705760 · Bank Service Charge	8	191	200	(9)	96%
5705765 · Miscellaneous	0	100	100	0	100%
<b>Total 5705700 · Other Expenses</b>	603	6,949	7,995	(1,046)	87%
5706400 · Minor Capital Outlay					
5706440 · Machinery & Equipment	0	0	500	(500)	0%
<b>Total 5706400 · Minor Capital Outlay</b>	0	0	500	(500)	0%
5709000 · Reserve					
5708215 · Admin. Exp. to General Fund	8,197	32,788	32,788	0	100%
5709002 · Capital Improv. Water/Sewer Reserve	0	0	56,000	(56,000)	0%
5709010 · Administrative Reserves	0	0	2,868	(2,868)	0%
<b>Total 5709000 · Reserve</b>	8,197	32,788	91,656	(58,868)	36%
<b>Total 70 · Administration</b>	32,116	190,932	253,151	(62,219)	75%

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

	Current	Year to Date	\$ Over	% of Budget
	September 2017	Oct - Sept 2017	(Under)	Thru September
		Budget	Budget	100%
<b>75 · Water</b>				
5751100 · Salaries & Wages				
5751133 · Superintendent	3,510	45,635	43,260	2,375 105%
5751170 · Salary Increase	0	0	1,040	(1,040) 0%
5751180 · Merit Raises - Staff	0	0	1,329	(1,329) 0%
5751190 · Overtime	99	1,678	2,000	(322) 84%
<b>Total 5751100 · Salaries &amp; Wages</b>	<b>3,609</b>	<b>47,314</b>	<b>47,629</b>	<b>(315) 99%</b>
5751400 · Support Salaries				
5751405 · Support Staff	1,309	41,128	50,264	(9,136) 82%
5751415 · Maintenance Crew	6,521	66,954	71,752	(4,798) 93%
5751450 · Certification Pay	92	1,200	1,200	0 100%
5751470 · Salary Increase	0	0	5,159	(5,159) 0%
5751480 · Merit Raises	0	0	3,522	(3,522) 0%
5751490 · Overtime	748	4,164	4,000	164 104%
5751500 · Water - On Call	150	1,700	1,550	150 110%
<b>Total 5751400 · Support Salaries</b>	<b>8,820</b>	<b>115,145</b>	<b>137,447</b>	<b>(22,302) 84%</b>
5752100 · Employee Benefits				
5752110 · Group Insurance	876	28,915	43,175	(14,260) 67%
5752135 · TMRS	1,596	16,785	19,846	(3,061) 85%
5752160 · Worker's Compensation	0	8,200	8,200	0 100%
5752170 · Payroll Taxes	245	2,604	3,021	(417) 86%
5752190 · Licenses	0	111	222	(111) 50%
<b>Total 5752100 · Employee Benefits</b>	<b>2,717</b>	<b>56,615</b>	<b>74,464</b>	<b>(17,849) 76%</b>
5752300 · Contractual Services/Personnel				
5752350 · Contract Labor - Company	0	2,150	2,150	0 100%
5752380 · Dispatch	0	13,050	13,050	0 100%
<b>Total 5752300 · Contractual Services/Personnel</b>	<b>0</b>	<b>15,200</b>	<b>15,200</b>	<b>0 100%</b>

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>5752400 · Rentals</b>				
5752420 · Rental - Machinery & Equipment	0	0	250	(250) 0%
<b>Total 5752400 · Rentals</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>(250) 0%</b>
<b>5752500 · Operating Services</b>				
5752580 · Water Testing	714	2,436	4,000	(1,564) 61%
5752590 · TCEQ Fees	0	3,249	3,450	(201) 94%
<b>Total 5752500 · Operating Services</b>	<b>714</b>	<b>5,685</b>	<b>7,450</b>	<b>(1,765) 76%</b>
<b>5753100 · General Supplies</b>				
5753140 · Uniforms	50	1,661	1,700	(39) 98%
<b>Total 5753100 · General Supplies</b>	<b>50</b>	<b>1,661</b>	<b>1,700</b>	<b>(39) 98%</b>
<b>5753400 · Maintenance Supplies &amp; Parts</b>				
5753460 · Miscellaneous	50	478	500	(22) 96%
<b>Total 5753400 · Maintenance Supplies &amp; Parts</b>	<b>50</b>	<b>478</b>	<b>500</b>	<b>(22) 96%</b>
<b>5754200 · Travel Expenses</b>				
5754220 · Professional Development	0	143	720	(577) 20%
5754270 · Vehicle Expenses	311	5,440	7,300	(1,860) 75%
<b>Total 5754200 · Travel Expenses</b>	<b>311</b>	<b>5,583</b>	<b>8,020</b>	<b>(2,437) 70%</b>
<b>5755200 · Data Processing Expenses</b>				
5755240 · Data Processing - Software	0	3,700	3,700	0 100%
<b>Total 5755200 · Data Processing Expenses</b>	<b>0</b>	<b>3,700</b>	<b>3,700</b>	<b>0 100%</b>
<b>5755300 · Printing Expenses</b>				
5755310 · Copier Expense	0	2,670	3,000	(330) 89%
5755350 · Printing - Other	0	2,490	2,500	(10) 100%
<b>Total 5755300 · Printing Expenses</b>	<b>0</b>	<b>5,159</b>	<b>5,500</b>	<b>(341) 94%</b>

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>5755400 · Utilities</b>				
5755415 · Cellular Phone	31	238	300	(62) 79%
5755450 · Electricity	2,011	25,189	27,000	(1,811) 93%
5755460 · Water, wholesale	31,785	355,010	423,262	(68,252) 84%
<b>Total 5755400 · Utilities</b>	<b>33,827</b>	<b>380,438</b>	<b>450,562</b>	<b>(70,124) 84%</b>
<b>5755500 · Repairs &amp; Building Improvements</b>				
5755540 · Repairs- Machinery & Equipment	15	5,377	5,600	(223) 96%
5755550 · Repairs - Vehicles	58	2,244	2,500	(256) 90%
5755570 · Inventory Expense	429	9,391	11,500	(2,109) 82%
5755580 · Water Chemical Expense	130	9,632	10,000	(368) 96%
5755590 · Repairs - Other	23	2,974	3,400	(426) 87%
<b>Total 5755500 · Repairs &amp; Building Improvements</b>	<b>655</b>	<b>29,618</b>	<b>33,000</b>	<b>(3,382) 90%</b>
<b>5755600 · Insurance</b>				
5755610 · Insurance - Property	0	2,848	2,848	0 100%
5755620 · Insurance - Liability	0	970	970	0 100%
5755640 · Insurance - Vehicle	0	2,301	2,304	(3) 100%
<b>Total 5755600 · Insurance</b>	<b>0</b>	<b>6,119</b>	<b>6,122</b>	<b>(3) 100%</b>
<b>5755700 · Other Expenses</b>				
5755752 · Employment Screening	0	177	180	(3) 99%
<b>Total 5755700 · Other Expenses</b>	<b>0</b>	<b>177</b>	<b>180</b>	<b>(3) 99%</b>
<b>5756400 · Minor Capital Outlay</b>				
5756440 · Machinery & Equipment	0	890	1,000	(110) 89%
5756490 · Other	0	290	500	(210) 58%
<b>Total 5756400 · Minor Capital Outlay</b>	<b>0</b>	<b>1,180</b>	<b>1,500</b>	<b>(320) 79%</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	% of Budget	
					(Under)	Thru September	
	September	2017	Oct - Sept	2017	Budget	Budget	100%
5757440 · Machinery & Equipment		0		12,845	13,000	(155)	99%
5757470 · Infrastructure - Water		16		7,638	7,700	(62)	99%
5757475 - FM 664 Relocate Waterline		0		12,150	12,214	(64)	99%
<b>Total 5757400 · Capitalized Assets</b>		<b>16</b>		<b>32,633</b>	<b>32,914</b>	<b>(281)</b>	<b>99%</b>
5757900 · Long-Term Debt							
5758225 · Admin. Expense to Debt Fund		9,691		54,127	54,127	0	100%
<b>Total 5757900 · Long-Term Debt</b>		<b>9,691</b>		<b>54,127</b>	<b>54,127</b>	<b>0</b>	<b>100%</b>
<b>Total 75 · Water</b>		<b>60,461</b>		<b>760,832</b>	<b>880,265</b>	<b>(119,433)</b>	<b>86%</b>
80 · Sewer							
5801400 · Support Salaries							
5801405 · Support Staff		4,021		14,300	16,754	(2,454)	85%
5801415 · Maintenance Crew		3,604		38,202	34,278	3,924	111%
5801450 · Certification Pay		92		1,200	1,210	(10)	99%
5801470 - Salary Increase		0		0	2,122	(2,122)	0%
5801480 · Merit Raises		0		0	1,408	(1,408)	0%
5801490 · Overtime		176		1,892	3,000	(1,108)	63%
5801500 · Sewer - On Call		50		600	600	0	100%
<b>Total 5801400 · Support Salaries</b>		<b>7,943</b>		<b>56,195</b>	<b>59,372</b>	<b>(3,177)</b>	<b>95%</b>
5802100 · Employee Benefits							
5802110 · Group Insurance		34		6,668	7,221	(553)	92%
5802135 · TMRS		377		3,926	3,856	70	102%
5802160 · Worker's Compensation-Sewer		0		1,367	1,367	0	100%
5802170 · Payroll Taxes		56		590	588	2	100%
5802190 · Licenses		0		0	150	(150)	0%
<b>Total 5802100 · Employee Benefits</b>		<b>467</b>		<b>12,552</b>	<b>13,182</b>	<b>(630)</b>	<b>95%</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		% of Budget
			(Under)	Budget	
	September 2017	Oct - Sept 2017	Budget	Thru September	
5802350 · Contract Labor - Company			6,119	10,000	(3,881) 61%
Total 5802300 · Contractual Services/Personnel			6,119	10,000	(3,881) 61%
5802500 · Operating Services					
5802515 · Sardis Collection Expense		0	8,544	9,054	(510) 94%
5802590 · TCEQ Fees - Sewer		0	0	100	(100) 0%
Total 5802500 · Operating Services		0	8,544	9,154	(610) 93%
5803100 · General Supplies					
5803140 · Uniforms	144		1,196	1,200	(4) 100%
Total 5803100 · General Supplies	144		1,196	1,200	(4) 100%
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	150		1,819	3,000	(1,181) 61%
5805463 · TRA Wastewater Treatment	12,830		251,697	284,205	(32,508) 89%
Total 5805400 · Utilities	12,980		253,516	287,205	(33,689) 88%
5805500 · Repairs & Bldg Improvements					
5805510 · Repairs - Land Improvements	0		0	300	(300) 0%
5805540 · Repairs - Machinery & Equipment	5,131		7,750	7,750	(0) 100%
5805570 · Inventory Expense	121		2,233	3,000	(767) 74%
5805590 · Repairs - Other	0		95	600	(505) 16%
Total 5805500 · Repairs & Bldg Improvements	5,252		10,078	11,650	(1,572) 87%

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
5805600 · Insurance				
5805610 · Insurance - Property	0	60	60	100%
5805620 · Insurance - Liability	0	224	224	100%
5805640 · Insurance - Vehicle	0	142	142	100%
Total 5805600 · Insurance	0	426	426	100%
5805700 · Other Expenses				
5805752 · Employment Screening	0	126	200	(74) 63%
Total 5805700 · Other Expenses	0	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	32,904	360,587	404,589	(44,002) 89%
Total Expense	125,481	1,312,351	1,538,005	(225,654) 85%
Net Change in Fund Balance	(4,653)	12,448	0	12,448 100%

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>Revenues</b>				
4000100 · Taxes				
4000107 · Ad Valorem, Current I & S	(147)	503,436	486,807	103%
4000106 - Ad Valorem, Current I&S New and Imp	-	-	24,420	(24,420)
4000111 · Ad Valorem, Delinquent I & S	50	4,715	3,920	120%
4000114 · Interest/Penalties - I & S	52	2,488	1,201	207%
Total 4000100 · Taxes	(44)	510,639	516,348	(5,709)
				99%
4000800 · Other Revenue				
4000840 · Interest Earned	3	873	550	159%
4000930 · Admin.Rev.Rec.Fr Water & Sewer	9,691	54,127	54,127	0
Total 4000800 · Other Revenue	9,694	55,000	54,677	323
				101%
Total Revenues	9,649	565,639	571,025	(5,386)
				99%
<b>Expenditures</b>				
5157900 · Long-Term Debt				
5157930 · Paying Agent Fees	-	400	500	(100)
51579349 - 2011 Bond Issue Principle	-	375,000	375,000	0
5157940 · 2011 Bond Issue Interest	-	195,525	195,525	0
Total 5157900 · Long-Term Debt	-	570,925	571,025	(100)
				100%
Total Expenditures	-	570,925	571,025	(100)
				100%
Net Change in Fund Balance	9,649	(5,286)	-	(5,286)
				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
	September 2017	Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>Revenues</b>				
4000800 · Other Revenue				
4000840 - Texpool	0	2	2	100%
4000845 - Interest Earned - Texstar	1	10	1	9
4000850 - Interest Earned - Prosperity	38	360	260	100
4000990 - Reduction In Fund Balance	0	0	90,000	(90,000)
<b>Total 4000800 · Other Revenue</b>	<b>39</b>	<b>372</b>	<b>90,261</b>	<b>(89,889)</b>
<b>Total Revenues</b>	<b>39</b>	<b>372</b>	<b>90,261</b>	<b>(89,889)</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	90,000	(90,000)
<b>Total 5879000 · Reserves</b>	<b>0</b>	<b>0</b>	<b>90,000</b>	<b>(90,000)</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>90,261</b>	<b>(90,261)</b>
<b>Change in Net Position</b>	<b>39</b>	<b>372</b>	<b>0</b>	<b>372</b>
				<b>100%</b>

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

	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
<b>Revenues</b>					
4000400 · Charges for Services					
4000460 · Park Impact	1,004	7,359	13,381	(6,022)	55%
<b>Total 4000400 · Charges for Services</b>	<b>1,004</b>	<b>7,359</b>	<b>13,381</b>	<b>(6,022)</b>	<b>55%</b>
4000800 · Other Revenue					
4000840 · Interest Earned	19	201	142	59	142%
<b>Total 4000800 · Other Revenue</b>	<b>19</b>	<b>201</b>	<b>142</b>	<b>59</b>	<b>142%</b>
<b>Total Revenues</b>	<b>1,022</b>	<b>7,561</b>	<b>13,523</b>	<b>(5,962)</b>	<b>56%</b>
<b>Expenditures</b>					
5607400 · Capitalized Assets					
5607440 · Capital Machinery & Equipment	(1,032)	3,647	5,000	(1,353)	73%
<b>Total 5607400 · Capitalized Assets</b>	<b>(1,032)</b>	<b>3,647</b>	<b>5,000</b>	<b>(1,353)</b>	<b>73%</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)</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>(1,032)</b>	<b>3,647</b>	<b>13,523</b>	<b>(9,876)</b>	<b>27%</b>
<b>Net Change in Fund Balance</b>	<b>2,054</b>	<b>3,914</b>	<b>0</b>	<b>3,914</b>	<b>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
	September 2017	'Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>Revenues</b>				
4000400 · Charges for Services				
4000476 - Water Impact Fee	0	0	3,100	(3,100)
4000477 - Sewer Impact Fee	8,649	35,610	56,000	(20,390)
<b>Total 4000400 · Charges for Services</b>	<b>8,649</b>	<b>35,610</b>	<b>59,100</b>	<b>(23,490)</b>
4000800 · Other Revenue				
4000840 · Interest Earned	57	340	230	110
4000880 - Transfer In - Water Impact	0	0	50,000	(50,000)
<b>Total 4000800 · Other Revenue</b>	<b>57</b>	<b>340</b>	<b>50,230</b>	<b>(49,890)</b>
<b>Total Revenues</b>	<b>8,706</b>	<b>35,950</b>	<b>109,330</b>	<b>(73,380)</b>
<b>Expense</b>				
5102300 - Contractual Services				
5102310 - Consultant Fees	0	11,800	11,800	0
<b>Total 5102300 - Contractual Services</b>	<b>0</b>	<b>11,800</b>	<b>11,800</b>	<b>0</b>
5857400 - Capitalized Assets				
5857470 - Water Lines	0	25,800	50,000	(24,200)
<b>Total 5857400 - Capitalized Assets</b>	<b>0</b>	<b>25,800</b>	<b>50,000</b>	<b>(24,200)</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>0</b>	<b>37,600</b>	<b>109,330</b>	<b>(71,730)</b>
<b>Change in Net Position</b>	<b>8,706</b>	<b>(1,650)</b>	<b>0</b>	<b>(1,650)</b>
				<b>100%</b>

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

	Current	Year to Date	\$ Over		% of Budget
			(Under)		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September
<b>Revenues</b>					
4000100 · Taxes					
4000120 · Sales tax	12,504	105,820	98,307	7,513	108%
<b>Total 4000100 · Taxes</b>	<b>12,504</b>	<b>105,820</b>	<b>98,307</b>	<b>7,513</b>	<b>108%</b>
4000800 · Other Revenue					
4000840 · Interest Income	169	2,003	1,340	663	149%
4000990 · Reduction in Fund Balance	0	0	115,000	(115,000)	0%
<b>Total 4000800 · Other Revenue</b>	<b>169</b>	<b>2,003</b>	<b>116,340</b>	<b>(114,337)</b>	<b>2%</b>
<b>Total Revenues</b>	<b>12,673</b>	<b>107,823</b>	<b>214,647</b>	<b>(106,824)</b>	<b>50%</b>
<b>Expenditures</b>					
8102200 · Special Services					
8102230 · Legal Fees	0	0	500	(500)	0%
8102240 · Audit	0	1,600	1,600	0	100%
<b>Total 8102200 · Special Services</b>	<b>0</b>	<b>1,600</b>	<b>2,100</b>	<b>(500)</b>	<b>76%</b>
8102300 · Consultant Services					
8102310 · Consultant Fees	0	10,000	10,000	0	100%
<b>Total 8102300 · Consultant Services</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>100%</b>
8103100 · General Supplies					
8103110 · Office Supplies	0	0	100	(100)	0%
<b>Total 8103100 · General Supplies</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>(100)</b>	<b>0%</b>
8104200 · Travel Expense					
8104210 · Travel Expense	0	0	1,000	(1,000)	0%
8104220 · Professional Development	0	500	2,300	(1,800)	22%
<b>Total 8104200 · Travel Expense</b>	<b>0</b>	<b>500</b>	<b>3,300</b>	<b>(2,800)</b>	<b>15%</b>

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

	Current	Year to Date	\$ Over		% of Budget	
			(Under)			
			Budget	Budget		
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September 100%	
8105300 - - Printing						
8105320 - Printing Expense	0	14	300	(286)	5%	
<b>Total 8105300 - - Printing</b>	<b>0</b>	<b>14</b>	<b>300</b>	<b>(286)</b>	<b>5%</b>	
8105600 - Insurance						
8105620 - Insurance - Liability	0	147	147	(0)	100%	
<b>Total 8105600 - Insurance</b>	<b>0</b>	<b>147</b>	<b>147</b>	<b>(0)</b>	<b>100%</b>	
8105700 - Other Expenses						
8105705 - Postage	0	0	75	(75)	0%	
8105730 - Memberships	0	3,350	3,350	0	100%	
8105740 - Advertising	0	429	5,295	(4,866)	8%	
8105764 - Filing Fees	0	25	30	(5)	83%	
<b>Total 8105700 - Other Expenses</b>	<b>0</b>	<b>3,804</b>	<b>8,750</b>	<b>(4,946)</b>	<b>43%</b>	
816400 - Minor Capital Outlay						
8106420 - Buildings	0	0	75,000	(75,000)	0%	
8107490 - Other Signs	0	0	30,000	(30,000)	0%	
<b>Total 8106400 - Minor Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>105,000</b>	<b>(105,000)</b>	<b>0%</b>	
8109000 - Reserves						
8109015 - Administrative Reserves	0	74,987	82,450	(7,463)	91%	
8109215 - Admin. Expense to General Fund	625	2,500	2,500	0	100%	
<b>Total 8109000 - Reserves</b>	<b>625</b>	<b>77,487</b>	<b>84,950</b>	<b>(7,463)</b>	<b>91%</b>	
<b>Total Expenditures</b>	<b>625</b>	<b>93,551</b>	<b>214,647</b>	<b>(121,096)</b>	<b>44%</b>	
<b>Net Change in Fund Balance</b>	<b>12,048</b>	<b>14,271</b>	<b>0</b>	<b>14,271</b>	<b>100%</b>	

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	'Oct - Sept 2017	Budget	Thru September
			Budget	100%
<b>Revenues</b>				
4000100 · Taxes				
4000120 · Sales tax	6,360	53,256	41,515	11,741
Total 4000100 · Taxes	<hr/> 6,360	<hr/> 53,256	41,515	11,741
4000800 · Other Revenue				
4000840 · Interest Income	71	717	476	241
Total 4000800 · Other Revenue	<hr/> 71	<hr/> 717	476	241
<b>Total Revenues</b>	<b>6,431</b>	<b>53,974</b>	<b>41,991</b>	<b>11,983</b>
<b>Expenditures</b>				
9102200 · Special Services				
9102240 · Audit	0	1,600	1,600	0
Total 9102200 · Special Services	<hr/> 0	<hr/> 1,600	1,600	0
9103100 · General Supplies				
9103110 · Office Supplies	0	0	100	(100)
Total 9103100 · General Supplies	<hr/> 0	<hr/> 0	100	(100)
9105600 · Insurance				
9105620 · Insurance - Liability	0	147	147	(0)
Total 9105600 · Insurance	<hr/> 0	<hr/> 147	147	(0)
9109000 · Reserves				
9109015 · Administrative Reserves	0	0	39,644	(39,644)
9109215 · Admin. Expense to General Fund	125	500	500	0
Total 9109000 · Reserves	<hr/> 125	<hr/> 500	40,144	(39,644)
<b>Total Expenditures</b>	<b>125</b>	<b>2,247</b>	<b>41,991</b>	<b>(39,744)</b>
<b>Net Change in Fund Balance</b>	<b>6,306</b>	<b>51,727</b>	<b>0</b>	<b>51,727</b>
				<b>100%</b>

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

	Current	Year to Date	\$ Over (Under)		% of Budget
	September 2017	'Oct - Sept 2017	Budget	Budget	Thru September 100%
<b>Revenues</b>					
4000991 · Insurance Contributions					
4000991 Insurance Contributions	1,655	181,159	0	181,159	100%
Total 4000991 · Insurance Contributions	1,655	181,159	0	181,159	100%
4000800 - Other Income					
4000840 - Interest Income	1	9	0	9	100%
Total Revenues	1,656	181,168	0	181,168	100%
<b>Expenditures</b>					
5902110 · Benefit Premiums					
5902110 · Benefit Premiums	1,655	181,023	0	181,023	100%
Total 5902110 · Insurance	1,655	181,023	0	181,023	100%
Total Expenditures	1,655	181,023	0	181,023	100%
Net Change in Fund Balance	1	145	0	145	100%

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

	Current	Year to Date	\$ Over (Under)	% of Budget
	September 2017	'Oct - Sept 2017	Budget	Thru September
			Budget	100%
<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	
	September 2017	'Oct - Sept 2017		\$ Over Budget	Thru September 100%
<b>Revenues</b>					
4000800 · Other Revenue					
4000815 · Gifts	1267	3230	0	3230	100.0%
<b>Total 4000800 · Other Revenue</b>	<b>1267</b>	<b>3230</b>	<b>0</b>	<b>3230</b>	<b>100.0%</b>
<b>Total Revenues</b>	<b>1267</b>	<b>3230</b>	<b>0</b>	<b>3230</b>	<b>100.0%</b>
<b>Expenditures</b>					
5232600 · Special Expenses					
5232690 · Special Expenses - Other	1267	3325	0	3325	100.0%
<b>Total 5232600 · Special Expenses</b>	<b>1267</b>	<b>3325</b>	<b>0</b>	<b>3325</b>	<b>100.0%</b>
<b>Total Expenditures</b>	<b>1267</b>	<b>3325</b>	<b>0</b>	<b>3325</b>	<b>100.0%</b>
<b>Net Income</b>	<b>0</b>	<b>(95)</b>	<b>0</b>	<b>(95)</b>	<b>100%</b>



To: Mayor and City Council Members  
From: John R. Dean, City Manager  
Date: 10/31/2017

Re: City Manager's Monthly Report (October)

**Hidden Valley Estates:** Preliminary plat was approved by both P&Z and Council.

**Code of Ordinances**

There are many areas of the Code that conflict. One issue that you considered at the October 10<sup>th</sup> meeting was the screening requirements for dumpsters. We have an amendment for your consideration in November on this specific item. Unfortunately, the Code is not consistent in many places. I believe we need to look at a full Codification. It has been my experience here and in another location that our current codification organization (Franklin) only adds updates to the Code and does not actually remove conflicts in the Code when changes are made by the Council.

**Construction Improvements:**

The Bryson Manor Phase I/Cockrell Hill Road/Water Street/Lariat Trail/Ovilla Oaks Subdivision cul-de-sacs and connecting roads all have 2-year warranties. We have reviewed the timing of the expiration of the warranties to make sure the contractors repair any deficiencies before the two-year time-period has elapsed.

We will have Winding Way at the intersection of Highland and Winding Way addressed.

**Warranty Expiration:** Ovilla Oaks cul-de-sacs and connecting streets-December 1, 2017.

Bryson Manor Phase I-May 2, 2018

Cockrell Hill Road-August 25, 2018

Water Street-December 20, 2018

Lariat Trail-December 20, 2018

**Elevated Water Storage Tank:**

There was more testing during October on routing of water and changing the level of the water in the tower before refilling to sample various areas for chlorine readings around the city over the past two weeks. The changing of the tower water level appears to have made significant impacts in residual chlorine readings around the city.

**12" Waterline through Heritage Park:**

We have an engineering contract amendment for the November meeting and the bidding process will begin soon after. Brad has asked Birkhoff to make some minor modifications to the creek crossing in hopes of encouraging more bidders. I have been told that several looked at the project and did not bid because of the location of the creek crossing.

**Monument Signs:**

At the EDC meeting in July the board decided that identifying locations should be the first step in the process.

**Strategic Plan:**

We have received an editable version of the plan. We will bring this to you at the November meeting for your comments. It will then go back to EDC following comments from the City Council.

**Work Order System:**

The system is operational. Links for external reporting will be added to the city website the first full week in November.

**Employee Handbook Policies:** We are in the process of reviewing the policies to ensure they reflect current laws, practices and procedures and that we are following them. My goal is to bring recommended changes to the Council for consideration in December.

**Mowing:** I am still working on an RFP to get costs on mowing City Property. This should go out in January.

**Compatible Software:**

We are researching software systems that will provide us a single platform for all our billing, accounting and court needs. We currently use three different non-compatible software systems to accomplish these tasks.

I am working to finalize a draft RFP for a consolidated software program for staff review. My goal is to be able to accomplish this at mid-year or next budget year.

**Credit Card Service:**

I am looking at our credit card processing vendors to see if we can get a more competitive agreement. I have not made much headway on this one.

**IT Services:** I have completed a draft RFP for IT services and provided it to staff for review.

**Bridge on Shiloh:**

I have been in contact with TXDOT regarding the bridge inspection. The bridge has been inspected in 2017. I am waiting on the report to be sent from the state. John Kiser, TXDOT, has not received the final report yet. He has assured me that he will send it as soon as he gets it.

**Culvert Across from City Hall:** Brad and his guys have made this a much safer curve.

**HVAC Maintenance:** The HVAC company was here and performed the required maintenance of our HVAC systems in October.

**Subdivision in the ETJ:**

I am not sure if you are aware but about  $\frac{1}{2}$  of Bryson Springs subdivision is in the Ovilla ETJ. Nothing on this subdivision was ever run through the City of Ovilla. I contacted the County Planning Director. He told me they had sent an email to the City Administrator at the time and received no response. This email would have been sent during a transition period and we have no record of it.

Unfortunately, the way the current law is written if a subdivision is in multiple ETJ's the larger city has approval authority and "may" contact the other cities. But the smaller cities do not have any approval authority. I have contacted Rep. John Wray and have set to talk to him about carrying legislation to modify this law. The ramifications of this law could have a developer include a single square foot of a subdivision in a larger municipality's ETJ to circumvent stricter regulation in a smaller city's ETJ.

As a stop gap, I have asked the County Planning Director to notify multiple parties in the smaller cities when this occurs. He has assured me that he will.

**Crouch Property:**

The Crouch property did sell for a price higher than our appraisal came in at. I have spoken to the new owner (Pamela Koval) and she is willing to work with us on a utility easement to connect the Municipal buildings to the sewer system.

She plans to use the property as commercial with hopes of having several office spaces in the old home.

She is also looking for some possible assistance from the EDC. I have no specific details now.

**Press:**

We have started being more pro-active in announcing things to the press with News Releases and News Advisories. We will also be posting both types of announcements on the website. I intend to reactivate the use of Facebook by City Hall as well.

**Upcoming Items**

- City Hall Closed on Friday, November 10<sup>th</sup>, 2017 (Veterans Day)
- City Council Meeting – Monday, November 13th, 2017 at 6:00 pm

Respectfully Submitted,

John R. Dean, Jr.  
City Manager

## Ovilla Municipal Court Report

FY-2017-2018	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
October	99	4	0	1	3	0	\$22,685.48	\$12,583.85	\$10,101.63	23
November										
December										
January										
February										
March										
April										
May										
June										
July										
August										
September										
<b>Totals</b>	<b>99</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>\$22,685.48</b>	<b>\$12,583.85</b>	<b>\$10,101.63</b>	<b>23</b>

### 2016-2017 FY

October	138	1	0	1	9	0	\$17,915.90	\$10,054.10	\$7,861.80	40
<b>FY Totals</b>	<b>138</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>\$17,915.90</b>	<b>\$10,054.10</b>	<b>\$7,861.80</b>	<b>40</b>

FY-2016-2017	Total # of Warrants	Total Amount of Warrants	Warrants Cleared	Warrants Amount
October	562	\$204,958.08	11	\$4,139.17
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
September				
<b>Totals</b>			<b>11</b>	<b>\$4,139.17</b>

	Uncontested Disposition	Defensive Driving	Deferred Disposition	Compliance Dismissals	Trial
October	40	28	40	6	0
November					
December					
January					
February					
March					
April					
May					
June					
July					
August					
September					
<b>Totals</b>	<b>40</b>	<b>28</b>	<b>40</b>	<b>6</b>	<b>0</b>

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

To: Mayor Richard Dormier  
 Ovilla City Council  
 City Manager John Dean

Subject: **Code Enforcement Monthly Report**

Calls For Service	Oct. 2017	Oct.2017 YTD	Oct. 2016	
Complaint (Nuis 18,Permit 7,Parking 8	33	569	41	
Follow up (Nuis 20 Permit 7 Park 8)	35	626	45	
Door Notice (Nui -10, Permit-4, Parking 5)	19	400	31	
Mail Notice ( Parking 2 grass 6 nuisance 3 )	11	265	28	
Posted Property (Grass 3 nuisance 2 )	5	92	9	
Court 1 Parking Guilty 1 Grass Guilty	\$370	\$2,808	\$169.00	
Citizen Contacts	44	720	52	
Permits Reviewed	15	209	12	
Permits Issued	10	154	9	
Inspections	22	264	15	
Nuisance Abated by City 2 grass 2 Illegal dump	4	13	3	
Nuisance Signs (Garage sale-13 business 22 )	35	470	35	
1Board of Adjustment 1 aprrove , 1 deny	2	12	2	

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

To: Mayor Richard Dormier  
 Ovilla City Council  
 City Manager Mr. John Dean

**Subject: Animal Control Monthly Report**

	Oct. 2017	Oct. 2017 YTD	Oct. 2016	
Calls For Service				
Complaint (Regist-24 At Large 11 Bark 2)	37	475	30	
Follow - Up	39	548	41	
Door Notice (Regis-24, Bark 3 at large4 )	31	373	38	
Impounded Animal (Dog 3, )	3	63	8	
Animal welfare check	5	67	3	
Impound Results ( Transport 2)	2	52	9	
Impound fee collected	\$0.00	\$1,100.00	125	
Court( )	\$0.00	\$0.00	0	
Citizen Contacts	35	510	21	
Animal Registration (\$120)	10	164	8	
Registration Letter Mailed	27	323	18	
Nuisance Letter Mailed	1	18	4	
Animals released (2 Sk 1 Rac 1 Poss 1 Sna)	5	30	3	
Deceased Removed	28	299	16	
Oak Leaf -2 Dog	2	23	2	
Traps Checked Out	2	48	3	