

City of *OVILLA* 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, May 14, 2018

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 May 14, 2018 Briefing Session Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, on the 11th day of May 2018 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall, City Secretary

DATE OF POSTING: 5-11-2018 TIME: 9:00 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

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

NOTICE OF CANVASS OF ELECTION
AT THE
REGULAR CITY COUNCIL MEETING
CITY OF OVILLA, TEXAS


MONDAY, MAY 14, 2018
6:30 P.M.

Notice is hereby given that the Canvass of the May 5, 2018 General City Election will be held at a Regular meeting of the Ovilla City Council, on Monday, May 14, 2018 at 6:30 p.m., at City Hall, 105 S. Cockrell Hill Road, Ovilla, Texas 75154.

Por el presente se notifica que el escrutinio de la Elección General de la Ciudad del 5 de mayo de 2018 se realizará en una asamblea regular del Consejo Municipal de la Ciudad de Ovilla el martes 14 de mayo de 2018 a las 6:30 p.m. en City Hall, 105 S. Cockrell Hill Road, Ovilla, Texas 75154.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Ovilla, Texas, a place readily accessible to the general public at all times, on the 8th day of May 2018 by 4:30 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.


Pamela Woodall
City Secretary



DATE OF POSTING: 5.8.2018 TIME: 3:45 am/pm pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (972) 617-7262 or FAX (972) 515-3221 for further information. AGENDAS MAY ALSO BE VIEWED ONLINE AT www.cityofovilla.org.



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John R. Dean, Jr. City Manager

Monday, May 14, 2018

105 S. Cockrell Hill Road, Ovilla, TX 75154

6:30 P.M.

Council Chamber Room

AGENDA

NOTICE is hereby given of a **Regular Meeting** of the City Council of the City of Ovilla, to be held on **Monday, May 14, 2018 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.

▪ **Presentations**

- Presiding Election Judge Charlie Morton will provide official results of the Ovilla General Election held on May 05, 2018.
- Proclamations:
 - 1. EMS
 - 2. Cinco de Mayo
 - 3. Municipal Clerks Week
 - 4. Peace Officer Memorial Week
 - 5. Public Works Week

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. March 2018 Financial Transactions over \$5,000
- C2. Quarterly Investment Report
- C3. Committed Fund Balance Report as of March 31, 2018
- C4. Minutes of the April 09, 2018 Briefing Session and Regular Council Meeting.
- C5. Resolution R2018-20 Atmos Rate Increase Denial
- C6. Ordinance 2018-08 Teodoro Ibanez rezoning
- C7. Interlocal – Interoperability Radio (State)
- C8. NOI – Ellis County Hazard Mitigation Action Plan (HazMAP) Update
- C9. Contract Proposal between Ridgeline General Contractors and the Ovilla Fire Department for the Bay Repair Project.

IV. PUBLIC HEARINGS

Case PZ18-02 - Receive presentation and citizen comments on Ordinance 2018-09, Definition of the term, Dwelling Guesthouse.

- a. **PRESENTATION** by staff and recommendation from the Planning and Zoning Commission.
- b. **PUBLIC HEARING** to receive comments from the public regarding Ordinance 2018-09.

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John R. Dean, Jr. City Manager*

Case PZ18-03 - Receive presentation and citizen comments on an application for a Specific Use Permit filed by Pamilee Koval, on behalf of owner, Thomas Waits, to operate a refreshment stand located at 713 West Main Street, Ovilla, Ellis County, Texas.

- a. **PRESENTATION** by staff and recommendation from the Planning and Zoning Commission.
- b. **PUBLIC HEARING** to receive comments from the public regarding the Specific Use Permit.

REPLAT 2018-03 - Receive presentation and citizen comments on an application submitted by Jordan Zadwick, on behalf of the property owner, Mary Carolyn Miracle, to replat 4.728-acres of the 129.25 total acres of Miracle Estates, being Lot One, Unit One, Miracle Estates #1, Ellis County, Texas, more commonly known as 622 Johnson Lane.

- a. **PRESENTATION** by staff.
- b. **PUBLIC HEARING** to receive comments from the public regarding the replat request.

V. REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION** – Consider of and action on Resolution R2018-21 of the City Council of the City of Ovilla, Declaring and Canvassing the Results of the May 05, 2018 Municipal Election.
- a. Mayor Dormier will issue Certificates of Election to Council Member Place 1 Rachel Huber, Council Member Place 3 David Griffin (unopposed), and Council Member Place 5 Michael Myers (unopposed) following the May 05, 2018 Ovilla General Election.
 - b. Mayor Dormier will conduct the Oaths and Statements of Office to Council Member Place 1 Rachel Huber, Council Member Place 3 David Griffin and Council Member Place 5 Michael Myers.
- ITEM 2. DISCUSSION/ACTION** – Consideration of and action on nomination(s) and an appointment of Mayor Pro Tem.
- ITEM 3. DISCUSSION/ACTION** – Receive recommendation report from the Planning and Zoning Commission to consider and act on PZ Case 18.02, Ordinance 2018-09 of the City of Ovilla, Texas, amending the text of Article 6, Section 53.1 of the Ovilla Comprehensive Zoning Ordinance No. 2010.013; providing a definition of the term “Dwelling Guesthouse”; providing a savings clause, providing a severability clause; providing and effective date; and providing for publication.
- ITEM 4. DISCUSSION/ACTION** – Receive recommendation report from the Planning and Zoning Commission to consider and act on PZ Case 18.03, to approve a Specific Use Permit, as permitted in Chapter 14, Section 27.2, and located at 713 West Main Street, Ovilla, Ellis County, Texas, filed by MS Pamilee Koval, on behalf of John Waits, owner of said property, to establish and operate a refreshment stand.
- ITEM 5. DISCUSSION/ACTION** – Consideration of and action on an application submitted by Jordan Zadwick, on behalf of the property owner, Mary Carolyn Miracle, to replat 4.728-acres of the 129.25 total acres of Miracle Estates, being Lot One, Unit One, Miracle Estates #1, Ellis County, Texas, more commonly known as 622 Johnson Lane.
- ITEM 6. DISCUSSION/ACTION** – Consideration of and action on Resolution R2018-22 approving and adopting the Economic Development Corporation Strategic Plan 2018 and providing an effective date.
- ITEM 7. DISCUSSION** – Review and discuss the status and updates of the Strategic Guide.

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- ITEM 8. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointments to serve another term on the Board of Adjustment and direct staff to solicit for new applicants.
- ITEM 9. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointments to serve another term on the Economic Development Corporation (EDC) and direct staff to solicit for new applicants.
- ITEM 10. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointments to serve another term on the Municipal Services Advisory Committee (MSAC) and direct staff to solicit for new applicants.
- ITEM 11. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointments to serve another term on the Planning and Zoning Commission and direct staff to solicit for new applicants.
- ITEM 12. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointment(s) to serve another term on the Ovilla Park Board Advisory Committee and direct staff to solicit for new applicants.
- ITEM 13. **DISCUSSION/ACTION** – Consideration of and action on ORDINANCE 2018-10 of the City of Ovilla, TX, amending the Fiscal Year 2017-2018 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process.
- ITEM 14. **DISCUSSION/ACTION** – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2018-2019 budget preparations.
- ITEM 15. **DISCUSSION/ACTION** – Consideration of and action to set the official date for Heritage Day 2018, effecting various assignments to facilitate the success of the 2018 Heritage Day celebration and festivities.
- ITEM 16. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2018-23, approving a proposal from Ellis County Precinct #4 to reclaim/rehabilitate Willowwood Lane and Greenwood Drive, Ovilla, TX, authorizing the Mayor to execute said documents.
- ITEM 17. **DISCUSSION** – Consider amending the Rules of Governance, adding a Section on computer use to the existing policy and direct staff to return with an amended Council Rules of Governance and resolution for adoption.
- ITEM 18. **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 Chief B. Windham
 - Monthly Report
- Fire Department Chief B. Kennedy
 - Monthly Report
- Public Works Director B. Piland
 - Monthly Report
 - 1. Monthly Park Maintenance Reports

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2. Street Maintenance Report

- Finance Department Accountant L. Harding
 - March 2018 Financials
 - Bank Balances through May 03, 2018
 - Administration
 - Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
 - Monthly Municipal Court Report City Secretary P. Woodall
 - City Manager Reports CM, John R. Dean, Jr.
1. Monthly Report

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).

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

VIII. ADJOURNMENT

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Pamela Woodall

Pamela Woodall, City Secretary

DATE OF POSTING: 5-11-2018 TIME: 9:00 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

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PROCLAMATION

City of Ovilla

**Designating the week of May 20 - 26, 2018, as
Emergency Medical Services Week**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services have grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

***THEREFORE, I RICHARD A. DORMIER, MAYOR OF THE CITY OF OVILLA in
recognition of this event do hereby proclaim the week of May 20 - 26, 2018, as
EMERGENCY MEDICAL SERVICES WEEK***

With the theme, ***EMS Strong: Always in Service***, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

Proclaimed this 14th day of May 2018.

Richard A. Dormier, Mayor





Proclamation

Cinco de Mayo

Whereas, on the fifth day of May in 1862, a small band of Mexican soldiers defeated a French army three times its size at Puebla, marking an important milestone in the freedom of the Mexican people; and

Whereas, this milestone is remembered by the commemoration of Cinco de Mayo, the celebration of Hispanic freedom and culture; and

Whereas, it is important for citizens to recognize, and pay tribute to, the diversity that weaves together our communities;

Now, Therefore, I, Richard Dormier, Mayor of the City of Ovilla, hereby declare May 5, 2018, as

Cinco de Mayo Celebration Day

in the City of Ovilla and urge all citizens to participate in the events planned for such celebration.

In Witness Whereof, I hereunto set my hand and seal this 14th day of May 2018.

Richard Dormier, Mayor

COUNCIL PLACE 1 RACHEL HUBER
COUNCIL PLACE 2 DEAN OBERG
COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN
COUNCIL PLACE 4 DOUG HUNT
COUNCIL PLACE 5 MICHAEL MYERS



Proclamation

**Municipal Clerks Week
May 6 - 12, 2018**

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Richard Dormier, Mayor of Ovilla, Texas, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to Ovilla's Municipal Clerks and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this _____ day of _____, 2018

Mayor Richard Dormier

COUNCIL PLACE 1 RACHEL HUBER

COUNCIL PLACE 2 DEAN OBERG

COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN

COUNCIL PLACE 4 DOUG HUNT

COUNCIL PLACE 5 MICHAEL MYERS

PROCLAMATION

NATIONAL POLICE WEEK 2018

To recognize National Police Week 2018 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Ovilla Police Department;

WHEREAS, there have been 58,627 assaults against law enforcement officers in 2016, resulting in approximately 16,677 injuries;

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30th Annual Candlelight Vigil, on the evening of May 13, 2018;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13-19;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED that the City Council for the City of Ovilla, Texas formally designates May 13-19, 2018, as Police Week in the City of Ovilla, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City to be affixed this 14 day of MAY in the year 2018.

RICHARD A. DORMIER
MAYOR OF OVILLA

COUNCIL PLACE 1 RACHEL HUBER * COUNCIL PLACE 2 DEAN OBERG *
COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN
COUNCIL PLACE 4 DOUG HUNT * COUNCIL PLACE 5 MICHAEL MYERS



PROCLAMATION

PUBLIC WORKS WEEK

WHEREAS, public works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support of an understanding and informed public is vital to the efficient operation of public works systems and programs including water, sewer, streets, public buildings, solid waste collection, landfill, wastewater disposal, code enforcement and engineering to provide these essential services to our citizens; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skills of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding the importance of the work they perform.

NOW, THEREFORE, I, Richard Dormier, Mayor of the City of Ovilla, do hereby proclaim the week of May 20-26, 2018 as

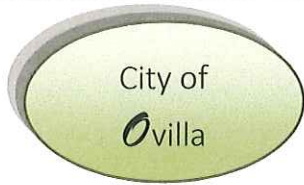
Public Works Week *"Building for Today, Planning for Tomorrow"*

in the City of Ovilla, and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Ovilla to be affixed this 14 day of May, 2018.

RICHARD DORMIER, Mayor

COUNCIL PLACE 1 RACHEL HUBER * COUNCIL PLACE 2 DEAN OBERG
COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN
COUNCIL PLACE 4 DOUG HUNT * COUNCIL PLACE 5 MICHAEL MYERS



Ovilla City Council

CONSENT ITEMS C1 – C9

Meeting Date: May 14, 2018

Department: Administration/Finance/Police

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☒ N/A

Submitted by: Staff

Amount: N/A

Attachments:

- C1. March 2018 Financial Transactions over \$5,000
- C2. Quarterly Investment Report
- C3. Committed Fund Balance Report as of March 31, 2018
- C4. Minutes of the April 09, 2018 Briefing Session and Regular Council Meeting.
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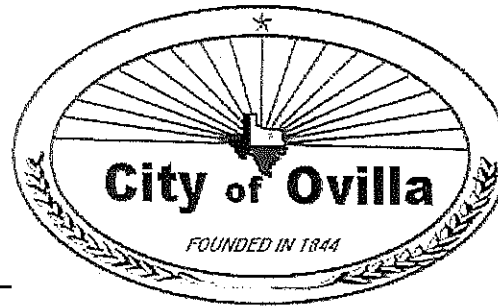
Discussion / Justification:

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve the consent items as presented.



DATE: May 14, 2018

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Transactions Over \$5,000 For March 2018

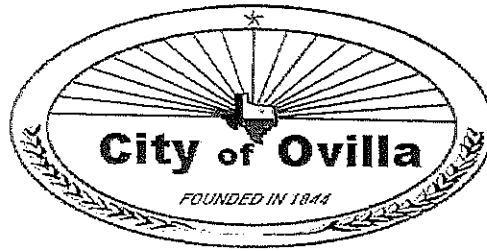
**City of Ovilla Expenditures Over \$5,000
for the Month of MARCH 2018**

Date	Check#	General Fund Payee	Description	Amount
** Now in Alphabetical Order				
3/9/2018	47506	Bureau Veritas North America	Inspections	\$ 6,209.07
3/16/2018	47536	City of Midlothian	Qtrly - Medical Transport Serv	\$ 15,889.75
3/29/2018	47586	City of Ovilla EDC	Due to EDC	\$ 61,231.00
3/16/2018	47540	Holiday Ford	2018 Ford Interceptor	\$ 52,198.12
03/09/2018	47518	Progressive / Waste Connections of Texas	SOLID WASTE	19,478.94
03/08/2018	DRAFT	QuickBooks Payroll Service	Created by Payroll Service	53,063.30
03/22/2018	DRAFT	QuickBooks Payroll Service	Created by Payroll Service	55,038.33
03/09/2018	47494	T. M. R. S.	RETIREMENT	16,080.07
03/29/2018	47592	United Health Care	HEALTH INSURANCE FEBRUARY	13,832.47
03/09/2018	47489	United States Treasury	75-1399345	8,466.04
03/22/2018	47549	United States Treasury	75-1399345	8,667.54

Total General Fund Transactions \$5,000 and Over

\$ 155,147.75

Date	Check#	Water & Sewer Fund Payee	Description	Amount
3/9/2018	17104	City of Ovilla General Fund	Payroll	\$ 11,696.53
3/20/2018	17124	City of Ovilla General Fund	Solid Waste	\$ 20,060.57
3/12/2018	17124	City of Dallas	Water	\$ 19,257.13
3/23/2018	17126	City of Ovilla General Fund	Payroll	\$ 12,213.83
3/29/2018	17137	City of Ovilla I & S	Debt	\$ 5,186.00
Total Water & Sewer Fund Transactions \$5,000 and Over				<u>\$ 68,414.06</u>



DATE: May 14, 2018

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Investment Report for Quarter Ending March 31, 2018

City of Ovilla
Investment Report
For Quarter Ending MARCH 31, 2018

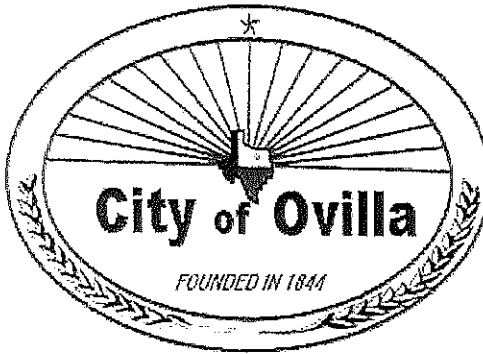
Fund	Bank	Investment Type	Description	Bank Account Number	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 12-31-2017	Activity During Quarter		Ending Market Value 3/31/2018	Book Value 3/31/2018	Difference
GENERAL FUND														
GF	Prosperity Bank	Operating	General	6602109437	1012500	N/A	N/A	0.4000%	\$ 1,535,756.09	Interest Earned	\$ 1,699.50			
										Net Deposit	\$ 1,108,590.96			
										Net Withdrawals	\$ 1,029,366.51			
										Ending Balance		\$ 1,616,680.04	\$1,616,680.04	(\$0.00)
GF	Texstar Investment		Pool	701711110	1012525	N/A	N/A	1.4995%	\$ 3,775.35	Interest Earned	\$ 12.85			
										Withdrawal	\$ -			
										Ending Balance		\$ 3,788.20	\$3,788.20	\$0.00
GF	Prosperity Bank		Money Market	9307605	1012520	3/2/11	N/A	0.3600%	\$230,801.86	Interest Earned	\$ 201.78			
										Withdrawal	\$ -			
										Ending Balance		\$231,003.64	\$231,003.64	(\$0.00)
GF	Texstar Investment		Pool	701711120	1011525	N/A	N/A	1.4995%	\$ 941.13	Interest Earned	\$3.17	\$944.30	\$944.30	\$0.00
GF	Prosperity Bank		Money Market	9307583	1012250	N/A	N/A	0.3600%	\$ 128,339.58	Interest Earned	\$ 112.20			
		\$240,000 Moved to Citizens National Bank On 8/18/11								Net Deposit	\$ -			
										Net Withdrawals	\$ -			
										Ending Balance		\$ 128,451.78	\$128,451.78	\$0.00
GF	Prosperity Bank		Lease		1012510	N/A	N/A	0.0000%	\$ 1,152.62	Interest Earned				
										Net Deposit	\$ 1,144.17	\$ 1,601.79	\$1,601.79	\$0.00
										Net Withdrawal	\$ 695.00			
GF	Prosperity Bank		CD	670010694	1012260	2/25/14	2/25/15	0.0350%	\$ 248,083.15	Interest Earned	\$ 343.92			
		2/25/14 Transferred 243997.77 to Prosperity Bank account 670010694								Net Deposit	\$ -			
										Net Withdrawals	\$ -			
										Ending Balance		\$ 248,427.07	\$248,427.07	\$0.00
GF	Prosperity Bank		CD	670010608	1012290	10/17/12	10/17/13	0.3000%	\$ 56,238.71	Interest Earned	\$ 92.14	\$56,330.85	\$56,330.85	\$0.00
GF	Prosperity Bank		Bryson Manor	216188662	1012295	6/25/15	n/a	0.4000%	\$ 298,322.11	Interest Earned	\$ 294.33			
										Net Deposit	\$ -	\$ 298,616.44	\$298,616.44	
Total General Fund										Total General Fund Balance		\$2,585,844.11	\$2,585,844.11	(\$0.00)
DEBT SERVICE														
		Savings Account												
Debt	Prosperity Bank		Sinking Fund	6606020291	1010000	N/A	N/A	0.4100%	\$ 439,920.32	Interest Earned	\$ 466.09			
										Deposits	\$ 158,724.61			
										Deductions	\$ 93,755.89			
										Ending Balance		\$505,355.13	\$505,355.13	\$0.00
Water & Sewer Utility Fund														
		Operating												
W&S	Prosperity Bank		Utility	6602109445	1021500	N/A	N/A	0.4000%	\$ 580,222.66	Interest Earned	\$ 627.49			

City of Ovilla
Investment Report
For Quarter Ending MARCH 31, 2018

Fund	Bank	Investment Type	Description	Bank Account Number	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 12-31-2017	Activity During Quarter		Ending Market Value 3/31/2018	Book Value 3/31/2018	Difference
										Net Deposit	\$ 357,752.78			
										Net Withdrawals	\$ 359,723.82			
												\$578,879.11	\$578,879.11	\$0.00
W&S	Texstar Investment		Pool	701705350	1021525	N/A	N/A	1.4995%	\$ 1,159.27	Interest Earned	\$ 3.91			
										Net Deposit	\$ -			
										Withdrawals	\$ -			
										Ending Balance		\$1,163.18	\$1,163.18	\$0.00
W&S	Prosperity Bank		Utility	4547531	1021800	N/A	N/A	0.4200%	\$ 139.71	Interest Earned	\$ 0.14			
										Net Deposit	\$ -			
										Net Withdrawals	\$ -	\$139.85	\$139.85	\$0.00
W&S	Prosperity Bank		Money Mkt.	18004323	1020500	N/A	N/A	0.3600%	\$ 189,484.83	Interest Earned	\$ 165.66			
										Net Deposit	\$ -			
										Net Withdrawals	\$ -	\$ 189,650.49	\$189,650.49	\$0.00
Total W&S Utility Fund										Total W&S Fund		\$769,832.63	\$769,832.63	\$0.00
CAPITAL PROJECTS														
		Construction Funds												
CP	Texpool Investment		Pool	78751 11878	1023000	N/A	N/A	0.0000%	\$ 311.07	Interest Earned	\$ 0.31			
										Deposits	\$ -			
										Withdrawals	\$ -			
										Ending Balance		\$311.38	\$311.38	\$0.00
CP	Texstar Investment		Pool	701705340	1023500	N/A	N/A	1.4995%	\$ 1,413.86	Interest Earned	\$ 1.55			
										Deposits	\$ -			
										Withdrawals	\$ -			
										Ending Balance		\$1,415.41	\$1,415.41	(\$0.00)
CP	Prosperity Bank		Money Market	9307548	1024000	N/A	N/A	0.3600%	\$130,789.51	Interest Earned	\$ 38.88			
										Deposits	\$ -			
										Withdrawals	\$ -			
										Ending Balance		\$130,828.39	\$130,828.39	\$0.00
Total Capital Projects												\$132,555.18	\$132,555.18	(\$0.00)
W&S IMPACT FEE														
W&S Impact	Prosperity Bank	Money Market	Water Impact	6604032322	8510100	N/A	N/A	0.3000%	\$ 50,965.46	Interest Earned	\$ 12.99			
										Net Deposit	\$ -			
										Net Withdrawals	\$ -			
										Ending Balance		\$ 50,978.45	\$50,978.45	\$0.00
W&S Impact	Texstar Investment		Sewer Impact	701713540	8520155	N/A	N/A	1.4995%	\$ 3,194.49	Interest Earned	\$ 3.45			
										Net Deposits	\$ -			
										Net Withdrawals	\$ -			
										Ending Balance		\$3,197.94	\$3,197.94	\$0.00
W&S Impact	Prosperity Bank	Money Market	Sewer Impact	301668699	8520160	N/A	N/A	0.3000%	\$72,904.19	Interest Earned	\$ 54.54			
										Net Deposit	\$ -			
										Net Withdrawals	\$ -			
										Ending Balance		\$72,958.73	\$72,958.73	\$0.00
Total W&S Impact Fund												\$127,135.12	\$127,135.12	\$0.00

**City of Ovilla
Investment Report
For Quarter Ending MARCH 31, 2018**

[illegible]



DATE: May 14, 2018

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Committed Fund Balance Report as of March 31, 2018

Committed Fund Balance Report

for General Fund for FY 2017-2018

	Account Number	General Fund 2017-2018 Budget
FY 2017-2018 Budget		3,555,419
CAPITAL ASSETS and RESERVE ACCOUNTS:		
Machinery and Equipment	5106440	(1,000)
Furniture	5106465	(1,000)
Audio and Visual Equipment	5106470	0
Buildings	5107420	0
Machinery and Equipment	5107440	0
Reserve for Contingency	5109001	0
Reserve for PD and FD Radios	5109015	(93,770)
Machinery and Equipment	5206440	(9,734)
Personal Protective Equipment	5206445	(2,600)
Capital Outlay - Vehicles	5206450	(57,350)
Machinery and Equipment	5306440	(10,300)
Personal Protective Equipment	5306445	(20,247)
Capital Outlay - Vehicles	5307450	0
Machinery and Equipment	5406440	(1,000)
Capital Outlay - Vehicles	5407450	(31,400)
Machinery and Equipment	5506440	(2,500)
Personal Protective Equipment	5506445	(300)
Machinery and Equipment	5507440	(10,000)
Machinery and Equipment	5606440	(2,000)
4B EDC Monument Signs	5607415	(30,000)
Machinery and Equipment	5607440	(6,000)
Total 2016-2017 Budget Less Capital Assets and Reserve		3,276,218
Resolution Number 2013-002		25%
REQUIRED UNASSIGNED FUND BALANCE IN GENERAL FUND		\$ 819,054.50

ALL G/F BANK ACCOUNT BALANCES AS OF 3/31/2018

Prosperity Bank (Operating Acct 9437)	1012500	\$ 1,616,680.04
Prosperity Money Market (Acct #9307605)	1012520	\$ 231,003.64
TexStar Reserves (Acct. #07017-1110)	1012525	\$ 3,788.20
TexStar Money Market (Acct 1112)	1011525	\$ 944.30
Prosperity Money Market Reserve (Acct. #9307583)	1012250	\$ 128,451.78
Prosperity CD (Acct. #670010694)	1012260	\$ 248,427.07
Prosperity Bank CD (Acct. #670010608)	1012290	\$ 56,330.85

ALL BANK ACCOUNTS Total Unassigned Fund Balance in General Fund \$ 2,285,625.88

REQUIRED UNASSIGNED FUND BALANCE IN GENERAL FUND \$ 819,054.50

Excess in Unassigned Fund Balance in ALL ACCOUNTS \$ 1,466,571.38

INFRASTRUCTURE - STREET REPAIR OVILLA OAKS 1.2 MILES TO WIDTH OF ROADS, 15.00
SQ RD FOR FINISHED RD \$226,000, SUBURBAN DR RECLAIM \$114,752. \$ 341,000.00

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

BALANCE AVAILABLE FROM SALE OF EQUIPMENT \$ (15,912.90)

BALANCE: EXCLL OF UNASSIGNED FUND BALANCE LESS STREET/EQUIP. \$ 1,109,658.48

CITY OF OVILLA MINUTES
Monday, April 09, 2018
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 6:31 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

The following City Council Members were present:

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

Mayor Dormier announced that all Council members were present, thus constituting a quorum. City Manager John R. Dean, Jr., department directors and various staff were also present.

CALL TO ORDER

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

COMMENTS & PRESENTATIONS

Presentations

1. Mayor Dormier read aloud the following proclamations:
 - a. Motorcycle Awareness. Photos were taken with representatives.
 - b. National Telecommunications Week (no representatives)

Citizen Comments

1. Mr. Jerry Hawkins, 4020 Ovilla Road, Waxahachie. Mr. Hawkins voiced concern regarding his recent accident with an Ovilla police officer.
2. Dani Muckleroy – wished to hold her comments for Item 6 on the Agenda.
3. Mr. Carl Sherman – introduced himself as a run-off candidate for State Representative, District 109.

CONSENT AGENDA

- C1. February 2018 Financial Transactions over \$5,000
- C2. Minutes of the March 12, 2018 Briefing Session and Regular Council Meeting.

PL4 Hunt moved to approve the Consent Items as presented, seconded by PL2 Oberg.

No oppositions, no abstentions.

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

PUBLIC HEARING

Case PZ2018-01 Receive presentation and citizen comments on a request for a change in zoning. **PRESENTATION** was given by staff on the request for change in zoning filed by Teodoro Ibanez. It was explained that the property is on a 1.5-acre tract but zoned 5-acre. Based on building regulations and the narrow lot, the applicant is requesting to change the zoning to 1-acre.

Mayor Dormier opened the public hearing at 6:52 pm.

PUBLIC HEARING to receive comments from the public regarding the request.

- No comments were made in favor of the change in zoning.
- No comments were made in opposition of the change in zoning.

DELIBERATION and questions with applicant and/or staff were conducted.

Mayor Dormier closed the public hearing at 6:53 pm.

III. REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Receive recommendation report from the Planning and Zoning Commission to consider and act on PZ Case 18.01, an application request for a change in zoning filed by Teodoro Ibanez, from RC (Single Family Residential District 5-Acre Minimum) to RE (Single Family Residential District 1-Acre Minimum) on a 1.5 acre tract of land, out of the 1338 W C BILLINGSLEY 1.502 ACRES, Property ID 194924, Map ID 12-2, Ellis County, Texas, and more commonly known as 677 JOHNSON LANE, Ovilla, Texas, 75154.

PL2 Oberg moved to accept the recommendation of the Planning and Zoning Commission to approve PZ Case 18.01, an application request for a change in zoning filed by Teodoro Ibanez (owner), from RC (Single Family Residential District 5-Acre Minimum) to RE (Single Family Residential District 1-Acre Minimum) on a 1.5 acre tract of land, out of the 1338 W C BILLINGSLEY 1.502 ACRES, Property ID 194924, Map ID 12-2, Ellis County, Texas, and more commonly known as 677 JOHNSON LANE, Ovilla, Texas, 75154, seconded by PL1 Huber.

No oppositions, no abstentions.

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

ITEM 2. DISCUSSION/ACTION – Consideration of and action on a Site Plan Application submitted by Grace Church of Ovilla, 519 Westmoreland Road, Ovilla, Texas, for the construction of an educational building, authorizing the issuance of a building permit.

Staff presented the following application information:

NAME:	GRACE CHURCH OF OVILLA
AUTHORIZED AGENT OF RECORD:	Barry Maners
SURVEYOR/ENGINEER:	Cotter Associates, LLC
APPLICATION DATE:	February 12, 2018
LOCATION:	519 Westmoreland Drive / 9.656 acres
UTILITIES:	Ovilla water / septic system
ZONING:	R-22
PROPOSED LAND USE:	Educational use
MAJOR THOROUGHFARE:	Highway 664 Ovilla Road
APPLICANT'S PROPOSAL:	A request to construct an educational building as part of Grace Church. Construction and site plans have been reviewed and approved by the city engineer.

PL5 Myers moved that Council approve the presented Site Plan Application submitted by Grace Church of Ovilla, 519 Westmoreland Road, Ovilla, Texas, for the construction of an educational building, authorizing the issuance of a building permit, seconded by Mayor Pro Tem Griffin.

No oppositions, no abstentions.

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

- ITEM 3. DISCUSSION/ACTION** – Consideration of and action on an application submitted by RealSearch of Texas LLC, on behalf of the property owner, Mr. F.E. Parrent, to replat 4.603- acres into two lots being Block A, Lot 27R 1.001-acres and Block A, Lot 27R-1, 3.592-acres, Volume 3, Page 34, Plat Records, Ellis County, Texas, being Westmoreland Road Estates #1.

Staff presented the application information:

PROPOSED NAME: WESTMORELAND ROAD ESTATES #1
AUTHORIZED AGENT OF RECORD: Jeremy Deal (On behalf of Mr. Parrent)
SURVEYOR/ENGINEER: RealSearch of Texas LLC
APPLICATION DATE: March 23, 2018
LOCATION: 743 Westmoreland Road
UTILITIES: Ovilla water / septic system
ZONING: RE-1-acre
PROPOSED LAND USE: Residential
MAJOR THOROUGHFARE: Highway 664 Ovilla Road

APPLICANT'S PROPOSAL: A replat request to divide property into two lots.

PL Oberg moved that Council approve the replat application submitted by RealSearch of Texas LLC, on behalf of the property owner, Mr. F.E. Parrent, to replat 4.603- acres into two lots being Block A, Lot 27R 1.001-acres and Block A, Lot 27R-1, 3.592-acres, Volume 3, Page 34, Plat Records, Ellis County, Texas, being Westmoreland Road Estates #1, as presented, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

Mayor Dormier moved the order of the agenda to address Item 14.

- ITEM 14. DISCUSSION/ACTION** – Consideration of and action on Resolution R2018-18, approving a proposal submitted by Ellis County Precinct #4 to chiplock/seal East Highland and authorize the Mayor to execute said documents.

City Manager John Dean advised that Ovilla had an opportunity to seal East Highland in the same manner that Ellis County will seal the rest of Highland Road. Ellis County Precinct 4 Commissioner Kyle Butler was present, conversing with Council and was unable to offer a specific timeline to begin this project. Mr. Butler added that the County was introducing a new product that serves as an aggregate-type finish that does really well. The County provided a quote of \$11,037.00. Staff advised that being not budgeted, funds necessary to complete the project would be brought to Council during mid-year budget revisions if approved.

Mayor Pro Tem Griffin moved that Council approve Resolution R2018-18, approving a proposal submitted by Ellis County Precinct #4 to chiplock/seal East Highland and authorized the Mayor to execute said documents as presented, seconded by PL5 Myers.

No oppositions, no abstentions.

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

Mayor Dormier returned to the regular order of the Agenda.

- ITEM 4. DISCUSSION/ACTION** – Consideration of and action on a Professional Engineering Services Agreement by and between the City of Ovilla and Birkhoff, Hendricks and Carter,

LLP for the engineering design and surveying services for the City Hall Lift Station Easements, authorizing the Mayor to execute said agreement.

Approval is necessary for the easements to be completed to move forward with putting the City facilities on the City wastewater system. This project is funded in the current budget year. The project is less than anticipated and within the budgeted at \$25,000 and this amount would not cause the project to exceed the budgeted amount.

PL4 Hunt moved to approve a Professional Engineering Services Agreement with Birkhoff, Hendricks & Carter, L.L.P., to engage the services of the Engineer to complete engineering design and provide surveying services for the City Hall Lift Station Easements, seconded by PL1 Huber.

No oppositions, no abstentions.

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

ITEM 5. DISCUSSION/ACTION – Consideration of and action on Resolution R2018-15 authorizing continued participation with the Steering Committee of cities served by ONCOR; and authorizing the payment of 11-cents per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to ONCOR electric Delivery Company, LLC.

The City of Ovilla is a member of a 162-member city coalition known as the Steering Committee of Cities Served by Oncor. The resolution approves the assessment of an eleven cent (\$0.11) per capita fee to fund the activities of the Steering Committee. The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

PL2 Oberg moves that Council approve Resolution R2018-15 authorizing continued participation with the Steering Committee of cities served by ONCOR; and authorizing the payment of 11-cents per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to ONCOR electric Delivery Company, LLC., seconded by PL5 Myers.

No oppositions, no abstentions.

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

ITEM 6. DISCUSSION/ACTION – Consideration of and action on Resolution R2018-16 authorizing continued participation with the ATMOS Cities Steering Committee; and authorizing the payment of two cents per capita to the ATMOS Cities Steering Committee to fund regulatory and related activities related to ATMOS Energy Corporation.

Ms. Muckleroy, Ovilla resident signed up to speak on this item.

Mayor Dormier allowed Ms. Dani Muckleroy to ask questions: How many does this affect? How old?

The Atmos Cities Steering Committee ("ACSC") is composed of municipalities in the service area of Atmos Energy Corporation, Mid-Tex Division regardless of whether original jurisdiction has been

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

4

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

retained. Atmos is a monopoly provider of natural gas. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. ACSC is the largest coalition of cities served by Atmos Mid-Tex. There are 174 ACSC member cities, which represent more than 60 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of residential and small commercial customers within the cities.

PL4 Hunt moved that Council approve Resolution R2018-16 authorizing continued participation with the ATMOS Cities Steering Committee; and authorizing the payment of two cents per capita to the ATMOS Cities Steering Committee to fund regulatory and related activities related to ATMOS Energy Corporation, seconded by Mayor Pro Tem Griffin.

No oppositions, no abstentions.

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

ITEM 7. DISCUSSION/ACTION – Consideration of and action authorizing the purchase of an Animal Control Truck with box.

The animal control vehicle and box were budgeted items at \$31,400.00. The prices have increased since acquiring estimates for budgeting purposes last year. PL2 Oberg shared cost-saving suggestions. Following review of presented documentation and discussion of all necessities for the truck (including back-up camera), Council directed staff to include a lift in the purchase package. Delivery would run about 90 – 120 days.

PL2 Oberg moved to approve the purchase of an Animal Control Truck from Sam Pack Ford – drop shipped to Deerskin, to include a lift, for the amount of \$37,833, authorizing the City Manager to execute all associated documents, seconded by PL1 Huber.

No oppositions, no abstentions.

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

ITEM 8. DISCUSSION/ACTION – Consideration of and action to accept two Council volunteers and the Mayor, creating the BSW Student Scholarship Committee 2018.

Annually the Best Southwest Partnership offers student college scholarships to participating Cities and allows those supporting entities to make the scholarship presentations to the students at an Education Luncheon. It is necessary to create a Council (and Mayor) committee to review the applications for recommendation to the BSW.

Mayor Pro Tem Griffin moved that Council approve the Student Scholarship Committee 2018 creation with the volunteer appointments of the Mayor and two Council persons.

1. PL4 Doug Hunt
2. PL2 Rachel Huber

The motion was seconded by PL2 Oberg.

No oppositions, no abstentions.

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

ITEM 9. DISCUSSION/ACTION – Consideration of and action on Ordinance 2018-06 of the City of Ovilla, Texas, amending Chapter 6, Article 6.04, Section 6.04.001(a) of the Ovilla Code of Ordinances, providing new provisions pertaining to weeds and grass and other objectionable material; 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.

PL5 Myers moved to approve Ordinance 2018-06 amending the text of Chapter 6, Article 6.04, Section 6.04.001(a) of the Ovilla Code of Ordinances, providing new provisions pertaining to weeds and grass and other objectionable material; 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 PL4 Hunt.

No oppositions, no abstentions.

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

ITEM 10. DISCUSSION/ACTION – Consideration of and action on Ordinance 2018-07 of the City of Ovilla, Texas, amending Chapter 8, Article 8.02, Section 8.02.005 (5) and (7) of the Ovilla Code of Ordinances; providing new provisions pertaining to nuisances; 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 presented an Ordinance to amend the Code requiring that property owners maintain the rights-of-way regarding trees and grass.

PL4 Hunt moved to approve Ordinance 2018-07 of the City of Ovilla, Texas, amending Chapter 8, Article 8.02, Section 8.02.005 (5) and (7) of the Ovilla Code of Ordinances; providing new provisions pertaining to nuisances; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication, seconded by PL2 Oberg.

No oppositions, no abstentions.

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

ITEM 11. DISCUSSION/ACTION – Consideration of and action to approve the purchase of laptops/tablets for Council use.

The IT contractor recommends Laptops for City Council use and both Ben Singleton and Moeed Siddiqui were present to discuss recommendations. The presentation did not include equipment for staff. If included, the cost would be about \$6300. Executive Sessions would continue with paper copies.

Laptops - \$4,703.94

IPads - \$1,974.00

PL4 Hunt moved to approve the proposal with NetGenius to purchase laptop computers for City Council use and to include the City Manager and City Secretary in the purchase (although not included in the quote), seconded by PL5 Myers.

No oppositions, no abstentions.

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

ITEM 12. DISCUSSION/ACTION – Consideration of and action on a Memorandum of Understanding (MOU) between the City of Ovilla, by and through its Police Department (Ovilla) and the City of Midlothian, by and through its Police Department (Midlothian), outlining jurisdictional police responsibilities regarding Dolores W. McClatchey Elementary School, located at 6631 Shiloh Road, Ovilla, TX.

Staff has been working with the Midlothian ISD and Midlothian Police Department for several months to create this Memorandum of Understanding. Staff shared the belief that it was imperative to have the jurisdictional responsibilities identified. This MOU outlines those jurisdictional responsibilities.

PL5 Myers moved to approve a Memorandum of Understanding (MOU) between the City of Ovilla, by and through its Police Department (Ovilla) and the City of Midlothian, by and through its Police Department (Midlothian), outlining jurisdictional police responsibilities regarding Dolores W. McClatchey Elementary School, located at 6631 Shiloh Road, Ovilla, TX, seconded by PL1 Huber.

No oppositions, no abstentions.

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

ITEM 13. DISCUSSION/ACTION – Consideration of and action on Resolution R2018-17, approving a proposal from Ellis County Precinct #4 to reclaim/rehabilitate Westlawn Drive, Willowood Lane, and Greenwood Drive, Ovilla, TX, authorizing the Mayor to execute said documents.

Funds necessary to complete the project will be brought to Council during mid-year budget revisions. Staff is presenting a proposal from the Ellis County Precinct #4 for consideration. The consensus was to hold this project until the ditches, driveways and culverts were cleaned, drained and repaired.

No Action.

ITEM 14 was previously addressed.

ITEM 15. DISCUSSION/ACTION - Consideration of and action on Resolution R2018-19, approving a proposal submitted by Ellis County Precinct #4 to overlay Highview Court and authorize the Mayor to execute said documents.

This request was made by Mayor Pro-Tem Griffin as this roadwork was supposed to have been included with the Ovilla Oaks cul-de-sac rehab. Funds necessary to complete the project will be brought to Council during mid-year budget revisions.

PL4 Hunt moved that Council approve Resolution R2018-19, approving a proposal submitted by Ellis County Precinct #4 to overlay Highview Court and authorize the Mayor to execute said documents, seconded by PL2 Oberg.

No oppositions, no abstentions.

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

ITEM 16. DISCUSSION/ACTION – Consideration of and action on a Council appointment to serve the remaining term as Director Place 5 on the Economic Development Corporation Board.

An EDC Director Place 5 position has been open for some time. When the EDC was created certain Council persons served as members to help in keeping open communication with the Council. PL5 Mike Myers volunteered to serve.

Mayor Pro Tem Griffin moved to approve Council appointment being PL5 Mike Myers to serve the remaining term as EDC Director Place 5 on the Economic Development Corporation Board, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

ITEM 17. DISCUSSION/ACTION – Consideration of and action on a Council appointment to serve as a member of the Engineering RFQ Review Committee.

The RFQ identifies that one Council member will serve on the Engineering RFQ Review Committee.

Mayor Pro Tem Griffin moved to approve the Council appointment of PL4 Hunt to serve on the Engineering RFQ Review Committee, seconded by PL5 Myers.

No oppositions, no abstentions.

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

ITEM 18. DISCUSSION/ACTION – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

N/A

Mayor Dormier called a 5-minute recess at 8:20 pm.

Mayor Dormier and Council reconvened the meeting at 8:26 pm.

III. DEPARTMENT REPORTS

- **Department Activity Reports / Discussion**
 - Police Department Lieutenant J. Bennett
 - Reviewed the Monthly Report
 - Fire Department Fire Chief B. Kennedy
 - Reviewed the Monthly Report
 - Public Works Public Works Director B. Piland
 - Reviewed the Monthly Report
 1. Monthly Park Maintenance Reports
 2. Street Maintenance Report
 - Finance Department Accountant L. Harding
 - February 2018 Financials – preparing the mid-year budget revisions. Staff is learning new software.
 - Bank Balances through April 04, 2018
 - Administration
 - Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
 - Monthly Municipal Court Report City Secretary P. Woodall
 - City Manager Reports
 1. Monthly Report – Reported on Parks Master Plan survey: 697 responses with 174 of those responses actually within the city limits.

VI. EXECUTIVE SESSION

Mayor Dormier announced that Council, the City Manager and City Secretary would convene into Executive Session at 8:50 pm on the following:

Closed session pursuant to Section §551.071 of the Texas Government Code

Item 1. Consultation with the City Attorney on a matter in which the City Attorney's duty of confidentiality to the City, pursuant to the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, clearly conflicts with the provisions of the Texas Open Meetings Act.

- Council will convene into open session to take action, if any.

Mayor, Council, City Manager and City Secretary reconvened into open session at 9:05 pm. Mayor Dormier advised that no decisions were made in Executive Session.

No Action.

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

- | | |
|------------------|-----------------------------------------------------|
| 1. Mayor Dormier | None |
| 2. PL1 Huber | Report on ditch work |
| 3. PL2 Oberg | Would like to see asbestos reports on the building. |
| 4. PL3 Griffin | None |

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

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

- | | |
|-----------------|------|
| 5. PL4 Hunt | None |
| 6. PL5 Myers | None |
| 7. City Manager | None |

ADJOURNMENT

PL2 Oberg moved to adjourn the meeting of April 09, 2018, seconded by PL4 Hunt. There being no further business, Mayor Dormier adjourned the meeting at 9:05 p.m.

ATTEST:

Richard Dormier, Mayor

Pamela Woodall, City Secretary

Approved May 14, 2018

RESOLUTION NO. R2018-20

A RESOLUTION OF THE CITY OF OVILLA, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION FOR APPROVAL OF A DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of OVILLA, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("OCSC"), a membership of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about April 5, 2018 Oncor filed with the City an Application for Approval of a Distribution Cost Recovery Factor ("DCRF"), PUC Docket No. 48231, seeking to increase electric distribution rates by approximately \$19,002,177; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, Cities are coordinating its review of Oncor's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, Cities members and attorneys recommend that members deny the DCRF.

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

Section 1. That the City is authorized to participate with Cities in PUC Docket No. 48231.

Section 2. That subject to the right to terminate employment at any time, the City of hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. That the rates proposed by Oncor to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 4. That the Company shall continue to charge its existing rates to customers within the City.

Section 5. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of presentation of an invoice to Oncor.

RESOLUTION NO. R2018-20

Section 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 7. That a copy of this Resolution shall be sent to Stephen N. Ragland, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, General Counsel to the Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED this _____ day of _____, 2018.

Richard A. Dormier, Mayor

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney

MODEL STAFF REPORT REGARDING ONCOR'S DISTRIBUTION COST RECOVERY FACTOR FILING

On April 5, 2018, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an Application for Approval of a Distribution Cost Recover Factor ("DCRF") to Increase Distribution Rates with each of the cities in their service area. In the filing, the Company asserts that it is seeking an increase in distribution revenues of \$19,002,177.

The resolution authorizes the City to join with the Steering Committee of Cities Served by Oncor ("OCSC") to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Purpose of the Resolution:

The purpose of the Resolution is to deny the DCRF application proposed by Oncor.

Explanation of "Be It Resolved" Paragraphs:

1. This section authorizes the City to participate with OCSC as a party in the Company's DCRF filing, PUC Docket No. 48231.
2. This section authorizes the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the City regarding reasonable rates. Additionally, it authorizes OCSC to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.
3. This paragraph finds that the Company's application is unreasonable and should be denied.
4. This section states that the Company's current rates shall not be changed.
5. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants approved by OCSC will submit monthly invoices that will be forwarded to Oncor for reimbursement.
6. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
7. This section provides that Oncor and counsel for OCSC will be notified of the City's action by sending a copy of the approved and signed Resolution to counsel.

ORDINANCE NO. 2018-08

AN ORDINANCE PROVIDING FOR AN AMENDMENT TO THE ZONING ORDINANCE OF THE CITY OF OVILLA, TEXAS, THAT BEING ORDINANCE 2010.013, AS HERETOFORE AMENDED; PROVIDING A ZONING CLASSIFICATION CHANGE FROM "RC" (SINGLE FAMILY RESIDENTIAL DISTRICT 5-ACRE MINIMUM) TO "RE" (SINGLE FAMILY RESIDENTIAL DISTRICT 1-ACRE MINIMUM) ON APPROXIMATELY 1.5-ACRE TRACT OF LAND DESCRIBED HEREIN LOCATED WITHIN THE WC BILLINGSLEY, ABSTRACT 1338 1.502 ACRES, PROPERTY ID 194924, MAP ID 12-2, ELLIS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 677 JOHNSON LAND, OVILLA, TEXAS 75154, OF THE OFFICIAL PUBLIC RECORDS, AND PROVIDING FOR IMMEDIATE EFFECT.

WHEREAS, the City of Ovilla, Texas is a Type A general-law municipality located in Ellis County, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City of Ovilla, Texas, previously adopted its comprehensive zoning ordinance, Ordinance No. 2010.013; and

WHEREAS, the City Council deems it necessary to amend the zoning ordinance to provide for a change in zoning to a particular tract of land designated herein from "RC" (Single Family Residential 5-acre minimum) to "RE" Single Family Residential 1-acre minimum); and

WHEREAS, a public hearing was held by the Planning and Zoning Commission of the City on the 2 day of April 2018, at 6:00 P.M. and a public hearing was held by the City Council on the 9 day of April 2018, at 6:30 P.M. with respect to the proposed change in zoning.

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

SECTION 1. The legal description of the property zoned herein is approximately 1.5-acre tract of land, out of the 1338 W C BILLINGSLEY 1.502 ACRES, Property ID 194924, Map ID 12-2, Ellis County, Texas, and more commonly known as 677 JOHNSON LANE, Ovilla, Texas, 75154, of the Official Public Records of Ellis County, Texas (OPRECT) and being more particularly described as follows:

BEGINNING AT A BENT 3/8 INCH STEEL ROD FOUND ON THE NORTHERLY LINE OF JOHNSON LANE, AT THE SOUTHEASTERLY CORNER OF SAID IBANEZ TRACT AND THE SOUTHWESTERLY CORNER OF THE TRACT DESCRIBED IN DEED FROM JUDY LOYE WILLIAMS DONAHO TO TRAVIS W. WOLFE, EL UX RECORDED IN VOLUME 844, PAGE 287, DEED RECORDS, ELLIS COUNTY, TEXAS;

THENCE 88°59'48" W, WITH THE SOUTHERLY LINE OF SAID IBANEZ TRACT AND ALONG SAID JOHNSON LANE NORTHERLY LINE, 146.02 FEET (CALL S 89°38" W, 146.09 FEET) TO A ½ INCH STEEL ROD FOUND AT THE SOUTHWESTERLY CORNER OF SAID IBANEZ TRACT AND THE SOUTHEASTERLY CORNER OF THE TRACT DESCRIBED IN DEED FROM J.N. SNIPES EF UX TO ERIC D. MORRIS RECORDED IN VOLUME 1030, PAGE 537 OF SAID DEED PUBLIC RECORDS;

THENCE N 01°09'12" W, WITH THE COMMON LINE OF SAID IBANEZ AND MORRIS TRACTS, 448.26 FEET (CALL N 00° 16' E, 448.26 FEET) TO A ½ INCH STEEL ROD WITH PLASTIC CAP STAMPED RPLS 4480 SET AT THEIR COMMON NORTHERLY CORNER ON THE SOUTHERLY LINE OF THE TRACT DESCRIBED IN DEED FROM MATTHEW SHANE SUMMERS TO WILLIAM CHARLES SUMMERS RECORDED IN INSTRUMENT NUMBER 201500094846, OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS ON THE COMMON LINE OF ELLIS AND DALLAS COUNTIES;

ORDINANCE NO. 2018-08

THENCE N 89° 06'37" E, WITH THE COMMON LINE OF SAID IBANEZ AND SUMMERS TRACTS AND OF ELLIS AND DALLAS COUNTIES, 146.02 FEET (CALL S 89° 27' 50" E, 146.09 FEET) TO A ½ INCH STEEL ROD WITH PLASTIC CAP STAMPED RPLS 4480 SET AT THE COMMON NORTHERLY CORNERS OF SAID IBANEZ AND WOLFE TRACTS;

THENCE S 1° 09'12" E, WITH THE COMMON LINE OF SAID IBANEZ AND WOLFE TRACTS, 447.97 FEET (CALL S 00° 16' E 447.97 FEET) TO THE POINT OF BEGINNING AND CONTAINING APPROXIMATELY 1.502 ACRES OF LAND.

SECTION 2. The zoning classification of the above described property is hereby changed from "RC" (Single Family Residential 5-acre minimum) to "RE" (Single Family Residential 1-acre minimum) and the Zoning Map is amended to reflect such change as shown in Exhibit "A" attached hereto and incorporated herein.

SECTION 3. The zoning classification will take immediate effect after the approval and adoption of this Ordinance by the City Council of the City of Ovilla, Texas.

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the 14 day of May, 2018.

Richard Dormier, Mayor

ATTEST:

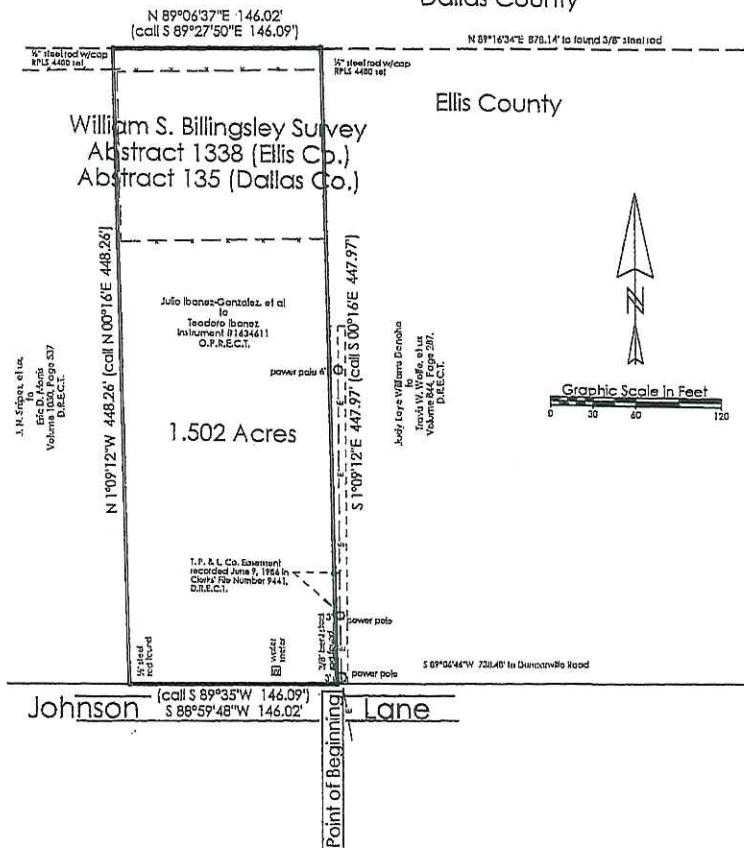
Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

Matthew Shane Summers to William Charles Summers
Instrument #201500094846 O.P.R.D.C.T. (see Volume 92182, Page 2555, O.P.R.D.C.T.)

Dallas County



Land Title Survey Plat
of
1.502 Acres
in the
William S. Billingsley Survey,
Abstract 1338,
City of Ovilla,
Ellis County, Texas



FIELD NOTES for Teodoro Ibanez

Job Number A-17210

BEING a part of William S. Billingsley Survey, Abstract 1338, Ellis County Texas, also being known as Abstract 135 in Dallas County, Texas, and being the tract described in deed from Julio Ibanez-Gonzalez, et al. to Teodoro Ibanez recorded in Instrument #1634611, Official Public Record, Ellis County, Texas, and being more particularly described by its metes and bounds as follows:

BEGINNING at a baul 3/8 inch steel rod found on the northerly line of Johnson Lane, at the southeasterly corner of said Ibanez tract and the southwesterly corner of the tract described in deed from Judy Lave Williams Danahoe to Travis W. Wolfe, et ux, recorded in Volume 844, Page 287, Deed Records, Ellis County, Texas;

THENCE S 88°59'48" W, with the southerly line of said Ibanez tract and along said Johnson Lane northerly line, 146.02 feet (call S 89°35' W, 146.09 feet) to a 1/2 inch steel rod found at the southwesterly corner of said Ibanez tract and the southeasterly corner of the tract described in deed from J. N. Snipes, et ux, to Eric D. Morris recorded in Volume 1030, Page 537 of said Deed Public Records;

THENCE N 1°09'12" W, with the common line of said Ibanez and Morris tracts, 448.26 feet (call N 00°16' E, 448.26 feet) to a 1/2 inch steel rod with plastic cap stamped RPLS 4480 set at their common northerly corner on the southerly line of the tract described in deed from Matthew Shane Summers to William Charles Summers recorded in Instrument Number 201500094846, Official Public Records, Dallas County, Texas, on the common line of Ellis and Dallas Counties;

THENCE N 89°06'37" E, with the common line of said Ibanez and Summers tracts and of Ellis and Dallas Counties, 146.02 feet (call S 89°27'50" E, 146.09 feet) to a 1/2 inch steel rod with plastic cap stamped RPLS 4480 set at the common northerly corners of said Ibanez and Wolfe tracts;

THENCE S 1°09'12" E, with the common line of said Ibanez and Wolfe tracts, 447.97 feet (call S 00°16' E, 447.97 feet) to the point of beginning and containing approximately 1.502 acres of land.

SURVEYORS CERTIFICATE

Addressed To: (name of proposed insured (not supplied), (name of lender, (not supplied)), Railiklin Title Company (GF Number 17-3094), 3908 West Interstate Highway 20, Arlington, Texas 76017;

That this plat and the survey on which it is based were made in accordance with the 2015 Minimum Standard Detail Requirements for a TSPS Category 1A Condition II, Land Title Survey, as established and adopted by the Texas Society of Professional Surveyors. The field work was completed on 26 September 2017 and that corner monuments were found or set under my personal supervision. The bearings recited herein are based on observations of satellites of the Global Positioning System. This survey is for the benefit of Railiklin Title Company.

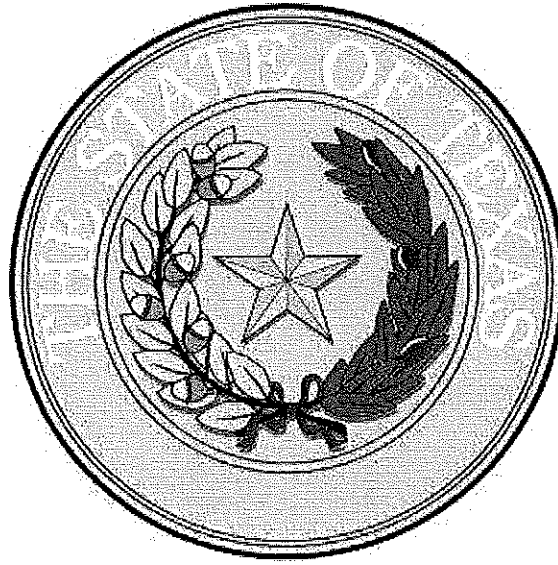
This survey was prepared in conjunction with Railiklin Title Company, Commitment for Title Insurance GF Number 17-3094, dated July 12, 2017. The easements, rights-of-way, or other exceptions noted herein are according to the Schedule B thereof. The Surveyor has not abstracted the property. Based on the easement and/or deeds furnished by Railiklin Title Company, the following has been determined as to the subject property: The easement granted to Texas Power and Light Company recorded on June 9, 1986 in Clerk's file number 9441 and in Volume 747, Page 240, Deed Records, Ellis County, Texas, does affect this tract and is shown.

According to the Federal Emergency Management Agency, Flood Insurance Rate Map Number 26139C0050F, dated June 3, 2013, for Ellis County, Texas, and incorporated Areas, this tract is not within a special flood hazard area inundated by 100-year flood.

Stuart G. Hamilton
Registered Professional Land Surveyor
Number 4480

Copy of signed on _____
Drawn by: sgn JOB NO. C-17210

ELLIS ASSOCIATES
SURVEYORS
212 North College
Waco, Texas 76715
Tel. 972-937-7474
TSPS License No. 10667100



Texas Statewide Interoperability Channel Plan

For FCC Designated Public Safety Interoperability Channels 150 MHz – 800 MHz Bands

Developed By

**Texas Statewide Interoperability Executive Committee (TSIEC),
the Texas Interoperable Communications Coalition (TxICC), and
the Texas Department of Public Safety (TxDPS)**

Revised January 2018 (Change #19)

RECORD OF CHANGES

Texas Statewide Interoperability Channel Plan

CHANGE #	DATE OF CHANGE	CHANGE	DATE ENTERED
Issued	04-1-2005	Initial Issue	04-1-2005
1	4-6-2005	Deleted "narrowband" from phrase "narrowband 800", pg. 14.	4-6-2005
2	4-6-2005	Frequencies transposed in Figure 5, pgs. 15 & 30.	4-6-2005
3	4-6-2005	Deleted word "refarming" from "refarming order", pgs. 15 & 30.	4-6-2005
4	9-7-2006	Corrected error in 700 MHz channel frequencies, pgs. 13-14, & 29.	9-7-2005
5	6-10-2007	General edit; simplify provision for encryption; add new/changed channel labels, clarify 1/1/2013 deadlines	6-10-2007
6	9-25-2007	Name of plan changed to add the word "Statewide". General edit; Modified background note and text to require P25 NLT 1/1/2013; added tactical repeaters; dropped 700 MHz channels 1 MHz; changed 800 MHz NPSPAC channels by 15 MHz.	10-20-2007
7	01-22-2008	Corrected order of frequencies used in 8TAC95D and 8TAC96D. Extended transition date for P25 CAI digital until 1-1-2015. Changed VTAC17 and VTAC19 availability date to 7/1/2008.	01-22-2008
8	06-09-2008	Removed Texas Government Code Chapter 411.0105 (Public Safety Radio Communications Council)	06-09-2008
9	06-24-2008	Changed marine channel date due to FCC delay	06-24-2008
10	11-05-2008	Removed Marine channels from plan due to FCC rule amendments	11-05-2008
11	04-20-2009	Updated narrowbanding requirements for 1/1/2013	04-20-2009
12	08-31-11	Updated MOU language	08-31-11
13	03-06-12	Updated Modulation requirements, removed Digital P25 Requirements, Added Fed VHF Repeater, Changed Channel Coordination to IC, Updated SWIC	03-06-2012
14	03-22-12	<ul style="list-style-type: none"> Changed Texas Law 1 to TXCALL1D and Texas Law 2 to 	03-22-12

		<p>TXCALL2D</p> <ul style="list-style-type: none"> • Added 'Office of the Texas SWIC' or 'TxICC' to SIEC references • Removed references to P25 compliance by 2015 • Added reference to compelling reason exception for P25 • Clarified wideband and narrowband for modulation and encryption • Added footnote about how to access additional VHF Repeater Channels in an emergency • Updated tables to ensure headings were consistent throughout • Created separator line for Repeater Base Configuration in Tables 2 and 5 • Separated Table 3 into two tables, changing the Tactical Repeater Configuration to Table 4 • Created a new Table 6 for Use within Border Area for Rebanding Border communications • Changed Emission Designator to 20K0F3E for 800 NPSPAC Interoperability Channels • Updated MOU language to clarify VFD signatures 	
15	1-25-13	<ul style="list-style-type: none"> • Fixed Portable channel table on page 19/20 to properly show mobile and repeater channels 	1-25-13
16	5-13-14	<ul style="list-style-type: none"> • Added Mobile Satellite Talkgroup, section 8 • Updated MOU to include MSAT • Added Statewide Radio ID Plan, section 9 • Added Acronym List, section 10 • Removed wideband and narrowband references • Updated table numbers to align with section numbers • Added VTAC17&17D 	5-13-14
17	5-27-15	<ul style="list-style-type: none"> • Added recommended short list of VHF and 700 channels for programming • Added 7CALL70 and 7CALL70D channels • Added text that 700 MHz interoperability channels must always use P25 CAI digital conventional Modulation • Removed emission designators 	5-27-15

		11K2G2E and 11K3F3E <ul style="list-style-type: none"> Updated Station Class field in 700 MHz and 800 MHz channel tables from FX1T/MO to FB2T/MO and FX1T to FBT for direct channels Indicated which 700 MHz channels should not be used within 70 miles of the US / Mexico border 	
18	12-07-17	<ul style="list-style-type: none"> Updated Statewide Coordinated P25 Radio Unit Identification (ID) Plan guidance Added new 700 MHz Air-to-Ground Channels Added new UHF and VHF Federal Interoperability Channels Added reminder: Fixed base repeaters as secondary use – all frequencies Updated MOU to reflect new Air-to-Ground and Federal Interop Channels Changed section headings to match with NIFOG color shading Updated VHF and 800 MHz CTCSS tones in compliance with the NIFOG 	12-07-17
19	1-29-18	<ul style="list-style-type: none"> Updated Federal Agency table 4.4 with correct RX frequency Updated FM emission for new Federal Agency channels from 11K25F3E to 11K2F3E (*note the emission is published in the NIFOG is incorrect) Updated Federal Agency tables 4.5 and 5.3 to list CTCSS tones. 	1-29-18

Texas Statewide Interoperability Channel Plan

For FCC Designated Public Safety Interoperability Channels 150 MHz – 800 MHz

Table of Contents

MEMORANDUM OF UNDERSTANDING.....	7
Purpose	7
Authority	7
Applicability.....	8
Background	8
Understandings	8
Agreement.....	11
Background Note to Users of the Texas Statewide Interoperability Channel Plan	12
1. INTRODUCTION	13
2. GENERAL CONDITIONS FOR USE OF TEXAS DEPARTMENT OF PUBLIC SAFETY LICENSED INTEROPERABILITY CHANNELS.....	15
2.1. Operational	15
2.2. Co-Channel and Adjacent Channel Interference.....	16
2.3. Calling Channels.....	17
2.4. CTCSS Coded Squelch for VHF, UHF, and 800 MHz	17
2.5. Modulation and Encryption	18
2.6. Temporary Base and Repeater/Mobile Relay Stations	18
2.7. Conditions for Use of VHF and UHF Federal Entity Interoperability Channels	19
2.7.1. Requirements per the MOU between the State of Texas and the FCC	19
2.7.2. Suggestions per the National Interoperability Field Operations Guide (NIFOG).....	19
3. TRUNKED RADIO SYSTEMS.....	21
3.1. Statewide Coordinated P25 Radio Unit ID Range Management Plan	21
Table 3.1: Statewide Coordinated P25 Radio Unit IDs – Current Range Allocations	23
4. VHF 150 MHz Channels – SPECIFIC GUIDELINES	26
Table 4.1: Recommended Short List of VHF Interoperability Channels for	28
Texas Public Safety Agencies.....	28
Table 4.2: Complete list of VHF 150 MHz Simplex Interoperability Channels (12.5 kHz)	29
Table 4.3: VHF 150 MHz Repeater Pair Interoperability Channel Configuration (12.5 kHz) ⁰⁰	30
NEW! Table 4.4: Federal Agency VHF Incident Response Interoperability Channels	31
NEW! Table 4.5: Federal Agency VHF Law Enforcement Interoperability Channels	31
5. UHF 450 MHz Channels – SPECIFIC GUIDELINES	33
Table 5.1: UHF 450 MHz Interoperability Channels (12.5 kHz)	34
NEW! Table 5.2: Federal Agency UHF Incident Response Interoperability Channels	35
NEW! Table 5.3: Federal Agency UHF Law Enforcement Interoperability Channels	35
6. 700 MHz Channels – SPECIFIC GUIDELINES	36
Table 6.1: Recommended SHORT List 700 MHz Interoperability Channels for Texas Public Safety Agencies	37
.....	37
Table 6.2: 700 MHz Interoperability Channels (12.5 kHz)	38
Table 6.3: 700 MHz Interoperability Channels (12.5 kHz)	42
7. 800 MHz Channels – SPECIFIC GUIDELINES	45

<i>Table 7.1: 800 NPSPAC Interoperability Channels (20 kHz)</i>	46
<i>Table 7.2: 800 NPSPAC Interoperability Channels (20 kHz)</i>	47
8. <i>Mobile Satellite (MSAT) Talkgroups – SPECIFIC GUIDELINES</i>	48
<i>Table 8.1: Mobile Satellite Talkgroups</i>	48
9. <i>INTEROPERABILITY CROSS-BAND SYSTEMS – SPECIFIC GUIDELINES</i>	49
9.1 <i>Simple Cross-band Repeater</i>	50
9.2 <i>Mobile Tactical Interconnect or Radio Interoperability Gateway</i>	51
9.3 <i>Dispatch Console Patching</i>	52
10. <i>LIST OF ACRONYMS</i>	53

MEMORANDUM OF UNDERSTANDING
Texas Statewide Interoperability Channel Plan (TSICP)
(Original issue, April 1, 2005)

Texas Department of Public Safety
and the identified *Federal Agency, State Agency, Local Jurisdiction, or Emergency Service Organization*

Purpose

This Memorandum of Understanding (MOU) establishes permissions and guidelines for use of interoperability or mutual aid radio channels by:

- Local government jurisdictions and their associated emergency response agencies;
- State agencies in Texas and their associated emergency response organizations;
- Federal agency local units in Texas and their associated emergency response organizations,
- Local agency units in Texas and their associated emergency response organizations to use designated Federal interoperability channels, and;
- Private sector emergency response organizations licensed or otherwise entitled to operate in the Public Safety Pool as defined in Federal Communication Commission (FCC) Rules, Part 90 (47CFR, subpart B, paragraphs 90.15-90.20).

It imposes certain protocols, procedures, and obligations upon jurisdictions hereby authorized to use state-licensed radio channels held by the Texas Department of Public Safety (TxDPS).

This agreement supersedes any other previous versions of the MOU.

Authority

Execution of this agreement by state and local entities is authorized by Texas Government Code, Chapter 791 (local governments), Chapter 771 (state agencies), and Texas Government Code Chapter 411.0105 (Public Safety Radio Communications Council). This MOU satisfies FCC Part 90 rules for extending license privileges to others by agreement.

Federal agencies are permitted access to interoperability channels as authorized by the National Communications & Information Administration (NTIA) Manual, 47 CFR, Parts 2.102(c), 2.103; and 7.12. Federal agencies may execute this MOU and shall adhere to the attached guidelines.

Applicability

This MOU authorizes the use of certain radio frequencies by emergency response organizations as defined by the U.S. Department of Homeland Security's Office of Emergency Communications and the Texas Division of Emergency Management. Generally, this includes organizations in the following governmental disciplines:

**Emergency Management
Law Enforcement
Fire Service
Emergency Medical Services
Public Works / Transportation**

**Public Safety Communications
Public Health
Health Care
Hazardous Materials
Governmental Administration**

This MOU authorizes use of state-licensed frequencies for the purpose of coordination between emergency response agencies and resources. Such coordination may occur during interagency operations, en route travel, or on-incident communications in accordance with an Incident Communications Plan.

Background

The 77th Legislature, in an effort to provide for effective emergency radio communications by state agencies, called for an Interagency Radio Work Group (IRWG) to develop a state agency communications network. That group developed a preliminary plan that was accepted by the state IRWG and the Sheriffs' Association of Texas on March 27, 2001.

Subsequently, the IRWG determined that the state agency communications network should be expanded to include all public safety agencies in the state. This was accomplished by IRWG's development of the IRCIP of January, 2003.

In response to an FCC requirement for establishment of state / regional advisory committees, the Texas Interoperable Communications Coalition (TxICC) and the Texas Statewide Interoperable Communications Plan Executive Committee (SEC) were formally established as advisory committees to TxDPS.

The Texas Statewide Interoperability Channel Plan (TSICP), developed by the TxICC and included in this MOU, provides essential guidance for interoperable radio communications using VHF, UHF, 700 MHz, 800 MHz, and mobile satellite radio equipment for interagency coordination, en route travel, or on-incident communications.

Understandings

TxDPS will:

- Manage and maintain proper licenses for the use of the interoperability frequencies identified herein;
- Manage and maintain an accurate database of federal and state agencies and local government jurisdictions that have accepted and signed this MOU, and;
- Issue updates and revisions to the TSICP contained herein, upon request by the TxICC and the Director of the TxDPS.

Jurisdiction will:

- Participate in regional communications planning (generally arranged by a regional Council of Governments) that provides for regional radio communications interoperability.

- Manage use of the interoperability frequencies by its employees, ensuring compliance with the TSICP and federal / state / local laws, ordinances, and rules.
- Use the interoperability frequencies authorized hereby for their intended purpose of coordination between emergency response agencies and resources. Such coordination may occur during interagency operations, en route travel, or at the scene of an incident.
- Use the interoperability frequencies for operational and en route communications in accordance with local and regional policies and procedures.
- Use the interoperability frequencies for on-incident communications in accordance with the Incident Communications Plan established by the on-scene Incident Commander.
- Prioritize use of the interoperability frequencies:
 1. Emergency or urgent operation involving imminent danger to life or property;
 2. Disaster or extreme emergency operation requiring extensive interoperability and inter-agency communications;
 3. Special event, generally of a pre-planned nature;
 4. Joint training exercises, and
 5. Inter-agency and en route communications.
- Implement radio communications procedures consistent with the National Incident Management System (NIMS) and Incident Command System (ICS) including:
 - Use "plain language" without 10-codes or agency-specific codes/jargon;
 - Use the calling protocol: "Agency-Unit #, **this is** Agency-Unit #", rather than "Unit # **to** Unit #".

Examples: *"Bryan EMS 1605, this is Tyler Fire 2102" or "Incident Command, this is DPS 505"*
- Ensure that mobile, portable, and temporary base radios intended for use by agency leadership (officers) are configured with the appropriate in-band interoperability frequencies as found in the TSICP. This means that, as a minimum, the interoperable frequencies would be added to the day-to-day frequencies used by that entity.
- Ensure that interoperability calling channels are monitored at the Incident Command Post on major incidents requiring significant aid from agencies beyond routine local interoperability. Monitoring shall include one or more of the following:

CALLING CHANNEL NAME	USE
VCALL10	Analog VHF Calling Channel
UCALL40	Analog UHF Calling Channel
7CALL50	Digital P25 700 MHz Calling Channel
8CALL90	Analog National Calling Channel

Incident Command Post monitoring may be implemented using cross-band repeaters, communications operator console patching, or VHF/UHF/700/800 MHz fixed or mobile gateway.

It is suggested that the band-relevant interoperable call channel listed above be included in the 'home zone' used for day-to-day operations. This will enable radio users to easily turn to the interoperable channel on their mobile or portable radio when needed.

The parties mutually agree:

- Jurisdiction and TxDPS agree that their mutual interests will be furthered by continued coordination between the jurisdiction and the Office of the Texas Statewide Interoperability Coordinator (SWIC).
- Jurisdiction and TxDPS agree that this Memorandum of Understanding may be cancelled at any time, by written notice to the other party, or by subsequent agreements.
- Only one MOU per Jurisdiction or Governing Body is required to cover the departments and/or sub-agencies of each jurisdiction, as long as each department or sub-agency is listed on an accompanying attachment.

The attached *TSICP (Original Issue March 25, 2005)* is incorporated into this MOU in its entirety. The TSICP may be revised by TSICP Strategic Advisory Group (SAG) and TxDPS as needed, and revisions will be provided to Jurisdictions by TxDPS.

Should Jurisdiction elect to withdraw from this MOU because of TSICP revisions, notice shall be given by mail to:

Texas Department of Public Safety
Public Safety Communications Service
5805 N. Lamar Boulevard
Austin, TX 78752

Agreement

This Memorandum of Understanding was agreed to _____ day of _____, _____.
Please **complete, sign, scan, and then email THIS PAGE ONLY** as attached file to txswic@dps.texas.gov.

WHO SHOULD EXECUTE THIS AGREEMENT: Each jurisdiction must individually sign this agreement.

- An authorized representative of a City may sign for all public safety agencies in that city.
- A County may sign for volunteer fire departments (VFD) if the VFD is recognized in the county emergency management plan; however,
- A County CANNOT sign for all cities or other public safety agencies in the county that are not a part of county government since they are separate legal entities.
- A Council of Governments (COG) CANNOT sign for all jurisdictions within the COG.

Compliance with this TSICP and the SCIP are required to receive grant funds for communications equipment. Agencies and programmers should verify the latest version of these documents are being referenced; they can be found at <https://www.dps.texas.gov/LawEnforcementSupport/communications/interop/index.htm>

FOR JURISDICTION

Jurisdiction Name: City of Ovilla Police and Fire

Authorized Signature: _____

Print Name: Richard Dormier

Title: Mayor

Jurisdiction Address: 105 Cockrell Hill
Ovilla, TX 75154

Phone: 972-617-7262 e-mail: Mayor.Dormier@cityofovilla.org

Indicate the NUMBER of mobile, portable, temporary base, and/or mobile relay radios to be operated under TxDPS licenses or MSAT Authorization. For Federal Entity Interop and 700 Air-to-Ground channels, please mark the appropriate box with a checkmark or "X" if these channels are programmed or if programming is planned for the future.

	Mobile	Portable	Temporary Base- Mobile Relay	Federal Entity Interop Channels	700 Air-to- Ground Channels
150 MHz	18	17	<input type="radio"/>	<input type="radio"/>	N/A
450 MHz	0	0	<input type="radio"/>	<input type="radio"/>	N/A
700 MHz	16	24	<input type="radio"/>	N/A	<input type="radio"/>
800 MHz NPSPAC	16	24	<input type="radio"/>	N/A	N/A
Mobile Satellite (MSAT)	0	0	<input type="radio"/>	N/A	N/A

(This information is required by TxDPS as a condition of its licenses from the FCC.)

TEXAS DEPARTMENT OF PUBLIC SAFETY AUTHORIZED SIGNATURE

Signature: _____

Todd M. Early, Director Public Safety Communications Service
Texas DPS Law Enforcement Support Division, 5805 N. Lamar Boulevard, Austin, TX 78752

Background Note to Users of the Texas Statewide Interoperability Channel Plan

Nationwide, public safety communications is in a period of great change driven by FCC regulatory changes, new technology, and federal grant funding requirements.

Specifically:

- The Texas Interoperable Communications Coalition (TxICC) anticipates that all federal grants will soon require that grant funds be spent only for P25-compliant digital-capable equipment and advises all jurisdictions to purchase P25-compliant equipment.
- Hurricane Katrina re-emphasized the need for common mutual aid/interoperability channels in public safety radios. Also highlighted was the need for all public safety radio users to have common labels for these channels. In response to the U.S. Congress and to U.S. Department of Homeland Security, a national ANSI standard has been established for use in all jurisdictions within the United States.
http://www.npstc.org/download.jsp?tableId=37&column=217&id=17&file=11042-2017_CommonChannelNamingDocument.pdf . These names are reflected in this document.
- This Channel Plan is consistent with current regulatory requirements, technical standards, and grant guidelines as they are understood at the time of issue.

Texas Statewide Interoperability Channel Plan

For FCC Designated Public Safety Interoperability Channels 150 MHz–800 MHz

1. INTRODUCTION

This Channel Plan describes conditions and guidelines for use of state-licensed interoperability or mutual-aid radio channels by:

- Local government jurisdictions and their associated emergency response agencies;
- Federal agency offices in Texas and their associated emergency response organizations, and;
- Private emergency response organizations licensed or eligible to operate in the Public Safety Pool as defined in the Federal Communication Commission (FCC) Rules, Part 90, (47CFR, subpart B paragraphs 90.15-90.20). For further information on FCC public safety radio pool eligibility for statewide use of interoperability channels within Texas, see <http://wireless.fcc.gov/publicsafety/pspool.html>.

License privileges are extended to organizations that have executed an acceptable Memorandum of Understanding (MOU) with the Texas Department of Public Safety (TxDPS). These licenses provide for:

- Operation of VHF, UHF, 700 MHz band, and 800 MHz band radio equipment on interoperability or mutual aid channels within the boundaries of Texas;
- Operation of mobile, portable, temporary base, temporary repeater and temporary control station radios only. Fixed-base stations, such as dispatch points, PSAP's, etc., must be separately licensed by the jurisdiction, agency, or private emergency response organization, and
- Permanently-installed standby repeaters must be licensed separately.

By executing an acceptable MOU associated with this Texas Statewide Interoperability Channel Plan (TSICP), public safety entities may operate under existing FCC licenses issued to TxDPS:

Channel Band	FCC License
150 & 450 MHz	WQBC290
700MHz Narrowband	WPTZ776
¹ 700 MHz Air-to-Ground	TBD
800 MHz NPSPAC	WPGV572
800 MHz Mutual Aid	WQDW771

¹ The 700MHz Air-to-Ground license is not yet official, thus the license information is listed as TBD. However, if an agency is reprogramming radios before the official license is obtained, they can include these channels now, but are not able to use them until the license is officially in place.

By signing this MOU, entities agree to only use the interoperability channels for the purposes outlined herein, and are NOT to be used for routine day-to-day dispatch operations.

2. GENERAL CONDITIONS FOR USE OF TEXAS DEPARTMENT OF PUBLIC SAFETY LICENSED INTEROPERABILITY CHANNELS

By executing the MOU associated with this TSICP, signatories agree to abide by the following general conditions:

2.1. Operational

- Interoperability calling channels and tactical channels should be programmed into all mobile, portable, and temporary base radios operated by signatory agencies and organizations. At a minimum, the channels should be programmed into all radios that can reasonably be expected to be operated by an agency or organization leadership (officers, incident commanders, etc.).
- Use of the interoperability channels shall be limited to their designated purpose of coordination between emergency response agencies, dispatchers, and resources in the field. Such coordination may occur during en route travel, during exercises, or on-incident.
- The interoperability channels are not to be used for routine dispatch operations, but may be used by dispatchers for communications with personnel in the field, in accordance with local and regional policies and procedures. The interoperability tactical channels may be used for day-to-day emergency operations in the absence of higher priority events.
- Use of the interoperability channels shall be prioritized as follows:
 1. Emergency or urgent operation involving imminent danger to life or property;
 2. Disaster or extreme emergency operation requiring extensive interoperability and inter-agency communications;
 3. Special event, generally of a pre-planned nature;
 4. Joint training exercises;
 5. Inter-agency and en route communications in accordance with local and regional policies and procedures; and
 6. Day-to-day tactical communications on scene.
- Use of the interoperability channels for on-incident communications shall be in accordance with an Incident Communications Plan established by the on-scene incident commander. The controlling agency for an incident shall, through its Incident Commander, assign and/or reassign interoperability channels for each operational period as required to support incident operations.

- Radio communications procedures on the interoperability channels must be consistent with the National Incident Management System (NIMS) and Incident Command System (ICS) and shall be implemented, specifically including:
 - Use "plain or commonly understood language" without 10-codes or agency-specific codes/jargon, and
 - Use the calling order "Agency-Unit #, this is Agency-Unit #" calling order, rather than "Unit # to Unit #".

Example: "Bryan 1605 this is Tyler 2102" or "Incident Command this is DPS 505"

- Interoperability channels may be used only for voice traffic with the exception of specifically-identified data-only channels (see Tables 5.1 and 5.2). Paging, alert tones, and SCADA operations are not permitted on interoperability calling or tactical channels. Mobile data operations may be conducted on 700 MHz channels labeled for data in the tables. User-initiated telephone interconnect, e.g., phone patch, is not permitted on the interoperability channels.
- All mobile and portable radio equipment should employ a time-out timer set to limit transmission duration to a period of no greater than 120 seconds (2 minutes).
- To alleviate confusion, the standard channel names listed in this plan shall be used in all equipment to refer to individual channels. Previously used mutual-aid channel designations (Intercity, VTAC1, etc.), are no longer valid, and shall be removed from equipment in the field.
- Radios not capable of displaying alphanumeric channel labels should be placarded to indicate the channel names and their corresponding positions on the radio's channel selector switch.

2.2. Co-Channel and Adjacent Channel Interference

The statewide interoperability channels, Continuous Tone Coded Squelch System (CTCSS) tones, and Network Access Codes (NAC) are designated statewide under this plan and thus co-channel interference by/with other simultaneous incidents is possible. If effective radiated power (ERP) is limited to the minimum level required to maintain reliable communications at each incident, and given adequate geographic separation, coordinated co-channel operations at separate incidents and venues may be conducted successfully.

If interference to the interoperability channels from licensed users who are signatory to this plan occurs during an incident, those licensed users should consider their communications to be secondary to emergency interoperability traffic on the interoperability channels.

Co-channel and adjacent channel interference issues during an incident or event must be resolved by the on-scene designated COM-L. TxDPS should immediately be notified of interference to the interoperability channels in order to assist in resolution of the problem.

2.3. Calling Channels

Initial radio contact during travel to or arrival at an emergency incident may be established on an appropriate interoperability calling channel.

- **Calling channels designated as VCALL10, UCALL40, 7CALL50, and 8CALL90 are intended to provide for local and itinerant-user communications with local public safety dispatchers. TXCALL1D is designated as a mobile-to-mobile Calling Channel. TXCALL2D is designated as a Calling Channel for state and federal aircraft to/from a base station. It also will serve as a backup to VCALL10 for other applications.**
- Additionally, the calling channels may be used by responding emergency resources seeking to make contact with the Incident Command Post or staging area(s) at a large-scale incident.
- If a region (or an adjacent region) has jurisdictions that use VHF equipment, the channel VCALL10 should be continually monitored by appropriate dispatch points within the affected regions.
- If a region (or an adjacent region) has jurisdictions that use UHF equipment, the channel UCALL40 should be continually monitored by appropriate dispatch points within the affected regions.
- If a region (or an adjacent region) has jurisdictions that use 700 MHz band equipment, the channel 7CALL50 should be continually monitored by appropriate dispatch points within the affected regions.
- If a region (or an adjacent region) has jurisdictions that use 800 MHz equipment, the channel 8CALL90 should be continually monitored by appropriate dispatch points within the affected regions.

2.4. CTCSS Coded Squelch for VHF, UHF, and 800 MHz

CTCSS shall be used on the interoperability calling and tactical channels to mask interference, in accordance with the figures and dates listed in this plan.

The CTCSS tone of 156.7 Hz shall be used for all analog operation on VHF **simplex**, all UHF, and 800 MHz interoperability channels (including fixed, temporary, mobile, and portable analog transmitters). For VHF **repeater** CTCSS and channel programming, see Table 4.4.

- CTCSS tone programming for VHF, UHF, and 800 MHz must be in compliance with the NIFOG version 1.6.1 and any subsequent revisions by **January 2020**.
- It is recommended that if the capability exists, a monitor button should be programmed to allow channel monitoring in open carrier squelch, per FCC Rules, Part 90.

Only the CTCSS tones identified in this channel plan are allowed on the interoperability channels within the state. These tones and codes shall not be changed nor others added by an individual agency, communications vendor, or maintenance service provider.

2.5. Modulation and Encryption

This plan identifies allowable modulation and encryption on calling and tactical channels:

- VHF/UHF Analog Modulation at 2.5 kHz is mandatory on all calling and tactical channels to facilitate interoperability with legacy radio equipment in the field.
- 800 MHz Calling Channels: Analog Modulation at 4 kHz is mandatory on all calling and tactical channels to facilitate interoperability with legacy radio equipment in the field.
- 700 MHz interoperability channels must always use P25 CAI digital conventional Modulation.
 - The TIA 102 standard is the Project 25 standard. The following list includes but is not all encompassing of proprietary formats that do not meet the TIA 102 P25 standard: NEXEDGE, IDAS, MOTOTRBO, TETRA, EDACS, OPENSky, ASTRO 3600, and DMR.
- For occasional pre-planned events where communications security is an issue, encrypted P25 Phase 1 CAI modes are authorized on tactical channels. Specific encryption algorithms and encryption keys shall be as defined by the event COM-L.

2.6. Temporary Base and Repeater/Mobile Relay Stations

Temporary base stations and repeater/mobile relay stations are permitted by the MOU associated with this channel plan, with the following conditions or restrictions:

- Temporary base stations and temporary repeater/mobile relays antennas may not exceed 13.3 meters (40 feet) above terrain or structure.
- Temporary base stations and temporary repeater/mobile relays that are deployed under this plan may not exceed FCC licensed limitations:

	<u>Transmitter Power</u>	<u>Effective Radiated Power (ERP)</u>
○ VHF	50	100
○ UHF	100	200
○ 700 MHz P25	35	35
○ 800 MHz Temp Base	35	35
○ 800 MHz Repeater	75	75

- Temporary base stations and repeater/mobile relay stations must incorporate automatic station identification, using the appropriate call sign(s) per FCC Rules, Part 90.
- Temporary base and repeater/mobile relay stations shall have a time-out timer limiting transmit duration to no greater than 120 seconds (2 minutes).
- Temporary base and repeater/mobile relay stations, when operating in the repeater mode, shall be configured to immediately drop transmit carrier upon cessation of input signal (no "hang

time"). Reasonable squelch hang time for weak received signals or signals that have achieved a critical bit error rate (BER) is permitted.

- Temporary base stations, repeaters or mobile relays must utilize manual switching or dedicated RF control links, wire line, microwave, fiber, or satellite circuits as a means of primary control. Interoperability channels shall not be enabled, disabled, or muted by any over-the-air signaling device (selective or dual-tone multi-frequency signaling, etc.) as a primary means of control.
- Temporary base and repeater/mobile relay stations shall not be left in permanent operation and must be disabled upon conclusion of an incident or exercise. Permanently installed Standby Repeaters, if identified in regional interoperability plans, must be separately licensed. Contact Texas DPS RF/Technical Services at 512-424-7134 for assistance.
- End-of-transmission "courtesy tones" or "beeps" are not allowed on any interoperability channel.

2.7. Conditions for Use of VHF and UHF Federal Entity Interoperability Channels

2.7.1. Requirements per the MOU between the State of Texas and the FCC

Consistent with Section 4.3.16 of the NTIA Manual, the Parties agree that they shall abide but the following conditions for the use of the Federal Interoperability Channels listed in tables 4.4 and 4.5 for VHF, and tables 5.2 and 5.3 for UHF of this TSICP:

1. These channels are available for use among Federal agencies and between Federal agencies and non-Federal entities with which Federal agencies have a requirement to operate.
2. These channels are available to non-Federal entities to enable joint Federal / non-Federal operations for law enforcement and incident response, subject to the condition that harmful interference will not be caused to Federal stations.
3. These channels are restricted to interoperability communications and are not authorized for routine or administrative uses as defined by the NTIA Manual.
4. Extended operations and congestion may lead to frequency conflicts. Coordination with NTIA (through sponsoring Federal agency) is required to resolve these conflicts.
5. Only narrowband emissions are to be used on the Federal Entity Interoperability Channels
6. This MOU does not authorize the provisioning or use of the frequencies listed in tables 4.4, 4.5, 5.2, and 5.3 in any permanent infrastructure.
7. Default operation should be carrier squelch receive, CTCSS 167.9 transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed on how and when to enable/disable.

Federal Agency Interoperability channels may NOT be used for State-to-State, State-to-Local, or Local-to-Local interoperability. A Federal entity must be involved when these channels are used.

2.7.2. Suggestions per the National Interoperability Field Operations Guide (NIFOG)

1. The "VHF Incident Response (IR) Federal Interoperability Channel Plan", the "UHF Incident Response (IR) Federal Interoperability Channel Plan", the "VHF Law

Enforcement (LE) Federal Interoperability Channel Plan", and the "UHF Law Enforcement (LE) Federal Interoperability Channel Plan" show frequencies available for use by all Federal agencies to satisfy law enforcement and public safety incident response interoperability requirements. These frequencies will be referred to hereinafter as "Federal Interoperability Channels".

2. **The Federal Interoperability Channels are available for use among Federal agencies and between Federal agencies and non-federal entities with which Federal agencies have a requirement to operate.**
3. The channels are available to non-federal entities to enable joint Federal/non-federal operations for law enforcement and incident response, subject to the condition that harmful interference will not be caused to Federal stations. These channels are restricted to interoperability communications and are not authorized for routine or administrative uses.
4. Extended operations and congestion may lead to frequency conflicts. Coordination with NTIA is required to resolve these conflicts.
5. Only narrowband emissions are to be used on the Federal Interoperability Channels.
6. Equipment used (transmitters and receivers) must meet the standards established in Section 5.3.5.2 of the NTIA Manual:
 - a. T I A/E I A 603-B for narrowband analog;
 - b. T I A TSB 102.CAAB-A for narrowband digital
7. A complete listing of conditions for use by Federal users can be found in Section 4.3.16 of the NTIA Manual.
8. Use of these frequencies within 75 miles of the Canadian border and 5 miles of the Mexican border require special coordination and in some cases will not be available for use.

Law Enforcement Plans

1. Frequencies 167.0875 MHz (Channel Name: LE A) and 414.0375 MHz (Channel Name: LE B) are designated as National Calling Channels for initial contact and will be identified in the radio as indicated in the Law Enforcement Federal Interoperability Channel Plans.
2. Initial contact communications will be established using narrowband analog FM emission (11K2F3E).
3. The interoperability channels will be identified in mobile and portable radios as indicated in the Law Enforcement Federal Interoperability Channel Plans with Continuous Tone-Controlled Squelch Systems (CTCSS) frequency 167.9 Hz and/or Network Access Code (NAC) \$68F (1679₁₀).

Incident Response Plans

1. Frequencies 169.5375 MHz (Channel Name: NC 1) (paired with 164.7125 MHz) and 410.2375 MHz (Channel Name: NC 2) (paired with 419.2375 MHz) are designated as the calling channels for initial contact and will be identified in the radio as indicated in the Incident Response Federal Interoperability Channel Plans.
2. Initial contact will be established using narrowband analog FM emission (11K2F3E).
3. To ensure access by stations from outside the normal area of operation, Continuous Tone-Controlled Squelch Systems (CTCSS) will not be used on the calling channels.
4. The interoperability channels will be identified in mobile and portable radios as indicated in the "VHF Incident Response (IR) Federal Interoperability Channel Plan" and the "UHF Incident Response (IR) Federal Interoperability Channel Plan".

3. TRUNKED RADIO SYSTEMS

3.1. Statewide Coordinated P25 Radio Unit ID Range Management Plan

WHAT:

The Statewide Coordinated P25 Radio Unit ID² Range Management Plan is an effort to coordinate the distribution of unique identifiers for P25 subscriber radios across the state of Texas. P25 IDs are assigned to create service for a subscriber on a P25 network. P25 subscribers come in a variety of forms, including portable handheld radios, mobile radios, consolettes, and console operator positions.

The Project 25 Standard defines just over 16 million unit IDs which can be used by any one system. For proper operation, subscriber devices MUST be using a UNIQUE identifier, which functions exactly like a telephone number. The Statewide Coordination Plan pre-allocates the IDs in blocks by COG, which can then be further subdivided as desired.

The Statewide Coordinated P25 Radio Unit ID Plan ONLY applies to the coordination of ID Ranges, and does not address, and is not intended to, coordinate, allocate, or otherwise control the activation or allocation of individual Radio IDs.

WHY:

The purpose of this initiative is to reduce duplication of IDs across the state so that each P25 subscriber and mobile ID has a unique identifier, and such that each user can use the assigned P25 Unit ID no matter where they are operating in the state.

The Agencies that have implemented this approach have experienced a number of benefits:

- **Allows Distributed Governance and Local Control Over ID Ranges** – The primary goal of this approach is to achieve both the benefits of centralized coordination, while allowing local and regional controls over range management.
- **Improved Disaster Response Times** – This method greatly simplifies the mechanisms for enabling First Responders to operate on different systems throughout the State, saving precious time during disaster response.
- **One ID per Radio** – System owners only need to track one Radio Unit ID per radio, which makes tracking and managing radios, users, and radio programming profiles ("codeplugs") much easier.
- **Reduces Duplicate Radio Unit IDs** – Time and troubleshooting efforts are greatly reduced for radio system support teams.
- **Simplifies Management & Allocation** – Helps eliminate errors in assigning IDs because they are organized into the Radio Unit ID fleetmap³ structure.
- **Easier to Connect Systems** – For systems that are already coordinated, this approach removes one of the significant obstacles to integrating systems, which is the need to coordinate and reprogram Radio Unit IDs in order to remove duplications.
- **Improves Recovery of Lost or Stolen radios, Reduces Security Risk** – Allows a lost, or stolen device to be disabled or inhibited across multiple networks increasing the likelihood of recovery and without worry of "disabling" an authorized local, radio subscriber unit.

² The term "ID" is an abbreviation for "Identifier" in P25, a term rarely used and so just "ID" is used here.

³ In this instance, fleetmap refers to P25 Radio Unit ID fleetmaps.

- **Enables quick identification of a Home jurisdiction by ID Range** – Entities are able to determine the subscriber's jurisdiction by viewing the leading numbers of the P25 Unit ID because they are allocated by COG/Tribe/Jurisdiction.

HOW:

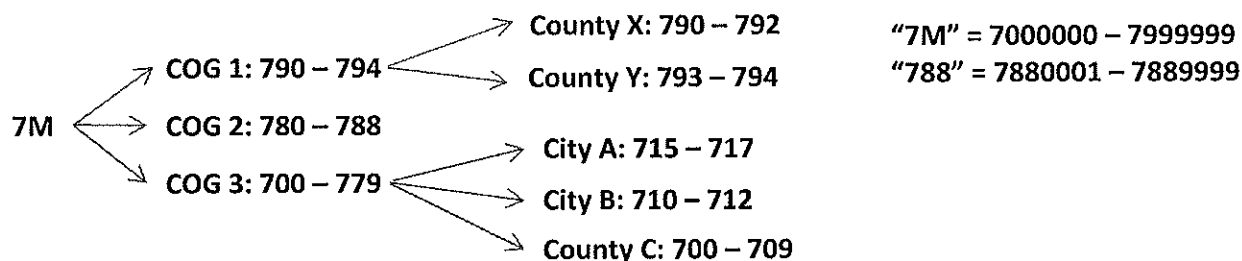
Some COGs have begun allocating ID ranges from within their allocated range at the 'million level,' further dividing their range by creating ranges for counties and cities, as desired.

COGs that share an allocated 'million level' range with other COGs must first coordinate to determine which COG will have which block of ID ranges within the 'million level' range.

Once the COG-level ID range is known, each COG can determine how they prefer to address ID range ownership and range management. To implement the Plan, points of contact at the COG and, in many cases, county level must be identified to manage the allocation of ID ranges.

Some regions may have one point of contact to own the range at the COG level and manage all IDs that are assigned to agencies across the COG. In other areas, there may be multiple range owners within the geography range of the COG – at the county, city, and agency levels.

The graphic below is **only an example** to illustrate the concept of ID allocation beginning at the 'million level' range down to the agency level. This illustration uses a shorthand nomenclature; examples are shown at right.



While the concept of dividing and allocating an ID range seems relatively simple, there needs to be strict attention to detail and specific tracking of ID range assignments to ensure successful ID range allocations. There are numerous real world scenarios where ID range assignments were not carefully managed and extensive problems arose, from both a financial perspective and the level of effort to repair the problems.

To prevent this from happening in other areas, tools are being developed to assist entities in allocating and managing ID ranges and to determine the appropriate point of contact to obtain a range of IDs. These tools will be made available at:

www.dps.texas.gov/LawEnforcementSupport/communications/interop/

WHEN:

The State has not established a deadline for migration to coordinated ID range management. For existing radios using uncoordinated IDs, the change requires radio reprogramming. Because it is understood that radios across the state may not be able to be reprogrammed immediately, it is strongly encouraged that entities reprogram radios with new IDs as their radios are programmed for other or additional reasons.

As radios are reprogrammed, it is EXTREMELY important that the entity reprogramming the radios obtain the latest version of the TSICP and verify if any necessary channel programming updates must be made to be in compliance with the TSICP. **Grant funding is evaluated based upon verification of radio programming compliance with the TSICP, including compliance with the Statewide Coordinated P25 Radio Unit ID Range Management Plan.**

The table below shows the allocation of Statewide Coordinated P25 Radio Unit IDs at the millions level or "M" ranges. The M range indicates the leading one or two digits and are allocated as below, as of the publication date of this document. A brief description of each range and an explanation of the acronyms is provided following the table.

Table 3.1: Statewide Coordinated P25 Radio Unit IDs – Current Range Allocations

Range Abbreviation	P25 UNIT ID RANGE		Allocation
	Low	High	
<i>Legacy (0M)</i>	<i>00000001</i>	<i>09999999</i>	<i>uncoordinated</i>
1M	10000000	19999999	HGAC, TxWARN
2M	20000000	29999999	TxWARN, HGAC, BVCOG / BVWACS, ETMC, MTA
3M	30000000	39999999	DETCOG, ETCOG, SETRPC
4M	40000000	49999999	Unallocated
5M	50000000	59999999	TxDPS, State, Tribal & Federal Agencies
6M	60000000	69999999	AACOG, CBCCOG
7M	70000000	79999999	ATCOG, NCTCOG, CONNCT, TEXOMA, FWRRS
8M	80000000	89999999	LRGVDC, LCRA
9M	90000000	99999999	PBRPC, RGCG
10M	100000000	109999999	GATRRS, GCRPC, CAPCOG, CTCOG, HOTCOG
11M	110000000	119999999	STDC, MRGDC, GATRRS
12M	120000000	129999999	CVCOG, WTCOG, NORTEX

13M	13000000	13999999	Reserved for system level temporary usage (ISSI)
14M	14000000	14999999	PRPC, SPAG
15M	15000000	15999999	Unallocated
16M	16000000	16077700	Unallocated

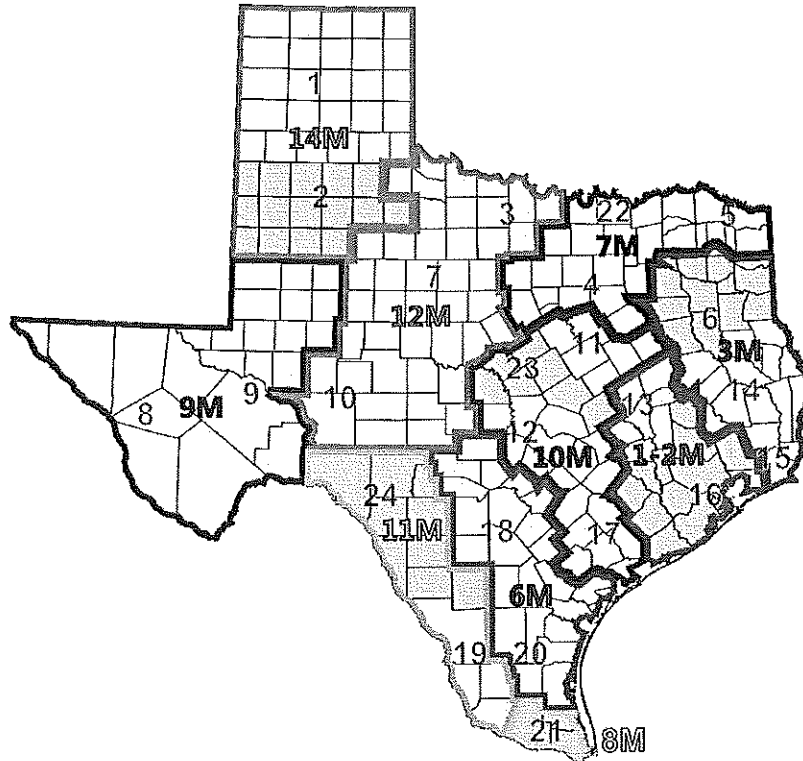
Range Allocation Descriptions

- **Legacy "0M"** – This is the range used by systems prior to or instead of the unique range allocation approach. These IDs are only 7 digits in length and lead with a "0" or null characters. This range is uncoordinated.
- **1M Range** – These IDs are used by the Harris County TxWARN system and are allocated to cities and counties in the Harris-Galveston Area Council (HGAC) COG. The range is fully allocated and in active use on TxWARN.
- **2M Range** – This range is used by the Brazos Valley Council of Governments (BVCOG), the Brazos Valley Wireless Access Communications System (BVWACS), the East Texas Medical Center (ETMC) and the Metropolitan Transit Authority (MTA). Some ranges are in active use on TxWARN.
- **3M Range** – The 3M IDs are allocated to the East Texas COG (ETCOG), Deep Texas COG (DETCOG) and South East Texas Regional Planning Commission (SETRPC).
- **5M Range** – Texas DPS manages this range which is allocated to TxDPS, other Texas State Agencies, Tribal Agencies, and Federal Agencies (all).
- **6M Range** – The 6M Range is allocated to the Alamo Area Council of Governments (AACOG), supporting the greater San Antonio region, and Coastal Bend COG, (CBCOG), supporting a vulnerable part of the Gulf Coast. Part of this allocation geographically overlaps with LCRA range 8M.
- **7M Range** – The 7M Range is allocated to the North Central region surrounding the Dallas/Fort Worth area, North Central Texas COG (NCTCOG), the Ark-Tex COG (ATCOG) and the Texoma Council of Governments (TEXOMA). Primary ID range and coordination is provided by the CONNCT consortium and the Fort Worth Regional Radio System (FWRRS).
- **8M Range** – The 8M range is allocated to the LCRA P25 system and the Lower Rio Grande Valley Development Council (LRGVDC).
- **9M Range** – The Rio Grande Council of Governments (RGCG) and Permian Basin Regional Planning Commission (PBRPC) have split this range into equal parts.
- **10M Range** – The 10M range begins the 8-digit IDs. The range has been allocated to the Central Texas COG (CTCOG), Heart of Texas COG (HOTCOG), Capital Area COG (CAPCOG), the Greater Austin Travis Regional Radio System (GATRRS), and the Golden Crescent Regional Planning Commission (GCRPC). Two counties, Karnes and Wilson from AACOG have also been allocated to this range.
- **11M Range** – The 11M range is allocated to the South Texas Development Council (STDC) and the Middle Rio Grande Development Council (MRGDC) with county by county allocations.
- **12M Range** – Concho Valley COG (CVCOG), Nortex Regional Planning Commission (NORTEX) and West Central Texas COG (WCTCOG)

- **13M Range** – For temporary system use, including ISSI roaming.
- **14M Range** – The 14M range is allocated to the northern parts of the state, accommodating the Panhandle Regional Planning Commission (PRPC) and the South Plains Association of Governments (SPAG).

Note: The 4M, 13M, 15M and 16M ranges remain unallocated.

Coordinated P25 ID Allocations by COG



Notes & Assumptions

The following notes and assumptions are provided to explain the source and status of the Current Range table presented below.

- **Process Applies to ID Range Allocations** – This process has been developed to coordinate the assignment of the ID Ranges, rather than the activation of IDs into a device for operation on P25 Network(s).
 - Many system owners provide and support both functions
 - Only system owners can authorize operation/Unit ID activations
- **Subject to Change** – The range allocations will be updated and further defined by various stakeholder entities. Please contact the Texas SWIC Office for most current view.
- **Levels of Implementation Varies** – Some ranges are fully implemented and support thousands of operating radios, some ranges have not been implemented beyond this allocation document.
- **Please Submit Corrections & Suggestions** – Should you have a need for a range allocation or you have an update to this suggested approach, please contact the Texas SWIC Office.

4. VHF 150 MHz Channels – SPECIFIC GUIDELINES

The VHF channels described in Table 4.2 are licensed for simplex or half-duplex operation as indicated. These may be used in accordance with regional interoperability plans. Table 4.1 includes the recommended "short list" of VHF interoperable channels.

All channels may be used in conjunction with a temporary patch or temporary gateway connection, provided that they do not cause interference. **None of the interoperability channels may be used for routine dispatch operations.**

Note the following:

- Table 4.1 outlines the recommended short list of VHF channels that all Texas public safety agencies should program into their VHF capable radios. For radios with limited channel capacity, these channels may be the only ones programmed. For larger-capacity radios, it is recommended that these channels be programmed into the **first VHF** zone in the radio.
 - With larger channel capacity radios, where possible, it is also recommended that other VHF zones are populated in numerical order, regardless of discipline association. (e.g. VFIRE24, VFIRE25, VFIRE26, VMED28, VMED29, VLAW31, VLAW32, etc.)
 - Users should also be aware that even though some channels have a discipline associated with the name (LAW, FIRE, MED, etc.), ALL disciplines can still use those channels when specified by the COML or incident commander.
- The VHF interoperability channels VCALL10 through TXCALL2D are identified for interoperability use within Texas. The channel VCALL10 is designated by this plan as a multi-discipline, multi-agency public safety interoperability calling channel for all public safety agencies and other signatories to the MOU associated with this channel plan.
- The tactical channels, except where designed for use with state and federal aircraft ONLY, are identified by this plan as multi-discipline, multi-agency public safety interoperability tactical channels for all public safety agencies and other signatories to the MOU associated with this channel plan. The tactical channels may be used for day-to-day agency operations, secondary to users at higher priority incidents requiring interoperability. Additionally, these channels can only be used in the manner intended with this plan. Using them for local repeater inputs or outputs is not allowable.
- At large incidents, all of the tactical channels including those that are identified by discipline (Law, Fire, and Med) may be assigned by the on-incident commander as needed without regard to discipline.
- **VFIRE26 is designated for tactical Ground-to-Air/Air-to-Ground communications with State and Federal aircraft ONLY.**
- **VMED28, in addition to being a medical tactical and mutual aid channel, is also designated for Ground-to-Air communications with EMS helicopters and other aircraft that may be assigned to an incident or event.**

- TXCALL1D will be used as a calling channel for mobile-to-mobile applications. This will provide a common channel for an interagency/inter-discipline mobile to call another mobile, especially while in travel status. It is recommended for all VHF mobile radios to have this calling channel programmed into them and have the ability to be monitored while in scan mode.
- TXCALL2D is designated as a Calling Channel for state and federal aircraft to/from a base station.
- Mobile Command Posts (MCPs) should monitor VCALL10 at all times when in Operation. They should have equipment to transmit and receive all VHF interoperable simplex and repeater channels.
- National standards for interoperability channel names have been adopted so that all public safety equipment has a common naming convention. In accordance with APCO/NPSTC 1.104.2-2017, these labels are listed in the Tables below and all participating agencies must use these labels.
- Federal agency channels identified in tables 4.4 and 4.5 should only be used per the guidelines listed in pages 18 – 19 of this document.

Table 4.1: Recommended Short List of VHF Interoperability Channels for Texas Public Safety Agencies

- To enable efficient and effective use of interoperability channels when multiple disciplines and jurisdictions respond to an incident, it is recommended that this short list of channels be the first channels programmed into VHF radios.
- For agencies with radios that are limited to 16 channels, these may be the only channels programmed.
- For radios with larger channel capacity, it is recommended that these 16 channels be programmed into the first VHF zone, and the channels on the following tables to be programmed in remaining available zones.

Ch #	Label (Channel Name / Trunked Radio System Talkgroup)	RX Freq	RX Tone/NAC	TX Freq	TX Tone/NAC	Mode (A, D, M)	Use
1	VCALL10	155.7525	156.7	155.7525	156.7	A	Calling Channel
2	VTAC11	151.1375	156.7	151.1375	156.7	A	Generic Public Safety Tactical
3	VTAC12	154.4525	156.7	154.4525	156.7	A	Generic Public Safety Tactical
4	VTAC13	158.7375	156.7	158.7375	156.7	A	Generic Public Safety Tactical
5	VTAC14	159.4725	156.7	159.4725	156.7	A	Generic Public Safety Tactical
6	VFIRE21	154.2800	156.7	154.2800	156.7	A	Fire Tactical
7	VFIRE22	154.2650	156.7	154.2650	156.7	A	Fire Tactical
8	VFIRE23	154.2950	156.7	154.2950	156.7	A	Fire Tactical
9	VFIRE26	154.3025	156.7	154.3025	156.7	A	Fire Tactical and Air-to-Ground with State & Federal Aircraft ONLY
10	VMED28	155.3400	156.7	155.3400	156.7	A	Medical Tactical & Air-to-Ground with Medical Aircraft
11	VMED29	155.3475	156.7	155.3475	156.7	A	Medical Tactical
12	VLAWS1	155.4750	156.7	155.4750	156.7	A	Law Enforcement Tactical
13	VLAWS2	155.4825	156.7	155.4825	156.7	A	Law Enforcement Tactical
14	TXCALL1D	154.950	156.7	154.950	156.7	A	Generic Mobile Calling Channel
15	TXCALL2D	155.370	156.7	155.370	156.7	A	Flight-following and Air-to-Ground with State/Federal Aircraft ONLY
16	VTAC36	151.1375	156.7	159.4725	136.5	A	Generic Public Safety Repeater (Preferred 1 VHF)

Table 4.2: Complete list of VHF 150 MHz Simplex Interoperability Channels (12.5 kHz)

Emission Designator 11K2F3E

Mobile and Portable Configuration*					
Label	Receive	Transmit	Station Class	CTCSS RX /TX	Use
VCALL10	155.7525	155.7525	FBT / MO	156.7 / 156.7	Calling Channel
VTAC11	151.1375	151.1375	FBT / MO	156.7 / 156.7	Tactical Channel
VTAC12	154.4525	154.4525	FBT / MO	156.7 / 156.7	Tactical Channel
VTAC13	158.7375	158.7375	FBT / MO	156.7 / 156.7	Tactical Channel
VTAC14	159.4725	159.4725	FBT / MO	156.7 / 156.7	Tactical Channel
VTAC17 ⁴	161.8500	157.2500	FBT / MO	156.7 / 156.7	Tactical Channel
VTAC17D ⁵	161.8500	161.8500	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE21	154.2800	154.2800	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE22	154.2650	154.2650	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE23	154.2950	154.2950	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE24	154.2725	154.2725	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE25	154.2875	154.2875	FBT / MO	156.7 / 156.7	Tactical Channel
VFIRE26	154.3025	154.3025	FBT / MO	156.7 / 156.7	Tactical Channel (for Air-to-Ground with state/federal Aircraft ONLY)
VMED28	155.3400	155.3400	FBT / MO	156.7 / 156.7	Tactical Channel (and for Air-to-Ground use)
VMED29	155.3475	155.3475	FBT / MO	156.7 / 156.7	Tactical Channel
VLAW31	155.4750	155.4750	FBT / MO	156.7 / 156.7	Tactical Channel
VLAW32	155.4825	155.4825	FBT / MO	156.7 / 156.7	Tactical Channel
TXCALL1D	154.9500	154.9500	FBT / MO	156.7 / 156.7	Mobile-to-Mobile Calling Channel
TXCALL2D	155.3700	155.3700	FBT / MO	156.7 / 156.7	Primary: Flight following between State and Federal aircraft. Secondary: Air-to-Ground for State/Federal Aircraft

⁴ **Allowable use for VTAC17 and VTAC17D:** Base stations: 50 watts max, antenna HAAT 400 feet max. Mobile stations: 20 watts max, antenna HAAT 15 feet max. These channels are for tactical use and may not be operated on board aircraft in flight. These channels use narrowband FM and are available only in certain inland areas at least 100 miles from a major waterway. These channels use the same frequencies as VHF Marine channel 25, which uses wideband FM. Use only in authorized counties listed below. In these authorized areas, interoperability communications have priority over grandfathered public coast and public safety licensees.

⁵ **VTAC17 and VTAC17D may ONLY be used in the following counties:** Andrews Armstrong Bailey Borden Brewster Briscoe Callahan Carson Castro Childress Cochran Coke Collingsworth Concho Cottle Crane Crockett Crosby Culberson Dallam Dawson Deaf Dickens Donley Ector Edwards El Paso Fisher Floyd Gaines Garza Glasscock Gray Hale Hall Hansford Hartley Haskell Hockley Howard Hudspeth Hutchinson Irion Jeff Davis Jones Kent Kimble King Kinney Knox Lamb Lipscomb Loving Lubbock Lynn Martin McCulloch Menard Midland Mitchell Moore Motley Nolan Ochiltree Oldham Parmer Pecos Potter Presidio Randall Reagan Reeves Roberts Runnels Schleicher Scurry Sherman Sterling Stonewall Sutton Swisher Taylor Terrell Terry Tom Green Upton Val Verde Ward Wheeler Winkler Yoakum **(extracted from the National Interoperability Field Operations Guide <https://www.dhs.gov/national-interoperability-field-operations-guide>)**

**Table 4.3: VHF 150 MHz Repeater Pair Interoperability Channel Configuration
(12.5 kHz)⁽⁶⁾⁽⁷⁾**

Emission Designator 11K2F3E

When assigning repeater channels, be aware that the VTAC33-38 repeater pairs are made up of various combinations of the simplex channels VTAC11, VTAC12, VTAC13 and VTAC14. Attention must be given to avoid assigning overlapping repeater channels and those simplex channels on the same incident or nearby incident.

CTCSS tone programming for VHF frequencies must be in compliance with the NIFOG version 1.6.1 and any subsequent revisions by January 2020.

Label	Receive	Transmit	Station Class	CTCSS RX /TX	Use
NOTE: The sub-audible tones of the following are different from simplex programming!					
Mobile and Portable Configuration					
VTAC33	159.4725	151.1375	FBT / MO	156.7 / 136.5	Tactical Repeater Secondary 1
VTAC34	158.7375	154.4525	FBT / MO	156.7 / 136.5	Tactical Repeater Secondary 2
VTAC35	159.4725	158.7375	FBT / MO	156.7 / 136.5	Tactical Repeater Secondary 3
VTAC36 ⁸	151.1375	159.4725	FBT / MO	156.7 / 136.5	Tactical Repeater Preferred 1
VTAC37	154.4525	158.7375	FBT / MO	156.7 / 136.5	Tactical Repeater Preferred 2
VTAC38	158.7375	159.4725	FBT / MO	156.7 / 136.5	Tactical Repeater Preferred 3
Repeater / Base Configuration					
VTAC33	151.1375	159.4725	FB2T	136.5 / 156.7	Tactical Repeater Secondary 1
VTAC34	154.4525	158.7375	FB2T	136.5 / 156.7	Tactical Repeater Secondary 2
VTAC35	158.7375	159.4725	FB2T	136.5 / 156.7	Tactical Repeater Secondary 3
VTAC36 ⁸	159.4725	151.1375	FB2T	136.5 / 156.7	Tactical Repeater Preferred 1
VTAC37	158.7375	154.4525	FB2T	136.5 / 156.7	Tactical Repeater Preferred 2
VTAC38	159.4725	158.7375	FB2T	136.5 / 156.7	Tactical Repeater Preferred 3

⁶ VTAC33-38 recommended for deployable tactical repeater use only (FCC Station Class FB2T). VTAC36-38 are preferred; VTAC33-35 should be used only when necessary due to interference.

⁷ In an emergency, additional Department of Defense VHF Repeater Channels (below 150.8 MHz) can be made available through coordination with the Communications Coordination Group (CCG). Please contact the CCG through your local Disaster District Committee. Alternate contact information is: ccg@dps.texas.gov and 512-424-2755.

⁸ VTAC36 repeater pair is the preferred repeater configuration for usage in Texas.

NEW! Table 4.4: Federal Agency VHF Incident Response Interoperability Channels

Ch #	Label	RX Freq	RX Tone/NAC *	TX Freq	TX Tone/NAC	Mode (A, D, M)	Use
1	NC 1	169.5375	CSQ	164.7125	167.9	A	Incident Calling
2	IR 1	170.0125	CSQ	165.2500	167.9	A	Incident Command
3	IR 2	170.4125	CSQ	165.9625	167.9	A	Medical Evacuation Control
4	IR 3	170.6875	CSQ	166.5750	167.9	A	Logistics Control
5	IR 4	173.0375	CSQ	167.3250	167.9	A	Interagency Convoy
6	IR 5	169.5375	CSQ	169.5375	167.9	A	Incident Calling – Direct for NC 1
7	IR 6	170.0125	CSQ	170.0125	167.9	A	Incident Command – Direct for IR 1
8	IR 7	170.4125	CSQ	170.4125	167.9	A	Medical Evacuation Control – Direct for IR 2
9	IR 8	170.6875	CSQ	170.6875	167.9	A	Logistics Control – Direct for IR 3
10	IR 9	173.0375	CSQ	173.0375	167.9	A	Interagency Convoy – Direct for IR 4

Default operation should be carrier squelch receive, CTCSS 167.9 transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable. All channels on this page are NARROWBAND only.

NEW! Table 4.5: Federal Agency VHF Law Enforcement Interoperability Channels

Ch #	Label	RX Freq	RX Tone/NAC *	TX Freq	TX Tone/NAC	Mode (A, D, M)	Use
1	LE A	167.0875	CSQ	167.0875	167.9 Tx, CSQ Rx	A	Calling
2	LE 1	167.0875	CSQ	162.0875	167.9 Tx, CSQ Rx	A	Tactical
3	LE 2	167.2500	\$68F (1679 ₁₀)	162.2625	\$68F (1679 ₁₀)	D	Tactical
4	LE 3	167.7500	\$68F (1679 ₁₀)	162.8375	\$68F (1679 ₁₀)	D	Tactical
5	LE 4	168.1125	\$68F (1679 ₁₀)	163.2875	\$68F (1679 ₁₀)	D	Tactical
6	LE 5	168.4625	\$68F (1679 ₁₀)	163.4250	\$68F (1679 ₁₀)	D	Tactical
7	LE 6	167.2500	\$68F (1679 ₁₀)	167.2500	\$68F (1679 ₁₀)	D	Tactical – Direct for LE2
8	LE 7	167.7500	\$68F (1679 ₁₀)	167.7500	\$68F (1679 ₁₀)	D	Tactical – Direct for LE3
9	LE 8	168.1125	\$68F (1679 ₁₀)	168.1125	\$68F (1679 ₁₀)	D	Tactical – Direct for LE4
10	LE 9	168.4625	\$68F (1679 ₁₀)	168.4625	\$68F (1679 ₁₀)	D	Tactical – Direct for LE5

CTCSS on receive only if user selectable; else CSQ. See “Conditions for Use of Federal Entity Interoperability Channels” on pages 18 – 19 of this document. All channels on this page are NARROWBAND only.

5. UHF 450 MHz Channels – SPECIFIC GUIDELINES

The eight UHF channels described in Table 5.1 may be used in accordance with regional interoperability plans. However, users should recognize that in-coming resources from out-of-region may not yet be equipped with these channels.

All channels may be used in conjunction with a temporary patch or temporary gateway connection provided they do not cause interference. None of the interoperability channels may be used for routine dispatch operations. For UHF interoperability, the four repeater channels (with direct) described in Table 5.1 below will be used.

Note the following:

- The UHF interoperability channels UCALL40 through UTAC43 are identified for interoperability use within Texas. The channel UCALL40 is designated by this plan as a multi-discipline, multi-agency public safety interoperability calling channel for all public safety agencies and other signatories to the MOU associated with this channel plan.
- The tactical channels UTAC41 through UTAC43 are identified by this plan as multi-discipline, multi-agency public safety interoperability tactical channels for all public safety agencies and other signatories to the MOU associated with this channel plan. The tactical channels may be used as day-to-day emergency operations channels, secondary to users at higher priority incidents requiring interoperability. Additionally, these channels can only be used in the manner intended with this plan. Using them for local repeater inputs or outputs is not allowable.
- At large incidents, all tactical channels may be assigned by the on-incident commander as needed without regard to discipline.
- The channels UCALL40 and UCALL40D are designated as multi-discipline, multi-agency public safety interoperability calling channels for all public safety agencies and other signatories to the MOU associated with this channel plan.
- The UCALL40 channels are designated for interoperable UHF communications between mobile/portable radios and base stations, temporary base stations and incident commander.
- The tactical repeater channels UTAC41 – UTAC43 and talk-around channels UTAC41D-UTAC43D should be assigned by the incident commander.
- National standards for interoperability channel names have been adopted so that all public safety equipment has a common naming convention. In accordance with APCO/NPSTC 1.104.2-2017, these labels are listed in Table 5.1 and all participating agencies must use these labels.
- Federal agency channels identified in tables 5.2 and 5.3 should only be used per the guidelines listed in pages 18 – 19 of this document.

Table 5.1: UHF 450 MHz Interoperability Channels (12.5 kHz)**Emission Designator 11K2F3E**

CTCSS tone programming for UHF channels must be in compliance with the NIFOG version 1.6.1 and any subsequent revisions by **January 2020**.

Label	Receive	Transmit	Station Class	CTCSS RX/TX	Use
Mobile and Portable Configuration					
UCALL40	453.2125	458.2125	FB2T / MO	156.7 / 156.7	Calling Channel (Repeater)
UCALL40D	453.2125	453.2125	FBT / MO	156.7 / 156.7	Calling Channel (Direct)
UTAC41	453.4625	458.4625	FB2T / MO	156.7 / 156.7	Tactical Repeater Channel
UTAC41D	453.4625	453.4625	FBT / MO	156.7 / 156.7	Tactical Repeater (Direct)
UTAC42	453.7125	458.7125	FB2T / MO	156.7 / 156.7	Tactical Repeater Channel
UTAC42D	453.7125	453.7125	FBT / MO	156.7 / 156.7	Tactical Repeater (Direct)
UTAC43	453.8625	458.8625	FB2T / MO	156.7 / 156.7	Tactical Repeater Channel
UTAC43D	453.8625	453.8625	FBT / MO	156.7 / 156.7	Tactical Repeater (Direct)
Repeater / Base Configuration					
UCALL40	458.2125	453.2125	FB2T	156.7 / 156.7	Mobile Command Post Calling Channel Base
UTAC41	458.4625	453.4625	FB2T	156.7 / 156.7	Incident Temporary Repeater Channels
UTAC42	458.7125	453.7125	FB2T	156.7 / 156.7	Incident Temporary Repeater Channels
UTAC43	458.8625	453.8625	FB2T	156.7 / 156.7	Incident Temporary Repeater Channels

NEW! Table 5.2: Federal Agency UHF Incident Response Interoperability Channels

Ch #	Label	RX Freq	RX Tone/NAC	TX Freq	TX Tone/NAC	Mode (A, D, M)	Use
1	NC 2	410.2375	CSQ	419.2375	167.9	A	Incident Calling
2	IR 10	410.4375	CSQ	419.4375	167.9	A	Ad hoc assignment
3	IR 11	410.6375	CSQ	419.6375	167.9	A	Ad hoc assignment
4	IR 12	410.8375	CSQ	419.8375	167.9	A	SAR Incident Command
5	IR 13	413.1875	CSQ	413.1875	167.9	A	Ad hoc assignment
6	IR 14	413.2125	CSQ	413.2125	167.9	A	Interagency Convoy
7	IR 15	410.2375	CSQ	410.2375	167.9	A	Incident Calling – Direct for NC 2 Calling
8	IR 16	410.4375	CSQ	410.4375	167.9	A	Ad hoc assignment – Direct for IR 10
9	IR 17	410.6375	CSQ	410.6375	167.9	A	Ad hoc assignment – Direct for IR 11
10	IR 18	410.8375	CSQ	410.8375	167.9	A	SAR Incident Command - Direct for IR 12

Default operation should be carrier squelch receive, CTCSS 167.9 transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable. All channels on this page are NARROWBAND only.

NEW! Table 5.3: Federal Agency UHF Law Enforcement Interoperability Channels

Ch #	Label	RX Freq	RX Tone/NAC*	TX Freq	TX Tone/NAC	Mode (A, D, M)	Use
1	LE B	414.0375	CSQ	414.0375	167.9	A	Calling
2	LE 10	409.9875	CSQ	418.9875	167.9	A	Tactical
3	LE 11	410.1875	\$68F (1679 ₁₀)	419.1875	\$68F (1679 ₁₀)	D	Tactical
4	LE 12	410.6125	\$68F (1679 ₁₀)	419.6125	\$68F (1679 ₁₀)	D	Tactical
5	LE 13	414.0625	\$68F (1679 ₁₀)	414.0625	\$68F (1679 ₁₀)	D	Tactical
6	LE 14	414.3125	\$68F (1679 ₁₀)	414.3125	\$68F (1679 ₁₀)	D	Tactical
7	LE 15	414.3375	\$68F (1679 ₁₀)	414.3375	\$68F (1679 ₁₀)	D	Tactical
8	LE 16	409.9875	\$68F (1679 ₁₀)	409.9875	\$68F (1679 ₁₀)	D	Tactical - Direct for LE 10 Analog
9	LE 17	410.1875	\$68F (1679 ₁₀)	410.1875	\$68F (1679 ₁₀)	D	Tactical - Direct for LE 11
10	LE 18	410.6125	\$68F (1679 ₁₀)	410.6125	\$68F (1679 ₁₀)	D	Tactical - Direct for LE 12

CTCSS on receive only if user selectable; else CSQ. See “Conditions for Use of Federal Entity Interoperability Channels” on pages 18 – 19 of this document. All channels on this page are NARROWBAND only.

6. 700 MHz Channels – SPECIFIC GUIDELINES

For 700 MHz interoperability, the 32 repeater channels, with their associated 32 direct channels, are described in Table 6.1 below. Table 6.1 includes the corresponding Tactical Repeater Configuration. Table 6.1 includes the recommended “short list” of 700 MHz channels.

Note the following:

- 700 MHz interoperability channels are identified by the FCC for interoperability use within Texas. All fixed 700 MHz interoperable channel locations must be reviewed by the Office of the Texas SWIC prior to implantation. Some of these interoperable channels may already be licensed by multiple agencies for interoperability use throughout the state.
- All 700 MHz interoperability channels are to be used as multi-discipline, multi-agency public safety interoperability calling channels for all public safety agencies and other signatories to the MOU associated with this channel plan. These channels are designated for interoperable 700 MHz communications between mobile/portable radios and base stations, temporary base stations, and on-incident incident commander.
- Table 6.1 outlines the recommended short list of 700 MHz channels that all Texas public safety agencies should program in their 700 MHz capable radios. For radios with limited channel capacity, these channels may be the only ones programmed. For larger-capacity radios, it is recommended that these channels be programmed into the **first** 700MHz zone in the radio.
 - Where possible, it is also recommended that additional 700MHz zones are populated in numerical order, with Direct channels following their associated repeater channel, regardless of discipline association. (E.g. 7LAW62D, 7FIRE63, 7FIRE63D, 7FIRE64, 7FIRE64D, 7MED65, 7MED65D)
 - Numerical order programming should continue through additional zones as local agencies are able and interested in programming all 700 MHz channels in their radios.
 - Users should also be aware that even though some channels have a discipline associated with the name (LAW, FIRE, MED, etc.), ALL disciplines can still use that channel when specified by the COML or incident commander.
- The tactical repeater channels and direct channels identified in Table 6.2 should be assigned on-incident by the incident commander.
- 700 MHz channels with a “+” indicated in the “Use” column should not be used within 70 miles of the US / Mexico border.
- National standards for interoperability channel names have been adopted so that all public safety equipment has a common naming convention. In accordance with APCO/NPSTC 1.104.2-2017, these labels are listed in the Tables below and all participating agencies must use these labels.

Table 6.1: Recommended SHORT List 700 MHz Interoperability Channels for Texas Public Safety Agencies

To enable efficient use of channels when multiple disciplines and jurisdictions respond to an incident, it is recommended that this short list of channels be the first channels programmed into 700 MHz radios. For agencies with radios that are limited to 16 channels, these may be the only channels programmed. For radios with larger channel capacity, it is recommended that these 16 channels be programmed into the first 700 MHz zone, and the channels on the following tables to be programmed in remaining available zones.

Mobile and Portable Configuration					
Label	Receive	Transmit	Station Class	P25 NAC Hex/Dec	Use
7CALL50	769.24375	799.24375	FB2T	\$293 / 659	Temporary Calling Channel Repeater
7CALL50D	769.24375	769.24375	FBT / MO	\$293 / 659	Calling Channel (Direct)
7TAC51	769.14375	799.14375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC51D	769.14375	769.14375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC52	769.64375	799.64375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC52D	769.64375	769.64375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC53	770.14375	800.14375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC53D	770.14375	770.14375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC54	770.64375	800.64375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC54D	770.64375	770.64375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC55	769.74375	799.74375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC55D	769.74375	769.74375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC56	770.24375	800.24375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC56D	770.24375	770.24375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7GTAC57	770.99375	800.99375	FB2T	\$293 / 659	Temporary Tactical Repeater
7GTAC57D	770.99375	770.99375	FBT / MO	\$293 / 659	Tactical Channel (Direct)

Table 6.2: 700 MHz Interoperability Channels (12.5 kHz)

Emission Designator 8K10F1E

Mobile and Portable Configuration					
Label	Receive	Transmit	Station Class	P25 NAC Hex/Dec	Use
7CALL50	769.24375	799.24375	FB2T / MO	\$293 / 659	Calling Channel
7CALL50D	769.24375	769.24375	FBT / MO	\$293 / 659	Calling Channel (Direct)
7TAC51	769.14375	799.14375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC51D	769.14375	769.14375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC52	769.64375	799.64375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC52D	769.64375	769.64375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC53	770.14375	800.14375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC53D	770.14375	770.14375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC54	770.64375	800.64375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC54D	770.64375	770.64375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC55	769.74375	799.74375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC55D	769.74375	769.74375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC56	770.24375	800.24375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC56D	770.24375	770.24375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7GTAC57	770.99375	800.99375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7GTAC57D	770.99375	770.99375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7MOB59	770.89375	800.89375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7MOB59D	770.89375	770.89375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7LAW61	770.39375	800.39375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7LAW61D	770.39375	770.39375	FBT / MO	\$293 / 659	Tactical Channel (Direct)

Table 6.2 (cont.)
700 MHz Interoperability Channels (12.5 kHz)

Emission Designator 8K10F1E

Mobile and Portable Configuration					
Label	Receive	Transmit	Station Class	P25 NAC Hex/Dec	Use
7LAW62	770.49375	800.49375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7LAW62D	770.49375	770.49375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7FIRE63	769.89375	799.89375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7FIRE63D	769.89375	769.89375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7FIRE64	769.99375	799.99375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7FIRE64D	769.99375	769.99375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7MED65	769.39375	799.39375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7MED65D	769.39375	769.39375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7MED66	769.49375	799.49375	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7MED66D	769.49375	769.49375	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7DATA69	770.74375	800.74375	FB2T / MO	\$293 / 659	Tactical Data Repeater Channel
7DATA69D	770.74375	770.74375	FBT / MO	\$293 / 659	Tactical Data Channel (Direct)
7CALL70	773.25625	803.25625	FX1T / MO	\$293 / 659	Tactical Data Repeater Channel
7CALL70D	773.25625	773.25625	FBT / MO	\$293 / 659	Tactical Data Channel (Direct)
7TAC71	773.10625	803.10625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7TAC71D	773.10625	773.10625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC72	773.60625	803.60625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7TAC72D	773.60625	773.60625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC73	774.10625	804.10625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7TAC73D	774.10625	774.10625	FBT / MO	\$293 / 659	Tactical Channel (Direct)

Table 6.2 (cont.)
700 MHz Interoperability Channels (12.5 kHz)

Emission Designator 8K10F1E

Mobile and Portable Configuration					
Label	Receive	Transmit	Station Class	P25 NAC Hex/Dec	Use
7TAC74	774.60625	804.60625	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7TAC74D	774.60625	774.60625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC75	773.75625	803.75625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7TAC75D	773.75625	773.75625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7TAC76	774.25625	804.25625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7TAC76D	774.25625	774.25625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7GTAC77	774.85625	804.85625	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7GTAC77D	774.85625	774.85625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7MOB79	774.50625	804.50625	FB2T / MO	\$293 / 659	Tactical Repeater Channel
7MOB79D	774.50625	774.50625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7LAW81	774.00625	804.00625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7LAW81D	774.00625	774.00625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7LAW82	774.35625	804.35625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7LAW82D	774.35625	774.35625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7FIRE83	773.50625	803.50625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7FIRE83D	773.50625	773.50625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7FIRE84	773.85625	803.85625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7FIRE84D	773.85625	773.85625	FBT / MO	\$293 / 659	Tactical Channel (Direct)

**Table 6.2 (cont.)
700 MHz Interoperability Channels (12.5 kHz)**

Emission Designator 8K10F1E

Mobile and Portable Configuration					
Label	Receive	Transmit	Station Class	P25 NAC Hex/Dec	Use
7MED86	773.00625	803.00625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7MED86D	773.00625	773.00625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7MED87	773.35625	803.35625	FB2T / MO	\$293 / 659	Tactical Repeater Channel+
7MED87D	773.35625	773.35625	FBT / MO	\$293 / 659	Tactical Channel (Direct)
7DATA89	774.75625	804.75625	FB2T / MO	\$293 / 659	Tactical Data Repeater Channel
7DATA89D	774.75625	774.75625	FBT / MO	\$293 / 659	Tactical Data Channel (Direct)

NOTE: Channels with a "+" indicated in the "Use" column should not be used within 70 miles of the US / Mexico Border.

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Table 6.3: 700 MHz Interoperability Channels (12.5 kHz)

Emission Designator 8K10F1E

Temporary Calling Channel / Tactical Repeater Configuration					
Label	Transmit	Receive	Station Class	P25 NAC Hex/Dec	Use
7CALL50	769.24375	799.24375	FB2T	\$293 / 659	Temporary Calling Channel Repeater
7TAC51	769.14375	799.14375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC52	769.64375	799.64375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC53	770.14375	800.14375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC54	770.64375	800.64375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC55	769.74375	799.74375	FB2T	\$293 / 659	Temporary Tactical Repeater
7TAC56	770.24375	800.24375	FB2T	\$293 / 659	Temporary Tactical Repeater
7GTAC57	770.99375	800.99375	FB2T	\$293 / 659	Temporary Tactical Repeater
7MOB59	770.89375	800.89375	FB2T	\$293 / 659	Temporary Tactical Repeater
7LAW61	770.39375	800.39375	FB2T	\$293 / 659	Temporary Tactical Repeater
7LAW62	770.49375	800.49375	FB2T	\$293 / 659	Temporary Tactical Repeater
7FIRE63	769.89375	799.89375	FB2T	\$293 / 659	Temporary Tactical Repeater
7FIRE64	769.99375	799.99375	FB2T	\$293 / 659	Temporary Tactical Repeater
7MED65	769.39375	799.39375	FB2T	\$293 / 659	Temporary Tactical Repeater
7MED66	769.49375	799.49375	FB2T	\$293 / 659	Temporary Tactical Repeater
7DATA69	770.74375	800.74375	FB2T	\$293 / 659	Temporary Tactical Data Repeater
7CALL70	773.25625	803.25625	FB2T	\$293 / 659	Temporary Calling Channel
7TAC71	773.10625	803.10625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7TAC72	773.60625	803.60625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7TAC73	774.10625	804.10625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7TAC74	774.60625	804.60625	FB2T	\$293 / 659	Temporary Tactical Repeater

Table 6.3 (cont.)
700 MHz Interoperability Channels (12.5 kHz)

Emission Designator 8K10F1E

Temporary Calling Channel / Tactical Repeater Configuration					
Label	Transmit	Receive	Station Class	P25 NAC Hex/Dec	Use
7TAC75	773.75625	803.75625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7TAC76	774.25625	804.25625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7GTAC77	774.85625	804.85625	FB2T	\$293 / 659	Temporary Tactical Repeater
7MOB79	774.50625	804.50625	FB2T	\$293 / 659	Temporary Tactical Repeater
7LAW81	774.00625	804.00625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7LAW82	774.35625	804.35625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7FIRE83	773.50625	803.50625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7FIRE84	773.85625	803.85625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7MED86	773.00625	803.00625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7MED87	773.35625	803.35625	FB2T	\$293 / 659	Temporary Tactical Repeater+
7DATA89	774.75625	804.75625	FB2T	\$293 / 659	Temporary Tactical Data Repeater

NOTE: Channels with a "+" indicated in the "Use" column should not be used within 70 miles of the US / Mexico Border.

**NEW! Table 6.4: 700 MHz Interoperability Channels (12.5 kHz)
Air-to-Ground**

Label	Mobile RX (MHz)	Mobile TX (MHz)	Use
7AG58	769.13125	799.13125	Air-Ground
7AG58D	769.13125	769.13125	Air-Ground
7AG60	769.63125	799.63125	Air-Ground
7AG60D	769.63125	769.63125	Air-Ground
7AG67	770.13125	800.13125	Air-Ground
7AG67D	770.13125	770.13125	Air-Ground
7AG68	770.63125	800.63125	Air-Ground
7AG68D	770.63125	770.63125	Air-Ground
7AG78	773.11875	803.11875	Air-Ground
7AG78D	773.11875	773.11875	Air-Ground
7AG80	773.61875	803.61875	Air-Ground
7AG80D	773.61875	773.61875	Air-Ground
7AG85	774.11875	804.11875	Air-Ground
7AG85D	774.11875	774.11875	Air-Ground
7AG88	774.61875	804.61875	Air-Ground
7AG88D	774.61875	774.61875	Air-Ground Landing Zone

* 7AG88D is recommended for **Landing Zone** use.

TX NAC: \$293 (659 10). RX NAC \$F7E (3966 10). These channels are reserved for air-ground communications to be used by low-altitude aircraft and ground based stations: See FCC rule 90.531(7). (i) Airborne use of these channels is limited to aircraft flying at or below **457 meters (1500 feet) above ground level**. (ii) **Aircraft are limited to 2 watts effective radiated power (ERP)** when transmitting while airborne on these channels. (iii) Aircraft may transmit on either the mobile or base transmit side of the channel pair. (iv) States are responsible for the administration of these channels. *These are NOT nationwide interoperability channels.*

7. 800 MHz Channels – SPECIFIC GUIDELINES

For 800 MHz interoperability, the repeater channels (with direct) described in Table 7.1 below will be used. Table 7.2 includes descriptions for use within the Border Area (rebanding).

Note the following:

- 800 MHz interoperability channels are identified by the FCC for interoperability use within Texas. Some of these interoperable channels may already be licensed by multiple agencies for interoperability use throughout the state.
- The channel 8CALL90 is designated as a multi-discipline, multi-agency public safety interoperability calling channel for all public safety agencies and other signatories to the MOU associated with this channel plan.
- The tactical repeater channels 8TAC91 - 8TAC94 and talk-around channels 8TAC91D - 8TAC94D should be assigned on-incident by the incident commander.
- National standards for interoperability channel names have been adopted so that all public safety equipment has a common naming convention. In accordance with APCO/NPSTC 1.104.2-2017, these labels are listed in Tables 7.1 and 7.2 and all participating agencies must use these labels.

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**Table 7.1: 800 NPSPAC Interoperability Channels (20 kHz)
Emission Designator 16K0F3E**

CTCSS tone programming for 800 MHz channels must be in compliance with the NIFOG version 1.6.1 and any subsequent revisions by **January 2020**.

Label	Receive	Transmit	Station Class	CTCSS RX/TX	Use
8CALL90	851.0125	806.0125	FB2T / MO	156.7 / 156.7	Calling Channel (Repeater)
8CALL90D	851.0125	851.0125	FBT / MO	156.7 / 156.7	Calling Channel (Direct)
8TAC91	851.5125	806.5125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC91D	851.5125	851.5125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC92	852.0125	807.0125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC92D	852.0125	852.0125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC93	852.5125	807.5125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC93D	852.5125	852.5125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC94	853.0125	808.0125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC94D	853.0125	853.0125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC95D	851.5500	851.5500	MO	156.7 / 156.7	Incident Control Channel (Direct)*
8TAC96D	853.0500	853.0500	MO	156.7 / 156.7	Incident Control Channel (Direct)*
8TAC97D	853.3500	853.3500	MO	156.7 / 156.7	Incident Control Channel (Direct)*
Repeater / Base Configuration					
8CALL90	806.0125	851.0125	FB2T	156.7	Mobile Command Post Calling Channel Base
8TAC91	806.5125	851.5125	FB2T	156.7	Incident Temporary Repeater Channels
8TAC92	807.0125	852.0125	FB2T	156.7	
8TAC93	807.5125	852.5125	FB2T	156.7	
8TAC94	808.0125	853.0125	FB2T	156.7	

*These low-power mobile/portable channels may not be used in a repeater configuration nor patched with other channels through a gateway or patching device. ERP is limited to 20 watts and only mobile and portable operation is allowed. Base stations are not permitted.

**Table 7.2: 800 NPSPAC Interoperability Channels (20 kHz)
For Use within Border Area for Rebanding**

Emission Designator 16K0F3E

CTCSS tone programming for 800 MHz channels must be in compliance with the NIFOG version 1.6.1 and any subsequent revisions by **January 2020**.

Label TX / NIFOG*	Receive	Transmit	Station Class	CTCSS RX/TX	Use
8CALL / ICALL	866.0125	821.0125	FB2T / MO	156.7 / 156.7	Calling Channel (Repeater)
8CALLD / ICALLD	866.0125	866.0125	FBT / MO	156.7 / 156.7	Calling Channel (Direct)
8TAC1 / ITAC1	866.5125	821.5125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC1D / ITAC1D	866.5125	866.5125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC2 / ITAC2	867.0125	822.0125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC2D / ITAC2D	867.0125	867.0125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC3 / ITAC3	867.5125	822.5125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC3D / ITAC3D	867.5125	867.5125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
8TAC4 / ITAC4	868.0125	823.0125	FB2T / MO	156.7 / 156.7	Incident Temporary Repeater Channel
8TAC4D / ITAC4D	868.0125	868.0125	FBT / MO	156.7 / 156.7	Tactical Channel (Direct)
Repeater / Base Configuration					
8CALL / ICALL	821.0125	866.0125	FB2T	156.7	Mobile Command Post Calling Channel Base
8TAC1 / ITAC1	821.5125	866.5125	FB2T	156.7	Incident Temporary Repeater Channels
8TAC2 / ITAC2	822.0125	867.0125	FB2T	156.7	
8TAC3 / ITAC3	822.5125	867.5125	FB2T	156.7	
8TAC4 / ITAC4	823.0125	868.0125	FB2T	156.7	

**TX naming convention preferred for Texas border region programming.*

8. Mobile Satellite (MSAT) Talkgroups – SPECIFIC GUIDELINES

Table 8.1 below lists statewide, regional, and national MSAT talkgroups for use by Texas public safety agencies. Texas has two statewide mutual aid talkgroups: TXSMRT and INAGY. **TXSMRT** is used for communication between **Texas public safety agencies and private sector partners**, and **INAGY** is **used by government agencies ONLY**.

The talkgroups designated as SMART/SMRT (Satellite Mutual Aid Radio Talkgroup) are for multi-agency coordination during large-scale events or disasters, potentially involving public safety agencies at the regional and national levels.

Each agency should determine which talkgroups are best suited for their agency's needs and purpose.

Table 8.1: Mobile Satellite Talkgroups

MSAT Talkgroup Name (7 char. Radio)	Legacy MSAT Talkgroup Name* (5 char. Radio)	Authorizing Agency	Agencies Supported	Use
00	00	DPS Operations	All Texas Public Safety and Private Sector Partners	Point-to-Point 4-digit DN call feature. No per-minute cost for DN calls
DPS1	DPS1	DPS Operations	DPS	Incident Command / Calling Channel
DPS2	DPS2	DPS Operations	DPS	DPS Daily Use
TFS1	TFS1	TFS EOC	TFS	TFS Daily Use
TEEX1	TEEX1	TEEX	TTF1, TTF2, Quick Response Force & Water	TEEX-TTF1 Search and Rescue Calling Channel
STRAC1	STRC1	STRAC Comms	STRAC and San Antonio Area Public Safety	STRAC Daily Use Calling Channel
STRAC2	STRC2	STRAC Comms	STRAC Regional	Regional Medical
INAGY	INAGY	TFS EOC	TFS and Texas Public Safety Agencies	Interagency Coordination (Texas only)
TXSMRT	TXSMT	DPS Operations	All Texas Public Safety and Private Sector Partners	Statewide Channel for Public and Private Sector
G-SMART	GSMRT	LA Homeland Security and Emergency Preparedness	Gulf Coast Regional Agencies	Gulf States Public Safety Mutual Aid Regional / National
SWSMART	SWSMT	Contra Costa (CA) Fire Protection District	Southwest Regional Agencies	Southwest Public Safety Mutual Aid
I-SMART	ISMRT	Seattle Public Utilities	Regional / National Agencies	Critical Infrastructure Mutual Aid
E-SMART	ESMRT	KY Dept. of Public Health	Regional / National Agencies	EMS Mutual Aid
F-SMART	FSMRT	Seattle Fire Dept.	Regional / National Agencies	Fire Service Mutual Aid

J-SMART	JSMRT	U.S. Dept. of Justice	All Gov't and Public Safety Regional / National Agencies	Public Safety Mutual Aid Regional
L-SMART	LSMRT	U. S. Marshals Service	All LE Regional / National Agencies	LE Enforcement Mutual Aid
U-SMART	USMRT	Montgomery Co. (MD) Fire & Rescue	All Urban Search and Rescue Regional / National Agencies	Urban Search and Rescue Mutual Aid
NPHST2	NPH	KY Dept. for Public Health	All Health Depts. and Medical Facilities Regional / National Agencies	Public Health Mutual Aid TG

* Abbreviated names are for older MSAT radios that have less than 7-character capacity for talkgroup names.

Obtaining Access to MSAT Talkgroups

To obtain access, please follow the process found at this link.

<http://www.txdps.state.tx.us/LawEnforcementSupport/communications/interop/>

Note: Authorization letters need to be obtained before scheduling on-air programming for the radios.

9. INTEROPERABILITY CROSS-BAND SYSTEMS – SPECIFIC GUIDELINES

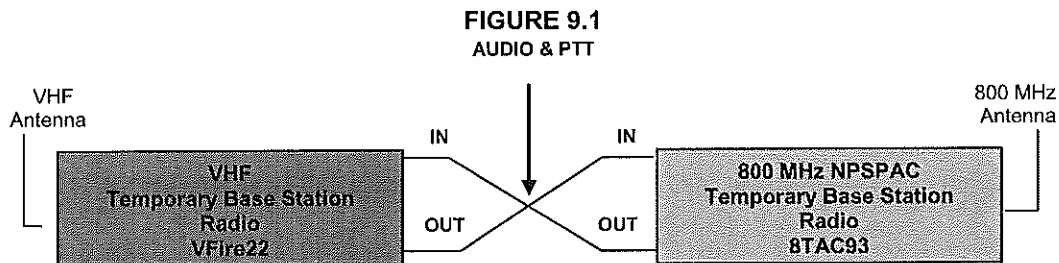
Cross-band interconnection between radio equipment operating under state-licensed channels is authorized with three conditions:

- Cross-band operation is authorized as may be required to interconnect channels identified in this channel plan, and interconnect to other channels that may be required on a particular incident. On incidents, tactical channels and other local channels may be interconnected at the direction of the incident commander.
- Cross-band operation should conform to planning requirements, as established in a RICP, typically produced by a regional COG.
- Patching to/between interoperability tactical channels and local radio systems is permitted during incidents or events involving interagency personnel, if so directed by the incident commander. This is only allowed through concurrence from the system manager / dispatch center.
- 800 MHz NPSPAC (conventional) channels may be cross-banded with other interoperability channels. **Caution should be used when performing in-field cross-band connections with VHF/700/800 MHz trunked channels due to potential push-to-talk (PTT) delay.**
- Supervised gateways, console-initiated patching or cross-band repeating of tactical channels to tactical channels in other bands is permitted under positive control of a trained dispatcher or on-incident Communications Unit Leader (COML). A dispatcher or COML who establishes such a calling channel patch must be capable of disabling the patch in the event of unexpected or unacceptable interference on any of the patched calling channels.

Cross-band interconnections can be implemented in several ways:

9.1 Simple Cross-band Repeater

This approach interconnects two radios “back-to-back” such that received signals on either receiver are re-transmitted by the other transmitter.



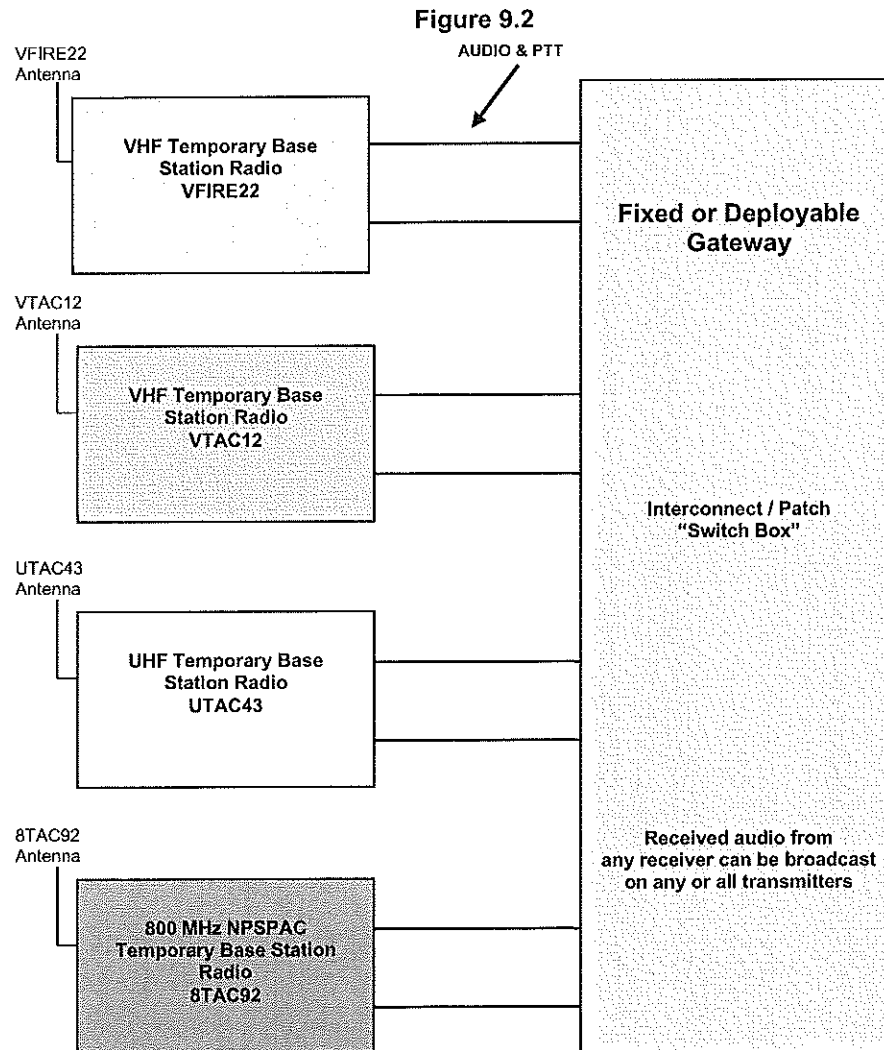
Simple Cross-Band Repeater

Operationally, the two channels selected will seem to be one channel, as long as all radio users are within the coverage “footprint” of the cross-band repeater and antennas. Some PTT delay should be expected. In this example, two tactical channels are interconnected to enable tactical communications between resources equipped with differing equipment.

9.2 Mobile Tactical Interconnect or Radio Interoperability Gateway

This approach interconnects several radios “back-to-back” so that received signals on any receiver are re-transmitted by all selected transmitters.

Operationally, all channels selected will seem to be one channel, as long as all radio users are within the coverage “footprint” of the antennas being used. Some PTT delay should be expected. In this example, several tactical channels are interconnected to enable tactical communications between resources equipped with differing equipment.

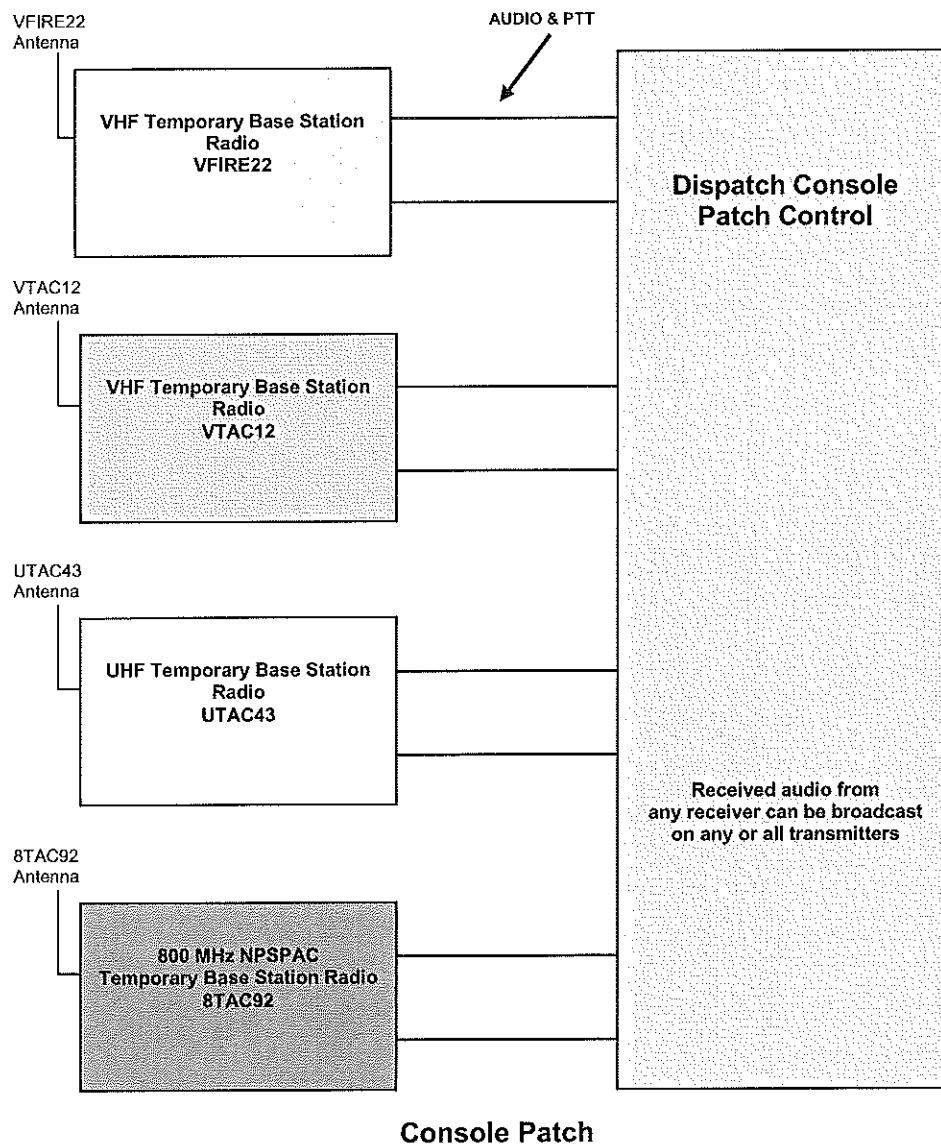


Mobile Tactical Interconnect or Radio Interoperability Gateway

9.3 Dispatch Console Patching

Console patching utilizes dispatch point base radios and the patching capability of a common console system to accomplish the same interconnections described above. However, in the case of console patching, all radio users must be within the coverage "footprint" of the base station antenna at the dispatch point. Some PTT delay should be expected. Operationally, all channels patched by the dispatcher will seem to be one channel.

Figure 9.3



Note that console patching at fixed-site base stations is not authorized under state licenses for interoperability channels. Such installations must be licensed separately.

10. LIST OF ACRONYMS

Abbreviation	Description
AACOG	Alamo Area Council of Governments
ATCOG	Ark-Tex Council of Governments
BER	Bit Error Rate
BVCOG	Brazos Valley Development Council
BVWACS	Brazos Valley Wireless Access Communications System
CA	California
CAI	Common Air Interface
CAPCOG	Capital Area Council of Governments
CBCOG	Coastal Bend Council of Governments
CCG	Communications Coordination Group
CFR	Code of Federal Regulations
COG	Council of Government
COM-L	Communications Leader
CTCOG	Central Council of Governments
CTCSS	Continuous Tone Coded Squelch System
CVCOG	Concho Valley Council of Governments
DETCOG	Deep East Texas Council of Governments
DFW	Dallas / Ft. Worth
DN	Directory Number
DPS	Department of Public Safety
EMS	Emergency Medical Service
ERP	Effective Radiated Power
ETCOG	East Texas Council of Governments
ETMC	East Texas Medical Center
FCC	Federal Communications Commission
GCRPC	Golden Crescent Regional Planning Commission
H-GAC	Houston-Galveston Area Council
HOTCOG	Heart of Texas Council of Governments
Hz	Hertz
ICS	Incident Command System
IRCIP	Immediate Radio Communications Interoperability Plan
IRWG	Interagency Radio Work Group
kHz	Kilohertz
KY	Kentucky
LA	Louisiana
LCRA	Lower Colorado River Authority
LE	Law Enforcement
LRGVDC	Lower Rio Grande Valley Development Council
MCPs	Mobile Command Posts
MHz	Megahertz
MD	Maryland
MOU	Memorandum of Understanding
MRGDC	Middle Rio Grande Development Council
MSAT	Mobile Satellite
MTA	Metropolitan Transit Authority

NAC	Network Access Codes
NCTCOG	North Central Texas Council of Governments
NIMS	National Incident Management System
NPSPAC	National Public Safety Planning Advisory Committee
NORTEX	Nortex Regional Planning Commission
NTIA	National Telecommunications and Information Administration
OPS	Operations
PBRPC	Permian Basin Regional Planning Commission
PRPC	Panhandle Regional Planning Commission
PSAP	Public Safety Answering Point
PTT	Push-To-Talk
RGCOG	Rio Grande Council of Governments
SCADA	Supervisory Control and Data Acquisition
SCIP	Statewide Communications Interoperability Plan
SETRPC	South East Texas Regional Planning Commission
SMART	Satellite Mutual Aid Radio Talkgroup
SPAG	South Plains Association of Governments
STDC	South Texas Development Council
STRAC	Southwest Texas Regional Advisory Council (Emergency Healthcare)
SWIC	Statewide Interoperability Coordinator
TCOG	Texoma Council of Governments
TFS	Texas A&M Forest Service
TFS EOC	Texas A&M Forest Service Emergency Operations Center
TDEM	Texas Division of Emergency Management
TEEX	Texas Engineering Extension Service (Training Academy)
TTF	Texas Task Force
TG	Talkgroup
TSIEC	Texas Statewide Interoperability Executive Committee
TxDPS	Texas Department of Public Safety
TxICC	Texas Interoperable Communications Coalition
UHF	Ultra High Frequency
VFD	Volunteer Fire Department
VHF	Very High Frequency
WCTCOG	West Central Texas Council of Governments



GOVERNOR GREG ABBOTT

April 26, 2018

Dear Emergency Management Coordinators:

Thank you for all you are doing to help our communities rebuild after Hurricane Harvey. Texas has now been awarded more than \$10 billion in Community Development Block Grant (CDBG) funds to help your communities. Additionally, Congress directly funded billions of dollars of U.S. Army Corps of Engineer projects that will help your communities.

While you are working on your CDBG project lists to rebuild your communities, I want to remind you of additional money available right now.

In February, I announced the availability of **\$500 million of funds from the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program (HMGP). Those funds are available now.** In four months, approximately \$600 million of hazard mitigation funds will become available.

The Texas Division of Emergency Management (TDEM) is on standby to process these grant applications as soon as received. In fact, TDEM has already reviewed some projects even without an application being submitted. But even for those tentatively approved projects, the funds cannot be released until we receive the completed application and FEMA approves the project.

As of today, TDEM has received only seven complete applications from the entire region impacted by Hurricane Harvey. **That means hundreds of millions of dollars that are available to Texas communities today are not being put to use.**

TDEM has received "Notices of Intent" to apply for hazard mitigation funds, but as you know, those notices must be followed by an actual application before TDEM can approve the project.

Congress wanted to ensure that local governments will not be obligated to pay the typical 25 percent local cost share for hazard mitigation grants. Instead, Congress provided that the cost share will be paid through CDBG, and that is now part of the State CDBG Plan.

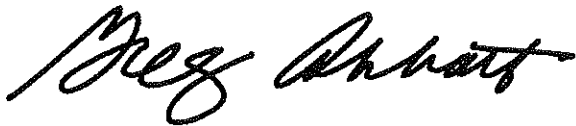
The hazard mitigation funds available today can provide immediate relief and resiliency to your community. These funds can be used for many purposes, including: buyouts and elevations of

Emergency Management Coordinators
April 26, 2018
Page 2

flood prone properties; drainage and reservoir projects that reduce future flooding; other projects that lessen the frequency or severity of flooding; flood risk reduction projects like dams, retention basins, levees, floodwalls, seawalls, jetties, sand dunes, and large-scale channeling of waterways; and countless other projects.

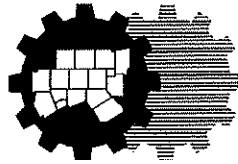
I encourage you to quickly take advantage of these hazard mitigation funds. TDEM and FEMA stand ready to assist you. Please contact TDEM at TDEM-Mitigation@dps.texas.gov or find more information on HMGP for Hurricane Harvey at dps.texas.gov/dem/ThreatAwareness/hurricaneHarveyInfo.htm.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Abbott", written in a cursive style.

Greg Abbott
Governor

GA:mhd



North Central Texas Council of Governments

April 27, 2018

Notice of Intent to Participate: Ellis County Hazard Mitigation Action Plan (HazMAP) Update

(City/county/entity) _____ acknowledges and supports the North Central Texas Council of Governments' application for DR-4332, through the Hazard Mitigation Grant Program (HMGP), to develop the Ellis County Hazard Mitigation Action Plan update. Our jurisdiction/entity acknowledges that participation in the plan is voluntary and declares our intention to participate in the plan development, including our contributions to all required efforts: planning, meeting attendance, data provision (including demographic and GIS) and other information as needed, and plan review.

Traditionally, HMPG provides 75% federal funds for projects and requires 25% local match; however, Governor Abbott has declared that match will be covered by state Community Development Block Grant (CDBG) funds for this specific grant. Although match is not required for this grant, NCTCOG anticipates full participation by your local team.

This letter is non-binding and is only intended for grant application and informational purposes. Once the grant is awarded, a formal Inter-local Agreement reiterating this information will be sent to all participants.

Name, Jurisdiction/Entity

Title

Date



RIDGELINE GENERAL CONTRACTORS

Phone: 972-576-1700 • Fax 972-576-1702

Address: 2488 Black Champ Rd, Waxahachie, TX 75167

ACCREDITED MEMBER OF THE BBB (Dallas, Central and Northeast Texas)

PREFERRED CONTRACTOR FOR OWENS-CORNING

CONTRACT PROPOSAL

May 8, 2018

PROJECT SUPERVISOR:

JON HART

PHONE: (817) 323-4390

Email: jonhartroofing@gmail.com

CUSTOMER: OVILLA FIRE DEPARTMENT

CONTACT: STEVE WAKELAND PHONE: 214-793-2885 EMAIL: swakeland@cityofovilla.org

LOCATION: 105 S. COCKRELL HILL RD, # 3, OVILLA, TX 75154

FIRE DEPARTMENT BAYS

Item #	Description	
1	Repair sheetrock on rear wall – approx 32 square feet – tape bed and texture	\$ 250.00
2	Repair sheetrock on ceiling – approx 160 square feet – tape bed and texture	\$ 1,200.00
3	Repair sheetrock tape on ceiling – approx 100 linear feet – bed and texture	Incl w/ line 2
4	Paint ceiling 2 coats – approx 5,600 square feet	\$ 11,368.50
5	Paint walls 2 coats – approx 7,150 square feet	\$ 5,272.75
6	Wire in and mount six customer supplied lights on front of building – to be tied into existing electric	\$ 1,700.00
8	Remove one existing 36"x80" exterior 6 panel hollow metal door to include hardware and frame	N/C
9	Install one new 36"x80" exterior 6 panel hollow metal door to include new hardware and paint to match	N/C
10	Prep and paint rear exterior double doors	N/C
11	Re-align rear exterior double doors	N/C

Total Cost: \$ 19,791.25



RIDGELINE GENERAL CONTRACTORS

Phone: 972-576-1700 • Fax 972-576-1702

Address: 2488 Black Champ Rd, Waxahachie, TX 75167

ACCREDITED MEMBER OF THE BBB (Dallas, Central and Northeast Texas)
PREFERRED CONTRACTOR FOR OWENS-CORNING

Payment Schedule:

1 st payment due to start project:	\$ 9,895.63
2 nd payment due upon completion of project:	\$ 9,895.62

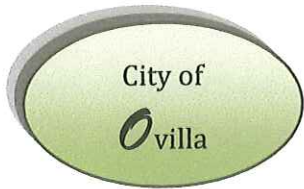
Please read carefully. This is a legally binding contract between you, the customer and Ridgeline General Contractors. By signing below, you are in agreement and hereby accept the terms, price, specifications and conditions of this contract as well as authorize Ridgeline General Contractor to do all work specified herein.

Customer's Signature

Date

Ridgeline General Contractors' Representative Signature

Date



Ovilla City Council

PUBLIC HEARINGS

Meeting Date: May 14, 2018

Department: Administration

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: Code Enf., Public Works Director

PUBLIC HEARINGS

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.

Case PZ18-02 - Receive presentation and citizen comments on Ordinance 2018-09, Definition of the term, *Dwelling Guesthouse*.

- a. **PRESENTATION** by staff.
- b. **PUBLIC HEARING** to receive comments from the public regarding Ordinance 2018-09.
- c. **RECEIVE** Planning and Zoning Commission report and recommendation.
- d. **DELIBERATION** and questions with applicant and/or staff.

Case PZ18-03 - Receive presentation and citizen comments on an application for a Specific Use Permit filed by Pamilee Koval, on behalf of owner, Thomas Waits, to operate a refreshment stand located at 713 West Main Street, Ovilla, Ellis County, Texas.

- a. **PRESENTATION** by staff.
- b. **PUBLIC HEARING** to receive comments from the public regarding the Specific Use Permit.
- c. **RECEIVE** Planning and Zoning Commission report and recommendation.
- d. **DELIBERATION** and questions with applicant and/or staff.

REPLAT 2018-03 - Receive presentation and citizen comments on an application submitted by Jordan Zadwick, on behalf of the property owner, Mary Carolyn Miracle, to replat 4.728-acres of the 129.25 total acres of Miracle Estates, being Lot One, Unit One, Miracle Estates #1, Ellis County, Texas, more commonly known as 622 Johnson Lane.

- a. **PRESENTATION** by staff.
- b. **PUBLIC HEARING** to receive comments from the public regarding the replat request.
- c. **DELIBERATION** and questions with applicant and/or staff.

LEGAL NOTICE

~~XXXXXXXXXXXXXXXXXXXXX~~
~~PUBLISHED April 19, 2018~~

CITY OF OVILLA NOTICE OF PUBLIC HEARING

NOTICE is hereby given to all interested persons that the Planning & Zoning Commission of the City of Ovilla, Texas, will conduct a public hearing on **Monday, May 07, 2018 at 6 o'clock p.m.** at the Ovilla Municipal Building, Council Chamber Room, Ovilla, Texas for the purpose of obtaining public comment regarding the following:

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING THE TEXT OF ARTICLE 6, SECTION 53.1 OF THE OVILLA COMPREHENSIVE ZONING ORDINANCE NO. 2010.013; PROVIDING A DEFINITION OF THE TERM "DWELLING, GUESTHOUSE;" PROVIDING A SAVINGS CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

The Ovilla City Council will consider and act on the Ordinance amending text of Article 6, Section 53.1 of the Ovilla Comprehensive Zoning Ordinance after it receives a final report and recommendation from the Planning and Zoning Commission. (LCG §211.007) The scheduled date for the second public hearing, consideration and action **Monday, May 14, 2018 at 6:30 o'clock p.m.**, during a regularly scheduled City Council meeting.

All interested persons are invited to attend and share comments. Written comments will also be accepted by mail addressed to Glennell Miller, Deputy City Secretary, 105 S. Cockrell Hill Road, Ovilla, TX 75154, email gmiller@cityofovilla.org, or fax 972-515-3221. For additional information regarding this notice, please contact City Secretary Pam Woodall, pwoodall@cityofovilla.org.

LEGAL NOTICE

~~XXXXXXXXXXXX~~
~~XXXXXXXXXXXX~~

CITY OF OVILLA NOTICE OF PUBLIC HEARINGS

Notice is hereby given to all interested persons that the Planning and Zoning Commission of the City of Ovilla, Texas will conduct a public hearing on **Monday, May 07 at 6:00 o'clock pm** at the Ovilla Municipal Building, Council Chamber Room, 105 S. Cockrell Hill Road for consideration of a Specific Use Permit Application, filed by Pamilee Koval on behalf of Thomas Waits (owner), to open and operate a refreshment stand located at 713 West Main Street, Ovilla, Ellis County, TX, 75154.

The Ovilla City Council will consider and act on the Specific Use Permit Application after it receives a final report and recommendation from the Planning & Zoning Commission. The scheduled date for the second public hearing, consideration and action is **Monday, May 14, 6:30 o'clock p.m.**, during a regularly scheduled City Council meeting at the same location.

All interested persons are invited to attend and share comments. Written comments will also be accepted by mail addressed to Glennell Miller, City Secretary Assistant, 105 S. Cockrell Hill Road, Ovilla, TX 75154, email gmiller@cityofovilla.org, or fax 972-515-3221. For additional information regarding this notice, please contact City Secretary Pam Woodall, pwoodall@cityofovilla.org.

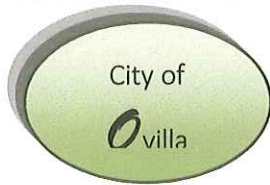
POSTED ON WEBSITE AND BULLETIN BOARD 04/26/2018

Glennell Miller, Assistant to City Secretary

~~Please Turkish 04/20/18~~

NOTICE OF PUBLIC HEARING FOR REPLAT REQUEST

Notice is hereby given that a public hearing will be held by the Ovilla City Council of the City of Ovilla, Texas, on Monday, May 14, 2018 at 6:30 P.M., at the Ovilla Municipal Building, Council Chamber Room, 105 Cockrell Hill Road, Ovilla, Texas, 75154, to receive public comments for the consideration of a replat request, filed by Jordan Zadwick on behalf of MS Mary Carolyn Miracle, owner. The replat is on 4.728 acres, being located at the owner's 129.25 acre tract, James Billingsley Survey, Abstract 75, off of Johnson Lane, in the City of Ovilla, in Ellis County, Texas, and being all of Lot One, Unit One of Miracle Estates. For additional information, contact City Secretary Pamela Woodall, 972.617.7262, or email pwoodall@cityofovilla.org during normal business hours.



Ovilla City Council

AGENDA ITEM REPORT

Item 1

Meeting Date: May 14, 2018

Department: Administration

☒ 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:

Attachments:

1. Resolution R2018-21

Agenda Item / Topic:

ITEM 1. **DISCUSSION/ACTION** – Consider of and action on Resolution R2018-21 of the City Council of the City of Ovilla, Declaring and Canvassing the Results of the May 05, 2018 Municipal Election.

Discussion / Justification:

Results of the 2018 Ovilla General Election.

Recommendation / Staff Comments:

Sample Motion(s):

I move to approve Resolution R2018-21 of the City Council of the City of Ovilla, Declaring and Canvassing the results of the May 05, 2018 Municipal Election.

RESOLUTION 2018-21

A RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE OVILLA MUNICIPAL ELECTION HELD ON MAY 05, 2018, FOR THE PURPOSE OF ELECTING COUNCIL MEMBERS PLACES 1, 3 AND 5 TO THE CITY COUNCIL OF THE CITY OF OVILLA, TX.

WHEREAS, a general election was held in the City of Ovilla, TX on May 05, 2018, for the purpose of electing the Mayor and two Council Members to the City Council, Positions 2, and 4.

WHEREAS, said election was duly and legally held in conformity with the election laws of the State of Texas, and the results of said election have been verified and returned by the Presiding Election Judge and clerks; and

WHEREAS, that of the listed candidates in said election, the following said candidates received votes as follows:

<i>*Denotes Winner</i>				
<u>Place 1</u>		Early	Election Day	<u>Totals</u>
Declared Elected	*Rachel Huber James Brian Anglin	90 26	52 9	142 35
<u>Place 3</u>				
Unopposed Declared Elected	*David Griffin			
<u>Place 5</u>				
Unopposed	*Michael Myers			
Declared Elected				
	72	Early Voting by Personal Appearance		
	44	Mail Ballots Cast (Absentee)		
	61	Election Day Ballots Cast		
	177	Total Ballots Cast		
	0	Provisional Ballots Cast		
	212	Registered Voters (Dallas Co.)		
	2939	Registered Voters (Ellis Co.)		
	3151	Total Registered Voters		
	5.62%	Voter Turnout		

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

SECTION ONE

The findings set forth above are incorporated into the body of this Resolution as if fully set forth herein.

RESOLUTION 2018-21

SECTION TWO

The official canvass of the returns of the General Election held on May 05, 2018, reflects and declares that the following persons were duly elected to the respective positions:

Council Member Place 1
Council Member Place 3
Council Member Place 5

Rachel Huber
David Griffin
Michael Myers

SECTION THREE

The Ovilla City Council hereby finds and determines, as a result of the Canvass, held on May 10, 2018, that a combined Election Day and Early Vote total of 177 votes were cast in the Municipal Election, with 116 early votes cast, and 61 election day votes cast, as indicated by the poll list for the General Election held on May 05, 2018.

SECTION FOUR

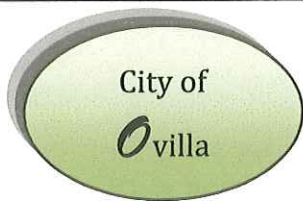
It is hereby declared that the City of Ovilla approves and accepts the results of the General Election for Places one, three and five as set forth and upon adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS,
on this 14th day of May 2018.

Richard Dormier, MAYOR

ATTEST:

Pam Woodall, CITY SECRETARY



Ovilla City Council

AGENDA ITEM REPORT

Item 2

Meeting Date: May 14, 2018

☒ Discussion ☒ Action

Submitted By: Staff

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☐ Accountant ☐ Other: Staff

Department: Administration

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Amount: N/A

Attachments:

1. Copy of excerpt from LGC 22.037

Agenda Item / Topic:

ITEM 2. DISCUSSION/ACTION – Consideration of and action on nomination(s) and an appointment of Mayor Pro Tem.

Discussion / Justification:

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

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move that Council appoints _____ to serve as Mayor Pro-Tem for the City of Ovilla following the canvass of the May 2018 general election for a term through the May 2019 Uniform Election Date.

LOCAL GOVERNMENT CODE

TITLE 2. ORGANIZATION OF MUNICIPAL GOVERNMENT

SUBTITLE B. MUNICIPAL FORM OF GOVERNMENT

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

SUBCHAPTER A. GENERAL PROVISIONS

. . .

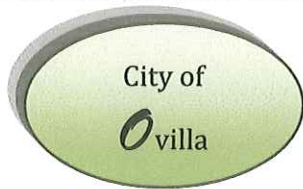
Sec. 22.037. MAYOR AS PRESIDING OFFICER; PRESIDENT PRO TEMPORE. (a) The mayor shall preside at all meetings of the governing body of the municipality and, except in elections, may vote only if there is a tie.

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

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

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

. . .



Ovilla City Council

AGENDA ITEM REPORT Item 3

Meeting Date: May 14, 2018

Department: Administration/Public Works

☒ 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 / M. Dooly/Engineer

Attachments:

1. Ordinance 2018-09
2. Excerpt(s) from Code
3. Planning and Zoning recommendation report.

Agenda Item / Topic:

ITEM 3. DISCUSSION/ACTION – Receive recommendation report from the Planning and Zoning Commission to consider and act on PZ Case 18.02, Ordinance 2018-09 of the City of Ovilla, Texas, amending the text of Article 6, Section 53.1 of the Ovilla Comprehensive Zoning Ordinance No. 2010.013; providing a definition of the term “Dwelling Guesthouse”; providing a savings clause, providing a severability clause; providing and effective date; and providing for publication.

Discussion / Justification:

Background/History: This item has been discussed by City Council on multiple occasions. The ordinance was sent to P&Z and a public hearing was held on May 7th, 2018. Those who spoke at the public hearing were not in favor of the proposed Ordinance. The P&Z voted unanimously to not recommend the Ordinance as presented. The P&Z would like time to develop a new proposed ordinance that covers Dwelling Guesthouses.

EXCERPTS FROM THE CODE:

Sec. 3.08.003 Definitions

Dwelling Unit. A building or portion of a building which is arranged, occupied or intended to be occupied as living quarters for one family and including facilities for food preparation and sleeping.

(Also, 30.9 which seems like it would allow a permanent occupation by the owners or his/her servants)

30.9 ATTACHED GARAGE AND SERVANTS QUARTERS

A garage or servants quarters added as an integral part of the dwelling shall be subject to the regulations affecting the dwelling and shall not be considered an accessory building.

Section 53 - Definitions

53.1 GENERAL DEFINITIONS

Dwelling, Guesthouse, A residential dwelling, which may include living, sleeping, bathing, and kitchen facilities but is secondary to the main dwelling structure and is used solely for habitation of guests on a temporary basis and with no compensation, either monetary or in-kind.

Recommendation / Staff Comments:

P&Z recommends not approving of the Ordinance.

Sample Motion(s):

I move that Council approve/deny Ordinance 2018-09 of the City of Ovilla, Texas, amending the text of Article 6, Section 53.1 of the Ovilla Comprehensive Zoning Ordinance No. 2010.013; providing a definition of the term "Dwelling Guesthouse"; providing a savings clause, providing a severability clause; providing and effective date; and providing for publication.

City of Ovilla
ORDINANCE NO. 2018-09

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING THE TEXT OF ARTICLE 6, SECTION 53.1 OF THE OVILLA COMPREHENSIVE ZONING ORDINANCE NO. 2010.013; PROVIDING A DEFINITION OF THE TERM "DWELLING, GUESTHOUSE" PROVIDING A SAVINGS CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

WHEREAS, the City Council adopted Ordinance No. 2010.013 establishing comprehensive zoning regulations for the City of Ovilla on June 14, 2010 (herein the "Zoning Ordinance"); and

WHEREAS, Article 6 "Definitions" of the Zoning Ordinance contains Section 53.1 entitled "General Definitions" which provides a definition of "Dwelling, Guesthouse;" and

WHEREAS, a review of the definition of "Dwelling, Guesthouse" by City Staff and the City Attorney has revealed that it is incomplete and unclear; and

WHEREAS, the City Council desires to provide a complete and clear definition of the term "Dwelling, Guesthouse" in Section 53.1; and

WHEREAS, the City of Ovilla caused a notice of public hearings before the Planning & Zoning Commission and the City Council regarding adoption of this Ordinance to be published in the official newspaper for the City on APRIL 19, 2018; and

WHEREAS, the Planning and Zoning Commission held a public hearing regarding the adoption of this Ordinance on MAY 07, 2018; and

WHEREAS, following its public hearing, the Planning and Zoning Commission forwarded its recommendation regarding this Ordinance to the City Council; and

WHEREAS, the City Council held a public hearing and accepted comments from the public regarding this Ordinance on MAY 14, 2018.

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

SECTION 1. AMENDMENT TO ARTICLE 6, SECTION 53.1 OF THE ZONING ORDINANCE OF THE CITY OF OVILLA

Article 6, Section 53.1 of the Zoning Ordinance of the City of Ovilla is hereby amended to read as follows:

* * *

Dwelling, Guesthouse, A residential dwelling, which may include living, sleeping, bathing, and kitchen facilities but is secondary to the main dwelling structure and is

City of Ovilla
ORDINANCE NO. 2018-09

used solely for habitation of guests with no compensation, either monetary or in-kind.

* * *

SECTION 2. SAVINGS CLAUSE

In the event that any other Ordinance of the City of Ovilla, Texas, heretofore enacted is found to conflict with the provisions of the Ordinance, this Ordinance shall prevail.

SECTION 3. SEVERANCE CLAUSE

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. EFFECTIVE DATE

Because of the nature of interest and safeguard sought to be protected by this Ordinance and in the interest of the citizens of the City of Ovilla, Texas, this Ordinance shall take effect immediately after passage, approval and publication, as required by law.

SECTION 5. PUBLICATION

The City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

PASSED, APPROVED and ADOPTED by the City Council of the City of Ovilla, Texas, on this the 14 day of MAY 2018.

Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

DWELLING GUEST HOUSE DEFINITION

A dwelling guest house shall have a definition of - a residential dwelling being secondary to the main dwelling structure, having a slab or pier and beam foundation and having 75% masonry matching the main dwelling structure. The guest house must include living, sleeping, bathing and kitchen facilities and be used solely for habitation of guests on a temporary 90 day basis and with no compensation either monetary or in-kind.



City of OVILLA Planning & Zoning Commission Recommendation

* DURING THE PUBLIC HEARING CONDUCTED THERE WERE TWO CITIZENS THAT SPOKE
IN OPPOSITION OF THE ORDINANCE FOR "DWELLING GUEST HOUSE". *

A request was made for consideration on revisions to the Zoning Code of Ordinance and
are requested for amendment.

ITEM 1. DISCUSSION/ACTION – Consideration of and action on Case PZ2018.02 on an
Ordinance of the City of Ovilla, Texas, amending the text of Article 6, Section 53.1 of
the Ovilla Comprehensive Zoning Ordinance No. 2010.013, providing a definition of
the term "Dwelling Guesthouse" and directing staff as necessary to forward
recommendation to the Ovilla City Council for consideration.

*PL4 Whittaker made the following motion: The consensus of the commission was to prohibit "Dwelling
Guesthouses" in the city limits of Ovilla. To reject the Ordinance as presented, and to request additional time
to redraft the Ordinance.*

Vice Chair Yordy seconded the motion.

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

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

PL5 Zabochnik ABSENT
PL6 Hart AYE
PL7 Zimmermann AYE

6 FOR

0 AGAINST

0 ABSTAIN

Presiding Officer of P&Z

Date

Board Secretary

Date

Mayor Richard Dormier
Place One Council, Rachel Huber
Place Two Council, Dean Oberg
Place Three Council, David Griffin

Place Four Council, Doug Hunt
Place Five Council, Mike Myers
City Manager, John R. Dean, Jr.

WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

The Ovilla City Council, Staff and Boards welcome you to a meeting of the Ovilla Parks Board.
Ovilla Parks Board Meetings are open to the public and residents are encouraged to attend.

It is the policy of the City of Ovilla to give all individuals and lawful organizations an opportunity to formally address the Parks Board regarding any posted Agenda item or items not on the agenda. Each participant will be permitted to speak for a maximum of three minutes. Regarding non-agenda items, please be advised that the Parks Board cannot respond but may direct inquiries to staff for current policy or for later review.

The form must be complete.

DATE: 5/7/18 PHONE: 214-695-5563
DO YOU RESIDE WITHIN THE CITY LIMITS OF OVILLA? ☒ YES ☐ NO
NAME: Stephen H. Trammell
ORGANIZATION / DEPARTMENT: _____
ADDRESS: 201 Ninding Way Ct.
CITY / ZIP: Ovilla, TX 75154

Persons wishing to address the Parks Board concerning a posted agenda item must make a formal request by presenting a completed "Citizens Forum" form to the City Secretary or representative at least 10 minutes prior to the beginning of the scheduled meeting. The form must be complete. At the discretion of the Chair, those registered to speak may be called during the opening of the listed agenda item. Please check one of the three following options.

☐ I wish to address the Board during the Citizens Forum.

AGENDA ITEM(S) NUMBER: _____

☒ I wish to address the Board on this agenda item(s). - Public Hearing 1802

☐ I do not wish to address the Board, but would like to register the following opinion.

(Circle one) FOR AGAINST

Comments:

Would you be interested in serving on an appointed board or commission of the City of Ovilla?

☐ Yes ☒ No

The Parks Board convenes in regular session once monthly on the first Monday, at 7:00 P.M. unless otherwise noted. Special meetings may be called as deemed necessary to conduct business of the City. "I authorize the city to release ALL information on this sheet to the public. (If no signature is provided, the City shall not release information that is protected under the Texas Public Information Act.) Signature Stephen H. Trammell

Mayor Richard Dormier
Place One Council, Rachel Huber
Place Two Council, Dean Oberg
Place Three Council, David Griffin

Place Four Council, Doug Hunt
Place Five Council, Mike Myers
City Manager, John R. Dean, Jr.

WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

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The form must be complete.

DATE: May 7, 2018 PHONE: 972-617-9561
DO YOU RESIDE WITHIN THE CITY LIMITS OF OVILLA? ☒ YES ☐ NO
NAME: JULIA DEARLEY
ORGANIZATION / DEPARTMENT: _____
ADDRESS: 804 OVILLA OAKS DR
CITY / ZIP: OVILLA, TX 75154

Persons wishing to address the Parks Board concerning a posted agenda item must make a formal request by presenting a completed "Citizens Forum" form to the City Secretary or representative at least 10 minutes prior to the beginning of the scheduled meeting. The form must be complete. At the discretion of the Chair, those registered to speak may be called during the opening of the listed agenda item. Please check one of the three following options.

☐ I wish to address the Board during the Citizens Forum.

AGENDA ITEM(S) NUMBER: _____

☒ I wish to address the Board on this agenda item(s). Public Hearing 1802

☐ I do not wish to address the Board, but would like to register the following opinion.

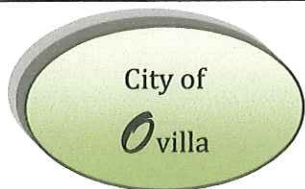
(Circle one) FOR AGAINST

Comments:

Would you be interested in serving on an appointed board or commission of the City of Ovilla?

☐ Yes ☒ No

The Parks Board convenes in regular session once monthly on the first Monday, at 7:00 P.M. unless otherwise noted. Special meetings may be called as deemed necessary to conduct business of the City. "I authorize the city to release ALL information on this sheet to the public. (If no signature is provided, the City shall not release information that is protected under the Texas Public Information Act.) Signature Julia Dearley"



Ovilla City Council

AGENDA ITEM REPORT Item 4

Meeting Date: May 14, 2018

Department: Administration/Code

☒ 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 / M. Dooly

Attachments:

1. Application documents
2. Land Use Conditions
3. Planning and Zoning Commission recommendation report

Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – Receive recommendation report from the Planning and Zoning Commission to consider and act on PZ Case 18.03, to approve a Specific Use Permit, as permitted in Chapter 14, Section 27.2, and located at 713 West Main Street, Ovilla, Ellis County, Texas, filed by MS Pamilee Koval, on behalf of John Waits, owner of said property, to establish and operate a refreshment stand.

Discussion / Justification:

SPECIFIC USE PERMIT

NAME/APPLICANT: PAMILEE KOVAL
OWNER: Thomas Waits
APPLICATION DATE: April 11, 2018
LOCATION: 713 West Main Street
UTILITIES: Water/Sewer
ZONING: Commercial restricted in the historic district
PROPOSED LAND USE: Commercial
MAJOR THOROUGHFARE: Highway 664

APPLICANT'S PROPOSAL: A request to operate a refreshment (snow-cone) stand.

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council approve/deny a Specific Use Permit, as permitted in Chapter 14, Section 27.2, and located at 713 West Main Street, Ovilla, Ellis County, Texas, filed by MS Pamilee Koval, on behalf of John Waits, owner of said property, to establish and operate a refreshment stand.



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

SPECIFIC USE PERMIT CHECK LIST COVER SHEET

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

☒ CURRENT SURVEY / SITE PLAN ATTACHED

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

Name:	<u>Thomas Waits #</u>
Address:	<u>121 Water Street Ovilla</u>
Contact Info.:	<u>Pamilee Kaval - 469.323.1407</u>
Email:	<u>Kavalpam@yahoo.com</u>

☒ RECEIPT SHOWING ALL PROPERTY TAXES PAID - ATTACHED.

☒ EXISTING ZONING CR

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

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

☒ SIZE OF PROPERTY 1.01 ACRES

☒ PAID RECEIPT ATTACHED - # 7370

DATE RECEIVED AT CITY HALL OFFICE: 4/11/2018 RECEIVED BY: P Woodall

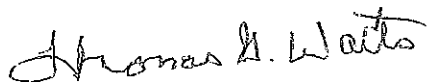
Mayor Richard Dormier
Mayor Pro-David Griffin
Council Members - Rachel Huber*Dean Oberg*Doug Hunt*Michael Myers
City Manager John R. Dean, Jr.

April 11, 2018

I Thomas Waits have entrusted Pamilee Koval to Manage, maintain and make all decisions regarding the property at 713 West Main Street also known as Pickards House.

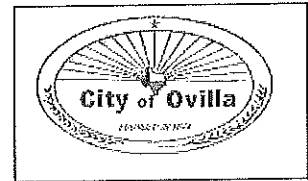
She is currently working on a Beverage station and in the near future a possible coffee shop.

Thank You,

A handwritten signature in cursive script that reads "Thomas G. Waits". The signature is written in dark ink and is positioned above the printed name.

Thomas G. Waits

**INSTRUCTIONS AND REGULATIONS
FOR COMPLETING THE
APPLICATION PROCEDURE FOR**



SPECIFIC USE PERMIT

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

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

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

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

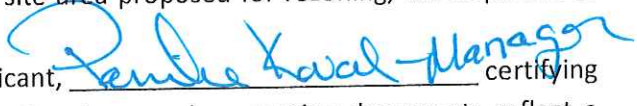
1. A completed application form signed by the property owner;
2. An application fee as established by the city's latest adopted schedule of fees;
3. A certificate stating that all city and school taxes have been paid to date;
4. A property description of the area where the ***Specific Use Permit*** is proposed to apply;
5. A site plan complying with the requirements stated in this section which will become a part of the ***Specific Use Permit***, if approved; and
 - a. A site plan shall contain, at a minimum the following information:
 - i. The boundary lines and dimensions of the property, existing subdivision lots, available utilities, easements, roadways, sidewalks, emergency access easements, and public rights-of-way.
 - ii. Topography of the property proposed for development in contours of not more than two feet, apart with any proposed grade elevations, if different from

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Council Members – Rachel Huber * Dean Oberg * Doug Hunt *Michael Myers*

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

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Council Members – Rachel Huber * Dean Oberg * Doug Hunt *Michael Myers*

Council or the Planning and Zoning Commission may require landscaping and screening requirements to be in place prior to the start of construction pursuant to an approved site plan.

- xi. Where multiple types of land uses are proposed, a delineation of the specific areas to be devoted to various land uses.
 - xii. Vicinity map, north point, scale, name of development, name of owner, name of planner, total acreage of project, and street address or common description of the property.
 - xiii. Current land uses and zoning district of the property and current land uses and zoning districts of contiguous properties and buildings on the exterior of the site and within twenty-five (25) feet of all property lines.
 - xiv. Existing buildings on the exterior of the site and within one-hundred (100) feet of all property lines.
 - xv. The location and size of existing and proposed surface and subsurface drainage facilities, including culverts, drains, and detention ponds, showing size and direction of flow.
 - xvi. The number of square feet of the property after construction which will constitute impervious area or impervious surface and vegetated areas.
 - xvii. Roadway speeds and distances of adjacent driveways from all proposed driveways and streets.
 - xviii. Architectural drawings, such as elevations, concept sketches or renderings depicting building types and other significant proposed improvements including the treatment and use of open spaces, etc. where the submission of such drawings would more clearly portray the nature and character of the applicant's land use and development proposals.
 - xix. Legal description of the total site area proposed for rezoning, development or specific use permit.
 - xx. Signature and title of the applicant,  certifying the information presented in the plans, and supporting documents reflect a reasonably accurate portrayal of the nature and character of the applicant's proposals.
6. Any other material and/or information as may be required by the Planning and Zoning Commission, the City Council or the administrative official to fulfill the purpose the subsection of Ovilla's Comprehensive Zoning Ordinance and to ensure that the application is in compliance with the ordinances of the City.

7. TIME LIMIT:

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

*Mayor Richard Dormier * Mayor Pro-Tem David Griffin
Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers*

DATE: _____

Case No. _____

REQUIRED FORMS FOR A *SPECIFIC USE PERMIT*

To the

OVILLA PLANNING & ZONING COMMISSION / OVILLA CITY COUNCIL

CITY OF OVILLA

§

COUNTY OF ELLIS

STATE OF TEXAS

§

TO THE HONORABLE PLANNING & ZONING COMMISSION / CITY COUNCIL

Property description (Attach field notes if necessary):

Lot No. _____ Property Address _____

Block No. _____

Property Zoned CR

OWNER OF PROPERTY

APPLICANT

SPECIFIC USE PERMIT

Thomas Warts

Samir Kaval



*Mayor Richard Dormier * Mayor Pro-Tem David Griffin
Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers*

Case No. _____

The Applicant/Owner, Pamilee Kotzel, of Ellis County, requests that the Ovilla Planning & Zoning Commission grant the following SPECIFIC USE to Chapter _____, Section _____, Paragraph _____ of the Ovilla City Code. Please state in detail what type of SPECIFIC USE you are seeking, attach additional sheets if necessary.

operate refreshment stand

Has a previous appeal been filed on this property?

YES / NO

If YES, when was the previous appeal filed? _____



Mayor Richard Dormier * Mayor Pro-Tem David Griffin
Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers

Case No. _____

CONDITIONS NECESSARY FOR GRANTING A *SPECIFIC USE PERMIT*

Please state in detail how the conditions necessary for the granting of a ***SPECIFIC USE*** have been met in this case. Attach additional sheets if necessary or place N/A if not applicable to your request.

CONDITION 1: The proposed use complies with all of the requirements of the zoning district in which the property is located.

yes

CONDITION 2: The benefits that the city gains from the proposed use outweigh the loss of or damage to any homes, businesses, natural resources, agricultural lands, historical or cultural landmarks or sites, wildlife habitats, parks or natural, scenic or historical features of significance, and outweigh the personal and economic cost of any disruption to the lives, businesses and property of individuals affected by the proposed use.

yes

CONDITION 3: Adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.

yes

CONDITION 4: The design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments.

yes

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Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers*

Case No. _____

CONDITION 5: The issuance of the *Specific Use Permit* does not impede the normal and orderly development and improvement of neighboring vacant property.

yes

CONDITION 6: The location, nature and height of buildings, structures, walls and fences are not out of scale with the neighborhood.

yes

CONDITION 7: The proposed use will be compatible with and not injurious to the use and enjoyment of neighboring property, not significantly diminish or impair property values within the vicinity.

yes

CONDITION 8: Adequate nuisance prevention measures have been or shall be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.

yes

CONDITION 9: Sufficient on-site lighting is provided for adequate safety of patrons, employees and property, and such lighting is adequately shielded or directed so as not to disturb or adversely affect neighboring properties.

yes

CONDITION 10: There is sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.

yes

Mayor Richard Dormier * Mayor Pro-Tem David Griffin
Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers

Case No. _____

CONDITION 11:

The proposed operation is consistent with the applicant's submitted plans, master plans, projections, or, where inconsistencies exist, the benefits to the community outweigh the costs.

yes

CONDITION 12:

The proposed use is in accordance with the Comprehensive Land Use Plan.

ADDITIONAL CONDITIONS:

In authorizing a ***Specific Use Permit***, the Planning and Zoning Commission may recommend, and the City Council may impose additional reasonable conditions necessary to protect the public interest and the welfare of the community. The City Council may provide that the ***Specific Use Permit*** will only be valid for certain duration.

*All conditions are required to be met in order for the Planning & Zoning Commission recommend your **SPECIFIC USE** to the City Council. Failure to state how your **SPECIFIC USE** request meets these conditions in your application will result in its return without being submitted to the Planning & Zoning Commission.*



Mayor Richard Dormier * Mayor Pro-Tem David Griffin
Council Members – Rachel Huber * Dean Oberg * Doug Hunt * Michael Myers



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

DATE SUBMITTED: _____

HEARING DATE PLANNING & ZONING : _____

P&Z RECOMMENDATION: APPROVED _____ DENIED _____

P&Z MEMBER SIGNATURE : _____

HEARING DATE CITY COUNCIL : _____

COUNCIL DECISION: APPROVED _____ DENIED _____

MAYOR SIGNATURE : _____

Mayor Richard Dormier
Mayor Pro-David Griffin
*Council Members – Rachel Huber*Dean Oberg*Doug Hunt*Michael Myers*
City Manager John R. Dean, Jr.

LAND USE TABLE CONDITIONS b & g FOR A SITE PLAN

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

Section 26 - Site Plan Requirements

26.1 GENERALLY

Whenever a site plan is required by this ordinance, the site plan must conform to the requirements of this section. Unless otherwise specified in this ordinance, all site plans must be approved by the City Council, upon recommendation of the Planning and Zoning Commission. The site plan submitted in support of an application must satisfy the requirements for site plan submittals as set forth by the city staff. Site plans shall be reviewed by the city staff, and comments shall be returned within a reasonable time after review.

26.2 REQUIRED PRIOR TO BUILDING PERMIT

When required by this ordinance, a site plan must be approved prior to the issuance of a building permit.

26.3 CHANGES TO THE SITE PLAN

A. Approval Required. Except as otherwise provided in subsection C below, any site plan that is amended shall require approval of the City Council, upon recommendation of the Planning and Zoning Commission.

B. Amendment Affecting Use. Changes to the site plan which will affect the use of the land may require either an amendment to a Planned Development or a rezoning of property, whichever applies.

C. Minor Changes. Changes of details within a site plan which do not alter the basic physical relationship of the property to adjacent properties; do not alter the use permitted; and do not increase the density, floor area, height, or reduce the yards provided at the boundary of the site as indicated on the approved site plan, may be authorized by the Administrative Official. An aggrieved party may appeal the decision of the Administrative Official to the Zoning Board of Adjustment in accordance with the provisions of this ordinance.

26.4 COUNCIL APPROVAL

Upon City Council approval of a site plan that accompanies a zoning change request, the site plan shall become part of the amending ordinance.

26.5 SITE PLAN HEARING NOTICES

A. Notice to Owners. The Administrative Official shall send notice to owners of record of property within two hundred (200) feet of the property under consideration of a site plan consideration by the Planning and Zoning Commission.

B. Sign Required. The City Administrator shall cause at least one (1) sign to be erected on the property for which the site plan consideration of the Planning and Zoning Commission has been requested. The sign shall have total area of at least four (4) square feet and shall be located adjacent to the street. Such sign shall be erected on or before the first notice to property owners and shall be removed immediately after final action by the City Council, or when

the applicant withdraws the request, whichever comes first. The sign shall contain a notice of hearing on a site plan and the telephone number of the public official from whom dates of public hearing may be obtained. The erection or continued maintenance of signs shall not be deemed a condition precedent to the granting of any site plan recommendation or approval or the holding of any public hearing.

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

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

Table 11.A

City of Ovilla Land Use Table

Residential							Land Use Descriptions	Nonresidential			Conditions
R-C	R-E	R-22	R-15	R-D	MF	MH		CR	CG	I	
							Photographic Equipment Sales & Service	P	P	P	g
							Photographic Service	P	P	P	g
							Radio, Television Studio		P	P	a, g, n, o
							Recycling Collection Center		S	P	a, c, g
							Rental Store	S	P	P	a, g
							Rental Yard, Commercial & Heavy Equipment			S	b, c, g, m
							Restaurant	S	S	S	b, g
							Restaurant, Drive-in / Drive-thru	S	S	S	b, g
							Restaurant, Refreshment Stand (Temporary or Seasonal)	S	S	S	b, g
							Sexually Oriented Business		S	S	r
							Shoe Repair	P	P	P	g
							Sign Shop, Painted or Silk-screened		P	P	g
							Studio	P	P	P	g
							Stone Monument Sales		S	P	a, c, g
							Tattoo Parlor/Body Piercing Studio				
							Taxidermist Studio		S	P	g
							Taxidermist Shop		S	P	a, g
							Tobacco Shop	P	P	P	g
							Video / Game Rental	P	P	P	b, g
							Watch &/or Jewelry Sales & Repair	P	P	P	

Section 24 - "H" Historical Overlay District

24.1 PURPOSE

The historical overlay district is hereby created to encourage the preservation of the historic integrity of the existing and future developments found within the boundaries of the historic district. The zoning regulations for the underlying zoning districts shall apply unless otherwise provided in this section.

24.2 BOUNDARIES OF HISTORIC AREAS

The physical boundaries of the Historical Overlay District shall be defined as follows:

- A. Historical Compatibility Area: Beginning at the southern tip of Dillard Farms going west to Westlawn Road, south down Willow Wood Road to Water Street, then east to the curve of Red Oak Creek Road to include the cemeteries, then northeast to the end of East University Street, then north to the southern tip of Dillard Farms Road.
- B. Core Historical Area: Beginning at the south east intersection of W. Main Street and Cockrell Hill Road, then south on Cockrell Hill Road to Water Street to West Main Street. Continue East across Ovilla Road to the curve toward East Main, curving North onto the West side of East Main Street and continuing North for five hundred feet and then west back to the south east intersection of West Main Street and Cockrell Hill Road.

24.3 PERMITTED USES

No land shall be used or building constructed, reconstructed, altered, or enlarged, unless permitted in the listing of uses in the underlying district with the exception of the following uses, which shall be prohibited:

- A. Animal Pound, Shelter
- B. Athletic Field and Play Field, Public
- C. Auto Car Wash
- D. Auto Parts & Accessory Sales
- E. Auto Rental (Car & Truck)
- F. Cemetery, Mausoleum, Crematorium
- G. Commercial Swimming Pool
- H. Garage Repair
- I. Greenhouse or Plant Nursery
- J. Hospital
- K. Landscape Service
- L. Mini-warehouse
- M. Recreational Vehicle Storage
- N. Rental Store
- O. Veterinarian Hospital without Outside Pens
- P. Any Use Listed as Being Prohibited in the Underlying District

24.4 REGULATIONS AND REQUIREMENTS

The following regulations and requirements shall apply in the Historical Overlay district. The regulations for the underlying zoning districts shall apply unless otherwise revised herein or in the motion approving the site plan.

Section 24 - "H" Historical Overlay District

- A. Massing. A building should be of appropriate human-scale, with mass and size similar to those in the adjacent blockface or within the historic overlay district.
- B. Height. The height of finished floor from grade should be similar to traditional houses in the vicinity, and should be sufficient to suggest a traditional pier-and-beam foundation.
- C. Roof Height. The height of the cornice and the roof ridge(s) should also fit within the range of dimensions of traditional or historic residences in the district.
- D. Roof Form. Roof forms should be sloping, either hipped or gabled, with an eave overhang dimension that reflects traditional roof conditions.
- E. Building Materials. Exterior building materials shall reflect the traditional materials of similar buildings in Ovilla: wood siding (horizontal lap or novelty siding); limestone or field stone in traditional dimensions and tooling, or brick in traditional dimensions.
- F. Design. New buildings should be designed so that the façade's organization closely relates to surrounding or similar buildings.
- G. Windows. Spacing and size of window and door openings should be similar to their historic counterparts, as should the proportion of window to wall space.
- H. Historic Style. New designs should draw upon the traditions of historic styles and designs in the community, but should be seen as products of their own time while being compatible with the historic environment of the neighborhood or community.

24.5 SITE PLAN REQUIREMENTS

A site plan shall be required for any building construction located within the Core Historical Area. A building permit shall not be issued for any such construction until the site plan and a specific use permit has been approved by the City Council upon recommendation by the Planning and Zoning Commission. Building permits for non-substantive construction and improvements, as determined by the City Administrator, may be approved administratively.



City of OVILLA Planning & Zoning Commission Recommendation

An application was presented for a Specific Use Permit to operate a refreshment stand.

ITEM 2. **DISCUSSION/ACTION – Case PZ18.03** Consideration of and action on an application for a Specific Use Permit filed by Pamilee Koval, on behalf of owner Thomas Waits, to operate a refreshment stand located at 713 West Main Street, Ovilla, Ellis County, Texas.

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

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

PL5 Zabochnik ABSENT
PL6 Hart AYE
PL7 Zimmermann AYE

6 FOR

0 AGAINST

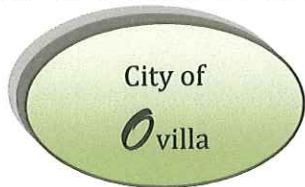
0 ABSTAIN

C. Lynch
Presiding Officer of P&Z

5/7/18
Date

g. muller
Board Secretary

MAY 7, 2018
Date



Villa City Council

AGENDA ITEM REPORT Item 5

Meeting Date: May 14, 2018

Department: Administration/Code

☒ 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 / M. Dooly

Attachments:

1. Application documents
2. Plat
3. Authorization from MS Miracle allowing Mr. Zadwick to act on her behalf.

Agenda Item / Topic:

ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on an application submitted by Jordan Zadwick, on behalf of the property owner, Mary Carolyn Miracle, to replat 4.728-acres of the 129.25 total acres of Miracle Estates, being Lot One, Unit One, Miracle Estates #1, Ellis County, Texas, more commonly known as 622 Johnson Lane.

Discussion / Justification:

REPLAT

NAME/APPLICANT: JORDAN ZADWICK
OWNER: Mary Carolyn Miracle
APPLICATION DATE: April 13, 2018
LOCATION: 622 Johnson Lane (Miracle Estates, Unit One)
UTILITIES: Water/Septic
ZONING: RE – Residential 1-acre
PROPOSED LAND USE: Residential
MAJOR THOROUGHFARE: Highway 664

APPLICANT'S PROPOSAL: To divide 5-acres from the 129.25 total acre Miracle Estate for residential purposes. Twenty letters to homeowners within 200 feet were mailed. Staff received one inquiry. Nothing received in opposition or favor to date.

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council approve/deny application submitted by Jordan Zadwick, on behalf of the property owner, Mary Carolyn Miracle, to replat 4.728-acres of the 129.25 total acres of Miracle Estates, being Lot One, Unit One, Miracle Estates #1, Ellis County, Texas, more commonly known as 622 Johnson Lane.



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**

☒ CURRENT R-O-W IS DEDICATED TO CITY (ON SURVEY)

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

☒ EXISTING ZONING RE

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

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

☒ SIZE OF PROPERTY 4.728 ACRES

☒ **REPLAT FEES PAID RECEIPT ATTACHED - #** 220⁰⁰

DATE SUBMITTED: 4/13/2018 HEARING DATE: MAY 14, 2018

RECEIVED BY: GM/MD

☒ **LETTER FROM MRS. MIRACLE - INTENT**



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

DATE:	<u>APRIL 12, 2018</u>
APPLICANT:	<u>JORDAN ZADWICK</u>
ADDRESS:	<u>331 E. CENTER D'VILLE TX</u> <small>(PLEASE PRINT)</small>
TELEPHONE:	<u>214. 931. 7223</u>

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

Engineer or Land Planner ELUS ASSOCIATION Phone 912 937 7474

Mailing Address: 212 N. COLLEGE ST. WAY 75165

Location of Property: SOUTHSIDE JOHNSON LANE. - 900' WEST OF D'VILLE RD.

☒ City Limits ☐ Extraterritorial Jurisdiction (ETJ)

Subdivision Name: MIRACLE ESTATES, UNIT ONE

Area in Subdivision: 50 Total Acres 1 Number of Lots 4.728 Average Lot size

Short Form Application Fee \$200

Engineering Fee: \$20 per lot or acre (if required)

Fee Due City for Application \$ 220.00

DATE: _____

APPLICANT'S SIGNATURE: _____



APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL

THE CITY OF OVILLA, TEXAS

SHORT FORM PROCEDURE

Ovilla Code of Ordinances

CHAPTER 10

§ 10.02.391 General

The short form procedure may be followed for the approval of a subdivision when the land proposed to be subdivided or re-subdivided meets the following conditions and requirements:

1. Such land abuts upon a street of adequate width and is so situated that no additional streets and no alleys, easements or other public property are required.
2. City utilities are in place to serve each parcel or lot of such subdivision or re-subdivision, or arrangements to provide such utilities have been made with the City.
3. The topography of the tract and the surrounding lands is such that no regard needs to be given in such subdivision to drainage, or, where drainage facilities are required, arrangements have been made for the construction of such facilities.
4. Each lot meets the minimum lot requirements as set forth in {section} 10.02.127 {10.02.129}. The re-subdivision of any lot, tract or parcel of land within a rural subdivision shall not be permitted if the proposed lot(s) size has less than one-half acre.
5. The perimeter of the tract being subdivided has been surveyed and marked on the ground, and each corner of such proposed subdivision has been marked on the ground, and is tied to a corner of each tract being subdivided. A plat thereof shall be filed with the City as outlined in {section} 10.02.392 (a) & (b). (1989 Code, Ch.9, Sec.13.01)

§ 10.02.392 Submission

- a) The sub-divider shall provide eight (8) legible white print copies of the proposed plat to the City Secretary at least fifteen (15) days prior to the meeting at which approval is requested.
- b) Accompanying the submittal of the plat shall be the plat filing fee as set forth in the appendix, A8.000.
(1989 Code, Ch.9, Sec.13.01)

§ 10.02.393 Requirements

The plat shall be drawn in India ink on tracing cloth, Mylar or comparable substitute, sheets seventeen and one-half inches by twenty-three and one-half inches (17-1/2" x 23-1/2") and to an appropriate scale. The following information will be shown on or will accompany plat.

1. The name of the landowner or owners; the name of the registered public surveyor responsible for the preparation of the plat; the scale and location of each lot with reference to an original corner of the original subdivision or tract of which said land is a part; the date, north point, and total acres in the proposed subdivision or lots.
2. The certificate of the registered public surveyor who surveyed, mapped and monumented the land shall be placed on the face of the plat.
3. A certificate of ownership and dedication to the public of all easements signed and acknowledged before a notary public by the owners and any holders of liens against the land.
4. An accurate on-the-ground boundary survey of the property with bearing and distances and showing the lines of all adjacent land, streets, easements and alleys.
(1989 Code, Ch.9, Sec.13.01)

To whom it may concern:

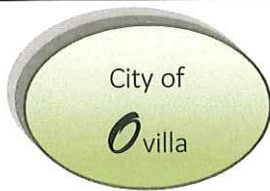
4-12-2018

I, MARY CAROLYN MIRACLE AGREE TO CONVEY 5 ACRES OF MY LAND CALLED MIRACLE FARM, TO MY GREAT NEPHEW JORDAN ZADWICK . HE HAS PERMISSION TO ACT AS MY AGENT IN HEARINGS OF THE OVILLA CITY GOVERNMENT.

SIGNED:

Mary Carolyn Miracle

MARY CAROLYN MIRACLE



Ovilla City Council

AGENDA ITEM REPORT

Item 6

Meeting Date: May 14, 2018

Department: Administration

☒ 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. Resolution R2018-22
1. Strategic Plan

Agenda Item / Topic:

ITEM 6. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2018-22 approving and adopting the Economic Development Corporation Strategic Plan 2018 and providing an effective date.

Discussion / Justification:

The EDC in conjunction of the Parks Board revised the Strategic Plan after receiving input from the City Council. This proposed plan reflects the work of the EDC and Park board with further direction from the City Council. This plan will give the City a good base from which to operate.

Noted changes were made:

The Park Board recommended the revisions:

1. Move the gravel pit and relocate the Park areas (Not actually in the Strategic Plan but discussed)
2. Remove 1.1 Pop-Up-Park
3. Postpone 1.3 Creating a downtown design
4. Remove 1.7 Ballfields
5. Remove 1.8 Creek walk
6. Remove Goal 2

The EDC agreed to fund the creation of a Master Parks Plan.

EDC APPROVED REVISIONS:

1. Leave Goal 4 but remove section 4.3
2. Add the language "optional" to Financing under that Section.

Additionally, the EDC set priorities and a timeline:

1. Monument sign(s)
 - a. Placement to be the entrance to Heritage Park and somewhere at the city limits on Cockrell Hill Road. Fiscal year 2018
2. Wayfinding signs within the next year.
3. Install behind municipal buildings for park development within the next 3-years.
 - a. Soccer fields
 - b. Pavilion
 - c. Additional restrooms

Recommendation / Staff Comments:
Recommend approval of the plan as presented.
Sample Motion(s):
I move to APPROVE/DENY the Resolution R2018-22 approving and adopting the Economic Development Corporation Strategic Plan 2018 and providing an effective date.

RESOLUTION NO. R2018-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OVILLA, TEXAS, APPROVING AND ADOPTING THE 2018 OVILLA ECONOMIC DEVELOPMENT CORPORATION STRATEGIC PLAN AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, development in the North Texas region and the cost of maintaining city services requires the City of Ovilla to grow its tax base to pay for such services without unduly burdening the individual residents of the City; and

WHEREAS, there is a desire and need to attract, develop and maintain local shops, restaurants and public space within the City; and

WHEREAS, the Ovilla Economic Development Corporation ("EDC") retained the services of Orasi Development, LLC, to develop the 2017 Ovilla EDC Strategic Plan to provide a detailed plan for maintaining the high quality of life in the City and for attracting retail enterprises and restaurants to the City; and

WHEREAS, the 2017 Ovilla EDC Strategic Plan was presented to the Ovilla City Council with supporting Resolution R2017-12 on April 10, 2017 and received no action pending further review.

WHEREAS, the 2018 Ovilla EDC Strategic Plan shall serve as a guide for the City's economic development efforts with the goals of sustaining and increasing the City's tax base, investments in the City, opportunities for public/private partnerships, job creation and economic growth.

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

SECTION 1. The City Council of the City of Ovilla hereby approves and adopts the 2018 Ovilla Economic Development Corporation Strategic Plan as prepared by Orasi Development, LLC, and dated February 2017 and attached hereto as Exhibit "A" and made a part hereof for all purposes.

SECTION 2. This resolution shall be in force and effect immediately upon passage and approval.

RESOLVED, PASSED and APPROVED, this 14 day of May, 2018.

CITY OF OVILLA, TEXAS

Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

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 a 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.

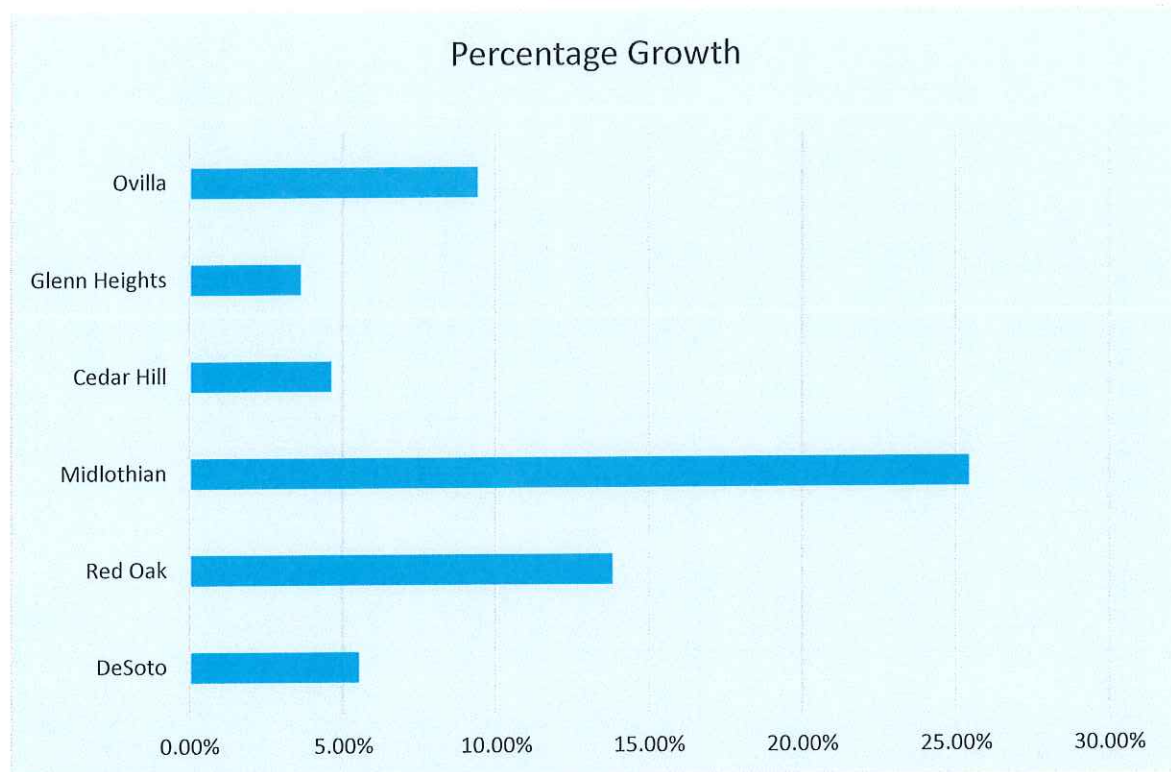
Therefore, in an effort to maximize the city's effectiveness, there has been a deliberate choice to focus on the four actionable priorities. The strategic plan is based on creating a strong economic base while enhancing the quality of life for the residents through:

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. Develop the 20 acres site on Ovilla Road and Westmoreland Road~~
3. Create a strategic branding and marketing campaign
4. Adopting financing methods to pay for the improvements.

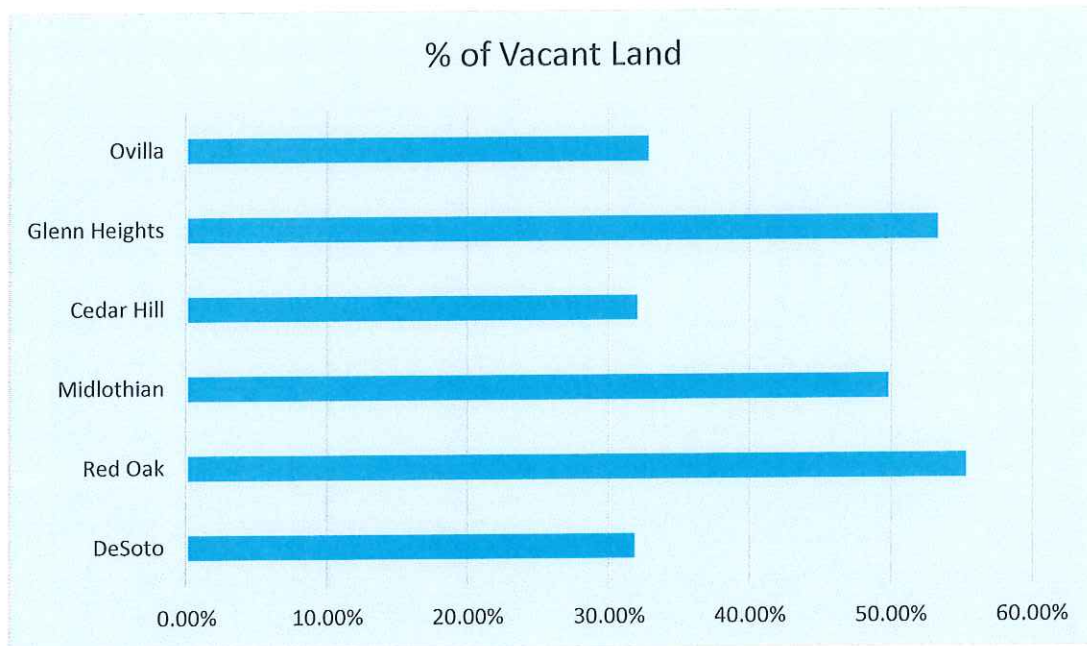
The Region, Growth, Growth and More Growth

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.

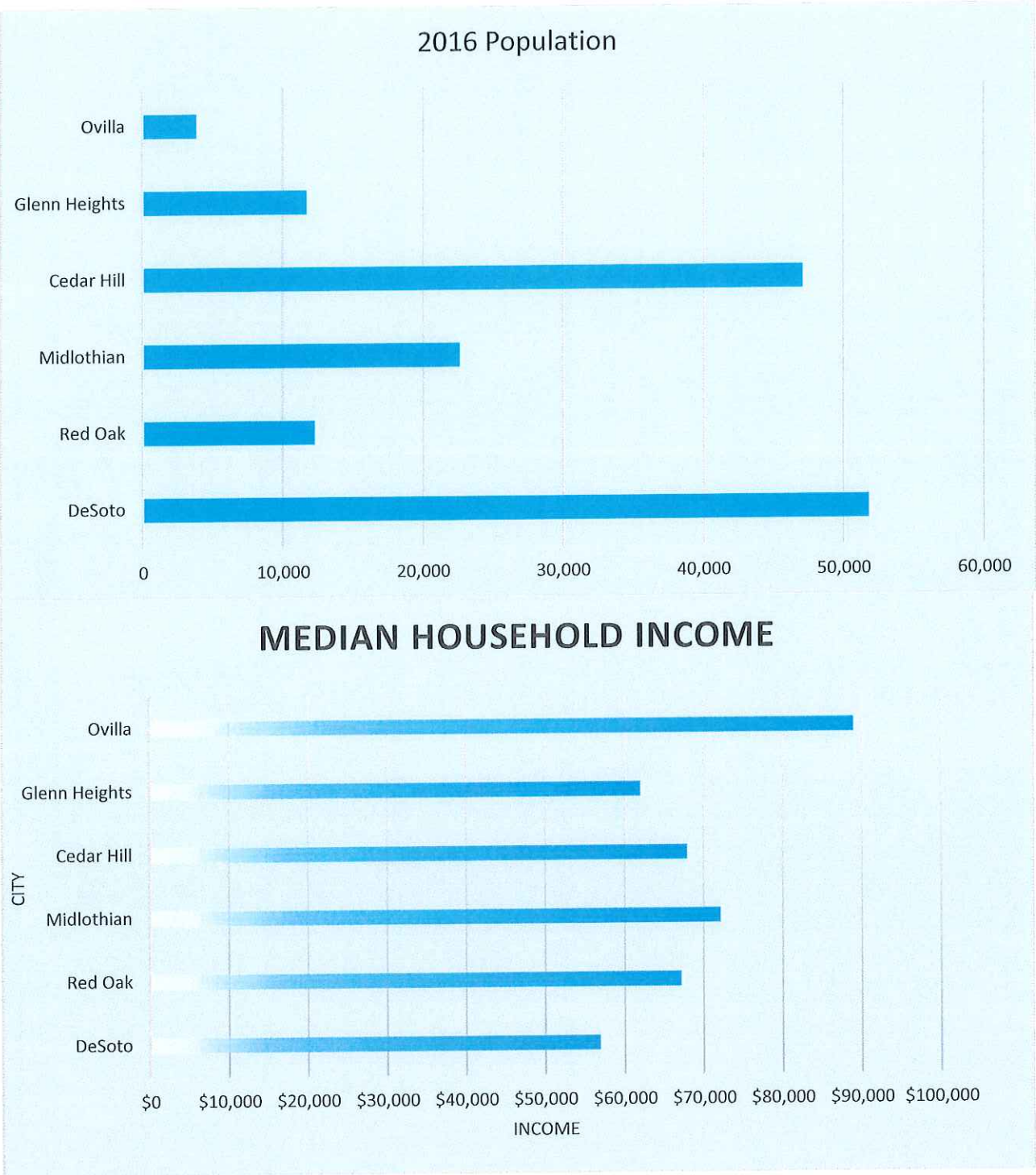


Currently most the development and growth has occurred in Cedar Hill and DeSoto, but Midlothian is in position to experience the most growth in the region. Midlothian is the largest of the six cities and is only 50% developed. Midlothian (population 22,620) is similar in size in terms of acreage as Mesquite (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.

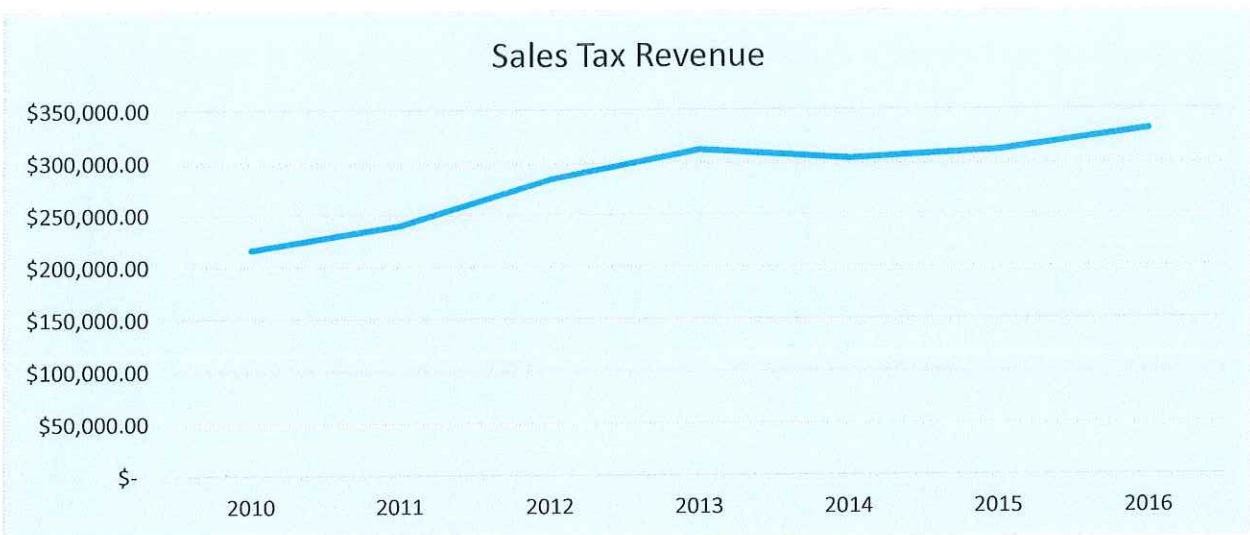
Midlothian Business Park and Rail Port Business Park will attract new companies to the area and will spur more residential development in the region.

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.



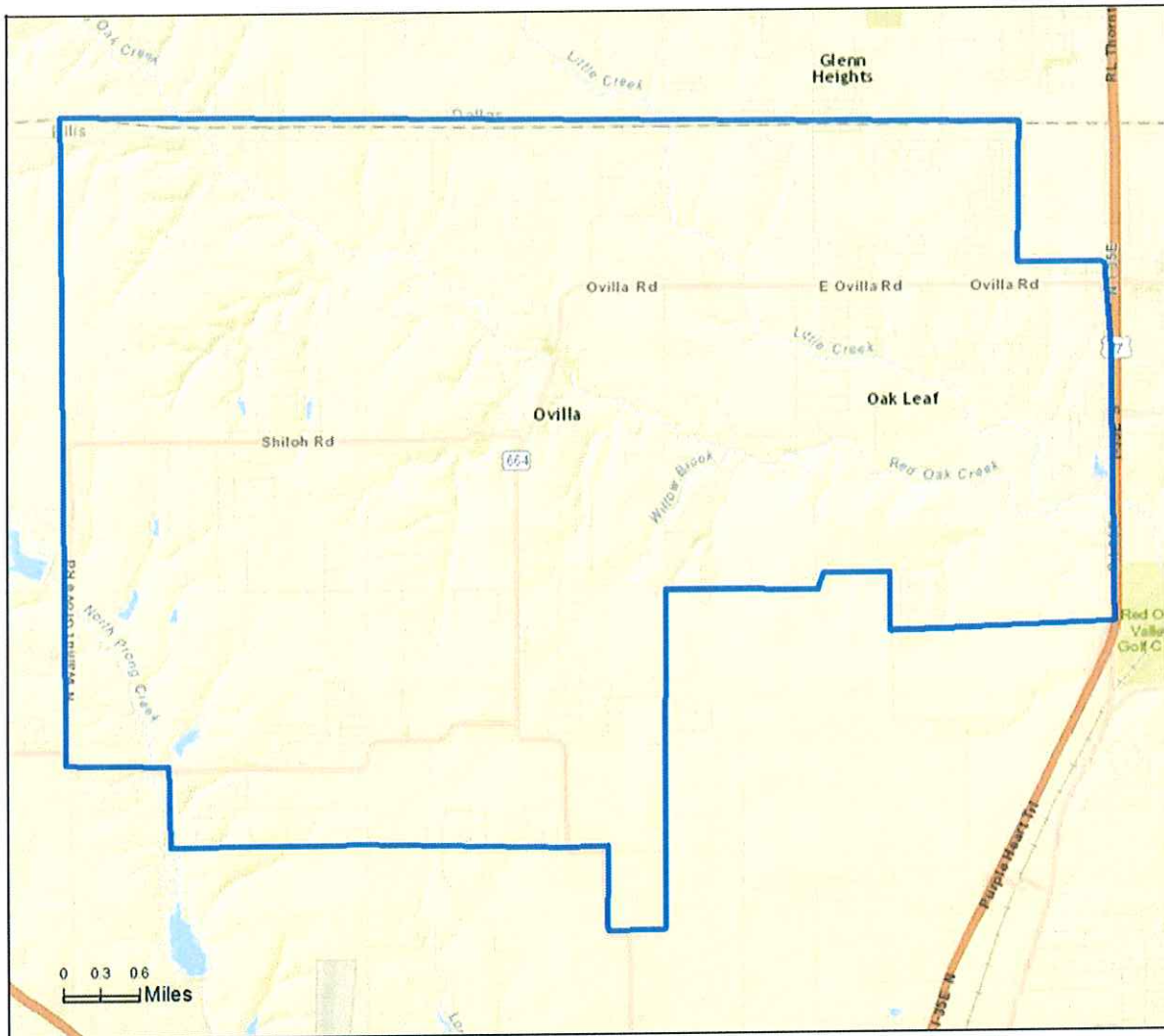
The continued development and growth of Cedar Hill, DeSoto, and Glenn Heights to the north, Midlothian to the south and Red Oak to the east along with the widening of Ovilla Road will help the Ovilla market with increased traffic and density that is necessary for attracting retail and restaurants.

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

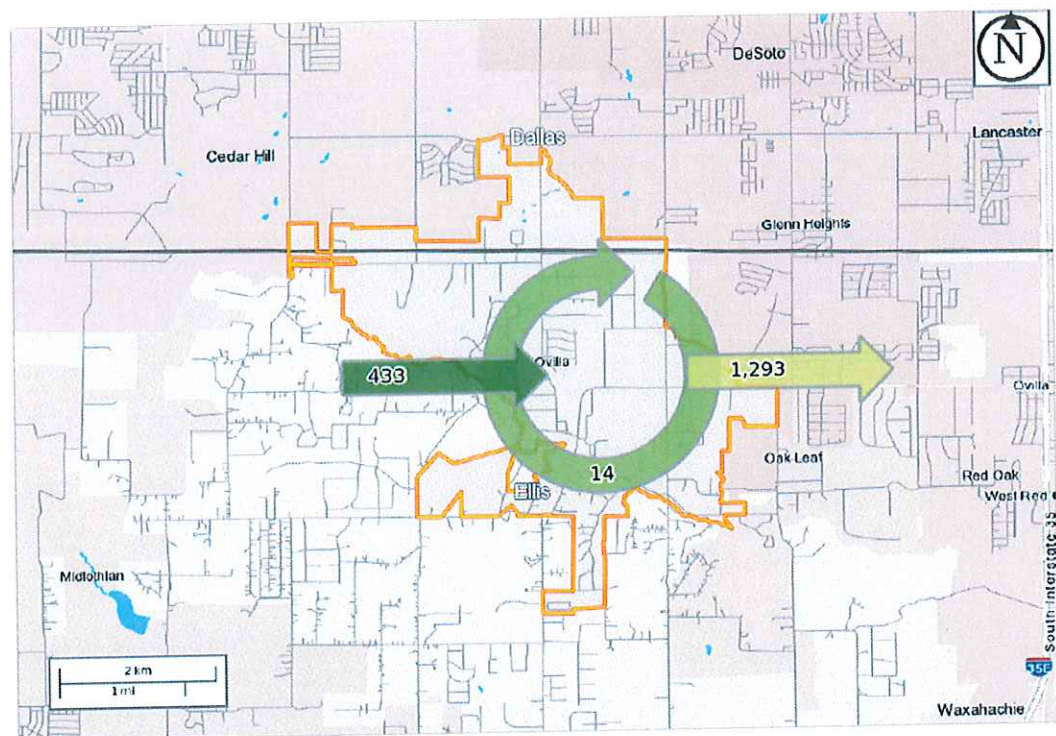
Note: An MPI measures the relative likelihood of adults in the specified trade area to exhibit consumer behavior or purchasing patterns compared to the U.S. An MPI of 100 represents the U.S. average

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

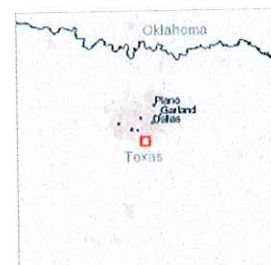
Selection Areas

- 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
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.

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

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. Developing the 20-acre site on southwest corner of Ovilla Road and Westmoreland
3. Create a marketing and branding campaign
4. 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.
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.

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

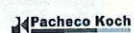
Specifically, the type of events for a central park would be:

- 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



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.

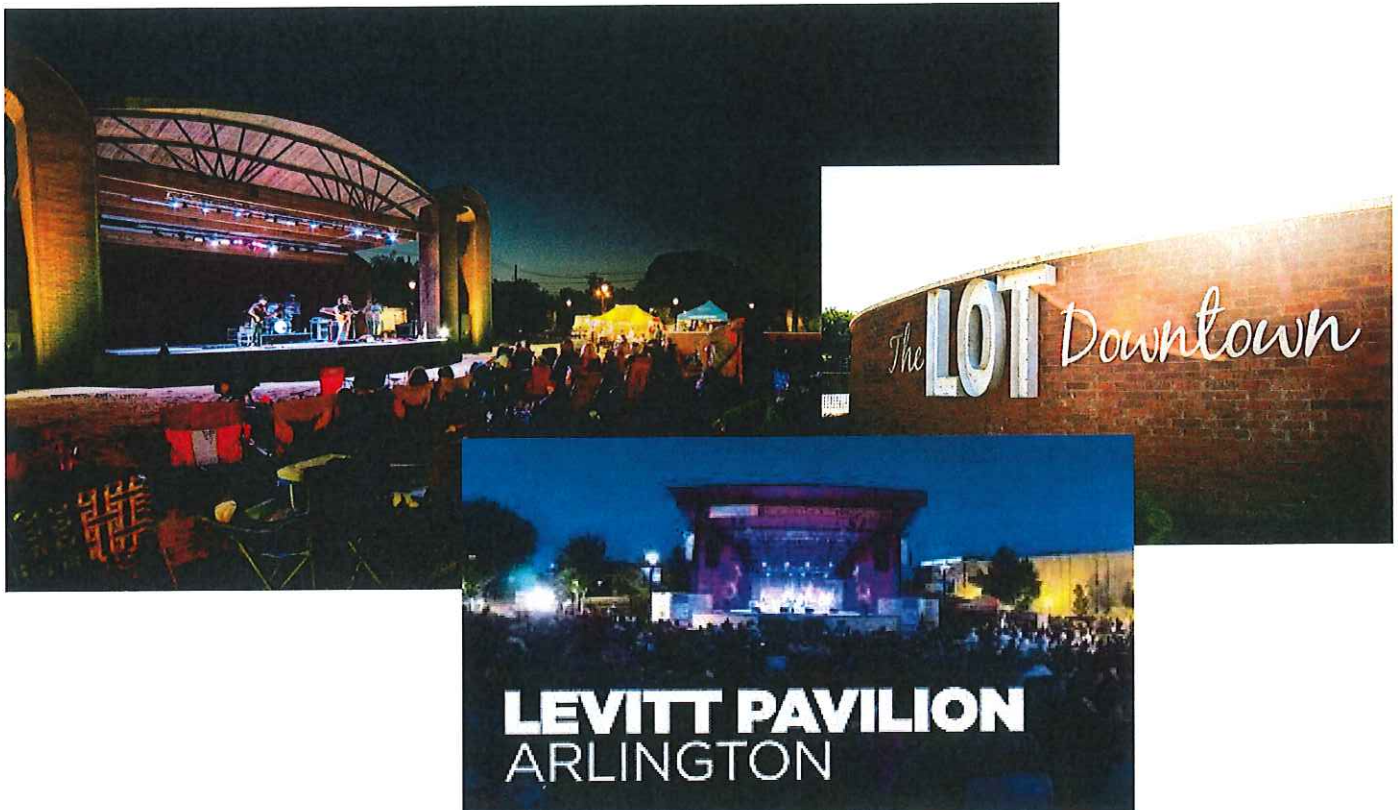
The EDC board will need to decide how to proceed with the design process at this step. How much public involvement and number of meetings will affect the cost of the design process.

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

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

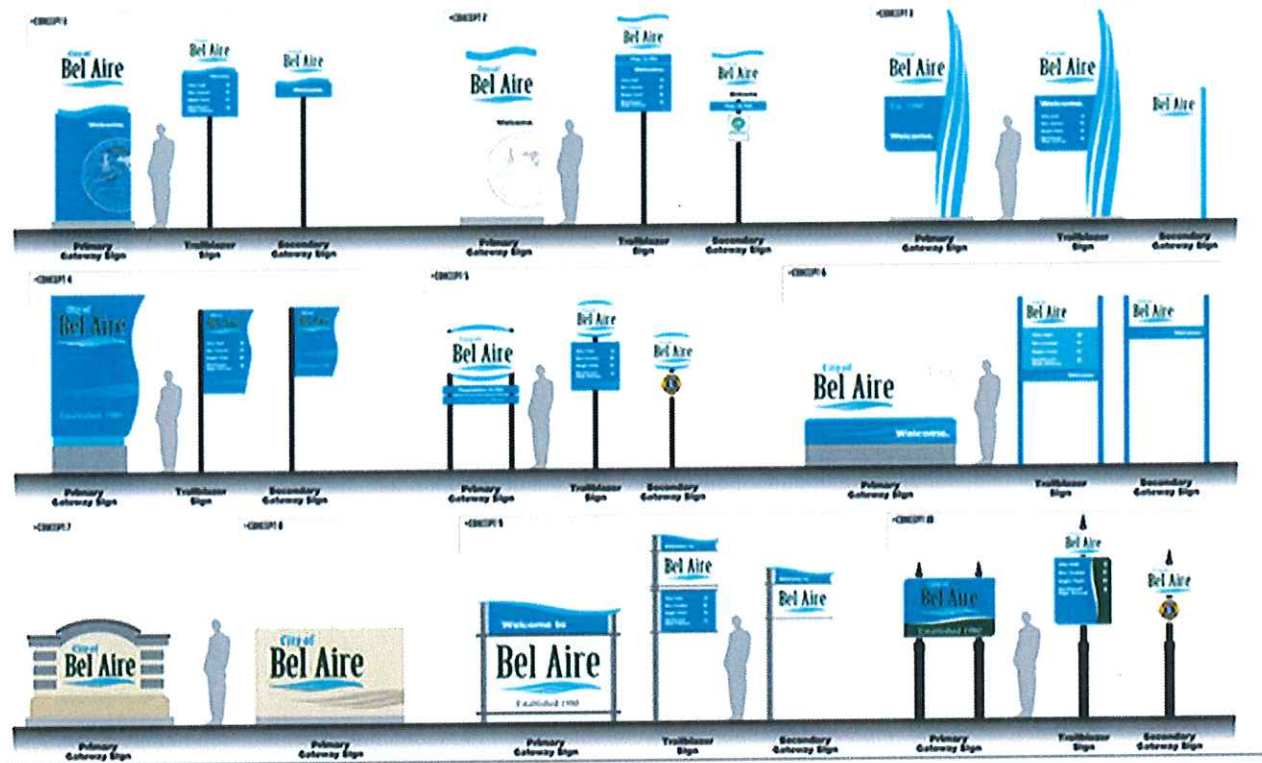
One of the most frustrating aspects of economic development is the lack of control of the process. In order to gain more control, the EDC should acquire land and control strategic pieces of property throughout the downtown district. This can be done incrementally as the opportunity or need arises. As 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.

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.

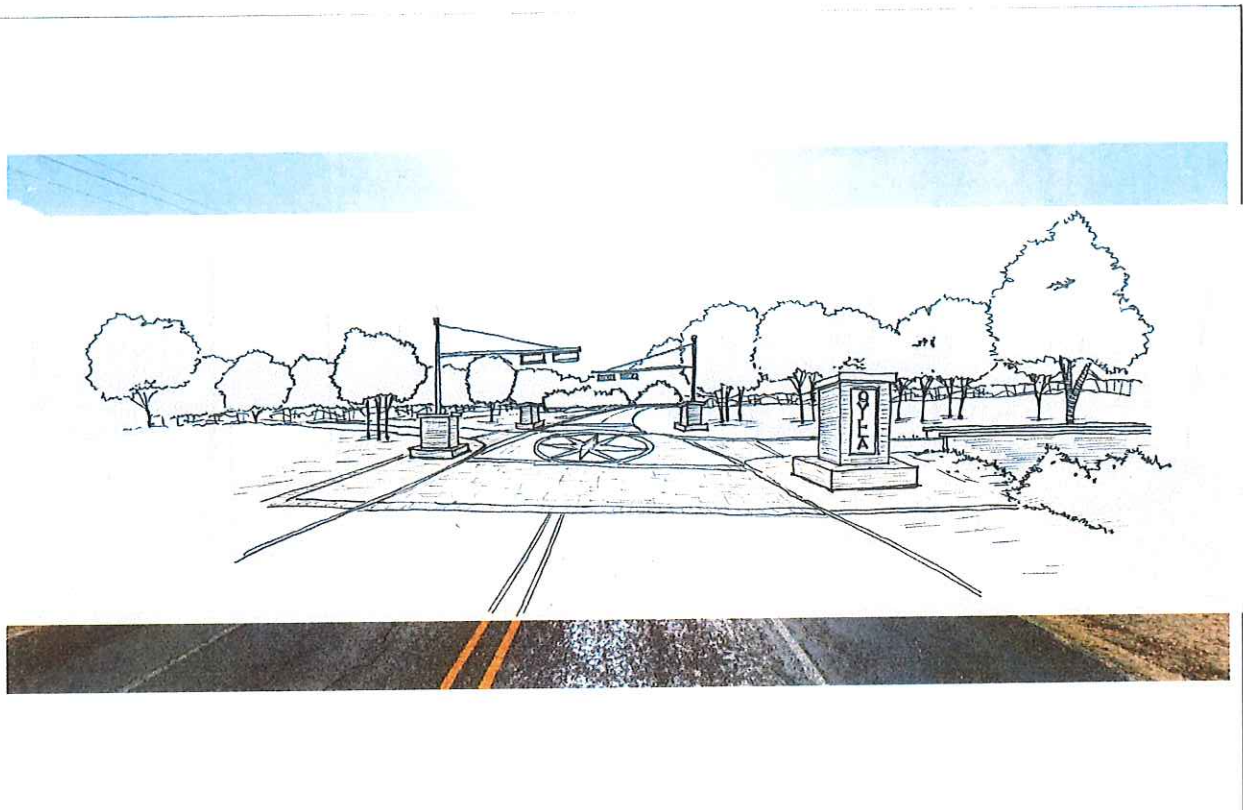
Action 2.1 Determine the look of the signs.



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~~ certain 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.~~

Optional 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 20th 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.

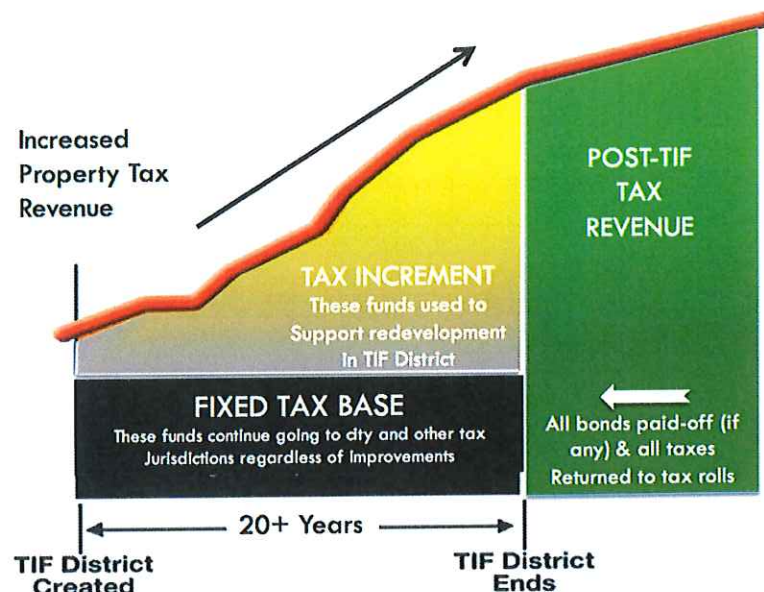
Generally, economic development corporations are eligible to borrow up to \$5 million. Future sales tax revenues serve as collateral for loan repayment with required debt service coverage ratios specified in the Texas Leverage Fund Program Guidelines.

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.

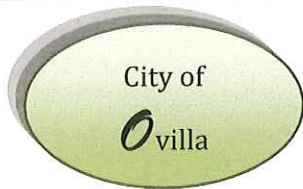
A PID can pay for any public improvements or services. Such as:

- Security enhancement
- Landscaping and other aesthetic improvements (this can include public fountains, landscaping of public rights-of-way, 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



Ovilla City Council

AGENDA ITEM REPORT

Item 7

Meeting Date: May 14, 2018

Department: Administration/Public Works

☒ Discussion ☐ Action

Budgeted Expense: ☐ YES ☒ NO ☐ N/A

Submitted By: John R. Dean, Jr., CM

Amount:

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☒ Accountant

☒ Other: B. Piland

Attachments:

1. Strategic Guide

Agenda Item / Topic:

ITEM 7. *DISCUSSION* – Review and discuss the status and updates of the Strategic Guide.

Discussion / Justification:

This item is to update the Council on the status of tasks outlined in the Strategic Guide. We have updated completion dates on certain tasks and modified some target dates (updates and modifications in red) that were set to be completed before my arrival.

It is my understanding that there may be some tasks listed in the guide that there may not be an intent to complete. If that is the case I believe we will need to look at modifying the guide in the future.

Recommendation / Staff Comments:

None

Sample Motion(s):

N/A

Goal Statement I: Ensure future planning continues to enhance the characteristics of the City of Ovilla by December 2018

Action Steps	Target Date	Who	Completion Date
1 Invite the community to validate the Vision, Mission, and Values on regular basis decided by the council.			
Task 1. Hold Town Hall Meetings for Citizen input.	November 09, 2013 and March 24, 2014.	Citizens, Boards, Commissions, Council, and staff. Comprehensive land use plan adopted August 2016	November 09, 2013 and March 24, 2014.
Task 2. Present Quarterly Update to Council at a Regular Meeting.	June 2014, September, December, March	Make presentation during budget meeting. Update in September, December and March.	June 2014, Sept. 2014
Task 3. Publish Strategic Guide as updated on the City's web site.	Quarterly	Staff provides updated Strategic Guide quarterly for Council review and publishes on the city's web site.	June 2014, Sept. 2014, Dec. 2014
2 Attract high end residential development. Minimum 2,400 sq.ft. homes. Maintain our high standards for house and lot minimums.			
Task 1. Planned Development PD1	2015	Hargrove Real Estate and Engineer Concepts	May 2015
Task 2. Bryson Manor	2016	Shaw Development	
Task 3. Hidden Valley Estates	2018	Alluvium Development	
3 Develop Entry Way Signage.			
Task 1. Partner with the Economic Development Corporation to design entry signage for the major gateways into the City.	July 2014 2018	EDC, Staff, Consultant	2018
Task 2. Consider Design and Cost Options for Entry Way Signage.	June 2015 2018	EDC, Staff, Consultant	
Task 3. Consider installation timeframe for each entry way sign.	June 2015 2018	EDC, Staff, Consultant	
4 Review ordinances to ensure property values are maintained and/or increased.			
Task 1. Contract with Sherry Sefko to review and revise ordinances.	December 2014	New consultant hired	2017
Task 2. Adopt updated residential building codes by Ordinance.	October 2014	Staff	2016
Task 3. Compare historic district ordinance to existing city code.		New consultant hired	2017
Task 4. Update standard construction details	2016	City Engineer and City Staff	2016
5 Create opportunities for Citizen Involvement.			
Task 1. Find Chairman for Committees.	Ongoing	Parks Board, Municipal Development District, Municipal Services Advisory Committee, and Heritage Day Committee , P&Z and BOA need citizen involvement.	December 2014
Task 2. Promote Committee/Board volunteer opportunities and Recruit citizens for Committee board member positions.	Ongoing	MSAC and Parks Board formed in July 2014, notices posted on the City's website, placed in the quarterly newsletter, and sign ups at Heritage Day.	Occurring
Task 3. Establish objectives for committees.			

6 Continue to implement strategies that keep our community safe.

Task 1. Revitalize Neighborhood Crime Watch program.	Ongoing	Include information in Winter Newsletter; add a link on the Police Department web page for neighborhoods to sign up for Crime Watch Committee; PD will speak at the HOA meetings and Crime Watch meetings.	Annually
Task 2. Establish Citizen Police Academy	Ongoing	Police Department	Annually
Task 3.			

7 Educate Community on Ovilla's Emergency Preparedness Plan.

Task 1. Hold Emergency Preparedness Training for Elected Officials and City staff bi-annually.	February 2014	Training was held in February 2014, plan to hold in February 2016 and invite Citizens. 2017 Schedule for consultants to train staff and officials on active shooter scenarios.	Ongoing
Task 2. Participate in Jurisdictional Emergency Preparedness Training Opportunities.	Ongoing as available	Ovilla began participating with SRRG in 2015	Ongoing
Task 3. Hazard Mitigation Planning with Ellis County.	Occurring	The Police and Fire Departments continue to participate in Hazard Mitigation Committee Meetings for Ellis County	Ongoing

Value of accomplishing this goal:

- Decisions made will be consistent with Vision, Mission, and Values.
- Provides a clear focus on the characteristics of the community.
- The community identified the characteristics in the strengths and values of this document.

**Goal Statement II: Create a Master Parks Plan that connects the community by
December 2018**

Action Steps	Target Date	Who	Completion Date
1 Develop current Park Master & Parks Plan			
Task 1. Evaluate needs of Heritage Park and develop improvement plan and budget.	Occurring	Public Works works continually preparing for Heritage Day	August 2016
Task 2. Hold <i>Music in the Park</i> summer concert event.	June 2015	Texas Downtown Association suggested the City host a family friendly music event in Heritage Park for the community to bring attention to Downtown. The Board is making plans for Friday, June 05, 2015.	June 2015 June 2016 June 2017 June 2018
Task 3. Movie in the Park	Occurring	Park Board and staff plan bi-annual events	April & December 2016 April 2017 April 2018 (Rained Out)
Task 4. Heritage Park	Occurring	Install restroom facilities in the Park	March 2017
2 Create satellite recreation areas around town.			
Task 1. Consider Developer's Dedication of Parkland and the fit with the Strategic Guide.			
Task 2. Evaluate needs of existing satellite parks and develop improvement plan and budget.	Ongoing July 2018	Master Parks Plan	
Task 3.			
3 Work with ORCS to develop park plan. (Ovilla Road Christian School)			
Task 1.			
Task 2.			
Task 3.			
4 Establish ordinances that promote park/recreation areas in new developments.			
Task 1. Establish Parks Board Ordinance ORD.2014-012.	July 2014	Board re-established in July, members appointed by November, first meeting held December.	July 2014, December 2014
Task 2. Review and Revise Parkland Dedication Fee.	Occurring	Staff is evaluating the fees and will present a recommendation for the Board's consideration at a future meeting.	
Task 3. Revise Parks Ordinance ORD. 2015-008	February 2015	Board reviewed and revised Parks Ordinance and recommended staff present to Council for consideration at a future meeting.	January 2015
5 Develop City Park Maintenance Plan.			
Task 1. Revisit Existing Maintenance Plan.	September 2014	Parks and play equipment are inspected twice monthly when servicing and maintaining parks to make sure safety standards are met. Each year funds are budgeted to replace equipment with age specific equipment in playground areas.	September 2014
Task 2. Playground Equipment			

Task 3. Began using Public Playground Safety Handbook - Recommended by TML	Adopted Handbook 08-2016	Inspection reports submitted monthly to Park Board and Council	May 2016
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6 Explore developing partnerships with other community entities for parks and recreation opportunities (churches).

Task 1.			
Task 2.			
Task 3.			

<p>Value of accomplishing this goal:</p> <ul style="list-style-type: none"> • Attracts families to the community. • Encourages the citizens to participate in different activities. • It supports the characteristics of Ovilla.

**Goal Statement III: Create a Capital Improvement Plan
of the City of Ovilla by December 2018**

**Completion
Date**

Action Steps	Target Date	Who	
1 Need to identify challenges and potential shortfalls with additional development and current revenue rate.			
Task 1. Establish Municipal Services Advisory Committee (MSAC) to develop Plan.	July 2014	Board positions filled in December 2014, first meeting in January 2015.	December 2014
Task 2.			
Task 3.			
2 Need to assess potential current and future water problems.			
Task 1 Water and Sewer Impact Fee Study Update	2016		2017
Task 2			
Task 3			
3 Need to assess the level of city services.			
Task 1. Send a Citizen Survey.	2016 2018		
Task 2.			
Task 3.			
4 Develop strategy of how to increase water pressure.			
Task 1. Determine and evaluate problem area(s).		City staff installed 12" water line along water street	2015
Task 2. Determine and evaluate problem areas		City Engineer will design and contractor will install 12" water line through Heritage Park	2018
Task 3.			
5 Establish fund for major street/water/sewer repairs and capital equipment (such as fire engines).			
Task 1. Needs assessment and timeline.	FY 2019	Facility Needs assessment	
Task 2. Evaluate funding options.			
Task 3. Develop strategy and timeline.			

Value of accomplishing this goal:

- Provides a needs assessment of current status.
- Identifies funding options to be discussed and decided by Community.
- Provides plan to move forward.

Goal Statement IV: Ensure future planning continues to enhance the characteristics of the City of Ovilla by December 2018

Action Steps	Target Date	Who	Completion Date
1 The Economic Development Plan must support Ovilla's Vision, Mission, Values, and Goals.			
Task 1. Revise Vision: The Ovilla EDC envisions an expanded business and commercial sector that will enable every citizen to realize their full potential.	March 2014	OEDC Board	March 17, 2014
Task 2. Revise Mission: To create an economic environment that is diverse and strong by demonstrating our commitment to business retention and expansion by initiating a proactive approach toward business recruitment that meets or exceeds the expectations of our community.	March 2014	OEDC Board	March 17, 2014
Task 3. Revise Goals and Objectives and incorporate into City-wide plan.	March 2014	OEDC Board	March 17, 2014
Task 4. Maintain the quality of life enjoyed by Ovilla's citizens by protecting and enhancing its natural beauty and preserving and enhancing its historical heritage.	Ongoing	policy driven	continual
Task 5. Work with the Parks Board to develop a parks master plan.	Summer 2015	EDC can participate in certain features of community park development.	February 2018
2 The plan needs to identify businesses that are desired and sustained by the economy.			
Task 1. Retain and/or create additional, well paying, jobs with benefits.	Ongoing	Staff to seek medical (dialysis, physicians), retail (small-medium national chains, restaurants, consumer goods/services), mom & pop's, business park-identify tracts that can support small corporate headquarters, 25K sqft building with 40 employees.	
Task 2. Assist and support our existing businesses.	Occurring	Staff to develop and publish a list of businesses on the web site, including home-based, to promote "What Ovilla offers close to home".	
Task 3. Effectively market our community both internally and externally.	Promotions July September 2014. Branding RFP 2015. Phase 1 FY2014-15 and Phase 2 in FY2015-16 budget.	Promote the community through Heritage Day advertising in regional publications, TML's festival listings, Texas Highways, Texas Downtown Association; create web page to promote the event and email address to respond to inquiries. Evaluate Branding agencies and short range plan to implement.	Promotion accomplished July 2014.
Task 4. Update business profile created by Retail Coach.	Spring 2015	Utilize work completed by Retail Coach, revising demographics to update business profile and utilize at ICSC.	
3 The plan needs to address viable businesses for FM 664/Ovilla Road development.			
Task 1. Monitor progress of TxDOT Plans for expansion of FM 664 and partner where possible for entrance signage.	July 2014, follow up and monitor status of project	TxDOT suggested preliminary sign design be submitted to their engineers to determine feasibility with plans.	July 2014, follow up

Task 2. Participate in Best Southwest Partnership and area Chambers.	Ongoing-renewed membership to Associate Level	Membership and participation will provide exposure to businesses looking at the region.	Ongoing
----------------------------------------------------------------------	-----------------------------------------------	-----------------------------------------------------------------------------------------	---------

4 Identify what the City's responsibility will be in supporting the infrastructure when FM 664 to Westmoreland is completed.

Task 1. Assess and evaluate infrastructure needs and develop plan to address those needs and return on investment.	Work with MSAC once board is established	Utilize water and sewer study to support future development plans. Review CIP plan.	
Task 2. Create economic development guidelines and toolbox for incentivizing economic development.	January 2016 October 2018	Guidelines for tax abatement and infrastructure support. Use separate policy for commercial and retail.	
Task 3. Leverage the assets of the city, including infrastructure, services, and funds with State and Federal programs to attract new businesses to Ovilla.	Ongoing	Guidelines for 380 agreements.	

5 The plan should explore business opportunities for the Downtown Improvement Plan.

Task 1. Receive assessment from Texas Downtown Association (TDA) regarding similar small cities' successful downtown revitalization programs.	August 2014	Invited the community and downtown property owners to hear ideas of successful downtown revitalization projects.	September 2014
Task 2. Develop a matching grant program to incentivize restoration and façade improvements	January 2016 October 2018	Develop policy and criteria for a matching grant program.	
Task 3. Develop a vision and long-range plan with the property owners for Historic Downtown.	June - September 2014	Utilizing guidance from Texas Downtown Association's onsite Assessment of Historic Downtown and Report, EDC established these goals to support redevelopment downtown. Short-term goals: • Develop community events for Downtown and Heritage Park – semi-annual and quarterly in future, events such as movie night, food trucks, picnics, music or jazz in the park. • Expand Heritage Day festivities with Carnival rides through an outside sponsor. • Close Water Street. • Develop "Ovilla's Story" to market the City and Historic Downtown. Mid-term goals: • Restrooms in Heritage Park - Get estimates in 2015 for construction, installation, maintenance, life span to consider project in 2016. • The EDC will revisit investing in improvements for Downtown for street repaving, streetlights, sidewalks, seating, and signage as redevelopment progresses. • Compare historic district ordinance to existing city code; resolve conflicts and relax downtown design codes for compatible structures with existing structures. • Recommended the newly formed Parks Board review the recommendation for hike and bike trails.	September 2014

Task 4. Restrooms for Heritage Park to support hosting downtown events to draw the community downtown.	May 2015	Obtain costs for installation of restrooms in Heritage Park, project for future budget.	March 2017
--------------------------------------------------------------------------------------------------------	----------	-----------------------------------------------------------------------------------------	------------

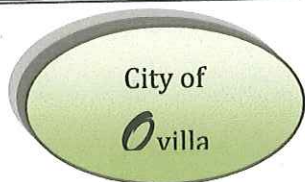
<p>Value of accomplishing this goal:</p> <ul style="list-style-type: none"> • Diversifies the tax base. • Identifies economic opportunities. • Will support the goals of the community. • Will bring services to the citizens.

**Goal Statement V: Showcase the City of Ovilla During the Heritage Day Festival
of the City of Ovilla by December 2018**

	Action Steps	Target Date	Who	Completion Date
1	Create different marketing tools to attract high end residential developers.			
	Task 1. Create a brand for the City.	July 2014 -Dec 2016	Economic Development has budgeted phase 1 for FY15 and anticipates phase 2 in FY16 for Branding. RFP issued December 2014.	
	Task 2. Strategic Plan	2017	Consultant, Staff, EDC	May-18
	Task 3.			
2	Create different marketing tools to attract desired businesses.			
	Task 1. Promote Heritage Day by advertising in regional publications, TML's festival listings, Texas Highways, Texas Downtown Association.	July - September 2014	Increased advertising in NOW Magazines, EDC assisted with cost. Promoted through regional listings in state publications, continue annually.	July -September 2014
	Task 2. Create web page to promote the event and email address to respond to inquiries.	Jul-14	Created web page and flyer to promote the event and a Heritage Day email address to respond to inquiries.	Jul-14
	Task 3.			
3	Create large map of Ovilla that identifies properties available for residential/commercial development.			
	Task 1. OEDC budget for aerial maps.	Aug-14	Ordered aerial contours map for delivery summer 2015.	
	Task 2. Display BSW Map at Heritage Day, next year utilize parcel mapping with developer/broker identifications, acreage, etc.	Sep-14	Map showcasing available properties is being created.	
	Task 3.			

Value of accomplishing this goal:

- Creates Community.
- Reinforces the values of the community.
- Gives the residents the opportunity to meet each other.



Villa City Council

AGENDA ITEM REPORT

Item 8

Meeting Date: May 14, 2018

Department: Administration

☒ 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

Attachments:

1. BOA member list
2. Annual summary report
3. Attendance

ITEM 8. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointments to serve another term on the Board of Adjustment and direct staff to solicit for new applicants.

Discussion / Justification:

Chapter 14, Section 45.2 TERMS OF OFFICE

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

B. Places. The members of the Board shall be identified by place numbers one through five. The odd-numbered places shall expire in the odd-numbered years; the even-numbered places shall expire in the even-numbered years. (There are two alternate positions, Places 6 & 7)

Places 2, 4 and 6 will expire this June.

BOA Place 2– Ozzie Molina voiced desire for reappointment or appointment to the EDC

BOA Place 4– Sandra Cawley voiced desire for reappointment

BOA Place 6– Paul Haney (Alternate) - *Resigning (moving out of City)*

Recommendation / Staff Comments:

Sample Motion(s):

I move to reappoint the following to the Board of Adjustment for a new terms:

BOA Place 2 Ozzie Molina

BOA Place 4 Sandra Cawley

And direct staff to solicit for new applicants.

BOA Information Sheet



Personal- Do not Give Out!

MEMBERS:	
RICHTSMEIER, Carol CHAIR 2019 PL1	MOLINA, Ozzie 2018 PL2
925 Red Oak Creek Dr.	224 Lariat Trail
Ovilla, TX 75154	Ovilla, TX 75154
Hm: 469.693.1216	Hm: 469.337.2503
Wk: N/A	Wk: Retired
Cell: N/A	Cell: N/A
E-Mail: carol@askthemediva.com	E-Mail: aggiedonna@gmail.com
BETIK, Barbara 2019 PL3	CAWLEY, Sandra - 2018 PL4
601 Buckboard Trail	711 Buckboard St.
Red Oak, TX 75154	Ovilla, TX 75154
Hm: 972.217.3999	Hm: 972.217.1133
Wk: N/A	Wk: N/A
Cell: N/A	Cell: N/A
E-Mail: twoczecs30@gmail.com	E-Mail: sandracawley@att.net
WARE, Richard Vice Chair (Lisa) 2019 PL5	
116 Water Street	
Ovilla, TX 75154	
Hm: 972.515.8349	
Wk: 214.532.0799	
Cell: N/A	
E-Mail: thefishphysician@gmail.com	
ALTERNATES	
HANEY, Paul 2018 PL6	HEIMBUCH, Stephanie 2019 PL7
249 Williamsburg	613 William Drive
Ovilla, TX 75154	Ovilla, TX 75154
Hm:	Hm: 972.740.8672
Wk: 214.515.4888	Wk: 972.617.2941 X 4674
Cell: 214.458.4944	Cell: N/A
Email: paulhaney@gmail.com	Email: stephanie.heimbuch@redoakisd.org
Last update 05.2017	



Glennell Miller
Deputy City Secretary

DATE: May 14, 2018
TO: Honorable Mayor and Council Members
CC: City Manager John Dean, Jr.
FROM: Glennell Miller, Deputy City Secretary
SUBJECT: Board of Adjustment - Summary Report

Board of Adjustment considered 11 appeals from May 2017 – April 2018.

Special Exceptions: 6

Fence; Poles/Rails outside: 1 – **Denied**

Fence; Building Line: 5 – **Approved**

Variances: 5

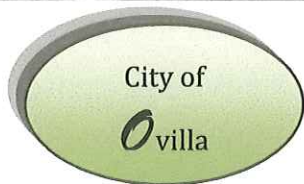
Accessory Building: Building Line: 1 – **Denied**

Accessory Building: Rear of Plane: 4 – **2 Denied 2 Approved**

Compared to 16 total appeals to the BOA during 2016-2017

June 2017- thru- May2018

[illegible]



Ovilla City Council

AGENDA ITEM REPORT Item 9

Meeting Date: May 14, 2018

Department: Administration/EDC

☒ 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: Staff

Attachments:

1. Current list of members
2. Activity Report
3. Attendance Record

Agenda Item / Topic:

ITEM. 9 *DISCUSSION/ACTION* – Consideration of and action on volunteer board reappointments to serve another term on the Economic Development Corporation (EDC) and direct staff to solicit for new applicants.

Discussion / Justification:

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

1. Scott Surplus, Place 1 – desires reappointment
2. Greg Huntington, Place 3 – desires reappointment
3. Michael Myers, Place 5 –
4. Barbara Turner, Place 7 - desires reappointment

Staff stores no pending applications.

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council REAPPOINT:

1. PL1, Scott Surplus
2. PL3 Greg Huntington
3. PL5 Michael Myers
4. PL7 Barbara Turner

to serve a term on the volunteer board of the Economic Development Corporation (EDC).

-And

I move that Council direct staff to solicit for new applicants for consideration of an EDC appointment.

Economic Development Corporation – 4B

Last Update: 04.2018

Scott Surplus - 2018 – Place 1		Bob Betik - 2019 – Place 2	
105 Rimrock Court		601 Buckboard Trail	
Ovilla, TX 75154		Red Oak, TX 75154	
Hm: 972-617-7759		Hm: 972-217-3999	
Business:		Business:	
E-Mail: ssurplus@yahoo.com		E-Mail: twozechs30@gmail.com	
Greg Huntington - 2018 – Place 3		Gary Jones - 2019 – Place 4	
514 Forest Edge Lane		604 Green Meadows Lane	
Ovilla, TX 75154		Ovilla, TX 75154	
Hm: 469-530-5308		Hm: 469-765-3500	
Business: 214-674-0326		Cell: 972-948-6847	
E-Mail: greg.huntington@yahoo.com		E-Mail: gjones333@aol.com	
Mike Myers - 2018 – Place 5		Ronald Sims - 2019 – Place 6	
115 Hummingbird Lane		707 Hosford Road	
Ovilla, TX 75154		Ovilla, TX 75154	
Hm:		Hm: 972-217-1737	
Business:		Business: N/A	
Cell: 214-724-3504		Cell: 214-457-6333	
E-Mail: place5myers@cityofovilla.org		E-Mail: ronald.m.sims@gmail.com	
Barbara Turner - 2018 – Place 7			
406 Bluffcreek			
Ovilla, TX 75154			
Hm: 972-515-8303			
Cell			
E-Mail: oscar-turner@sbcglobal.net			

EDC

	No Mtg May 15, 2017	No Quorum June 19, 2017	July 17, 2017	August 21, 2017	No Mtg Sept. 18, 2017	No Mtg Oct. 16, 2017	Nov. 20, 2017	No Mtg Dec. 2017	Jan. 16, 2018	No Mtg Feb. 20, 2018	No Quorum Mar 19, 2018	April 16, 2018
PL1 Surplus		X	X	X			X		X		Absent	X
PL2 Betik	Vacant	Vacant	X	X			X		X		X	X
Betik appointed 07-2017												
PL3 Huntington		X	X	Absent			X		Absent		Absent	X
PL4 Jones		Absent	X	X			X		X		X	X
PL5 Myers	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	X
Myers appointed 04-2018												
PL6 Sims		X	X	Absent			X		X		X	Absent
PL7 Turner		Absent	Absent	X			X		X		Absent	X
CM			X	X			X					X
C-SEC			X	X			X		X		X	X
DC-Sec							X		X		X	X
PW Director											X	
Other							Tammy					

Additionally, a joint meeting scheduled on March 19 with the Park Board did not transpire because there was not a quorum of the EDC.
(A quorum of the Park Board was in attendance on that date.)

Economic Development Corporation Commission Attendance May 2017 through April 2018

2017-2018
JOINT MEETINGS – PARK BOARD/EDC

	<i>Did not transpire / No quorum of EDC</i>		
Park Board	March 19, 2018		April 02, 2018
Members			
PL1 Lindsey	X		X
PL2 Yordy	X		X
PL3 Treadaway	X		X
PL4 Love	Absent		Absent
PL5 Zabochnik	Absent		X
EDC			
Members			
PL1 Surplus	Absent		X
PL2 Betik	X		X
PL3 Huntington	Absent		Absent
PL4 Jones	X		X
PL5 Myers	Vacant at this time		Vacant
PL6 Sims	X		X
PL7 Turner	Absent		X
CM	X		X
C-SEC	X		X
Tammy	X		X
PW DIRECTOR	X		X

05.14.2018

Annual Update

To
Honorable Mayor
and Council

From
John R. Dean, Jr., CM

CC

Re
Annual Activity.

EDC ACTIVITY:

Economic Development District:

1. Pending items:
 - a. Monument signs at various entrances
 - b. Continued discussion for improvements to the downtown area with lighting, walkways and better parking.
 - c. Strategic Plan approved and recommended – forwarded to Council (2nd time)
2. Upcoming economic development and events:
 - a. Participating in plaque presentations to local businesses
3. Completed:
 - a. Annual participation the the BSW membership for the City.
 - b. Annual participation in the BSW Red Summit Showcase.
 - c. Joint meetings with the Park Board to fund way-finding signs and monument signs throughout the city.

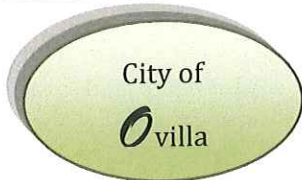
City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org





Ovilla City Council

AGENDA ITEM REPORT

Item 10

Meeting Date: May 14, 2018

Department: Administration

☒ 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: Staff

Attachments:

1. Current list of members

Agenda Item / Topic:

ITEM. 10 DISCUSSION/ACTION – Consideration of and action on volunteer board reappointments to serve another term on the Municipal Services Advisory Committee (MSAC) and direct staff to solicit for new applicants.

Discussion / Justification:

Resolution R20154-027 dated July 28, 2014, established the Municipal Services Advisory Committee (MSAC) with the goal to follow these guidelines:

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

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

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

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

Currently the listed serve on this committee:

1. Michael Myers
2. ~~Bob Betik~~ Serving until a replacement is appointed
3. Vacant – no pending applications

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council REAPPOINT:

1. _____
2. _____

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

-And

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

MSAC Information Sheet

Personal- Do not Give Out!



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

MEMBERS:

MYERS, JOSEPH M.

Vacant

115 Hummingbird Ln.

Ovilla, TX 75154

Hm: 214.734.3504

Wk: Retired

Cell: N/A

E-Mail: myers972@yahoo.com

Ovilla, TX 75154

Hm:

Wk:

Cell:

E-Mail:

BIRA. MIKE

100 Hummingbird Ln

Ovilla, TX 75154

Hm:

Wk:

Cell: 469.387.6088

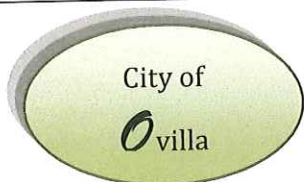
E-Mail: mikebira@earthlink.net

Last update 05.2018

City Contacts:

Brad Piland - Public Works Director

Pam Woodall - City Secretary



Ovilla City Council

AGENDA ITEM REPORT Item 11

Meeting Date: May 14, 2018

Department: Administration

☒ 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: Deputy CS

Attachments:

1. Current list of members
2. Annual summary report
3. Attendance Record

Agenda Item / Topic:

ITEM 11. DISCUSSION/ACTION – Consideration of and action on volunteer board reappointments to serve another term on the Planning and Zoning Commission and direct staff to solicit for new applicants.

Discussion / Justification:

EXCERPT: Pursuant to Chapter 14 , Section 47.3 of the Ovilla Code of Ordinances:

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



47.3 TERMS OF OFFICE

Each member shall serve a term of office of two years. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of four of the members shall expire on the first meeting in July of each odd-numbered year, and the terms of **three of the members shall expire on the first Monday in July of each even-numbered year**. The members of the commission shall be identified by place numbers one through seven. The odd-numbered places shall expire in the odd-numbered years; the even-numbered places shall expire in the even-numbered years. Vacancies shall be filled for unexpired terms by the city council in the same manner as the original appointment was made. Newly appointed members shall be installed at the first regular commission meeting after their appointment. The city council may remove a commission member for cause on a written charge and after public hearing.

This July, Places 2, 4 and 6 expire:

Place 2 Michael Yordy – voiced desire to serve another term
Place 4 Alan Whittaker – voiced desire to serve another term
Place 6 Fred Hart – voiced desire to serve another term

Recommendation / Staff Comments:

Staff recommends approval for reappointment of all three Places —

Sample Motion(s):

I move to REAPPOINT:

1. PL2 Michael Yordy
2. PL4 Alan Whittaker
3. PL6 Fred Hart

to serve a term on the volunteer board of the Planning and Zoning Commission.

-And/or-

I move that Council direct staff to solicit for new applicants for consideration of a Planning and Zoning Commission appointment.

P&Z Information Sheet



Personal- Do not Give Out!

MEMBERS:	
JUNGMAN, Darrell (Sharon) 2017 PL1	* YORDY, Michael (Monna) VICE CHAIR 2016 PL2
907 A South Cockrell Hill Rd	103 Copperfield Court
Ovilla, TX 75154	Ovilla, TX 75154
Hm: 972.217.2302	Hm: 972.217.7101
Wk: 214.213.8706	Wk: 972.850.4530
Cell: 214.213.8706	Cell: 972.979.7855
E-Mail: darrell.j.jungman@usps.gov	E-Mail: myirish74@sbcglobal.net
*LYNCH, Carol (Phil) CHAIR 2017 PL3	WHITTAKER, Alan 2016 PL4
316 Shadow Wood Trail	523 Johnson Lane
Ovilla, TX 75154	Ovilla, TX 75154
Hm: 972.515.8585	Hm: 972.249.4943
Wk: 972.571.7881	Wk: N/A
Cell: N/A	Cell: N/A
E-Mail: lynchcap@att.net	E-Mail: awhittaker30@hotmail.com
ZABOJNIK, John (Windy) 2017 PL5	* HART, Fred 2016 PL6
922 Red Oak Creek Dr.	202 Lariat Trail
Ovilla, TX 75154	Ovilla, TX 75154
Hm: 469.853.9612	Hm: 972.322.6431
Wk: 469.853.9612	Wk: N/A
Cell: N/A	Cell: N/A
E-Mail: jzab2@yahoo.com	E-Mail: chiefhart261@yahoo.com
ZIMMERMANN, Bill (Kenda) 2017 PL7	
622 William Drive	
Ovilla, TX 75154	
Hm: 972.617.2122	
Wk: 817.459.5376	
Cell: 214.563.0339	
E-Mail: zimmermannb@yahoo.com	
Last update 06.2016	

(*) DO NOT RELEASE INFORMATION



Glennell Miller
Deputy City Secretary

DATE: May 14, 2018
TO: Honorable Mayor and Council Members
CC: City Manager John Dean, Jr.
FROM: Glennell Miller/Pamela Woodall
SUBJECT: Planning & Zoning - Summary Report

Planning & Zoning Commissioners reviewed 6 requests: May 2017 – April 2018.

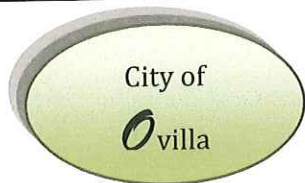
PLANNING AND ZONING: MAY 2017 – APRIL 2018

- Bryson Manor PH2– Square Ft. Reduction – ***No Recommendation to Council***
- Citizen Request: Possible Need of Revision to Building Code - ***No Recommendation to Council***
- Hidden Valley Estates Preliminary Plat – ***Recommendation for approval to Council***
- Terms “Dwelling Guesthouse” & “temporary” Revision – ***Recommended for approval to Council***
- Change in Zoning RC to RE 677 Johnson Lane - ***Recommendation for approval to Council***

Compared to 11 total during 2016 - 2017

June 2017- thru- May2018

[illegible]



Ovilla City Council

AGENDA ITEM REPORT Item 12

Meeting Date: May 14, 2018

Department: Administration

☒ 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: PW Director, B. Piland

Attachments:

1. Current list of members
2. Activity Report
3. Attendance Record

Agenda Item / Topic:

ITEM 12. **DISCUSSION/ACTION** – Consideration of and action on volunteer board reappointment(s) to serve another term on the Ovilla Park Board Advisory Committee and direct staff to solicit for new applicants.

Discussion / Justification:

Pursuant to Ordinance 2017-03

Sec. 15.02.003 Term of members; removal

The term of office of members of the Board shall be two (2) years. The members of the Board shall be identified by place numbers. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of odd-numbered places shall expire the last day in June in the odd-numbered years, and the terms of even-numbered places shall expire the last day in June in the even-numbered years. Members may be re-appointed for additional terms. Vacancies shall be filled for unexpired terms by the City Council in the same manner that the original appointment was made. Members serve at the pleasure of the City Council and may be removed from the Board at any time by a majority vote of the City Council.

Places 2 and 4 expire in June. Additionally, Place 1 Teresa Lindsey resigned as of May 01, 2018.

Place 1 - Vacant

Place 2 Monna Yordy – desires reappointment

Place 4 Angela Love – not interested in reappointment

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council REAPPOINT:

1. PLACE 1
2. PL2 Monna Yordy
3. PLACE 4

to serve a term on the volunteer board of the Park Board Advisory Committee.

-And

I move that Council direct staff to solicit for new applicants for consideration of a Park Board appointment.



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

PARK BOARD ADVISORY COMMITTEE

MEMBERS			
VACANT PL1	2019	YORDY, Monna PL2	2018
		103 Copperfield Court	
Ovilla, TX 75154		Ovilla, TX 75154	
Hm:		Hm: 972.217.7101	
Wk:		Wk:	
Cell:		Cell: 214.402.4901	
E-Mail:		E-Mail: mo2na@sbcglobal.net	
TREADAWAY, Brian PL3	2019	LOVE, Angela PL4	2018
303 Willowwood		108 Cockrell Hill Rd.	
Ovilla, TX 75154		Ovilla, TX 75154	
Hm: 972.825.3871		Hm: 214.392.0625	
Wk:		Wk: 214.392.0625	
Cell:		Cell:	
E-Mail: briantreadaway@encounterthis.com		E-Mail: bondgirl1.love@gmail.com	
ZABOJNIK, Windy PL5	2019		
922 Red Oak Creek Drive			
Ovilla, TX 75154			
Hm:			
Wk:			
Cell: 469.774.2182			
E-Mail: windyzabojnik@gmail.com			
Last update 05.2018			

05.14.2018

Annual Update

To
Honorable Mayor
and Council

From
Staff

CC

Re
Annual Activity.

PARK ACTIVITY:

Park Board Accomplished Events/Items:

1. Hosted an annual event for Music in the Park
2. Hosted an annual event for Movie in the Park
3. Currently involved in the creation of a Master Park Plan
4. Assisted with the annual Heritage Day event.
5. Took an active role in the Christmas Tree Lighting and Christmas ceremony.
6. Combining efforts with the Ovilla Garden Club to plant flowers at city/downtown entrances.
7. Reviewed and considered a dog park.
8. Selected new park benches and trash receptacles
9. Created a Park Improvement List

Park Board Pending/Planned Items:

1. Continue working on the needs assessments for park improvements.
2. Pending the approval of the Strategic Plan, begin the planning and funding process for the creation of new park areas and updates of current parks.
 - a. Build a pavilion.
 - b. Complete the Master Park Plan
 - c. Working with the Economic Development Corporation for placement and design of monument signs.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org

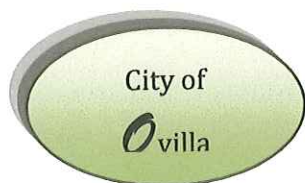


2017-2018

Park Board		06.05.17	NO MTG.	NO MTG.	NO MTG. Tues.	10.02.17	11.06.17	12.04.17	NO MTG. Tues. 01.02..18	02.05.18	03.03.18	04.02.18	
Members													
PL1 Lindsey	X	X				X	X	X		X	X	X	Resigned
PL2 Yordy	X	X				X	Absent	X		X	X	X	X
PL3 Treadaway	X	X				X	X	X		X	X	X	X
PL4 Love	X	Absent				X	Absent	Absent		X	Absent	Absent	Absent
PL5 Zabochnik	X	X				X	X	X		X	X	X	X
CM	X (Dennis Burn)	No CM									X	X	X
C-SEC	X	X				X	X	X		X	X	X	X
CODE ENF													
PW DIRECTOR	X	X				X	X	X		X	X	X	X
Chief Windham		X				X	X	X					X
G. Miller						X	X	X					

**2017-2018
JOINT MEETINGS – PARK BOARD/EDC**

	<i>Did not transpire / No quorum of EDC</i>		
Park Board	March 19, 2018	April 02, 2018	
Members			
PL1 Lindsey	X	X	
PL2 Yordy	X	X	
PL3 Treadaway	X	X	
PL4 Love	Absent	Absent	
PL5 Zabochnik	Absent	X	
EDC			
Members			
PL1 Surplus	Absent	X	
PL2 Betik	X	X	
PL3 Huntington	Absent	Absent	
PL4 Jones	X	X	
PL5 Myers	Vacant at this time	Vacant	
PL6 Sims	X	X	
PL7 Turner	Absent	X	
CM	X	X	
C-SEC	X	X	
Tammy	X	X	
PW DIRECTOR	X	X	



Ovilla City Council

AGENDA ITEM REPORT Item 13

Meeting Date: May 14, 2018

Department: Finance

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☐ N/A

Submitted By: Linda Harding, City Accountant Amount: \$357,233

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

Attachments:

1. Ordinance 2018-10
2. 2017-2018 Mid-year Budget Revision, Summary and Detail

Agenda Item / Topic:

ITEM 13. DISCUSSION/ACTION – Consideration of and action on ORDINANCE 2018-10 of the City of Ovilla, TX, amending the Fiscal Year 2017-2018 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process.

Discussion / Justification:

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

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

The annual mid-year review of revenues and expenses has been completed with staff for the current fiscal year as well as a review of estimated amounts for the remainder of the fiscal year. Budget amendments have been prepared based on the mid-year review of resolutions. The budget amendments include the line item adjustments to the General Fund, Water & Sewer Fund, Water and Sewer Impact, Capital Projects. Police Auxiliary and Fire Auxiliary were adjusted to gifts received to-date. Submitted to you is a detailed Mid-Year Budget Review and a Summary Report of all revised items.

\$58,126 Increase in Revenue to General Fund (Sales Tax, Solid Waste, Water Tower Lease)

\$214,204 Increase in Reduction of Fund Balance to General Fund

\$183,380. Increase in Street Infrastructure (Ovilla Oaks Drive-revised to actual quote, added East Highland, Highview Court, Suburban, Willowood, Greenwood)

\$88,950 Increase in Admin (Net Genius, Laptops, Fund Accounting, Asbestos Survey, and Engineering), **Court** (Interpretation Service), **Community Service** (Vehicle/Topper Increase), **Solid Waste** (Billing Increase), **Park** (Park Master Plan)

\$79,795 Increase in Reduction of Fund Balance to Water & Sewer

\$79,795. Increase in Administration for Fund Accounting Software and Water Red Oak Creek 12"

Water Line to the Water & Sewer Fund

\$2,585 Increase to Gifts for Fire Auxiliary and Police Auxiliary

Recommendation / Staff Comments:
Sample Motion(s):
I move to approve/deny ORDINANCE 2018-10 of the City of Ovilla, TX, amending the Fiscal Year 2017-2018 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process.

ORDINANCE 2018-10



AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING THE FISCAL YEAR 2017-2018 ANNUAL BUDGET AND ANNUAL PROGRAM OF SERVICES, IN ACCORDANCE WITH CHAPTER 1, ARTICLE 1.05, SECTION 1.05.038 OF THE CITY OF OVILLA CODE OF ORDINANCES, THE MID-YEAR BUDGET REVIEW AND AMENDMENT AS PART OF THE FORMAL BUDGET PROCESS, PROVIDING FOR PUBLICATION OF THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Ovilla, Texas is a Type A General Law city; and

WHEREAS, the City Administrator previously submitted to the City Council a budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018.

WHEREAS, the City Council of the City of Ovilla previously approved Ordinance Number 2017-12, on September 11, 2017, officially adopting the Ovilla Annual Budget of the City for Fiscal Year 2016–2017; and

WHEREAS, the City Council adopted Ordinance 448 establishing a procedure for a mid-year budget review and amendment as part of the formal budget process.

WHEREAS, the City Council of the City of Ovilla in accordance with Ordinance 448, desires to amend Ordinance 2017-12, thereby amending the 2017-2018 Annual Budget of the City.

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

SECTION ONE

That the 2017-2018 Annual Budget, adopted by Ordinance 2017-12, is hereby amended by the City Council of the City of Ovilla.

SECTION TWO

The mid-year budget amendment hereto attached as **Exhibit A** is approved and adopted for the remaining Fiscal Year commenced October 1, 2017.

SECTION THREE

The amounts listed on the attached budget are hereby appropriated out of their respective and designated funds and the remaining provisions of Ordinance 2017-12 shall remain in full force and effect.

ORDINANCE 2018-10



SECTION FOUR

That this ordinance shall take effect immediately from and after its passage as the law in such cases provides, and the City Secretary is directed to furnish a copy of this amendment to the budget to the County Clerk of Ellis County as required by Chapter 102 of the TEXAS LOCAL GOVERNMENT CODE.

PASSED, APPROVED and ADOPTED at the Regular Meeting of the Ovilla City Council on the 14th day of May 2018.

Richard Dormier, Mayor

ATTEST:

Pam Woodall, City Secretary

Exhibit A attached

Page 5 of 71

GENERAL FUND RECAP SHEET
Mid-Year Budget FY 2017-2018

May 8, 2018

ACTUAL REVENUE/EX PENSE THRU MARCH 31 2018	Original Budget with Revisions 2017-2018	Dollar Amount Over/Under Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE
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REVENUE

Beginning Operating Balance as of 5.8.2018

Taxes	1,841,217.29	2,134,245.00	(293,027.71)	12,116.00	12,116.00	12,116.00		
Building Permits	37,101.58	83,952.00	(46,850.42)	0.00	83,952.00	0.00		0.00
Licenses and Permits	9,284.94	22,629.00	(13,344.06)	0.00	22,629.00	0.00		0.00
Charges for Services	267,081.49	517,446.00	(250,364.51)	7,354.00	524,800.00	7,354.00		7,354.00
Fines and Forfeitures	126,498.58	287,205.00	(160,706.42)	0.00	287,205.00	0.00		0.00
Other Revenue	118,434.04	156,325.00	(37,890.96)	32,656.00	188,981.00	32,656.00		32,656.00
Reduction in Fund Balance	0.00	277,863.00	(277,863.00)	214,204.00	492,067.00	214,204.00		214,204.00
Transfers in	13,362.00	75,754.00	(62,392.00)	6,000.00	81,754.00	6,000.00		6,000.00
Total Revenue	2,412,979.92	3,555,419.00	-1,142,439.08	272,330.00	3,827,749.00	272,330.00		272,330.00

Expense

Administration	220,371.36	608,355.00	(387,983.64)	68,680.00	677,035.00	68,680.00		68,680.00	
Police	473,704.87	948,664.00	(474,959.13)	0.00	948,664.00	0.00		0.00	
Court	89,349.70	191,149.00	(101,799.30)	600.00	191,749.00	600.00		600.00	
Fire	381,194.00	841,662.00	(460,468.00)	0.00	841,662.00	0.00		0.00	
Community Service	77,639.60	198,737.00	(121,097.40)	6,433.00	205,170.00	6,433.00		6,433.00	
Solid Waste	97,984.88	228,497.00	(130,532.12)	7,237.00	235,734.00	7,237.00		7,237.00	
Streets	47,854.19	456,922.00	(409,067.81)	183,380.00	640,302.00	183,380.00		183,380.00	

EXPLANATION OF MAJOR ADDITIONAL
REQUEST FOR MAINTENANCE AND
OPERATION BUDGET

Small Increase for Sales Tax

O2018-03 Solid Waste - Senior and
Basic Increase

Skybeam T-Mobil-Additional Equip.

R2018-03 \$6,000-Ovilla Parks Master
Plan

R2018-02 \$26,780 - Change to Net
Genius, \$6,271.92-8 Laptops for Council,
R2018-08 \$25,688 - Fund Accounting,
\$3,300. - Asbestos Survey, \$6,640.-
ENGINEERING (BIRKHOFF)

R2018-06 \$600 - Interpretatoin services
for court.

\$6,433.00 - Vehicle/Topper ADDED PER
COUNCIL 4/09
Ord 2018-03 \$7,237 - Waste Connection
billing increase 1436 x \$13.68 x 12 =
\$235,734

R2018-18 \$11,037 - East Highland PLUS
R2018-19 \$15,545. - Highview Court
PLUS R2018-12 \$114,752 -
Reclaim/rehab Suburban Drive PLUS
\$86,062-Willowwood, Greenwood PLUS
R2018-11 CHANGE- \$225,984.00 Ovilla
Oaks Drive

Parks	9,967.53	81,433.00	-71,465.47	6,000.00	87,433.00	6,000.00	6,000.00
EXPENSE	1,398,046.13	3,555,419.00	-2,157,372.87	272,330.00	3,827,749.00	272,330.00	272,330.00

REVENUE LESS EXPENSE 1,014,933.79 0.00 1,014,933.79 0.00 0.00

Projected Operating Ending Fund Balance

1,068,122.17

WATER AND SEWER FUND RECAP SHEET
Mid-Year Budget FY 2017-2018

May 8, 2018										Mid-Year Request 2017-2018
REVENUE	ACTUAL		Original		Budget with		Line Item Mid-		Mid Year	DIFFERENCE
	REVENUE/EX	PENSE	Budget	Revisions	Dollar Amount	Year Budget	Adjusted Budget	2017-2018		
	THRU MARCH	31 2018	2017-2018	2017-2018	Over/Under Budget	Adjustment				
Beginning Operating Balance as of 5.8.2018										
Water Sales	389,143.64	920,296.00	-531,152.36					920,296.00	0.00	0.00
Sewer Sales	201,217.62	399,708.00	(198,490.38)					399,708.00	0.00	0.00
Fees	45,739.67	98,809.00	(53,069.33)					98,809.00	0.00	0.00
Other Revenue	15,346.52	40,400.00	(25,053.48)					120,195.00	79,795.00	79,795.00
Total Revenue	651,447.45	1,459,213.00	-807,765.55					1,539,008.00	79,795.00	79,795.00
Expense										

Administration	103,577.48	276,716.00			(173,138.52)					25,688.00	25,688.00
Water	344,356.10	815,527.00			(471,170.90)					869,634.00	54,107.00
Sewer	164,831.19	366,970.00			(202,138.81)					366,970.00	0.00
EXPENSE	612,764.77	1,459,213.00			-846,448.23					1,539,008.00	79,795.00

REVENUE LESS EXPENSE 38,682.68 0.00 38,682.68 0.00 0.00

Projected Operating Ending Fund Balance

574,904.72

DEBT SERVICE
Mid-Year Budget FY 2017-2018

	<u>ACTUAL</u> <u>REVENUE/EX</u> <u>PENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted Budget</u> <u>2017-2018</u>	<u>DIFFERENCE</u>	<u>INCLUDED IN</u> <u>PROPOSED</u>
							<u>Mid-Year</u> <u>Request</u> <u>2017-2018</u>

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

Tax	545,484.49	565,728.00	-20,243.51		565,728.00	0.00	0.00
Other Revenue	5,717.45	10,922.00	(5,204.55)		10,922.00	0.00	0.00
Total Revenue	551,201.94	576,650.00	-25,448.06		576,650.00	0.00	0.00

Expense

Long Term Debt	93,075.00	576,650.00	(483,575.00)		576,650.00	0.00	0.00
EXPENSE	93,075.00	576,650.00	-483,575.00		576,650.00	0.00	0.00

REVENUE LESS EXPENSE 458,126.94 0.00 458,126.94 0.00 0.00

Projected Operating Ending Fund Balance

512,081.85

4B EDC
Mid-Year Budget FY 2017-2018

	<u>ACTUAL</u> <u>REVENUE/EX</u> <u>PENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted Budget</u> <u>2017-2018</u>	<u>DIFFERENCE</u>	<u>INCLUDED IN</u> <u>PROPOSED</u>
							<u>Mid-Year</u> <u>Request</u> <u>2017-2018</u>

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

Sales Tax	52,739.40	100,800.00	-48,060.60		100,800.00	0.00	0.00
Other Revenue	1,092.36	31,340.00	(30,247.64)		31,340.00	0.00	0.00
Total Revenue	53,831.76	132,140.00	-78,308.24		132,140.00	0.00	0.00

Expense

Total Expense	10,649.00	132,140.00	(121,491.00)		132,140.00	0.00	0.00
EXPENSE	10,649.00	132,140.00	-121,491.00		132,140.00	0.00	0.00

REVENUE LESS EXPENSE 43,182.76 0.00 43,182.76 0.00 0.00

Projected Operating Ending Fund Balance

614,853.90

R2018-03 \$6,000-Grant Works Parks
Master Plan (Added to consulting and
reduced Admin Reserves)

MUNICIPAL DEVELOPMENT DIST.
Mid-Year Budget FY 2017-2018

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

<u>ACTUAL</u> <u>REVENUE/EX</u> <u>PENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Budget</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted Budget</u> <u>2017-2018</u>	<u>DIFFERENCE</u>	<u>INCLUDED IN</u> <u>PROPOSED</u>
Sales Tax	26,377.27	50,500.00	-24,122.73	50,500.00	0.00	0.00
Other Revenue	459.88	600.00	(140.12)	600.00	0.00	0.00
Total Revenue	26,837.15	51,100.00	-24,262.85	51,100.00	0.00	0.00
Expense						
Total Expense	1,986.00	51,100.00	(49,114.00)	51,100.00	0.00	0.00
EXPENSE	1,986.00	51,100.00	-49,114.00	51,100.00	0.00	0.00
REVENUE LESS EXPENSE	24,851.15	0.00	24,851.15	0.00	0.00	

Projected Operating Ending Fund Balance

249,867.13

PARK IMPACT

Mid-Year Budget FY 2017-2018

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

<u>ACTUAL</u> <u>REVENUE/EX</u> <u>PENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Budget</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted Budget</u> <u>2017-2018</u>	<u>DIFFERENCE</u>	<u>INCLUDED IN</u> <u>PROPOSED</u>
Revenue	3,791.10	8,793.00	(5,001.90)	8,793.00	0.00	0.00
Total Revenue	3,791.10	8,793.00	-5,001.90	8,793.00	0.00	0.00
Expense						
Total Expense	0.00	8,793.00	(8,793.00)	8,793.00	0.00	0.00
EXPENSE	0.00	8,793.00	-8,793.00	8,793.00	0.00	0.00
REVENUE LESS EXPENSE	3,791.10	0.00	3,791.10	0.00	0.00	

Projected Operating Ending Fund Balance

78,496.00

WATER AND SEWER IMPACT
Mid-Year Budget FY 2017-2018

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

ACTUAL REVENUE/EX PENSE THRU MARCH 31 2018	Original Budget with Revisions 2017-2018	Dollar Amount Over/Under Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED
Revenue	26,317.63	54,756.00	2,312.00	57,068.00	2,312.00	2,312.00
Total Revenue	26,317.63	54,756.00	2,312.00	57,068.00	2,312.00	2,312.00
Expense						
Total Expense	272.50	54,756.00	2,312.00	57,068.00	2,312.00	2,312.00
EXPENSE	272.50	54,756.00	2,312.00	57,068.00	2,312.00	2,312.00
REVENUE LESS EXPENSE	26,045.13	0.00	26,045.13	0.00	0.00	

Adjust for collected funds, sewer impact, and interest

R2018-01 Red Oak Creek 12" Water Line \$50,000 for 12" water line PLUS Reduced Admin Reserves

Projected Operating Ending Fund Balance

96,884.65

CAPITAL PROJECTS

Mid-Year Budget FY 2017-2018

May 8, 2018

REVENUE

Beginning Operating Balance as of 5.8.2018

ACTUAL REVENUE/EX PENSE THRU MARCH 31 2018	Original Budget with Revisions 2017-2018	Dollar Amount Over/Under Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED
Revenue	159.60	270.00	211.00	481.00	211.00	211.00
Total Revenue	159.60	270.00	211.00	481.00	211.00	211.00
Expense						
Total Expense	0.00	270.00	211.00	481.00	211.00	211.00
EXPENSE	0.00	270.00	211.00	481.00	211.00	211.00
REVENUE LESS EXPENSE	159.60	0.00	159.60	0.00	0.00	

Additional Interest

Increased Admin Reserves

Projected Operating Ending Fund Balance

130,952.27

GENERAL FUND												INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017-2018
Revenue												
Beginning Fund Balance							1,560,189.17					
4000100 • Taxes												
4000105 • Ad Valorem, Current		1,652,600.47	1,649,432.00	3,168.47	100.19%	0.00	1,649,432.00	0.00				
4000106 • Ad Valorem, New and Improvement		0.00	53,233.00	-53,233.00	0.00%	0.00	53,233.00	0.00				
4000110 • Ad Valorem, Delinquent		7,379.64	10,000.00	-2,620.36	73.80%	0.00	10,000.00	0.00				
4000113 • Interest/Penalties - Prop Tax		3,597.46	7,000.00	-3,402.54	51.39%	0.00	7,000.00	0.00				
4000120 • Sales Tax (1%)		105,478.78	201,264.00	-95,785.22	52.41%	9,693.00	210,957.00	9,693.00				9,693.00
4000125 • Sales Tax - St. Impr (.25%)		26,369.70	50,316.00	-23,946.30	52.41%	2,423.00	52,739.00	2,423.00				2,423.00
4000130 • Franchise Tax		45,791.24	163,000.00	-117,208.76	28.09%	0.00	163,000.00	0.00				
Total 4000100 • Taxes		1,841,217.29	2,134,245.00	-293,027.71		12,116.00	2,146,361.00	12,116.00				12,116.00
4000208 • Building Permits							0.00					
4000210 • Residential Building Permits		26,464.16	60,000.00	-33,535.84	44.11%	0.00	60,000.00	0.00				
4000214 • Misc Building Permits		10,637.42	23,952.00	-13,314.58	44.41%	0.00	23,952.00	0.00				
Total 4000208 • Building Permits		37,101.58	83,952.00	-46,850.42		0.00	83,952.00	0.00				
4000200 • Licenses and Permits												
4000230 • Plan Review Fee		5,727.82	12,000.00	-6,272.18	47.73%	0.00	12,000.00	0.00				
4000260 • Alarm Permits		780.00	2,604.00	-1,824.00	29.95%	0.00	2,604.00	0.00				
4000270 • Animal Tag Fees		1,164.00	3,706.00	-2,542.00	31.41%	0.00	3,706.00	0.00				
4000272 • Impound Fees		600.00	2,751.00	-2,151.00	21.81%	0.00	2,751.00	0.00				

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017-2018
4000290 · Misc Licenses and Permits	1,013.12	1,568.00	-554.88	64.61%	0.00	1,568.00	0.00	
Total 4000200 4000208 License and Permits	9,284.94	22,629.00	-13,344.06		0.00	22,629.00	0.00	
4000400 · Charges for Services								
4000325 · ESD #2	95,000.00	190,000.00	-95,000.00	50.00%	0.00	190,000.00	0.00	
4000330 · ESD #4	37,084.77	55,628.00	-18,543.23	66.67%	0.00	55,628.00	0.00	
4000411 · Copies and Maps	27.70	100.00	-72.30	27.70%	0.00	100.00	0.00	
4000415 · Police Reports	48.00	150.00	-102.00	32.00%	0.00	150.00	0.00	
4000420 · Park Lights	0.00	500.00	-500.00	0.00%	0.00	500.00	0.00	
4000440 · Oak Leaf Animal Control	690.00	2,100.00	-1,410.00	32.86%	0.00	2,100.00	0.00	
4000450 · Subdivision Fees	240.00	6,900.00	-6,660.00	3.48%	0.00	6,900.00	0.00	
4000480 · Solid Waste (Garbage)	132,437.92	256,968.00	-124,530.08	51.54%	7,354.00	264,322.00	7,354.00	7,354.00
4000485 - 50/50 Sidewalk Program	0.00	1,250.00	-1,250.00	0.00%	0.00	1,250.00	0.00	
4000490 · Misc Charges for Services	1,553.10	3,850.00	-2,296.90	40.34%	0.00	3,850.00	0.00	
Total 4000400 · Charges for Services	267,081.49	517,446.00	-250,364.51		7,354.00	524,800.00	7,354.00	7,354.00
4000500 · Fines and Forfeitures								
4000535 · Omni Warrant Revenue	1,317.61	2,868.00	-1,550.39	45.94%	0.00	2,868.00	0.00	
4000510 · Fines - Police	120,319.72	265,008.00	-144,688.28	45.40%	0.00	265,008.00	0.00	
4000520 · Fines - Animal Control	0.00	456.00	-456.00	0.00%	0.00	456.00	0.00	
4000525 · Fines - Code Enforcement	592.00	8,949.00	-8,357.00	6.62%	0.00	8,949.00	0.00	
4000550 · Municipal Court Technology	2,279.57	5,424.00	-3,144.43	42.03%	0.00	5,424.00	0.00	
4000551 · Municipal Court Security	1,709.68	4,068.00	-2,358.32	42.03%	0.00	4,068.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017-2018
4000590 • Misc Fines and Forfeitures	280.00	432.00	-152.00	64.81%	0.00	432.00	0.00	
Total 4000500 • Fines and Forfeitures	126,498.58	287,205.00	-160,706.42		0.00	287,205.00	0.00	
4000800 • Other Revenue								
4000810 • Heritage Day	3,738.00	26,000.00	-22,262.00	14.38%	0.00	26,000.00	0.00	
4000818 • Lease Proceeds	1,144.17	0.00	1,144.17	0.00%	0.00	0.00	0.00	
4000820 • Water Tower Lease	106,123.52	118,250.00	-12,126.48	89.75%	33,671.00	151,921.00	33,671.00	33,671.00
4000840 • Interest Earned	4,562.65	7,560.00	-2,997.35	60.35%	0.00	7,560.00	0.00	
4000860 • Grant Proceeds	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	
4000870 • Insurance Proceeds	2,025.75	0.00	2,025.75	0.00%	0.00	0.00	0.00	
4000885 • Proceeds from Sale of Assets	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	
4000887 • HOA Revenue	0.00	1,015.00	-1,015.00	0.00%	-1,015.00	0.00	-1,015.00	-1,015.00
4000890 • Misc Other Revenue	839.95	3,500.00	-2,660.05	24.00%	0.00	3,500.00	0.00	
Total 4000800 • Other Revenue	118,434.04	156,325.00	-37,890.96		32,656.00	188,981.00	32,656.00	32,656.00
4000900 • Transfers In								
4000905 • Weapons Purchase Plan	0.00	11,730.00	-11,730.00	0.00%	0.00	11,730.00	0.00	
4000925 • Admin.Rev. received from 4B-EDC	1,250.00	2,500.00	-1,250.00	50.00%	0.00	2,500.00	0.00	
4000927 - 4B-EDC Revenue: Monument Sigs	0.00	30,000.00	-30,000.00	0.00%	0.00	30,000.00	0.00	
4000928 - 4B-EDC Parks Master Plan	0.00	0.00	0.00	0.00%	6,000.00	6,000.00	6,000.00	6,000.00
4000930 • Admin. Rev. Rec. From W&S Fund	11,862.00	23,724.00	-11,862.00	50.00%	0.00	23,724.00	0.00	
4000940 • Admin.Rev. Rec. from MDD Fund	250.00	500.00	-250.00	50.00%	0.00	500.00	0.00	
4000945 - Transfer in from Bldg. Security	0.00	7,300.00	-7,300.00	0.00%	0.00	7,300.00	0.00	

	ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017-2018
4000990 - Reduction in Fund Balance	0.00	277,863.00	-277,863.00	0.00%	214,204.00	492,067.00	214,204.00	214,204.00
Total 4000900 - Transfers In	13,362.00	353,617.00	-340,255.00		220,204.00	573,821.00	220,204.00	220,204.00
Total Revenue	2,412,979.92	3,555,419.00	-1,142,439.08		272,330.00	3,827,749.00	272,330.00	272,330.00

GENERAL FUND											INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE			Mid-Year Request 2017- 2018
Expense											
10 - Administration											
5201100 - Salaries & Wages											
5101110 - City Administrator		36,663.46	78,750.00	-42,086.54	46.56%	0.00	78,750.00	0.00			
5101115 - City Secretary		23,750.02	44,250.00	-20,499.98	53.67%	0.00	44,250.00	0.00			
5101117 - City Accountant		19,754.77	39,338.00	-19,583.23	50.22%	0.00	39,338.00	0.00			
5101120 - Admin. Support		13,566.00	27,035.00	-13,469.00	50.18%	0.00	27,035.00	0.00			
5101180 - Merit Raises, Staff 3%		0.00	5,682.00	-5,682.00	0.00%	0.00	5,682.00	0.00			
Total 5101100 - Salaries & Wages		93,734.25	195,055.00	-101,320.75	48.06%	0.00	195,055.00	0.00			0.00
5101400 - Support Staff											
5101490 - Overtime		0.00	625.00	-625.00	0.00%	0.00	625.00	0.00			
Total 5101400 - Support Staff		0.00	625.00	-625.00	0.00%	0.00	625.00	0.00			0.00
5102100 - Employee Benefits											
5102110 - Group Insurance		15,567.93	31,117.00	-15,549.07	50.03%	0.00	31,117.00	0.00			
5102135 - TMRS		12,721.34	25,715.00	-12,993.66	49.47%	0.00	25,715.00	0.00			
5102160 - Worker's Compensation		692.50	933.00	-240.50	74.22%	0.00	933.00	0.00			
5102170 - Payroll Taxes		1,902.57	3,772.00	-1,869.43	50.44%	0.00	3,772.00	0.00			
5102180 - Unemployment Taxes			1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00			
5102190 - Auto Allowance		2,400.00	4,800.00	-2,400.00	50.00%	0.00	4,800.00	0.00			

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5102196 · Indiv. Membership Dues	1,374.00	1,950.00	-576.00	70.46%	0.00	1,950.00	0.00	
Total 5102100 · Employee Benefits	34,658.34	69,287.00	-34,628.66	50.02%	0.00	69,287.00	0.00	0.00
5102200 · Special Services								
5102210 · Tax Assessing & Collecting Fees	1,814.00	1,814.00	0.00	100.00%	0.00	1,814.00	0.00	
5102220 · Tax Appraisal Fee	9,443.50	18,887.00	-9,443.50	50.00%	0.00	18,887.00	0.00	
5102230 · Legal Fees	4,566.45	32,272.00	-27,705.55	14.15%	0.00	32,272.00	0.00	
5102240 · Audit	7,445.45	7,650.00	-204.55	97.33%	0.00	7,650.00	0.00	
5102250 · Accounting	131.52	2,000.00	-1,868.48	6.58%	0.00	2,000.00	0.00	
5102260 · Engineering Fees	3,095.90	10,000.00	-6,904.10	30.96%	0.00	10,000.00	0.00	
Total 5102200 · Special Services	26,496.82	72,623.00	-46,126.18	36.49%	0.00	72,623.00	0.00	0.00
5102300 · Contractual Services								
5102310 · Consultant Fees	79.96	10,000.00	-9,920.04	0.80%	0.00	10,000.00	0.00	
Total 5102300 · Contractual Services	79.96	10,000.00	-9,920.04	0.80%	0.00	10,000.00	0.00	0.00
5102500 · Operating Services								
5102530 · Custodial Service Contract	2,064.00	4,128.00	-2,064.00	50.00%	0.00	4,128.00	0.00	
5102540 · IT - Computer Maintenance	24,687.89	25,200.00	-512.11	97.97%	26,780.00	51,980.00	26,780.00	26,780.00
Total 5102500 · Operating Services	26,751.89	29,328.00	-2,576.11	91.22%	26,780.00	56,108.00	26,780.00	26,780.00
5102600 · Special Expenses								
5102610 · Election - Payroll	0.00	850.00	-850.00	0.00%	0.00	850.00	0.00	
5102620 · Election - Supplies	780.32	2,500.00	-1,719.68	31.21%	0.00	2,500.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5102630 • Election Meeting Expense	0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	
5102650 • Codification Book Update	375.00	3,600.00	-3,225.00	10.42%	0.00	3,600.00	0.00	
Total 5102600 • Special Expenses	1,155.32	7,050.00	-5,894.68	16.39%	0.00	7,050.00	0.00	0.00
5103100 • General Supplies								
5103110 • Office Supplies	4,577.26	8,000.00	-3,422.74	57.22%	0.00	8,000.00	0.00	
5103140 • Uniforms	0.00	350.00	-350.00	0.00%	0.00	350.00	0.00	
Total 5103100 • General Supplies	4,577.26	8,350.00	-3,772.74	54.82%	0.00	8,350.00	0.00	0.00
5103400 • Maintenance Supplies / Parts								
5103410 • Supplies - Custodial	445.63	1,500.00	-1,054.37	29.71%	0.00	1,500.00	0.00	
5103440 • Maintenance Agreement Expense	0.00	400.00	-400.00	0.00%	0.00	400.00	0.00	
5103460 • Miscellaneous	0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00	
Total 5103400 • Maintenance Supplies / Parts	445.63	3,400.00	-2,954.37	13.11%	0.00	3,400.00	0.00	0.00
5104200 • Travel Expenses								
5104210 • Travel - Local	312.10	500.00	-187.90	62.42%	0.00	500.00	0.00	
5104220 • Professional Development	1,042.35	6,550.00	-5,507.65	15.91%	0.00	6,550.00	0.00	
5104222 • Professional Develop - Council	931.32	1,300.00	-368.68	71.64%	0.00	1,300.00	0.00	
5104225 • City Council Meal Expense	348.68	2,200.00	-1,851.32	15.85%	0.00	2,200.00	0.00	
5104230 • Professional Develop - In-House		500.00	-500.00	0.00%	0.00	500.00	0.00	
Total 5104200 • Travel Expenses	2,634.45	11,050.00	-8,415.55	23.84%	0.00	11,050.00	0.00	0.00
5105200 • Data Processing Expenses								
5105230 • Data Proc-Equipment, Repair, Maint.		8,000.00	-8,000.00	0.00%	6,272.00	14,272.00	6,272.00	6,272.00

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5105240 · Data Processing - Software	7,913.94	11,005.00	-3,091.06	71.91%	25,688.00	36,693.00	25,688.00	25,688.00
Total 5105200 · Data Processing Expenses	7,913.94	19,005.00	-11,091.06	41.64%	31,960.00	50,965.00	31,960.00	31,960.00
5105300 · Printing Expense								
5105310 · Copier Expense	1,441.22	4,476.00	-3,034.78	32.20%	0.00	4,476.00	0.00	
5105320 · Printing & Postage - Newsletters	2,340.57	5,108.00	-2,767.43	45.82%	0.00	5,108.00	0.00	
5105330 · Printing - Forms	306.58	1,500.00	-1,193.42	20.44%	0.00	1,500.00	0.00	
Total 5105300 · Printing Expense	4,088.37	11,084.00	-6,995.63	36.89%	0.00	11,084.00	0.00	0.00
5105400 · Utilities								
5105410 · Telephone	766.50	1,500.00	-733.50	51.10%	0.00	1,500.00	0.00	
5105415 · Cellular Phone	716.49	1,450.00	-733.51	49.41%	0.00	1,450.00	0.00	
5105417 · Internet	959.76	2,823.00	-1,863.24	34.00%	0.00	2,823.00	0.00	
5105420 · Wireless Cards	455.88	912.00	-456.12	49.99%	0.00	912.00	0.00	
5105450 · Electricity	1,909.73	4,635.00	-2,725.27	41.20%	0.00	4,635.00	0.00	
Total 5105400 · Utilities	4,808.36	11,320.00	-6,511.64	42.48%	0.00	11,320.00	0.00	0.00
5105500 · Repairs & Bldg Improvements								
5105520 · Repairs - Buildings	1,242.26	33,200.00	-31,957.74	3.74%	-21,700.00	11,500.00	-21,700.00	-21,700.00
5105540 · Repairs - Machinery & Equipment	0.00	500.00	-500.00	0.00%	0.00	500.00	0.00	0.00
5105590 · Repairs - Other	370.64	1,300.00	-929.36	28.51%	0.00	1,300.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
Total 5105500 • Repairs & Bldg Improvements	1,612.90	35,000.00	-33,387.10	4.61%	-21,700.00	13,300.00	-21,700.00	-21,700.00
5105600 • Insurance								
5105610 • Insurance - Property	957.50	1,915.00	-957.50	50.00%	0.00	1,915.00	0.00	
5105620 • Insurance - Liability	400.00	800.00	-400.00	50.00%	0.00	800.00	0.00	
5105630 • Insurance - Fidelity Bond	250.00	300.00	-50.00	83.33%	0.00	300.00	0.00	
notary Bond	0.00	450.00	-450.00	0.00%	0.00	450.00	0.00	
5105635 • Public Officials Surety Bonds	260.00	2,210.00	-1,950.00	11.76%	0.00	2,210.00	0.00	
Total 5105600 • Insurance	1,867.50	5,675.00	-3,807.50	32.91%	0.00	5,675.00	0.00	0.00
5105700 • Other Expenses								
5105705 • Postage	2,505.84	6,756.00	-4,250.16	37.09%	0.00	6,756.00	0.00	
5105710 • Cash - Over/Short	0.00	10.00	-10.00	0.00%	0.00	10.00	0.00	
5105725 • Records Management Expense	1,395.00	1,500.00	-105.00	93.00%	0.00	1,500.00	0.00	
5105730 • City - Memberships	1,830.78	2,500.00	-669.22	73.23%	0.00	2,500.00	0.00	
5105740 • Legal Notices/Advertisement	2,478.57	9,000.00	-6,521.43	27.54%	0.00	9,000.00	0.00	
5105752 • Employment Screening	0.00	400.00	-400.00	0.00%	0.00	400.00	0.00	
5105753 • Solicitor Screening	127.00	200.00	-73.00	63.50%	0.00	200.00	0.00	
5105760 • Bank Service Charge	82.63	100.00	-17.37	82.63%	0.00	100.00	0.00	
5105764 • Filing Fees	172.38	500.00	-327.62	34.48%	0.00	500.00	0.00	
5105765 • Miscellaneous	840.52	2,767.00	-1,926.48	30.38%	0.00	2,767.00	0.00	
Total 5105700 • Other Expenses	9,432.72	23,733.00	-14,300.28	39.75%	0.00	23,733.00	0.00	0.00
5106400 • Minor Capital Outlay								

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5106440 - Machinery & Equipment	0.00	1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	
5106465 - Furniture	113.65	1,000.00	-886.35	11.37%	0.00	1,000.00	0.00	
Total 5106400 - Minor Capital Outlay	113.65	2,000.00	-1,886.35	5.68%	0.00	2,000.00	0.00	0.00
5107400 - Capitalized Assets								
5107420 - Buildings	0.00	0.00	0.00	0.00%	31,640.00	31,640.00	31,640.00	31,640.00
5107400 - Capitalized Assets	0.00	0.00	0.00		31,640.00	31,640.00	31,640.00	31,640.00
5107440 - Machine & Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	
Total - Capitalized Assets	0.00	0.00	0.00		0.00	0.00	0.00	0.00
5109000 - Reserves								
5109001 - Reserve for Contingency	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	
5109015 - Reserve for RD & PD Radios	0.00	93,770.00	-93,770.00	0.00%	0.00	93,770.00	0.00	
Total 5109000 - Reserves	0.00	93,770.00	-93,770.00		0.00	93,770.00		0.00
Total 10 - Administration	220,371.36	608,355.00	-387,983.64		68,680.00	677,035.00	68,680.00	68,680.00

GENERAL FUND												INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018												
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE					Mid-Year Request 2017-2018
Expense												
20 - Police												
5201100 - Salaries & Wages												
5201120 - Police Chief	38,234.82	74,243.00	-36,008.18	51.50%	0.00	74,243.00	0.00					
5201143 - Command Staff	29,514.16	57,309.00	-27,794.84	51.50%	0.00	57,309.00	0.00					
5201150 - Certification Pay	1,199.90	2,400.00	-1,200.10	50.00%	0.00	2,400.00	0.00					
5201170 - Salary Increase		0.00	0.00	0.00%	0.00	0.00	0.00					
5201180 - Merit Raises - Staff 3%		3,947.00	-3,947.00	0.00%	0.00	3,947.00	0.00					0.00
Total 5201100 - Salaries & Wages	68,948.88	137,899.00	-68,950.12	50.00%	0.00	137,899.00	0.00					0.00
5201400 - Support Salaries												
5201405 - Support Staff	15,870.40	30,826.00	-14,955.60	51.48%	0.00	30,826.00	0.00					
5201408 - Sergeant	31,235.27	88,047.00	-56,811.73	35.48%	0.00	88,047.00	0.00					
5201410 - Patrol	134,167.42	248,352.00	-114,184.58	54.02%	0.00	248,352.00	0.00					
5201412 - Patrol Part Time	12,725.00	20,500.00	-7,775.00	62.07%	0.00	20,500.00	0.00					
5201415 - Certification Pay	634.66	2,701.00	-2,066.34	23.50%	0.00	2,701.00	0.00					
5201470 - Salary Increase		6,220.00	-6,220.00	0.00%	0.00	6,220.00	0.00					
5201480 - Merit Raises 3%		10,012.00	-10,012.00	0.00%	0.00	10,012.00	0.00					
5201490 - Overtime	6,269.74	16,000.00	-9,730.26	39.19%	0.00	16,000.00	0.00					
Total 5201400 - Support Salaries	200,902.49	422,658.00	-221,755.51	47.53%	0.00	422,658.00	0.00					0.00
5202100 - Employee Benefits												

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5202110 · Group Insurance	41,179.09	84,581.00	-43,401.91	48.69%	0.00	84,581.00	0.00	
5202135 · TMRS	24,954.40	53,161.00	-28,206.60	46.94%	0.00	53,161.00	0.00	
5202160 · Worker's Compensation	7,179.50	12,471.00	-5,291.50	57.57%	0.00	12,471.00	0.00	
5202170 · Payroll Taxes	4,513.52	8,789.00	-4,275.48	51.35%	0.00	8,789.00	0.00	
5202196 · Membership Dues	403.00	403.00	0.00	100.00%	0.00	403.00	0.00	
Total 5202100 · Employee Benefits	78,229.51	159,405.00	-81,175.49	49.08%	0.00	159,405.00	0.00	0.00
5202300 · Contractual Services								
5202355 · Contract Labor - Individual	0.00	500.00	-500.00	0.00%	0.00	500.00	0.00	
5202356 · Gingerbread House	1,000.00	1,000.00	0.00	100.00%	0.00	1,000.00	0.00	
5202380 · Dispatch	7,962.00	15,925.00	-7,963.00	50.00%	0.00	15,925.00	0.00	
5202385 · Jail Expense		1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	
5202390 · Special Response Team	7,500.00	8,500.00	-1,000.00	88.24%	0.00	8,500.00	0.00	
5202395 · Contractual Services Other		1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	
Total 5202300 · Contractual Services	16,462.00	27,925.00	-11,463.00	58.95%	0.00	27,925.00	0.00	0.00
5202500 · Operating Services								
5202530 · Custodial Services Contract	1,410.00	2,820.00	-1,410.00	50.00%	0.00	2,820.00	0.00	
5202540 · Computer Maintenance		700.00	-700.00	0.00%	0.00	700.00	0.00	
5202560 · Internet Subscriptions		1,350.00	-1,350.00	0.00%	0.00	1,350.00	0.00	
Total 5202500 · Operating Services	1,410.00	4,870.00	-3,460.00	28.95%	0.00	4,870.00	0.00	0.00
5202600 · Special Expenses								
5202675 · National Night Out	135.00	500.00	-365.00	27.00%	0.00	500.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
Total 5202600 · Special Expenses	135.00	500.00	-365.00	27.00%	0.00	500.00	0.00	0.00
5203100 · General Supplies								
5203110 · Office Supplies	997.81	1,050.00	-52.19	95.03%	0.00	1,050.00	0.00	
5203140 · Uniforms	2,170.62	8,500.00	-6,329.38	25.54%	0.00	8,500.00	0.00	
5203170 · Evidence Gathering	319.55	700.00	-380.45	45.65%	0.00	700.00	0.00	
Total 5203100 · General Supplies	3,487.98	10,250.00	-6,762.02	34.03%	0.00	10,250.00	0.00	0.00
5203400 · Maintenance Supplies & Parts								
5203410 · Supplies - Custodial	276.24	800.00	-523.76	34.53%	0.00	800.00	0.00	
Total 5203400 · Maintenance Supplies & Parts	276.24	800.00	-523.76	34.53%	0.00	800.00	0.00	0.00
5204200 · Travel Expenses								
5204210 · Travel - Local	502.60	1,000.00	-497.40	50.26%	0.00	1,000.00	0.00	
5204220 · Professional Development	3,952.01	7,827.00	-3,874.99	50.49%	0.00	7,827.00	0.00	
5204225 · Professional Dev - LEOSE	400.00	0.00	400.00	0.00%	0.00	0.00	0.00	
5204235 - Ammo		1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	
5204270 · Vehicle Expenses	9,916.18	24,000.00	-14,083.82	41.32%	0.00	24,000.00	0.00	
Total 5204200 · Travel Expenses	14,770.79	33,827.00	-19,056.21	43.67%	0.00	33,827.00	0.00	0.00
5205200 · Data Processing Expenses								
5205220 · Data Proc - Equipment	438.90	5,000.00	-4,561.10	8.78%	0.00	5,000.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5205240 · Data Processing - Software	17,851.00	18,000.00	-149.00	99.17%	0.00	18,000.00	0.00	
Total 5205200 · Data Processing Expenses	18,289.90	23,000.00	-4,710.10	79.52%	0.00	23,000.00	0.00	0.00
5205300 · Printing Expenses								
5205310 · Copier Expense	527.90	1,210.00	-682.10	43.63%	0.00	1,210.00	0.00	
5205330 · Printing - Forms	300.00	300.00	0.00	100.00%	0.00	300.00	0.00	
5205350 · Printing - Other	159.85	500.00	-340.15	31.97%	0.00	500.00	0.00	
Total 5205300 · Printing Expenses	987.75	2,010.00	-1,022.25	49.14%	0.00	2,010.00	0.00	0.00
5205400 · Utilities								
5205410 · Telephone	747.42	1,500.00	-752.58	49.83%	0.00	1,500.00	0.00	
5205415 · Cellular Phone	592.98	1,188.00	-595.02	49.91%	0.00	1,188.00	0.00	
5205417 · Internet - PD	959.76	1,920.00	-960.24	49.99%	0.00	1,920.00	0.00	
5205420 · Wireless Cards	1,139.70	3,192.00	-2,052.30	35.70%	0.00	3,192.00	0.00	
5205450 · Electricity	1,862.11	4,500.00	-2,637.89	41.38%	0.00	4,500.00	0.00	
Total 5205400 · Utilities	5,301.97	12,300.00	-6,998.03	43.11%	0.00	12,300.00	0.00	0.00
5205500 · Repairs & Building Improvements								
5205520 · Repairs - Building	66.00	5,000.00	-4,934.00	1.32%	0.00	5,000.00	0.00	
5205540 · Repairs- Machinery & Equipment	46.46	1,000.00	-953.54	4.65%	0.00	1,000.00	0.00	
5205550 · Repairs - Vehicles	3,267.85	10,000.00	-6,732.15	32.68%	0.00	10,000.00	0.00	
Total 5205500 · Repairs & Building Improvements	3,380.31	16,000.00	-12,619.69	21.13%	0.00	16,000.00	0.00	0.00
5205600 · Insurance								
5205610 · Insurance - Property	975.00	1,950.00	-975.00	50.00%	0.00	1,950.00	0.00	
5205620 · Insurance - Liability	2,674.00	5,348.00	-2,674.00	50.00%	0.00	5,348.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5205640 • Insurance - Vehicle	2,454.00	4,908.00	-2,454.00	50.00%	0.00	4,908.00	0.00	
Total 5205600 • Insurance	6,103.00	12,206.00	-6,103.00	50.00%	0.00	12,206.00	0.00	0.00
5205700 • Other Expenses								
5205742 • Public Relations	0.00	550.00	-550.00	0.00%	0.00	550.00	0.00	
5205745 - Weapons Purchase Plan	0.00	11,730.00	-11,730.00	0.00%	0.00	11,730.00	0.00	
5205752 • Employment Screening	440.21	1,550.00	-1,109.79	28.40%	0.00	1,550.00	0.00	
5205765 • Miscellaneous	553.55	1,500.00	-946.45	36.90%	0.00	1,500.00	0.00	
Total 5205700 • Other Expenses	993.76	15,330.00	-14,336.24	6.48%	0.00	15,330.00	0.00	0.00
5206400 • Minor Capital Outlay								
5206440 • Machinery & Equipment	1,827.17	9,734.00	-7,906.83	18.77%	0.00	9,734.00	0.00	
5206445 • Personal Protective Equipment	0.00	2,600.00	-2,600.00	0.00%	0.00	2,600.00	0.00	
5206450 - Vehicles	52,198.12	57,350.00	-5,151.88	91.02%	0.00	57,350.00	0.00	
Total 5206400 • Capital Outlay	54,025.29	69,684.00	-15,658.71	77.53%	0.00	69,684.00	0.00	0.00
5207400 - Capitalized Assets								
5207440 - Machinery & Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	
Total 5207400 - Capitalized Assets	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total 20 • Police	473,704.87	948,664.00	(474,959.13)		0.00	948,664.00	0.00	0.00

GENERAL FUND												INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018		ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017-2018
Expense												
25 - Municipal Court												
5251100 - Salaries & Wages												
5251140 - Municipal Judge		5,068.00	11,110.00	-6,042.00	45.62%	0.00	11,110.00	0.00				
Total 5251100 - Salaries & Wages		5,068.00	11,110.00	-6,042.00	45.62%	0.00	11,110.00	0.00				0.00
5251400 - Support Staff												
5251405 - Support Staff		18,387.20	34,695.00	-16,307.80	53.00%	0.00	34,695.00	0.00				
5251470 - Salary Increase		0.00	1,041.00	-1,041.00	0.00%	0.00	1,041.00	0.00				
5251480 - Merit Raises 3%		0.00	1,041.00	-1,041.00	0.00%	0.00	1,041.00	0.00				
5251490 - Overtime		437.58	1,400.00	-962.42	31.26%	0.00	1,400.00	0.00				
Total 5251400 - Support Staff		18,824.78	38,177.00	-19,352.22	49.31%	0.00	38,177.00	0.00				0.00
5252100 - Employee Benefits												
5252110 - Group Insurance		4,407.25	7,612.00	-3,204.75	57.90%	0.00	7,612.00	0.00				
5252135 - TMRS		1,849.68	3,637.00	-1,787.32	50.86%	0.00	3,637.00	0.00				
5252160 - Worker's Compensation		78.00	156.00	-78.00	50.00%	0.00	156.00	0.00				
5252170 - Payroll Taxes		660.66	1,384.00	-723.34	47.74%	0.00	1,384.00	0.00				
5252196 - Membership Dues			60.00	-60.00	0.00%	0.00	60.00	0.00				
Total 5252100 - Employee Benefits		6,995.59	12,849.00	-5,853.41	54.44%	0.00	12,849.00	0.00				0.00
5252300 - Contractual Services												
5251420 - Jury Fees		0.00	200.00	-200.00	0.00%	0.00	200.00	0.00				

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5251425 · City Prosecutor	6,121.37	11,370.00	-5,248.63	53.84%	600.00	11,970.00	600.00	600.00
5252350 · Contract Labor - Company	600.00	600.00	0.00	100.00%	0.00	600.00	0.00	
5252375 · Comptroller - Warrant Fees	41,057.92	96,000.00	-54,942.08	42.77%	0.00	96,000.00	0.00	
Total 5252300 · Contractual Services	47,779.29	108,170.00	-60,390.71	44.17%	600.00	108,770.00	600.00	600.00
5253100 · General Supplies								
5253110 · Office Supplies		133.00	-133.00	0.00%	0.00	133.00	0.00	
5253140 · Uniforms		50.00	-50.00	0.00%	0.00	50.00	0.00	
Total 5253100 · General Supplies	0.00	183.00	-183.00	0.00%	0.00	183.00	0.00	0.00
5254200 · Travel Expenses								
5254210 · Travel - Local	0.00	25.00	-25.00	0.00%	0.00	25.00	0.00	
5254220 · Professional Development	0.00	50.00	-50.00	0.00%	0.00	50.00	0.00	
Total 5254200 · Travel Expenses	0.00	75.00	-75.00	0.00%	0.00	75.00	0.00	0.00
5255200 · Data Processing Expenses								
5255240 · Data Processing - SW Maint.	2,152.68	2,351.00	-198.32	91.56%	0.00	2,351.00	0.00	
Total 5255200 · Data Processing Expenses	2,152.68	2,351.00	-198.32	91.56%	0.00	2,351.00	0.00	0.00
5255300 · Printing Expense								
5255350 · Printing - Other	841.86	842.00	-0.14	99.98%	0.00	842.00	0.00	
Total 5255300 · Printing Expense	841.86	842.00	-0.14	99.98%	0.00	842.00	0.00	0.00
5255600 · Insurance								
5255620 · Insurance - Liability	105.00	210.00	-105.00	50.00%	0.00	210.00	0.00	
Total 5255600 · Insurance	105.00	210.00	-105.00	50.00%	0.00	210.00	0.00	0.00

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5255700 · Other Expenses								
5255765 · Miscellaneous	0.00	50.00	-50.00	0.00%	0.00	50.00	0.00	
5255768 · Collection Agency Fees	4,227.08	8,868.00	-4,640.92	47.67%	0.00	8,868.00	0.00	
5255772 · Warrant Fee - Omni	3,355.42	8,264.00	-4,908.58	40.60%	0.00	8,264.00	0.00	
Total 5255700 · Other Expenses	7,582.50	17,182.00	(9,599.50)		0.00	17,182.00	0.00	0.00
Total 25 · Municipal Court	89,349.70	191,149.00	(101,799.30)		600.00	191,749.00	600.00	600.00

GENERAL FUND	Proposed Mid-Year Budget FY 2017-2018
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Expense	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
Expense								
30 - Fire								
5301100 - Salaries & Wages								
5301125 - Fire Chief	20,163.00	39,156.00	-18,993.00	51.49%	0.00	39,156.00	0.00	
5301135 - Deputy Chief/Fire Marshal	12,495.60	22,069.00	-9,573.40	56.62%	0.00	22,069.00	0.00	
5301140 - Fire Captains	36,625.79	70,760.00	-34,134.21	51.76%	0.00	70,760.00	0.00	
5301150 - Officer in Charge & Holiday	7,688.00	12,648.00	-4,960.00	60.78%	0.00	12,648.00	0.00	
5301170 - Salary Increase	0.00	2,933.00	-2,933.00	0.00%	0.00	2,933.00	0.00	
5301180 - Merit Raises - Staff 3%	0.00	4,048.00	-4,048.00	0.00%	0.00	4,048.00	0.00	
Total 5301100 - Salaries & Wages	76,972.39	151,614.00	-74,641.61	50.77%	0.00	151,614.00	0.00	0.00
5301400 - Support Salaries								
5301440 - Firefighters	159,852.42	326,555.00	-166,702.58	48.95%	0.00	326,555.00	0.00	
53014-- - Event	0.00	867.00	-867.00	0.00%	0.00	867.00	0.00	
5301470 - Salary Increase		4,876.00	-4,876.00	0.00%	0.00	4,876.00	0.00	
5301480 - Merit Raises 3%	0.00	9,943.00	-9,943.00	0.00%	0.00	9,943.00	0.00	
5301485 - Volunteer Incentive Program	9,842.00	16,850.00	-7,008.00	58.41%	0.00	16,850.00	0.00	
Total 5301400 - Support Salaries	169,694.42	359,091.00	-189,396.58	47.26%	0.00	359,091.00	0.00	0.00
5302100 - Employee Benefits								
5302135 - TMRS	3,266.87	6,534.00	-3,267.13	50.00%	0.00	6,534.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5302137 · Volunteer Retirement	1,125.00	5,200.00	-4,075.00	21.63%	0.00	5,200.00	0.00	
5302160 · Worker's Compensation	8,520.34	12,731.00	-4,210.66	66.93%	0.00	12,731.00	0.00	
5302170 · Payroll Taxes	16,043.56	33,617.00	-17,573.44	47.72%	0.00	33,617.00	0.00	
5302196 · Membership Dues	2,129.76	2,200.00	-70.24	96.81%	0.00	2,200.00	0.00	
Total 5302100 · Employee Benefits	31,085.53	60,282.00	-29,196.47	51.57%	0.00	60,282.00	0.00	0.00
5302300 · Contractual Services								
5302310 · Consultant Fees	1,500.00	1,500.00	0.00	100.00%	0.00	1,500.00	0.00	
5302380 · Dispatch	8,447.10	15,925.00	-7,477.90	53.04%	0.00	15,925.00	0.00	
5302385 · Emergency Transport Service	31,779.50	63,559.00	-31,779.50	50.00%	0.00	63,559.00	0.00	
Total 5302300 · Contractual Services	41,726.60	80,984.00	-39,257.40	51.52%	0.00	80,984.00	0.00	0.00
5302500 · Operating Services								
5302510 · Maintenance Agreements	4,601.40	9,500.00	-4,898.60	48.44%	0.00	9,500.00	0.00	
5302570 · Warning System Maintenance	0.00	2,500.00	-2,500.00	0.00%	0.00	2,500.00	0.00	
5302580 · Generator Maintenance	0.00	2,120.00	-2,120.00	0.00%	0.00	2,120.00	0.00	
Total 5302500 · Operating Services	4,601.40	14,120.00	-9,518.60	32.59%	0.00	14,120.00	0.00	0.00
5302600 · Special Expenses								
5302675 · National Night Out	235.91	350.00	-114.09	67.40%	0.00	350.00	0.00	
Total 5302600 · Special Expenses	235.91	350.00	-114.09	67.40%	0.00	350.00	0.00	0.00
5303100 · General Supplies								
5303110 · Office Supplies	179.25	1,000.00	-820.75	17.93%	0.00	1,000.00	0.00	
5303140 · Uniforms	2,684.70	5,000.00	-2,315.30	53.69%	0.00	5,000.00	0.00	
5303160 · Medical Supplies	3,508.12	8,000.00	-4,491.88	43.85%	0.00	8,000.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5303165 • Medical Support	176.10	1,000.00	-823.90	17.61%	0.00	1,000.00	0.00	
5303170 • Evidence Gathering	132.95	800.00	-667.05	16.62%	0.00	800.00	0.00	
5303175 • Education Aids	0.00	1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	
Total 5303100 • General Supplies	6,681.12	16,800.00	-10,118.88	39.77%	0.00	16,800.00	0.00	0.00
5303400 • Maintenance Supplies & Parts								
5303440 • Supplies - Custodial	1,135.56	2,500.00	-1,364.44	45.42%	0.00	2,500.00	0.00	
5303420 • Building Alarm Maintenance	1,845.00	2,300.00	-455.00	80.22%	0.00	2,300.00	0.00	
Total 5303400 • Maintenance Supplies & Parts	2,980.56	4,800.00	-1,819.44	62.10%	0.00	4,800.00	0.00	0.00
5304200 • Travel Expenses								
5304220 • Professional Development	1,568.05	7,600.00	-6,031.95	20.63%	0.00	7,600.00	0.00	
5304270 • Vehicle Expenses	5,019.34	9,000.00	-3,980.66	55.77%	0.00	9,000.00	0.00	
Total 5304200 • Travel Expenses	6,587.39	16,600.00	-10,012.61	39.68%	0.00	16,600.00	0.00	0.00
5305200 • Data Processing Expenses								
5305230 • Data Proc-Maintenance & Repair	562.97	5,000.00	-4,437.03	11.26%	0.00	5,000.00	0.00	
5305240 • Data Processing - Software	6,779.67	10,000.00	-3,220.33	67.80%	0.00	10,000.00	0.00	
Total 5305200 • Data Processing Expenses	7,342.64	15,000.00	-7,657.36	48.95%	0.00	15,000.00	0.00	0.00
5305300 • Printing Expense								
5305310 • Copier Expense	1,801.94	3,200.00	-1,398.06	56.31%	0.00	3,200.00	0.00	
5305330 • Printing - Forms	0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
Total 5305300 · Printing Expense	1,801.94	3,300.00	-1,498.06	54.60%	0.00	3,300.00	0.00	0.00
5305400 · Utilities								
5305410 · Telephone	1,285.21	2,168.00	-882.79	59.28%	0.00	2,168.00	0.00	
5305415 · Cellular Phone	745.14	1,490.00	-744.86	50.01%	0.00	1,490.00	0.00	
5305417 · Internet - Fire Dept.	2,785.42	4,660.00	-1,874.58	59.77%	0.00	4,660.00	0.00	
5305430 · Natural Gas	1,847.11	3,000.00	-1,152.89	61.57%	0.00	3,000.00	0.00	
5305450 · Electricity	2,504.19	5,650.00	-3,145.81	44.32%	0.00	5,650.00	0.00	
Total 5305400 · Utilities	9,167.07	16,968.00	-7,800.93	54.03%	0.00	16,968.00	0.00	0.00
5305500 · Repairs & Bldg Improvements								
5305520 · Repairs - Building	2,735.46	20,000.00	-17,264.54	13.68%	0.00	20,000.00	0.00	
5305540 · Repairs - Machinery & Equipment	6,775.30	19,000.00	-12,224.70	35.66%	0.00	19,000.00	0.00	
5305545 · Repairs - Apparatus	3,845.33	12,000.00	-8,154.67	32.04%	0.00	12,000.00	0.00	
5305550 · Repairs - Vehicles	56.44	3,500.00	-3,443.56	1.61%	0.00	3,500.00	0.00	
Total 5305500 · Repairs & Bldg Improvements	13,412.53	54,500.00	-41,087.47	24.61%	0.00	54,500.00	0.00	0.00
5305600 · Insurance								
5305610 - Insurance - Property	891.50	1,783.00	-891.50	50.00%	0.00	1,783.00	0.00	
5305620 · Insurance - Liability	714.00	1,428.00	-714.00	50.00%	0.00	1,428.00	0.00	
5305640 · Insurance - Vehicle	6,422.50	12,845.00	-6,422.50	50.00%	0.00	12,845.00	0.00	
Total 5305600 · Insurance	8,028.00	16,056.00	-8,028.00	50.00%	0.00	16,056.00	0.00	0.00
5305700 · Other Expenses								

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5305705 · Postage	0.00	50.00	-50.00	0.00%	0.00	50.00	0.00	
5305752 · Employment Screening	106.00	500.00	-394.00	21.20%	0.00	500.00	0.00	
5305765 · Flags & Miscellaneous	0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	
Total 5305700 · Other Expenses	106.00	650.00	-544.00	16.31%	0.00	650.00	0.00	0.00
5306400 · Minor Capital Outlay								
5306440 · Machinery & Equipment	0.00	10,300.00	-10,300.00	0.00%	0.00	10,300.00	0.00	
5306445 · Personal Protective Equipment	770.50	20,247.00	-19,476.50	3.81%	0.00	20,247.00	0.00	
Total 5306400 · Minor Capital Outlay	770.50	30,547.00	-29,776.50	2.52%	0.00	30,547.00	0.00	0.00
Total 30 · Fire	381,194.00	841,662.00	(460,468.00)		0.00	841,662.00	0.00	0.00

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5402680 · Environmental Testing	61.07	2,300.00	-2,238.93	2.66%	0.00	2,300.00	0.00	
5402683 · Septic Tank Fee to State	10.00	100.00	-90.00	10.00%	0.00	100.00	0.00	
5402685 · Clean up Day	0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	
5402687 · Abatement Nuisance	1,440.00	1,200.00	240.00	120.00%	0.00	1,200.00	0.00	
Total 5402600 · Special Expenses	1,511.07	3,700.00	-2,188.93	40.84%	0.00	3,700.00	0.00	0.00
5403100 · General Supplies								
5403110 · Office Supplies	34.18	50.00	-15.82	68.36%	0.00	50.00	0.00	
5403120 · Animal Care	57.64	150.00	-92.36	38.43%	0.00	150.00	0.00	
5403122 · Pet Supplies	335.52	600.00	-264.48	55.92%	0.00	600.00	0.00	
5403140 · Uniforms	205.23	600.00	-394.77	34.21%	0.00	600.00	0.00	
Total 5403100 · General Supplies	632.57	1,400.00	-767.43	45.18%	0.00	1,400.00	0.00	0.00
5403400 · Maintenance Supplies & Parts								
5403460 · Miscellaneous	0.00	200.00	-200.00	0.00%	0.00	200.00	0.00	
Total 5403400 · Maintenance Supplies & Parts	0.00	200.00	-200.00	0.00%	0.00	200.00	0.00	0.00
5404200 · Travel Expenses								
5404210 · Travel - Local	0.00	25.00	-25.00	0.00%	0.00	25.00	0.00	
5404220 · Professional Development	424.78	400.00	24.78	106.20%	0.00	400.00	0.00	
5404270 · Vehicle Expenses	1,593.75	3,000.00	-1,406.25	53.13%	0.00	3,000.00	0.00	
Total 5404200 · Travel Expenses	2,018.53	3,425.00	-1,406.47	58.94%	0.00	3,425.00	0.00	0.00
5405200 · Data Processing Expenses								
5405240 · Data Proc - Software	2,500.00	2,500.00	0.00	100.00%	0.00	2,500.00	0.00	

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
Total 5405200 · Data Processing Expenses	2,500.00	2,500.00	0.00	100.00%	0.00	2,500.00	0.00	0.00
5405300 · Printing Expense								
5405330 · Printing · Forms	0.00	400.00	-400.00	0.00%	0.00	400.00	0.00	
Total 5405300 · Printing Expense	0.00	400.00	-400.00	0.00%	0.00	400.00	0.00	0.00
5405400 · Utilities								
5405415 · Cellular Phone	543.48	1,074.00	-530.52	50.60%	0.00	1,074.00	0.00	
Total 5405400 · Utilities	543.48	1,074.00	-530.52	50.60%	0.00	1,074.00	0.00	0.00
5405600 · Insurance								
5405610 · Insurance - Property	5.00	10.00	-5.00	50.00%	0.00	10.00	0.00	
5405620 · Insurance - Liability	91.50	183.00	-91.50	50.00%	0.00	183.00	0.00	
5405640 · Insurance - Vehicle	31.50	63.00	-31.50	50.00%	0.00	63.00	0.00	
Total 5405600 · Insurance	128.00	256.00	-128.00	50.00%	0.00	256.00	0.00	0.00
5405700 · Other Expenses								
5405765 · Miscellaneous	24.95	400.00	-375.05	6.24%	0.00	400.00	0.00	
Total 5405700 · Other Expenses	24.95	400.00	-375.05	6.24%	0.00	400.00	0.00	0.00
5406400 · Minor Capital Outlay								
5406440 · Machinery & Equipment	957.69	1,000.00	-42.31	95.77%	0.00	1,000.00	0.00	
Total 5406400 · Minor Capital Outlay	957.69	1,000.00	-42.31	95.77%	0.00	1,000.00	0.00	0.00
5407400 · Capitalized Assets								
5407450 · Vehicle	0.00	31,400.00	-31,400.00	0.00%	6,433.00	37,833.00	6,433.00	6,433.00
Total 5406400 · Minor Capital Outlay	0.00	31,400.00	(31,400.00)		6,433.00	37,833.00	6,433.00	6,433.00

	<u>ACTUAL</u> <u>REVENUE/EXPE</u> <u>NSE THRU</u> <u>MARCH 31 2018</u>	<u>Original Budget</u> <u>with Budget</u> <u>Revisions 2017-</u> <u>2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>% of Actual vs.</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted Budget</u> <u>2017-2018</u>	<u>DIFFERENCE</u>	<u>Mid-Year</u> <u>Request 2017-</u> <u>2018</u>
Total 40 - Community Services	77,639.60	198,737.00	(121,097.40)		6,433.00	205,170.00	6,433.00	6,433.00

GENERAL FUND											INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018											
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017- 2018
Expense											
50 - Streets											
5501400 - Support Staff											
5501415 - Maintenance Crew	0.00	27,144.00	-27,144.00	0.00%	0.00	27,144.00	0.00				
5501415 - Salary Increase	0.00	0.00	0.00	0.00%	0.00	0.00	0.00				
5501480 - Merit Raises 3%	0.00	815.00	-815.00	0.00%	0.00	815.00	0.00				
5501490 - Overtime	0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00				
5501500 - Streets - On Call	0.00	600.00	-600.00	0.00%	0.00	600.00	0.00				
Total 5501400 - Support Staff	0.00	30,059.00	-30,059.00	0.00%	0.00	30,059.00	0.00				0.00
5502100 - Employee Benefits											
5502110 - Group Insurance	0.00	7,553.00	-7,553.00	0.00%	0.00	7,553.00	0.00				
5502135 - TWRS	0.00	2,913.00	-2,913.00	0.00%	0.00	2,913.00	0.00				
5502160 - Worker's Compensation	671.00	1,882.00	-1,211.00	35.65%	0.00	1,882.00	0.00				
5502170 - Payroll Taxes	0.00	428.00	-428.00	0.00%	0.00	428.00	0.00				
5502190 - License	25.00	122.00	-97.00	20.49%	0.00	122.00	0.00				
Total 5502100 - Employee Benefits	696.00	12,898.00	-12,202.00	5.40%	0.00	12,898.00	0.00				0.00
5502200 - Special Services											
5502280 - NCTCOG- SWMP Fees	100.00	3,360.00	-3,260.00	2.98%	0.00	3,360.00	0.00				
Total 5502200 - Special Services	100.00	3,360.00	-3,260.00	2.98%	0.00	3,360.00	0.00				0.00
5502600 - Special Expenses											

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5502620 · Emergency Clean Up	2,000.00	2,000.00	0.00	100.00%	0.00	2,000.00	0.00	
Total 5502600 · Special Expenses	2,000.00	2,000.00	0.00	100.00%	0.00	2,000.00	0.00	0.00
5503100 · General Supplies								
5503110 · Office Supplies	0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	
5503140 · Uniforms	462.92	600.00	-137.08	77.15%	0.00	600.00	0.00	
Total 5503100 · General Supplies	462.92	700.00	-237.08	66.13%	0.00	700.00	0.00	0.00
5503400 · Maintenance Supplies & Parts								
5503405 · Drainage Maintenance	0.00	500.00	-500.00	0.00%	0.00	500.00	0.00	
5503420 · Supplies - Street Signs	1,209.65	2,000.00	-790.35	60.48%	0.00	2,000.00	0.00	
5503460 · Miscellaneous	100.62	300.00	-199.38	33.54%	0.00	300.00	0.00	
Total 5503400 · Maintenance Supplies & Parts	1,310.27	2,800.00	-1,489.73	46.80%	0.00	2,800.00	0.00	0.00
5504200 · Travel Expenses								
5504220 · Professional Development	90.00	500.00	-410.00	18.00%	0.00	500.00	0.00	
5504270 · Vehicle Expenses	1,307.10	6,000.00	-4,692.90	21.79%	0.00	6,000.00	0.00	
Total 5504200 · Travel Expenses	1,397.10	6,500.00	-5,102.90	21.49%	0.00	6,500.00	0.00	0.00
5505300 · Printing Expense								
5505350 · Printing - Other	0.00	350.00	-350.00	0.00%	0.00	350.00	0.00	
Total 5505300 · Printing Expense	0.00	350.00	-350.00	0.00%	0.00	350.00	0.00	0.00
5505400 · Utilities								
5505450 · Electricity	23,016.31	47,000.00	-23,983.69	48.97%	0.00	47,000.00	0.00	
Total 5505400 · Utilities	23,016.31	47,000.00	-23,983.69	48.97%	0.00	47,000.00	0.00	0.00
5505500 · Repairs & Bldg Improvements								

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5405520 • Repairs - Building	0.00	500.00	-500.00	0.00%	0.00	500.00	0.00	
5505540 • Repairs - Machinery & Equipment	1,672.25	2,500.00	-827.75	66.89%	0.00	2,500.00	0.00	
5505550 • Repairs - Vehicles	1,864.62	2,500.00	-635.38	74.58%	0.00	2,500.00	0.00	
5505560 • Repairs -Street Maint.& Repairs	10,485.24	50,000.00	-39,514.76	20.97%	0.00	50,000.00	0.00	
5505565 • Repairs - Infrastructure Drainage	1,600.27	3,000.00	-1,399.73	53.34%	0.00	3,000.00	0.00	
5505575 - 50/50 Sidewalk Program	0.00	2,500.00	-2,500.00	0.00%	0.00	2,500.00	0.00	
5505590 • Repairs - Other	0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00	
Total 5505500 • Repairs & Bldg Improvements	15,622.38	62,500.00	-46,877.62	25.00%	0.00	62,500.00	0.00	0.00
5505600 • Insurance								
5505620 • Insurance - Liability	893.50	1,787.00	-893.50	50.00%	0.00	1,787.00	0.00	
5505640 • Insurance - Vehicle	1,584.00	3,168.00	-1,584.00	50.00%	0.00	3,168.00	0.00	
Total 5505600 • Insurance	2,477.50	4,955.00	-2,477.50	50.00%	0.00	4,955.00	0.00	0.00
5505700 • Other Expenses								
5505752 • Employment Screening	0.00	150.00	-150.00	0.00%	0.00	150.00	0.00	
Total 5505700 • Other Expenses	0.00	150.00	-150.00	0.00%	0.00	150.00	0.00	0.00
5506400 • Minor Capital Outlay								
5506440 • Machinery & Equipment	326.20	2,500.00	-2,173.80	13.05%	0.00	2,500.00	0.00	
5506445 • Personal Protective Equipment	95.40	300.00	-204.60	31.80%	0.00	300.00	0.00	
5506490 • Other	350.11	850.00	-499.89	41.19%	0.00	850.00	0.00	
Total 5506400 • Minor Capital Outlay	771.71	3,650.00	-2,878.29	21.14%	0.00	3,650.00	0.00	0.00
5507400 • Capitalized Assets								
5507440 • Machinery & Equipment	0.00	10,000.00	-10,000.00	0.00%	0.00	10,000.00	0.00	0.00

	ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5507460 · Infrastructure	0.00	270,000.00	-270,000.00	0.00%	183,380.00	453,380.00	183,380.00	183,380.00
Total 5507400 · Capitalized Assets	0.00	280,000.00	(280,000.00)		183,380.00	463,380.00	183,380.00	183,380.00
Total 50 · Streets	47,854.19	456,922.00	(409,067.81)		183,380.00	640,302.00	183,380.00	183,380.00

	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
5605530 · REPAIRS-IMP OTHER THAN B	703.82	1,500.00	-796.18	46.92%	0.00	1,500.00	0.00	
Total 5605500 · Repairs & Bldg Improv	703.82	1,750.00	-1,046.18	40.22%	0.00	1,750.00	0.00	0.00
5605600 · Insurance								
5605610 · Insurance - Property	132.50	265.00	-132.50	50.00%	0.00	265.00	0.00	
5605620 · Insurance - Liability	209.00	418.00	-209.00	50.00%	0.00	418.00	0.00	
Total 5605600 · Insurance	341.50	683.00	-341.50	50.00%	0.00	683.00	0.00	0.00
5605700 · Other Expenses								
5605765 · Miscellaneous	79.41	300.00	-220.59	26.47%	0.00	300.00	0.00	
Total 5605700 · Other Expenses	79.41	300.00	-220.59	26.47%	0.00	300.00	0.00	0.00
5606400 · Minor Capital Outlay								
5606410 · Land Improvements	1,074.30	6,800.00	-5,725.70	15.80%	0.00	6,800.00	0.00	
5606440 · Machinery & Equipment	202.47	2,000.00	-1,797.53	10.12%	0.00	2,000.00	0.00	
Total 5606400 · Minor Capital Outlay	1,276.77	8,800.00	-7,523.23	14.51%	0.00	8,800.00	0.00	
5607400 · Capitalized Assets								
5607415 - 4B EDC Monument Signs	0.00	30,000.00	-30,000.00	0.00%	0.00	30,000.00	0.00	
5607415 - 4B-EDC Master Park Plan	0.00	0.00	0.00	0.00%	6,000.00	6,000.00	6,000.00	6,000.00
5607440 - Machinery & Equipment	0.00	6,000.00	-6,000.00	0.00%	0.00	6,000.00	0.00	
Total 5607400 · Capitalized Assets	0.00	36,000.00	-36,000.00		6,000.00	42,000.00	6,000.00	6,000.00
Total 60 · Parks	9,967.53	81,433.00	(71,465.47)		6,000.00	87,433.00	6,000.00	6,000.00

	ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017- 2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	Mid-Year Request 2017- 2018
TOTAL GF REVENUE	2,412,979.92	3,555,419.00	-1,142,439.08		272,330.00	3,827,749.00	272,330.00	272,330.00
TOTAL GF EXPENSE	1,398,046.13	3,555,419.00	-2,157,372.87		272,330.00	3,827,749.00	272,330.00	272,330.00
REVENUE LESS EXPENSE	1,014,933.79	0.00	1,014,933.79		0.00	0.00	0.00	
Ending Fund Balance						1,068,122.17		

LEOSE												INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018												
	ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE					Mid-Year Request 2017-2018
REVENUE												
Beginning Fund Balance						1,152.62						
4000990 - Reduction in Fund Balance		0.00	1,152.00	0.00	0.00%	0.00	0.00					
Total 4000800 - Other Revenue		0.00	1,152.00	0.00		0.00	0.00					0.00
Total Revenue		0.00	1,152.00	0.00		0.00	0.00				1,152.00	0.00
Expense												
9102200 - Education and Training												
9102240 - Education and Training		0.00	1,152.00	0.00		0.00	0.00				1,152.00	
Total 9102200 - Education and Training		0.00	1,152.00	0.00		0.00	0.00				1,152.00	0.00
Total Expense		0.00	1,152.00	0.00		0.00	0.00				1,152.00	#REF!
REVENUE LESS EXPENSE		0.00	0.00	0.00		0.00	0.00				0.00	
Ending Fund Balance											0.62	

WATER AND SEWER												INCLUDED IN PROPOSED
Proposed Mid-Year Budget FY 2017-2018												Mid-Year Request 2017- 2018
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE					
Revenue												
Beginning Fund Balance						574,904.72						
4000400 - Charges for Services												
4000460 - Water Sales	389,143.64	920,296.00	-531,152.36	42.28%	0.00	920,296.00	0.00					
4000461 - Sewer Sales	201,217.62	399,708.00	-198,490.38	50.34%	0.00	399,708.00	0.00					
4000465 - Water & Sewer Penalties	7,663.10	17,985.00	-10,321.90	42.61%	0.00	17,985.00	0.00					
4000471 - Reconnect Fees	2,495.47	5,400.00	-2,904.53	46.21%	0.00	5,400.00	0.00					
4000472 - Meters	950.00	3,700.00	-2,750.00	25.68%	0.00	3,700.00	0.00					
4000473 - Connect Fees	1,425.00	3,000.00	-1,575.00	47.50%	0.00	3,000.00	0.00					
4000478 - Infrastructure Improvement Fee	33,206.10	68,724.00	-35,517.90	48.32%	0.00	68,724.00	0.00					
4000480 - Solid Waste Fees (Garbage)	0.00	0.00	0.00	0.00%	0.00	0.00	0.00					
Total 4000400 - Charges for Services	636,100.93	1,418,813.00	-782,712.07	44.83%	0.00	1,418,813.00	0.00		0.00			
4000800 - Other Revenue												
4000880 - Capital Rec Fee	13,750.00	37,500.00	-23,750.00	36.67%	0.00	37,500.00	0.00		0.00			
4000840 - Interest Earned	1,596.52	2,900.00	-1,303.48	55.05%	0.00	2,900.00	0.00		0.00			
4000870 - Capital Contrib-Main St Sewer	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		0.00			

WATER AND SEWER									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	
								Mid-Year Request 2017- 2018	
4000890 · Misc Other Revenue	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
4000911 - Reduction in Fund Balance	0.00	0.00	0.00	0.00%	79,795.00	79,795.00	79,795.00	79,795.00	
Total 4000800 · Other Revenue	15,346.52	40,400.00	-25,053.48		79,795.00	120,195.00	79,795.00	79,795.00	
Total Revenue	651,447.45	1,459,213.00	-807,765.55		79,795.00	1,539,008.00	79,795.00	79,795.00	

WATER AND SEWER									
Proposed Mid-Year Budget FY 2017-2018									
	<u>ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018</u>	<u>Budget with Revisions 2017-2018</u>	<u>Dollar Amount Over/Under Budget</u>	<u>% of Actual vs. Budget</u>	<u>Line Item Mid- Year Budget Adjustment</u>	<u>Mid Year Adjusted Budget 2017-2018</u>	<u>DIFFERENCE</u>	<u>INCLUDED IN PROPOSED</u>	
								<u>Mid-Year Request 2017- 2018</u>	
Total 5702200 · Special Services	8,537.01	8,550.00	-12.99	99.85%	0.00	8,550.00	0.00		0.00
5702300 · Contractual Services /Personnel									
5702310 · Consultant Fees	220.11	3,500.00	-3,279.89	6.29%	0.00	3,500.00	0.00		
Total 5702300 · Contractual Services /Personnel	220.11	3,500.00	-3,279.89	6.29%	0.00	3,500.00	0.00		0.00
5703100 · General Supplies									
5703110 · Office Supplies	156.33	800.00	-643.67	19.54%	0.00	800.00	0.00		
Total 5703100 · General Supplies	156.33	800.00	-643.67	19.54%	0.00	800.00	0.00		0.00
5703400 · Maintenance Supplies / Parts									
5703410 · Supplies - Custodial	0.00	200.00	-200.00	0.00%	0.00	200.00	0.00		
Total 5703400 · Maintenance Supplies / Parts	0.00	200.00	-200.00	0.00%	0.00	200.00	0.00		0.00
5704200 · Travel Expenses									
5704210 · Travel - Local	0.00	200.00	-200.00	0.00%	0.00	200.00	0.00		
5704220 · Professional Development	0.00	750.00	-750.00	0.00%	0.00	750.00	0.00		
Total 5704200 · Travel Expenses	0.00	950.00	-950.00	0.00%	0.00	950.00	0.00		0.00
5705200 · Data Processing Expenses									
5705230 · Data Proc-Maintenance & Repairs	1,469.69	1,571.00	-101.31	93.55%	0.00	1,571.00	0.00		
5705240 · Data Processing - Software	2,500.00	2,500.00	0.00	100.00%	25,688.00	28,188.00	25,688.00		25,688.00
Total 5705200 · Data Processing Expenses	3,969.69	4,071.00	-101.31	97.51%	25,688.00	29,759.00	25,688.00		25,688.00
5705300 · Printing Expense									

WATER AND SEWER												INCLUDED IN PROPOSED	
Proposed Mid-Year Budget FY 2017-2018		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE					Mid-Year Request 2017-2018
5705350 · Printing - Other		0.00	250.00	-250.00	0.00%	0.00	250.00	0.00					
Total 5705300 · Printing Expense		0.00	250.00	-250.00	0.00%	0.00	250.00	0.00					0.00
5705400 · Utilities													
5705410 · Telephone		672.12	1,350.00	-677.88	49.79%	0.00	1,350.00	0.00					
5705415 · Cellular Phone		752.94	1,360.00	-607.06	55.36%	0.00	1,360.00	0.00					
5705417 · Internet		959.76	1,930.00	-970.24	49.73%	0.00	1,930.00	0.00					
Total 5705400 · Utilities		2,384.82	4,640.00	-2,255.18	51.40%	0.00	4,640.00	0.00					0.00
5705700 · Other Expenses													
5705705 · Postage		2,500.00	6,225.00	-3,725.00	40.16%	0.00	6,225.00	0.00					
5705740 · Advertising		0.00	100.00	-100.00	0.00%	0.00	100.00	0.00					
5705760 · Bank Service Charge		91.50	250.00	-158.50	36.60%	0.00	250.00	0.00					
5705765 · Miscellaneous		86.13	100.00	-13.87	86.13%	0.00	100.00	0.00					
Total 5705700 · Other Expenses		2,677.63	6,675.00	-3,997.37	40.11%	0.00	6,675.00	0.00					0.00
5706400 · Minor Capital Outlay													
5706440 · Machinery & Equipment		0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00					
Total 5706400 · Minor Capital Outlay		0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00					0.00
5709000 · Reserve													
5708215 · Admin. Exp. to General Fund		11,862.00	23,724.00	-11,862.00	50.00%	0.00	23,724.00	0.00					
5709002 · Capital Improv. Water & Sewer Reserve		0.00	58,700.00	-58,700.00	0.00%	0.00	58,700.00	0.00					
5709010 · Administrative Reserves		0.00	23,325.00	-23,325.00	0.00%	0.00	23,325.00	0.00					

WATER AND SEWER											INCLUDED IN PROPOSED <u>Mid-Year</u> <u>Request 2017-</u> <u>2018</u>
Proposed Mid-Year Budget FY 2017-2018											
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				
Total 5709000 · Reserve	11,862.00	105,749.00	-93,887.00		0.00	105,749.00	0.00			0.00	
Total 70 · Administration	103,577.48	276,716.00	-173,138.52		25,688.00	302,404.00	25,688.00			25,688.00	
75 · Water											
5751100 · Salaries & Wages											
5751133 · Superintendent	23,504.00	45,636.00	-22,132.00	51.50%	0.00	45,636.00	0.00				
5751170 - Salary Increase	0.00	0.00	0.00	0.00%	0.00	0.00	0.00				
5751180 · Merit Raises - Staff 3%	0.00	1,370.00	-1,370.00	0.00%	0.00	1,370.00	0.00				
5751190 · Overtime	339.00	2,000.00	-1,661.00	16.95%	0.00	2,000.00	0.00				
Total 5751100 · Salaries & Wages	23,843.00	49,006.00	-25,163.00	48.65%	0.00	49,006.00	0.00			0.00	
5751400 · Support Salaries											
5751405 · Support Staff	14,302.53	30,322.00	-16,019.47	47.17%	0.00	30,322.00	0.00				
5751415 · Maintenance Crew	37,099.29	84,989.00	-47,889.71	43.65%	0.00	84,989.00	0.00				
5751430 · Seasonal Crew	0.00	3,000.00	-3,000.00	0.00%	0.00	3,000.00	0.00				
5751450 · Certification Pay	600.08	1,200.00	-599.92	50.01%	0.00	1,200.00	0.00				
5751470 - Salary Increase	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00				
5751480 · Merit Raises 3%	0.00	4,840.00	-4,840.00	0.00%	0.00	4,840.00	0.00				

WATER AND SEWER		Proposed Mid-Year Budget FY 2017-2018										INCLUDED IN PROPOSED	
		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE		Mid-Year Request 2017- 2018			
5751490 · Overtime		2,247.81	4,000.00	-1,752.19	56.20%	0.00	4,000.00	0.00	0.00				
5751500 · Water - On Call		950.00	1,550.00	-600.00	61.29%	0.00	1,550.00	0.00	0.00				
Total 5751400 · Support Salaries		55,199.71	129,901.00	-74,701.29	42.49%	0.00	129,901.00	0.00	0.00			0.00	
5752100 · Employee Benefits													
5752110 · Group Insurance		15,868.46	38,057.00	-22,188.54	41.70%	0.00	38,057.00	0.00	0.00				
5752135 · TMRS		7,751.92	16,544.00	-8,792.08	46.86%	0.00	16,544.00	0.00	0.00				
5752160 · Worker's Compensation		2,166.50	4,240.00	-2,073.50	51.10%	0.00	4,240.00	0.00	0.00				
5752170 · Payroll Taxes		1,174.82	2,427.00	-1,252.18	48.41%	0.00	2,427.00	0.00	0.00				
5752190 · Licenses		200.00	222.00	-22.00	90.09%	0.00	222.00	0.00	0.00				
Total 5752100 · Employee Benefits		27,161.70	61,490.00	-34,328.30	44.17%	0.00	61,490.00	0.00	0.00			0.00	
5752300 · Contractual Services/Personnel													
5752350 · Contract Labor Company		0.00	1,500.00	-1,500.00	0.00%	0.00	1,500.00	0.00	0.00				
5752380 · Dispatch		6,826.00	13,650.00	-6,824.00	50.01%	0.00	13,650.00	0.00	0.00				
Total 5752300 · Contractual Services/Personnel		6,826.00	15,150.00	-8,324.00	45.06%	0.00	15,150.00	0.00	0.00			0.00	
5752400 · Rentals													
5752420 · Rental - Machinery & Equipment		204.85	250.00	-45.15	81.94%	0.00	250.00	0.00	0.00				
Total 5752400 · Rentals		204.85	250.00	-45.15	81.94%	0.00	250.00	0.00	0.00			0.00	
5752500 · Operating Services													
5752580 · Water Testing		1,717.96	5,600.00	-3,882.04	30.68%	0.00	5,600.00	0.00	0.00				
5752590 · TCEQ Fees		2,976.95	3,500.00	-523.05	85.06%	0.00	3,500.00	0.00	0.00				

WATER AND SEWER												INCLUDED IN PROPOSED	
Proposed Mid-Year Budget FY 2017-2018		ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE					Mid-Year Request 2017-2018
Total 5752500 · Operating Services		4,694.91	9,100.00	-4,405.09	51.59%	0.00	9,100.00	0.00					0.00
5753100 · General Supplies													
5753140 · Uniforms		1,611.69	2,400.00	-788.31	67.15%	0.00	2,400.00	0.00					
Total 5753100 · General Supplies		1,611.69	2,400.00	-788.31	67.15%	0.00	2,400.00	0.00					0.00
5753400 · Maintenance Supplies & Parts													
5753460 · Miscellaneous		0.00	300.00	-300.00	0.00%	0.00	300.00	0.00					
Total 5753400 · Maintenance Supplies & Parts		0.00	300.00	-300.00	0.00%	0.00	300.00	0.00					0.00
5754200 · Travel Expenses													
5754220 · Professional Development		0.00	750.00	-750.00	0.00%	0.00	750.00	0.00					
5754270 · Vehicle Expenses		2,375.24	10,000.00	-7,624.76	23.75%	0.00	10,000.00	0.00					
Total 5754200 · Travel Expenses		2,375.24	10,750.00	-8,374.76	22.10%	0.00	10,750.00	0.00					0.00
5755200 · Data Processing Expenses													
5755230 · Data Proc-Maintenance & Repairs		0.00	0.00	0.00	0.00%	0.00	0.00	0.00					
5755240 · Data Processing - Software		3,700.00	3,700.00	0.00	100.00%	0.00	3,700.00	0.00					
Total 5755200 · Data Processing Expenses		3,700.00	3,700.00	0.00	100.00%	0.00	3,700.00	0.00					0.00
5755300 · Printing Expenses													
5755310 · Copier Expense		1,441.23	3,000.00	-1,558.77	48.04%	0.00	3,000.00	0.00					
5755350 · Printing - Other		1,264.45	2,500.00	-1,235.55	50.58%	0.00	2,500.00	0.00					
Total 5755300 · Printing Expenses		2,705.68	5,500.00	-2,794.32	49.19%	0.00	5,500.00	0.00					0.00
5755400 · Utilities													

WATER AND SEWER									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	Mid-Year Request 2017- 2018
5755415 · Cellular Phone	94.33	188.00	-93.67	50.18%	0.00	188.00	0.00		
5755450 · Electricity	11,455.87	27,000.00	-15,544.13	42.43%	0.00	27,000.00	0.00		
5755460 · Water, wholesale	178,447.72	441,905.00	-263,457.28	40.38%	0.00	441,905.00	0.00		
Total 5755400 · Utilities	189,997.92	469,093.00	-279,095.08	40.50%	0.00	469,093.00	0.00	0.00	
5755500 · Repairs & Building Improvements									
5755540 · Repairs- Machinery & Equipment	2,275.12	3,000.00	-724.88	75.84%	0.00	3,000.00	0.00		
5755550 · Repairs - Vehicles	995.51	2,000.00	-1,004.49	49.78%	0.00	2,000.00	0.00		
5755570 · Inventory Expense	4,828.60	9,000.00	-4,171.40	53.65%	0.00	9,000.00	0.00		
5755580 · Water Chemical Expense	3,985.35	8,500.00	-4,514.65	46.89%	0.00	8,500.00	0.00		
5755590 · Repairs - Other	1,180.76	3,000.00	-1,819.24	39.36%	0.00	3,000.00	0.00		
Total 5755500 · Repairs & Building Improvements	13,265.34	25,500.00	-12,234.66	52.02%	0.00	25,500.00	0.00	0.00	
5755600 · Insurance									
5755610 · Insurance - Property	1,556.00	3,112.00	-1,556.00	50.00%	0.00	3,112.00	0.00		
5755620 · Insurance - Liability	634.00	1,268.00	-634.00	50.00%	0.00	1,268.00	0.00		
5755640 · Insurance - Vehicle	992.50	1,985.00	-992.50	50.00%	0.00	1,985.00	0.00		
Total 5755600 · Insurance	3,182.50	6,365.00	-3,182.50	50.00%	0.00	6,365.00	0.00	0.00	
5755700 · Other Expenses									
5755752 · Employment Screening	145.00	150.00	-5.00	96.67%	0.00	150.00	0.00		
Total 5755700 · Other Expenses	145.00	150.00	-5.00	96.67%	0.00	150.00	0.00	0.00	
5756400 · Minor Capital Outlay									

WATER AND SEWER										INCLUDED IN PROPOSED	
Proposed Mid-Year Budget FY 2017-2018											
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				
5756440 · Machinery & Equipment	0.00	2,000.00	-2,000.00	0.00%	0.00	2,000.00	0.00				
5756490 · Other	319.13	500.00	-180.87	63.83%	0.00	500.00	0.00				
Total 5756400 · Minor Capital Outlay	319.13	2,500.00	-2,180.87	12.77%	0.00	2,500.00	0.00			0.00	
5757400 · Capitalized Assets											
5757440 · Machinery & Equipment	0.00	10,000.00	-10,000.00	0.00%	0.00	10,000.00	0.00			0.00	
5757470 · Infrastructure - Water	3,937.43	4,000.00	-62.57	98.44%	54,107.00	58,107.00	54,107.00			54,107.00	
Total 5757400 · Capitalized Assets	3,937.43	14,000.00	-10,062.57	28.12%	54,107.00	68,107.00	54,107.00			54,107.00	
5757900 · Long-Term Debt											
5758225 · Admin. Expense to Debt Fund	5,186.00	10,372.00	-5,186.00	50.00%	0.00	10,372.00	0.00				
Total 5757900 · Long-Term Debt	5,186.00	10,372.00	-5,186.00	50.00%	0.00	10,372.00	0.00			0.00	
Total 75 · Water	344,356.10	815,527.00	-471,170.90		54,107.00	869,634.00	54,107.00			54,107.00	
80 · Sewer											
5801400 · Support Salaries											
5801405 · Support Staff	9,170.12	17,322.00	-8,151.88	52.94%	0.00	17,322.00	0.00				
5801415 · Maintenance Crew	19,302.40	37,482.00	-18,179.60	51.50%	0.00	37,482.00	0.00				
5801450 · Certification Pay	600.08	1,210.00	-609.92	49.59%	0.00	1,210.00	0.00				
5801470 · Salary Increase	0.00	0.00	0.00	0.00%	0.00	0.00	0.00				

WATER AND SEWER										INCLUDED IN PROPOSED	
Proposed Mid-Year Budget FY 2017-2018										Mid-Year Request 2017-2018	
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				
5801480 · Merit Raises 3%	0.00	2,025.00	-2,025.00	0.00%	0.00	2,025.00	0.00				
5801490 · Overtime	696.00	2,500.00	-1,804.00	27.84%	0.00	2,500.00	0.00				
5801500 · Sewer - On Call	300.00	600.00	-300.00	50.00%	0.00	600.00	0.00				
Total 5801400 · Support Salaries	30,068.60	61,139.00	-31,070.40	49.18%	0.00	61,139.00	0.00		0.00		
5802100 · Employee Benefits											
5802110 · Group Insurance	4,416.79	7,630.00	-3,213.21	57.89%	0.00	7,630.00	0.00		0.00		
5802135 · TMRS	2,024.42	4,114.00	-2,089.58	49.21%	0.00	4,114.00	0.00				
5802160 · Worker's Compensation-Sewer	471.00	849.00	-378.00	55.48%	0.00	849.00	0.00				
5802170 · Payroll Taxes	297.26	604.00	-306.74	49.22%	0.00	604.00	0.00				
5802190 · Licenses	50.00	150.00	-100.00	33.33%	0.00	150.00	0.00				
Total 5802100 · Employee Benefits	7,259.47	13,347.00	-6,087.53	54.39%	0.00	13,347.00	0.00		0.00		
5802300 · Contractual Services/Personnel											
5802350 · Contract Labor - Company	0.00	2,000.00	-2,000.00	0.00%	0.00	2,000.00	0.00				
Total 5802300 · Contractual Services/Personnel	0.00	2,000.00	-2,000.00	0.00%	0.00	2,000.00	0.00		0.00		
5802500 · Operating Services											
5802515 · Sardis Collection Expense	5,392.20	9,618.00	-4,225.80	56.06%	0.00	9,618.00	0.00		0.00		
5802590 · TCEQ Fees - Sewer	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		0.00		
Total 5802500 · Operating Services	5,392.20	9,618.00	-4,225.80	56.06%	0.00	9,618.00	0.00		0.00		
5803100 · General Supplies											

WATER AND SEWER		Proposed Mid-Year Budget FY 2017-2018										INCLUDED IN PROPOSED	
		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017- 2018	
5805610 • Insurance - Property		32.50	65.00	-32.50	50.00%	0.00	65.00	0.00					
5805620 • Insurance - Liability		475.00	950.00	-475.00	50.00%	0.00	950.00	0.00					
5805640 • Insurance - Vehicle		275.50	551.00	-275.50	50.00%	0.00	551.00	0.00					
Total 5805600 • Insurance		783.00	1,566.00	-783.00	50.00%	0.00	1,566.00	0.00				0.00	
5805700 • Other Expenses													
5805752 • Employment Screening		100.00	100.00	0.00	100.00%	0.00	100.00	0.00					
Total 5805700 • Other Expenses		100.00	100.00	0.00	100.00%	0.00	100.00	0.00				0.00	
5807400 • Capitalized Assets													
5807440 • Machinery & Equipment		0.00	10,000.00	-10,000.00	0.00%	0.00	10,000.00	0.00					
Total 5807400 • Capitalized Assets		0.00	10,000.00	-10,000.00	0.00%	0.00	10,000.00	0.00				0.00	
Total 80 • Sewer		164,831.19	366,970.00	-202,138.81		0.00	366,970.00	0.00				0.00	
95 - Other													
5958200 - Other Financial Sources		0.00	0.00	0.00	0.00%	0.00	0.00	0.00					
5958250 - Depreciation Expense		0.00	0.00	0.00	0.00%	0.00	0.00	0.00					
Total 95 - Other		0.00	0.00	0.00		0.00	0.00	0.00				0.00	
Total Expense		612,764.77	1,459,213.00	-846,448.23		79,795.00	1,539,008.00	79,795.00				79,795.00	

WATER AND SEWER									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	
TOTAL REVENUE	651,447.45	1,459,213.00	-807,765.55		79,795.00	1,539,008.00	79,795.00	79,795.00	
Total 70 - Administration	103,577.48	276,716.00	-173,138.52		25,688.00	302,404.00	25,688.00	25,688.00	
Total 75 - Water	344,356.10	815,527.00	-471,170.90		54,107.00	869,634.00	54,107.00	54,107.00	
Total 80 - Sewer	164,831.19	366,970.00	-202,138.81		0.00	366,970.00	0.00	0.00	
TOTAL EXPENSE	612,764.77	1,459,213.00	-846,448.23		79,795.00	1,539,008.00	79,795.00	79,795.00	
REVENUE LESS EXPENSE	38,682.68	0.00	38,682.68		0.00	0.00	0.00		
Ending Fund Balance						495,109.72			

4B EDC		Proposed Mid-Year Budget FY 2017-2018										INCLUDED IN PROPOSED	
		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE			Mid-Year Request 2017- 2018		
REVENUE													
Beginning Fund Balance													
4000100 - Taxes							614,853.90						
4000120 - Sales tax (0.50%)		52,739.40	100,800.00	-48,060.60	52.32%	0.00	100,800.00	0.00					
Total 4000100 - Taxes		52,739.40	100,800.00	(48,060.60)	52.32%	0.00	100,800.00	0.00			0.00		
4000800 - Other Revenue								0.00					
4000840 - Interest Income		1,092.36	1,340.00	-247.64	81.52%	0.00	1,340.00	0.00					
4000990 - Reduction in Fund Balance		0.00	30,000.00	-30,000.00	0.00%	0.00	30,000.00	0.00			0.00		
Total 4000800 - Other Revenue		1,092.36	31,340.00	(30,247.64)	3.49%	0.00	31,340.00	0.00			0.00		
Total Revenue		53,831.76	132,140.00	(78,308.24)		0.00	132,140.00	0.00			0.00		
Expense													
8102200 - Special Services													
8102230 - Legal Fees		0.00	500.00	-500.00	0.00%	0.00	500.00	0.00					
8102240 - Audit		1,600.00	1,600.00	0.00	100.00%	0.00	1,600.00	0.00					
Total 8102200 - Special Services		1,600.00	2,100.00	(500.00)	76.19%	0.00	2,100.00	0.00			0.00		
8102300 - Consultant Services													
8102310 - Consultant Fees		0.00	0.00	0.00	0.00%	6,000.00	6,000.00	6,000.00			6,000.00		
Total 8102300 - Consultant Services		0.00	0.00	0.00	0.00%	6,000.00	6,000.00	6,000.00			6,000.00		

4B EDC		Proposed Mid-Year Budget FY 2017-2018										INCLUDED IN PROPOSED	
		ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid-Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017-2018	
8103100 · General Supplies													
8103110 · Office Supplies		138.00	100.00	38.00	138.00%	0.00	100.00	0.00	0.00				
Total 8103100 · General Supplies		138.00	100.00	38.00	138.00%	0.00	100.00	0.00	0.00			0.00	
8104200 · Travel Expense													
8104210 · Travel Expense		0.00	1,000.00	-1,000.00	0.00%	0.00	1,000.00	0.00	0.00				
8104220 · Professional Development		0.00	2,300.00	-2,300.00	0.00%	0.00	2,300.00	0.00	0.00				
Total 8104200 · Travel Expense		0.00	3,300.00	(3,300.00)	0.00%	0.00	3,300.00	0.00	0.00			0.00	
8105300 · - Printing													
8105320 · Printing Expense		0.00	300.00	-300.00	0.00%	0.00	300.00	0.00	0.00				
Total 8105300 · - Printing		0.00	300.00	(300.00)	0.00%	0.00	300.00	0.00	0.00			0.00	
8105600 · Insurance													
8105620 · Insurance - Liability		136.00	272.00	-136.00	50.00%	0.00	272.00	0.00	0.00				
Total 8105600 · Insurance		136.00	272.00	(136.00)	50.00%	0.00	272.00	0.00	0.00			0.00	
8105700 · Other Expenses													
8105705 · Postage		0.00	100.00	-100.00	0.00%	0.00	100.00	0.00	0.00				
8105730 · Memberships		3,850.00	3,350.00	500.00	114.93%	0.00	3,350.00	0.00	0.00				
8105740 · Advertising		3,675.00	5,300.00	-1,625.00	69.34%	0.00	5,300.00	0.00	0.00				
8105764 · Filing Fees		0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00				
Total 8105700 · Other Expenses		7,525.00	8,750.00	(1,225.00)	86.00%	0.00	8,750.00	0.00	0.00			0.00	

4B EDC		Proposed Mid-Year Budget FY 2017-2018										INCLUDED IN PROPOSED	
		ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE				Mid-Year Request 2017- 2018	
8106400 - Minor Capital Outlay													
8107490 - Bldg.		0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00					
5107491 - Signs		0.00	30,000.00	-30,000.00	0.00%	0.00	30,000.00	0.00					
Total 8106400 - Minor Capital Outlay		0.00	30,000.00	(30,000.00)	0.00%	0.00	30,000.00	0.00				0.00	
8109000 - Reserves													
8109015 - Administrative Reserves		0.00	84,818.00	-84,818.00	0.00%	(6,000.00)	78,818.00	-6,000.00				-6,000.00	
8109215 - Admin. Expense to General Fund		1,250.00	2,500.00	-1,250.00	50.00%	0.00	2,500.00	0.00					
Total 8109000 - Reserves		1,250.00	87,318.00	(86,068.00)		(6,000.00)	81,318.00	6,000.00				(6,000.00)	
Total Expense		10,649.00	132,140.00	(121,491.00)		0.00	132,140.00	0.00				0.00	
REVENUE LESS EXPENSE		43,182.76	0.00	43,182.76		0.00	0.00	0.00					
Ending Fund Balance			-30,000.00				584,853.90						

MUNICIPAL DEVELOPMENT DISTRICT									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXP ENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	
REVENUE									
Beginning Fund Balance						249,867.13			
4000100 • Taxes									
4000120 • Sales tax (0.25%)	26,377.27	50,500.00	(24,122.73)	52.23%	0.00	50,500.00	0.00		
Total 4000100 • Taxes	26,377.27	50,500.00	(24,122.73)		0.00	50,500.00	0.00	0.00	
4000800 • Other Revenue									
4000840 • Interest Income	459.88	600.00	(140.12)	76.65%	0.00	600.00	0.00		
4000990 - Reduction in Fund Balance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
Total 4000800 • Other Revenue	459.88	600.00	(140.12)		0.00	600.00	0.00	0.00	
Total Revenue	26,837.15	51,100.00	(24,262.85)		0.00	51,100.00	0.00	0.00	
Expense									
9102200 • Special Services									
9102240 • Audit	1,600.00	1,600.00	0.00	100.00%	0.00	1,600.00	0.00		
Total 9102200 • Special Services	1,600.00	1,600.00	0.00		0.00	1,600.00	0.00	0.00	
9103100 • General Supplies									
9103110 • Office Supplies	0.00	100.00	(100.00)	0.00%	0.00	100.00	0.00		
Total 9103100 • General Supplies	0.00	100.00	(100.00)		0.00	100.00	0.00	0.00	

MUNICIPAL DEVELOPMENT DISTRICT									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXP ENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE		INCLUDED IN PROPOSED
9105600 · Insurance									
9105620 · Insurance - Liability	136.00	272.00	(136.00)	50.00%	0.00	272.00	0.00		
Total 9105600 · Insurance	136.00	272.00	(136.00)		0.00	272.00	0.00		0.00
9107400 · Capitalized Assets									
9107401 · Capitalized Assets	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00		
Total 9107400 · Capitalized Assets	0.00	0.00	0.00		0.00	0.00	0.00		0.00
9109000 · Reserves									
9109015 · Administrative Reserves	0.00	48,628.00	(48,628.00)	0.00%	0.00	48,628.00	0.00		
9109215 · Admin. Expense to General Fund	250.00	500.00	(250.00)	50.00%	0.00	500.00	0.00		
Total 9109000 · Reserves	250.00	49,128.00	(48,878.00)		0.00	49,128.00	0.00		0.00
Total Expense	1,986.00	51,100.00	(49,114.00)		0.00	51,100.00	0.00		0.00
REVENUE LESS EXPENSE	24,851.15	0.00	24,851.15		0.00	0.00	0.00		
Ending Fund Balance		0.00				249,867.13			

WATER AND SEWER IMPACT FUND									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE		INCLUDED IN PROPOSED
REVENUE									Mid-Year Request 2017- 2018
Beginning Fund Balance						96,884.65			
4000400 - Charges for Services									
4000476 - Water Impact Fee	2,106.97	0	2,106.97	0.00%	2,107.00	2,107.00	2,107.00		2,107.00
4000477 - Sewer Impact Fee	24,009.17	54,756.00	-30,746.83	0.00%	0.00	54,756.00	0.00		
Total 4000400 - Charges for Services	26,116.14	54,756.00	(28,639.86)	0.00%	2,107.00	56,863.00	2,107.00		2,107.00
4000800 - Other Revenue									
4000840 - Interest Earned	201.49	0.00	201.49	0.00%	205.00	205.00	205.00		205.00
4000880 - Transfer In - Water Impact	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
4000990 - Reduction in Fund Balance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
Total 4000800 - Other Revenue	201.49	0.00	201.49	0.00	205.00	205.00	205.00		205.00
Total Revenue	26,317.63	54,756.00	(28,438.37)		2,312.00	57,068.00	2,312.00		2,312.00
Expense									
5862300 - Contractual Services									
5862310 - Consultant Fees	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
Total 5862310 - Contractual Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		0.00

WATER AND SEWER IMPACT FUND									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPE NSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	
								Mid-Year Request 2017- 2018	
5867400 - Capitalized Assets									
5867470 - Water Lines	272.50	0	272.50	0.00%	50,000.00	50,000.00	50,000.00	50,000.00	
Total 5867400 - Capitalized Assets	272.50	0.00	272.50	0.00%	50,000.00	50,000.00	50,000.00	50,000.00	
5859000 - Reserves									
5859030 -Water/ Sewer Impact Fees Reserve	0.00	54,756.00	-54,756.00	0.00%	(47,688.00)	7,068.00	-47,688.00	-47,688.00	
Total 5859000 - Reserves	0.00	54,756.00	(54,756.00)	0.00%	(47,688.00)	7,068.00	-47,688.00	(47,688.00)	
Total Expense	272.50	54,756.00	(54,483.50)		2,312.00	57,068.00	2,312.00	2,312.00	
REVENUE LESS EXPENSES	26,045.13	0.00	26,045.13		0.00	0.00	0.00	0.00	
Ending Fund Balance		0.00				96,884.65			

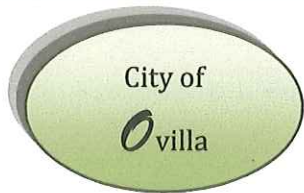
CAPITAL PROJECTS									
Proposed Mid-Year Budget FY 2017-2018									
	ACTUAL REVENUE/EXPENSE THRU MARCH 31 2018	Original Budget with Budget Revisions 2017-2018	Dollar Amount Over/Under Budget	% of Actual vs. Budget	Line Item Mid- Year Budget Adjustment	Mid Year Adjusted Budget 2017-2018	DIFFERENCE	INCLUDED IN PROPOSED	
REVENUE									
Beginning Fund Balance						130,952.27			
4000800 • Other Revenue									
4000845 • Interest Earned - Texpool	1.23	0.00	1.23	0.00%	4.00	4.00	4.00	4	
4000845 • Interest Earned - Texstar	5.41	10.00	(4.59)	0.00%	0.00	10.00	0.00		
4000850 • Interest Earned - Prosperity	154.19	260.00	(105.81)	0.00%	207.00	467.00	207.00	207.00	
4000990 - Reduction in Fund Balance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
Total 4000800 • Other Revenue	159.60	270.00	(110.40)		211.00	481.00	211.00	211.00	
Total Revenue	159.60	270.00	-110.40		211.00	481.00	211.00		
Expense									
5877400 - Capitalized Assets									
5877470 - Water Line	0.00	0.00	0.00	0.00%	0.00	0.00	0.00		
Total 5877400 Capitalized Assets	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
5879000 • Reserves									
5879010 • Admin Reserves	0.00	270.00	(270.00)	0.00%	211.00	481.00	211.00	211.00	
Total 5879000 • Reserves	0.00	270.00	(270.00)		211.00	481.00	211.00	211.00	
Total Expense	0.00	270.00	(270.00)		211.00	481.00	211.00	211.00	
REVENUE LESS EXPENSE	159.60	0.00	159.60		0.00	0.00	0.00		
Ending Fund Balance		40,558.99				40,558.99			

EMPLOYEE BENEFIT TRUST						
Proposed Mid-Year Budget FY 2017-2018						
	<u>ACTUAL</u> <u>REVENUE/EXP</u> <u>ENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Budget</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted</u> <u>Budget 2017-</u> <u>2018</u>	<u>DIFFERENCE</u>
REVENUE						
4000840 • Interest Income	5.43	0.00	0.00	0.00	0.00	
4000991 • Insurance Contributions	112,737.93	0.00	0.00	0.00	0.00	
Total Revenue	112,743.36	0.00	0.00	0.00	0.00	
EXPENSE						
5902110 • Benefit Premiums	112,874.32	0.00	0.00	0.00	0.00	
Total Expense	112,874.32	0.00	0.00	0.00	0.00	
REVENUE LESS EXPENSE	-130.96	0.00	0.00	0.00	0.00	0.00

POLICE AUXILIARY									
Proposed Mid-Year Budget FY 2017-2018									
	<u>ACTUAL REVENUE/EXP ENSE THRU MARCH 31 2018</u>	<u>Original Budget with Budget Revisions 2017-2018</u>	<u>Dollar Amount Over/Under Budget</u>	<u>Line Item Mid- Year Budget Adjustment</u>	<u>Mid Year Adjusted Budget 2017- 2018</u>	<u>DIFFERENCE</u>			
REVENUE									
Beginning Fund Balance					215.51				
4000800 · Other Revenue									
4000815 · Gifts	100.00	0.00	100.00	0.00	100.00			100.00	
4000870 - Reduction in fund balance	0.00	0.00	0.00	0.00	115.51			115.51	
Total 4000800 · Other Revenue	100.00	0.00	100.00	0.00	215.51			215.51	
Total Revenue	100.00	0.00	100.00	0.00	215.51			215.51	
Expense									
5232600 · Special Expenses									
5232690 · Special Expenses - Other	0.00	0.00	0.00	0.00	215.51			215.51	
Total 5232600 · Special Expenses	0.00	0.00	0.00	0.00	215.51			215.51	
Total Expense	0.00	0.00	0.00	0.00	215.51			215.51	

POLICE AUXILIARY									
Proposed Mid-Year Budget FY 2017-2018									
	<u>ACTUAL</u> <u>REVENUE/EXP</u> <u>ENSE</u> <u>THRU MARCH</u> <u>31 2018</u>	<u>Original</u> <u>Budget with</u> <u>Budget</u> <u>Revisions</u> <u>2017-2018</u>	<u>Dollar Amount</u> <u>Over/Under</u> <u>Budget</u>	<u>Line Item Mid-</u> <u>Year Budget</u> <u>Adjustment</u>	<u>Mid Year</u> <u>Adjusted</u> <u>Budget 2017-</u> <u>2018</u>	<u>DIFFERENCE</u>			
REVENUE LESS EXPENSE	100.00	0.00	100.00	0.00	0.00			0.00	0.00

FIRE AUXILIARY									
Proposed Mid-Year Budget FY 2017-2018									
	<u>ACTUAL REVENUE/EXP ENSE THRU MARCH 31 2018</u>	<u>Original Budget with Budget Revisions 2017-2018</u>	<u>Dollar Amount Over/Under Budget</u>	<u>Line Item Mid- Year Budget Adjustment</u>	<u>Mid Year Adjusted Budget 2017- 2018</u>	<u>DIFFERENCE</u>			
REVENUE									
Beginning Fund Balance					2,370.00				
4000800 - Other Revenue									
4000815 - Gifts	1,320.00	0.00	1,320.00	0.00	1,320.00	1,320.00			
4000870 - Reduction in Fund Balance	0.00	0.00	0.00	0.00	1,050.00	1,050.00			
Total 4000800 - Other Revenue	1,320.00	0.00	1,320.00	0.00	2,370.00	2,370.00			
Total Revenue	1,320.00	0.00	1,320.00	0.00	2,370.00	2,370.00			
Expense									
5333400 - Maintenance Supplies and Parts									
5333460 - Supplies - Miscellaneous	0.00	0.00	0.00	0.00	2,370.00	2,370.00			
Total 5333400 - Maintenance Supplies and Parts	0.00	0.00	0.00	0.00	2,370.00	2,370.00			
Total Expense	0.00	0.00	0.00	0.00	2,370.00	2,370.00			
REVENUE LESS EXPENSE	1,320.00	0.00	1,320.00	0.00	0.00	0.00			



Villa City Council

AGENDA ITEM REPORT

Item 14

Meeting Date: May 14, 2018

Department: Finance

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☒ Accountant ☐ Other: Staff

Attachments:

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

Agenda Item / Topic:

ITEM 14. **DISCUSSION/ACTION** – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2018-2019 budget preparations.

Discussion / Justification:

To assure staff and Council meet target dates in compliance with Truth-N-Taxation for the creation of budget and the tax rate, staff has prepared a proposed Fiscal Year 2018-2019 Budget Calendar for consideration. **Key Dates:**

Monday, June 25 - (Special Meeting) – Budget Workshop #1 with City Council 5:00 p.m. Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan.

Thursday, June 28 - (Special Meeting) - Budget Workshop #2 with City Council 5:00 p.m. Review Water & Sewer Fund, Park Impact Fund, W&S Impact Fund, 4B EDC Fund, MDD, Fire Auxillary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates.

Thursday, August 2 – (Special Meeting) – Budget Workshop #3 at 5:30 p.m. to review preliminary determination of tax rate (Dallas, Ellis) and revisions.

Monday, August 7- (Regular Meeting) - Present Effective, Rollback Tax Rate, Schedules and Fund Balances. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearings on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.

Monday, August 20 - (Special Meeting) - First public hearing at 5:30 p.m. on Tax Rate (if needed)

Wednesday, August 29 - (Special Meeting) - Second public hearing at 5:30 p.m., 3-14 days to adopt Tax Rate. (if needed)

Monday, Sept. 10th - (Regular Meeting) - Public Hearing on Budget; adopt Budget; adopt Tax Rate.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny the proposed Budget Calendar for Fiscal Year 2018-2019 budget preparations.

CITY OF OVILLA
Budget Calendar for Fiscal Year 2018-2019

DAY	DATE	ACTION	Responsible Party
Monday	May 14, 2018	FY 2018-2019 Budget Kick-off. Calendar presented to Council.	Council, CM, Finance
	May 8 – June 15, 2018	City Manager interviews department directors and reviews financial projections for FY 2018-19 reparations begin for FY 2017-18 preliminary budget.	CM, Finance, Dept Heads
Friday	June 22, 2018	*Post 72 Hour notice for Workshop #1 and Workshop #2	CS
Monday	June 25, 2018	Workshop #1 FY 2018-2019 at 5PM, Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan	Council, CM, Finance, Dept Heads
Tuesday to Thursday	June 26-28, 2018	Revisions to the proposed budget from Workshop #1	CM, Finance
Thursday	June 28, 2018	Workshop #2 FY 2018-2019 at 5:00 PM. Review W&S Fund, Park Impact Fund, W&S Impact Fund, 4B EDC Fund, MDD, Fire Auxiliary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates	Council, CM, Finance, Dept Heads
Friday to Thursday	June 29 to July 6, 2018	Revisions to proposed budget from Workshop #2 and prepare preliminary tax rate.	CM, Finance
Monday	July 9, 2018	Draft of FY 2018-19 of Proposed budget delivered to department directors and Council.	Council, CM, Finance, Dept Heads
Friday	July 20, 2018	Certified Taxable Values from Dallas County Appraisal District and Ellis County Appraisal will be received.	CM, Finance
Monday	July 23, 2018	Certified Taxable Values will be sent to Ellis County for Tax Calculations.	
Friday	July 27, 2018	Post 72-hour notice for City Council Preliminary Workshop Meeting #3	CS
Thursday	August 2, 2018	Workshop #3 5:30 PM Review preliminary determination of tax rate (Dallas, Ellis) and revisions.	Council, CM, Finance, Dept Head
Thursday	August 9, 2018	Proposed budget Filed with City Secretary,	CM, Finance
Thursday	August 9, 2018	Delivered to Council Members.	CS
Friday	August 10, 2018	City Secretary posts 72 hour Notice of City Council Meeting to discuss Tax	CS
Friday	August 10, 2018	Rate at August 13th meeting Newspaper publishes effective and rollback tax rates, schedules and fund balances. Deadline to provide newspaper with "Notice of Public Hearings on Tax Increase" is the first quarter-page in newspaper.	CS
Monday	August 13, 2018	Regular Council Meeting Present Effective, Rollback Tax Rate, Schedules and Fund Balances to City Council. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearing on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.	Council, CM

Monday	August 20, 2018	1 st Hearing on Tax Rate, 5:30 PM, Providing there is Tax Increase. Present Effective, Rollback Tax Rate, Schedules and Fund Balances to City Council. City Council to discuss Tax Rate. If proposed Tax Rate exceeds the Effective Rate or the Rollback Rate, take record vote and schedule required public hearing on proposed Tax Rate. A record vote is not required if the City Council keeps the Tax Rate at or below the zero effective rate.	Council
Monday	August 27, 2018	Post 72 hr. notice of 2nd hearing on Tax Rate	CS
Wednesday	August 29, 2018	2nd Hearing on Tax Rate. 5:30 PM *** Providing there is tax increase.	Council
Friday	September 7, 2018	Post 72 hr. notice for meeting at which City Council will adopt Tax Rate	CS
Monday	September 10, 2018	Regular Council Meeting, Adopt FY 2018-19 Budget, Tax Rate, Tax Roll, Water Rate, Sewer Rate. Adopt Budget, Approve Tax Rate, Approve and adopt Budget raising more revenue from property taxes than in previous year.	Council, CM, Finance
Tuesday	September 18, 2018	File adopted Budget with City Secretary if no hearings; City Secretary to file Budget with County Clerk.	CM, CS, Finance

* Per Senate Bill 1510 (2013) attached

** Local Government Code 102.005, 102.0065, 102,0065(d) 140.010, 140.010(f) attached.

LOCAL GOVERNMENT CODE

TITLE 4. FINANCES

SUBTITLE A. MUNICIPAL FINANCES

CHAPTER 102. MUNICIPAL BUDGET

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended by:

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

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

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

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

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

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

Amended by:

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

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

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

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

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

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

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

Amended by:

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

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

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

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

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

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

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

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

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

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

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

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

(4) the total amount of municipal debt obligations.

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

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

Amended by:

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

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

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

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

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

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

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

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

Amended by:

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

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

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

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

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

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

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

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

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

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

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

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

Amended by:

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

Truth-in-Taxation Important Dates

Date	Activity
April 1 ¹	Chief appraisers send notices of appraised value on single family residences by this date or as soon thereafter as practicable.
May 1 ²	Chief appraisers send notices of appraised value on all other property by this date or as soon thereafter as practicable.
April 30 ³	Chief appraisers prepare and certify the estimate of the taxable value of property in counties, cities and school districts to tax assessors.
July 20 ⁴	Appraisal review boards approve the appraisal records. This date may extend to Aug. 30 for certain larger counties.
July 25 ⁵	Chief appraisers certify the approved appraisal roll to the taxing units.
Aug. 7 ⁶	Certain taxing units publish notice of effective and rollback tax rates by this date or as soon thereafter as practicable.
August – September	Taxing units adopt their budgets according to their fiscal years. School districts must publish a <i>Notice of Public Meeting to Discuss Budget and Proposed Tax Rate</i> 10 to 30 days before the public meeting date. ⁷ (School districts with a July 1 fiscal year adopt budgets in June and follow a different schedule). Most taxing units adopt a tax rate after adopting their budgets.
Sept. 1 ⁸	Cities and counties provide notice of their proposed tax rates before this date or 30 days after receiving the appraisal roll.
Before Sept. 30 ⁹	Taxing units other than water districts must adopt their tax rate before this date or 60 days after receiving the appraisal roll, whichever date is later.
Oct. 1 ¹⁰	Tax assessors prepare and mail tax bills by this date or as soon thereafter as practicable.

¹ Tex. Tax Code § 25.19(a)

² Tex. Tax Code § 25.19(a)

³ Tex. Tax Code § 26.01(e)

⁴ Tex. Tax Code § 41.12(a)

⁵ Tex. Tax Code § 26.01(a)

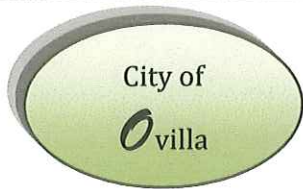
⁶ Tex. Tax Code § 26.04(e)

⁷ Tex. Ed. Code § 44.004(b)

⁸ Tex. Loc. Gov't Code § 140.010(f)

⁹ Tex. Tax Code § 26.05(a)

¹⁰ Tex. Tax Code § 31.01(a)



Ovilla City Council

AGENDA ITEM REPORT Item 15

Meeting Date: May 14, 2018

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☐ N/A

Submitted By: Staff

Amount: \$N/A

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☐ Accountant

☒ B. Piland & Public Works Staff, M. Dooly

Attachments:

1. None

Agenda Item / Topic:

ITEM 15. **DISCUSSION/ACTION** – Consideration of and action to set the official date for Heritage Day 2018, effecting various assignments to facilitate the success of the 2018 Heritage Day Celebration and festivities.

Discussion/Justification

It has been custom that the Annual Heritage Day Celebration is held on the fourth Saturday of September. That date is September 22 of this year.

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

Miscellaneous duties:

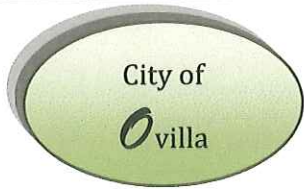
1. Scheduling committee meetings and organizing events (parade, judging, school bands, etc.)
2. MC
3. Working the entrance
4. Monitor bounce house safety (kid-zone)
5. Entertainment
6. Set up tables and help with decorations
7. Creation of flyer and new theme
8. Parade route monitors
9. Signs – creation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

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council set September 22, 2018 as the official 2018 Heritage Day Celebration and appoint _____ as the coordinator for 2018 Heritage Day event with the appointments of the following members to the committee, including various assignments:

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



Ovilla City Council

AGENDA ITEM REPORT Item 16

Meeting Date: May 14, 2018

Department: Administration/Public Works

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☒ NO ☐ N/A

Submitted By: John R. Dean, Jr., CM

Amount: \$86,062

Reviewed By: ☒ City Manager ☒ City Secretary ☐ City Attorney

☒ Accountant ☒ Other: B. Piland

Attachments:

1. Resolution R2018-23
2. Proposal/Quote

Agenda Item / Topic:

ITEM 16. DISCUSSION/ACTION – Consideration of and action on Resolution R2018-23, approving a proposal from Ellis County Precinct #4 to reclaim/rehabilitate Willowwood Lane and Greenwood Drive, Ovilla, TX, authorizing the Mayor to execute said documents.

Discussion / Justification:

This request was made by City Council at the March meeting. Then presented and not approved at the April City Council meeting. We have looked at the drainage work that needs to be completed on these two streets. We can make the needed improvements so that these streets can be completed this Fiscal Year. The County has confirmed the work can be done this FY but not on the schedule of current work happening in Ovilla. Funds necessary to complete the project are included in the mid-year budget revisions.

Recommendation / Staff Comments:

Staff Recommends approval of the resolution.

Sample Motion(s):

I move that Council approve/deny Resolution R2018-23, approving a proposal from Ellis County Precinct #4 to reclaim/rehabilitate Willowwood Lane and Greenwood Drive, Ovilla, TX, authorizing the Mayor to execute said documents.

RESOLUTION NO. R2018-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE, FOR AND ON BEHALF OF THE CITY OF OVILLA, TEXAS, A PROJECT AGREEMENT BY AND BETWEEN THE CITY OF OVILLA, TEXAS, AND ELLIS COUNTY PRECINCT 4 TO REHABILITATE AND RECLAIM WILLOWWOOD LANE AND GREENWOOD DRIVE, OVILLA, TX.

*** * * * ***

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OVILLA:

Section 1. The City Council of the City of Ovilla hereby authorizes the Mayor to execute an Agreement for by and between the City of Ovilla, Texas, and Ellis County Precinct 4, to reclaim and rehabilitate Willowwood Lane and Greenwood Drive for the City of Ovilla in the amount of \$86,062.

Section 2. The project Agreement shall commence on May 14, 2018 and shall remain in effect until the project is complete.

Section 3. A copy of said Agreement by and between the City of Ovilla, Texas and Ellis County Precinct 4 is attached hereto as Exhibit "A" and made a part hereof for all purposes.

PASSED, APPROVED, AND RESOLVED this 14 day of May 2018.

ATTEST: _____
Pamela Woodall, **CITY SECRETARY**

APPROVED: _____
Richard Dormier, **MAYOR**

QUOTE

**ELLIS COUNTY PRECINCT 4
1011 EASTGATE
MIDLOTHIAN, TX. 76065**

OFFICE: 972-825-5305

Date: March 19, 2018

Customer: City of Ovilla
105 S. Cockrell Hill Road
Ovilla, TX. 75154
972-617-7262

RE: Quote for Westlawn Dr., Willowwood Ln. and Greenwood Dr.

Westlawn Dr. 18' x .4 = 4224 SY County - Make ready and Prime Total = \$17,953.00

Cont. - 2.5" laydown compact 2" Total = \$50,900.00

Willowwood Ln. 18' x .3 = 3168 SY County - Make ready and Prime Total = \$13,465.00

Cont. - 2.5" laydown compact 2" Total = \$38,175.00

Greenwood Dr. 18' x .2 = 2112 SY County - Make ready and Prime Total = \$8,977.00

Cont. - 2.5" laydown compact 2" Total = \$25,445.00

Total Co. = \$40,395.00

Total Cont. = \$114,525.00

Bids are good thru September 1st 2018.

Contractor's price could vary to the County/City measurements of the roadway. The Contractor that is chosen will need to verify measurements before beginning. CITY will deal directly with the contractor and the COUNTY will help schedule time when our job is complete. You will also pay Contractor separately from the County.

Please return with signature of approval

City of Ovilla

By:



Ovilla City Council

AGENDA ITEM REPORT

Item 17

Meeting Date: May 14, 2018

Department: Administration

☒ 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:

Attachments:

1. Approved Rules of Governance (Back of Council binder)
2. Proposed Revision

Agenda Item / Topic:

ITEM 17. **DISCUSSION** – Consider amending the Rules of Governance, adding a Section on computer use to the existing policy and direct staff to return with an amended Council Rules of Governance and resolution for adoption.

Discussion / Justification:

With the upcoming use of City issued computers by the City Council. The Mayor has requested that you consider a policy on computer use, internet, and email like the current City Policy.

Recommendation / Staff Comments:

Staff recommends considering the changes and directing staff to bring back to Council for adoption at a future meeting.

Direction/No Motion

The consensus of the Council was to direct staff to return with an amended Council Rules of Governance and Resolution to adopt.

COMPUTER, INTERNET, E-MAIL, AND CITY ISSUED MOBILE DEVICES POLICY

All City computers and electronic communications systems, and all communications and stored information which is or has been transmitted, received, contained in the City's information systems (including, without limitation, e-mail, Internet, and information stored on computer hard drives and City-provided USB flash drives) are the City's property and are to be used solely for City purposes. Due to the considerable risks associated with computer viruses, individuals are prohibited from downloading any unauthorized software to the City's computers. All software downloaded must be registered to the City. Do not open or forward e-mail received from unknown sources, or those that contain undefined or unexpected attachments, as they may contain viruses or other harmful or inappropriate content or information. Do not download .exe files, or any other file that has not been authorized.

To ensure proper use of communications systems and business equipment, and to ensure professional service to all citizens, the City reserves the right to monitor the use of these systems and equipment.

The City's e-mail and Internet access may not be used for transmitting, retrieving or storage of any obscene, discriminatory or harassing communications. Illegal harassment of any kind is strictly prohibited. Accordingly, no messages with derogatory, inflammatory, or otherwise unwelcome remarks regarding race, religion, color, sex, national origin, age, disability, physical attributes or sexual preference may be transmitted. Similarly, no abusive, profane or offensive language or images may be transmitted through the City's e-mail or Internet access. Further, electronic media may not be used for any commercial, illegal, or illicit activity, or in any way that violates City policy or is contrary to the City's best interests. Solicitation of non-City business or any use of City e-mail or the Internet for personal gain is also strictly prohibited.

The City prohibits non-city-related use of its software and business equipment. However, the City may authorize limited personal use of this equipment provided that such usage does not interfere with business needs.

Members should be aware that electronic mail (e-mail) is considered a public record and may be subject to public disclosure in accordance with applicable law. Use of e-mail and the deletion of messages should be done with caution. All personnel are personally accountable for communications that they originate or forward using the City's electronic communications systems. Misrepresenting, obscuring, suppressing, or replacing a user's identity on any communication is prohibited. The user name, electronic mail address, organizational affiliation, time and date of transmission, and related information included with electronic messages or postings, must always reflect the true originator, time, date and place of origination of the messages or postings, as well as the true content of the original message.

Right to Monitor

All City supplied technology and City related work records belong to the City and not the individual. City-supplied technology will be routinely monitored. Inappropriate or illegal use or communications are not allowed.



AGENDA ITEM REPORT

Item 18– Items pulled from Consent

Meeting Date: May 14, 2018

Department: Administration/Finance/Police

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted by: Staff

Amount: N/A

Discussion / Justification:

ITEM 18. *DISCUSSION/ACTION* – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

Discussion / Justification:

All consent items are attached for Council consideration. Any items pulled from the Consent agenda will be reviewed under this item.

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

	April 2018	April 2018 YTD	April 2017	April 2017 YTD
Calls For Service				
Accident	4	21	2	8
Alarms	13	51	22	64
Arrest	4	25	2	31
Assault/Assualt FV	0	5	0	3
Assists	68	226	87	288
Building / House Security Check	690	1946	506	3423
Burglary	1	1	1	3
Burglary of Motor Vehicle	0	0	1	3
Criminal Mischief	1	1	0	1
Disturbance	6	28	21	49
Neighborhood Check	1326	4369	1579	6314
Other Calls for Service	41	184	51	191
Suspicious Person	6	33	11	33
Suspicious Vehicle	14	70	41	110
Theft	0	5	3	6
Traffic Assignment/School Enforcement	15	44	27	358
TOTAL CALLS FOR SERVICE	2189	7009	2354	10885

Reserve Officer Hours	50	247.5	15	15
Average Response Time (Minutes)	5.41	5.1275	4.27	4.91
Total Citations	105	385	134	551
Total Traffic Stops *****	236	974	288	
Traffic Stop Disposition Warning *****	141	610	155	
Traffic Stop Disposition Citation *****	95	364	133	
PERCENT OF STOPS RECEIVING CITATIONS	40.3	37.4	46.2	#DIV/0!
Manual Response time	4.32			

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

April 2018	TO	May 2018	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
103	143324	143513	189	
104	122425	122446	21	back passenger tire was plugged
105	in shop	in shop	#VALUE!	replaced control module
116	in shop	54100.8	#VALUE!	body damage fixed
117	42473	44404	1931	oil change
118	2104	4995	2891	
216	12684	13420	736	
Vehicles	Begin	End	Accrued	
2017 F250 4x4	7344	7764	420	
2015 2500 HD Silverado	32977	33842	865	
2011 3500HD Silverado	49476	49861	385	
2008 2500HD Animal Control	78117	78706	589	
2008 1500 Silverado	107748	108087	339	
2006 1500 Silverado	116618	116840	222	
2001 C6500 Dump Truck	17982	18136	154	
1999 International Patch Trk	311780	311781	1	replaced governor
1998 Ford Dump Truck	52662	52901	239	replaced battery
	HOURS	HOURS	HOURS	
New Holland Skid LS60	1181	1183	2	
1999 Kubota Tractor	940	940.2	0.2	
1992 Ford Tractor	1077.1	1078.2	1.1	
Sweeper	619.9	619.9	0	
310K John Deere Backhoe	1419	1458.3	39.3	
Stone Packer 3100	4506.5	4506.8	0.3	
Ingersoll Mobil Air Compress	1320.8	1320.8	0	

Green Golf Cart	763.1	763.1	0	
Jet Machine	476.1	477.9	1.8	
Vac Machine 2017	33.6	34.1	0.5	
Boomag 900-50 packer	189	189	0	
2016 Exmark	175.5	187.4	11.9	
2013 Exmark	306.6	308.5	1.9	
2004 Exmark	1003.5	1003.5	0	
JCV Backhoe	5.1	21.5	16.4	

Ovilla Fire Department April Monthly Report



**Fire Chief
Brandon Kennedy**

105 S. Cockrell Hill Road
Ovilla Texas, 75154
cityofovilla.org

Mission Statement

The mission of the Ovilla Fire Department is to provide services designed to protect citizens and property of the City of Ovilla and outlying areas. All persons and or departments requesting assistance from the Ovilla Fire Department as a result of the adverse effects of fire, medical emergencies, or hazardous conditions created by man or nature will be dealt with in a professional manner, consistent with the economic capability of the community.

Summary of Staffing for the Department

- Currently the Department only has 1 Firefighter Paramedic position open, and we are looking at applications and doing interviews this month.
- Currently the Department has filled all Volunteer Firefighter positions
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 22 Firefighter Paramedics
 - 8 Firefighter EMT-Basics
 - 11 Volunteer Firefighters
 - Total Staffing of 48 out of 50 positions
- Of the 11 Volunteers on staff,
 - 5 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic
 - 1 has their Fire Certs
 - 3 have their EMT- Basic
 - The other 3 Volunteers do not have any Certification at this time, but 1 is about to graduate from Fire School, and the other 2 have plans to eventually get certified.

Grants Report

- Have turned in four Texas Forestry Service Grants, waiting for notification of award
 - \$7700 received for workers comp and VFIS
 - One for bunker gear
 - One for a Brush Truck Chassis
 - One for a Brush Truck

Summary of Events for the Department

- April was a little easier month for the Fire Department, with a total of 77 incidents responded to.
- Training with the Volunteers on their regular scheduled nights, continuing to work with them all on Apparatus Familiarization, and getting them signed off to drive each one.
- Public Education Event at McClatchey Elementary where we taught over **600 students** in one day about fire safety, escape plans, and about some of the equipment that we have on our Fire Engine.
- Asbestos Inspection was complete, Bay Project is moving forward.
- Bay Doors have been ordered and 2 new doors should be installed by middle May
- Working on Budget Plans for FY18-19

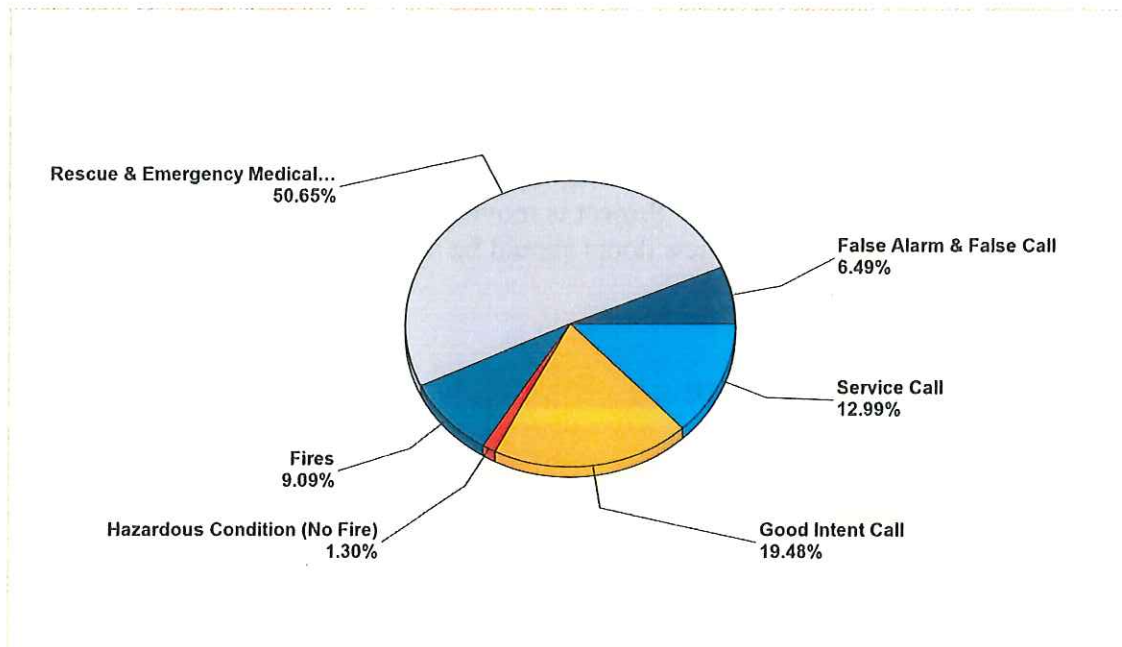
Summary of Staffing for the Month

- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month
- 7 nights a week we have 1 – 12-hour shift that is covered by volunteers (2000 – 0800)
- Saturday and Sunday (0800 – 2000)
- **7 / 9** weekend day shifts were covered by a Volunteer
- **37 / 39** Volunteer shifts were covered, and these **37** shifts had 4 personnel on the Engine

Summary of Activity from Deputy Chief Fire Marshall's Office

- 6 Consults
- Respond to 7 Incidents
- 7 Meetings
- Back-Up for Ovilla PD
- 1 Investigation
- QCI reports

Breakdown by Major Incident Type



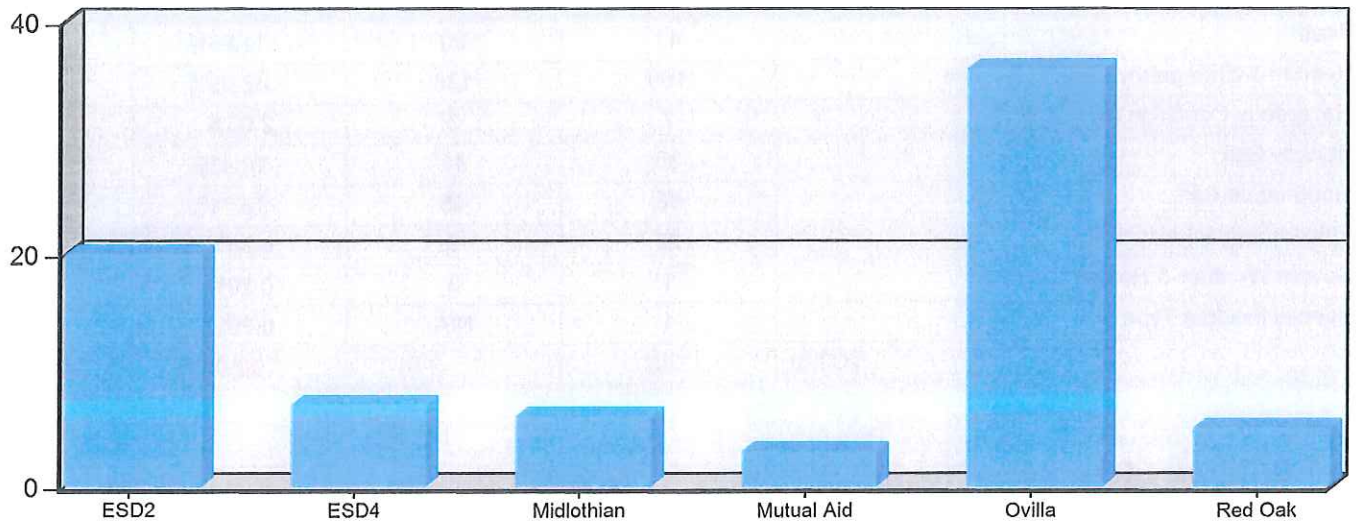
April runs were down a few from previous months for the fire department.

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	9.09%
Rescue & Emergency Medical Service	39	50.65%
Hazardous Condition (No Fire)	1	1.30%
Service Call	10	12.99%
Good Intent Call	15	19.48%
False Alarm & False Call	5	6.49%
TOTAL	77	100.00%

Average 1.75 fires per week
Average 2.57 calls per day
Average 19.25 calls per week

Full Crew responses | 77
 C701 Responses | 13
 C702 Responses | 6
 Number of Overlapping Calls | 2
Total Ovilla Fire Department Runs | 77

Breakdown by Districts



ZONE	2018	2017
ESD2 - ESD #2	20	16
ESD4 - ESD #4	7	14
Midlothian - Midlothian City Limits	6	N/A
Mutual Aid - Mutual Aid	3	13
Ovilla - City Limits	36	28
Red Oak - Red Oak City Limits	5	N/A

TOTAL: 77 71

Districts are broken down by Cities or Areas we respond to.

Midlothian and Red Oak are what is called Automatic Aid due to being on the same dispatch system, and we are toned at the exact same time for an emergency that requires additional units to respond.

Mutual Aid is calculated by the cities that must call our dispatch center to request our help on incidents that occur in their cities. Examples are Glenn Heights, Desoto, Duncanville, Cedar Hill, Lancaster, Waxahachie, Ferris, and Wilmer.

Breakdown of Total Call to Date by Current Year and Past Year

MAJOR INCIDENT TYPE	2018	2017	2018	2017
Fires	41	20	11.88%	8.03%
Rescue & Emergency Medical Service	169	126	48.99%	50.60%
Hazardous Condition (No Fire)	7	3	2.03%	1.20%
Service Call	36	41	10.43%	16.47%
Good Intent Call	68	45	19.71%	18.07%
False Alarm & False Call	22	9	6.38%	3.61%
Severe Weather & Natural Disaster	1	5	0.29%	2.01%
Special Incident Type	1	N/A	0.29%	N/A
TOTAL	345	249	100.00%	100.00%

Breakdown of Average Response Times by District for the Last Two Months

DISTRICT	APRIL	MARCH
Mutual Aid - Mutual Aid	21.23	26.08
Midlothian - Midlothian City Limits	N/A	16.10
ESD4 - ESD #4	13.60	7.51
ESD2 - ESD #2	6.94	8.27
Ovilla - City Limits	5.10	4.56
Red Oak - Red Oak City Limits	1.47	N/A

District	APRIL	MARCH
Mutual Aid - Mutual Aid	21.23	26.08
Midlothian - Midlothian City Limits	N/A	16.10
Red Oak - Red Oak City Limits	1.47	N/A
ESD2 - ESD #2	6.94	8.27
ESD4 - ESD #4	13.60	7.51
Ovilla - City Limits	5.10	4.56

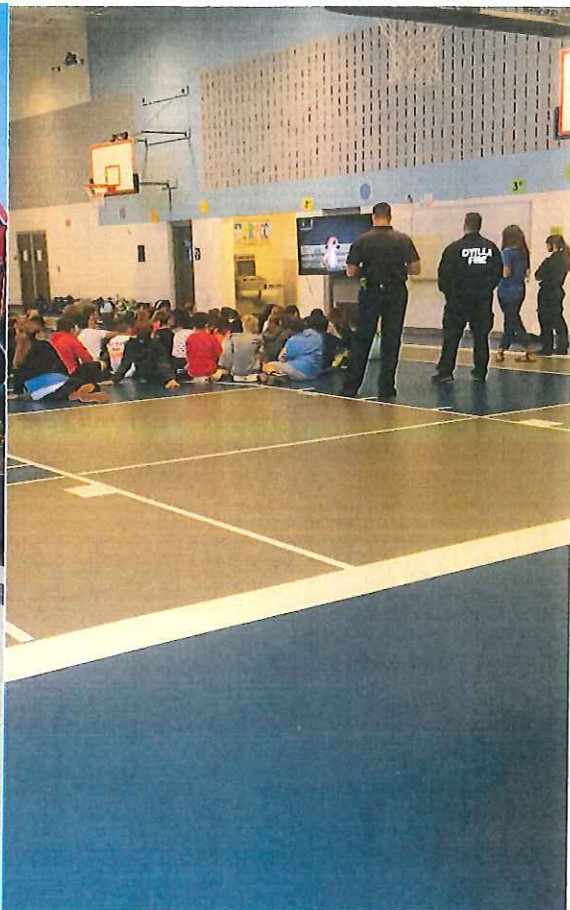
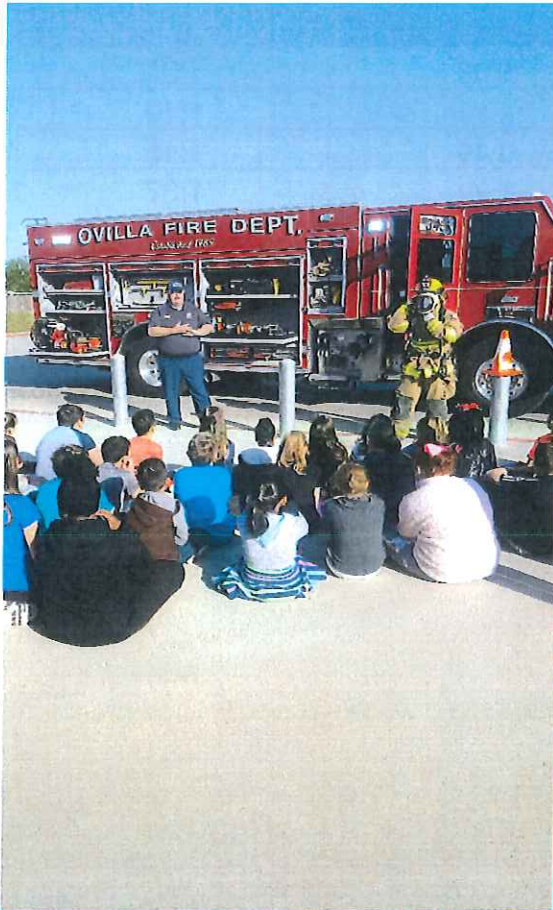
Response times are figured by Time of Dispatch to Arrival at scene time. Overall the goal is that in our "First In Districts", City Limits, ESD #2, and ESD #4, we are there in under 8 minutes.

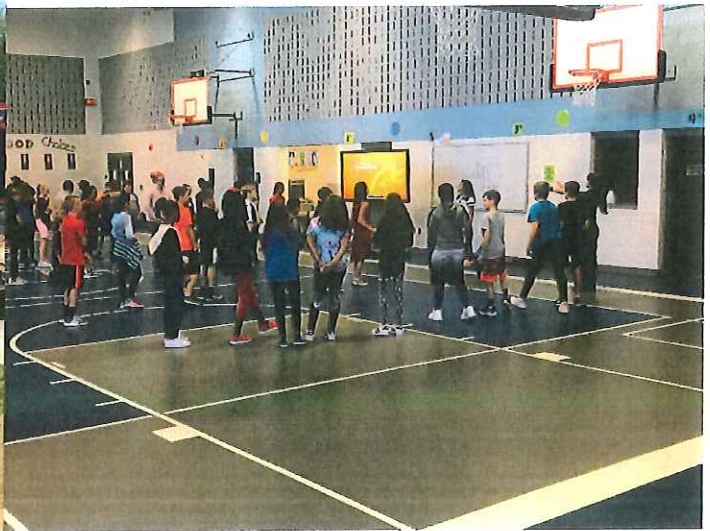
Average Turn Out Time Dispatch to En-Route by Apparatus

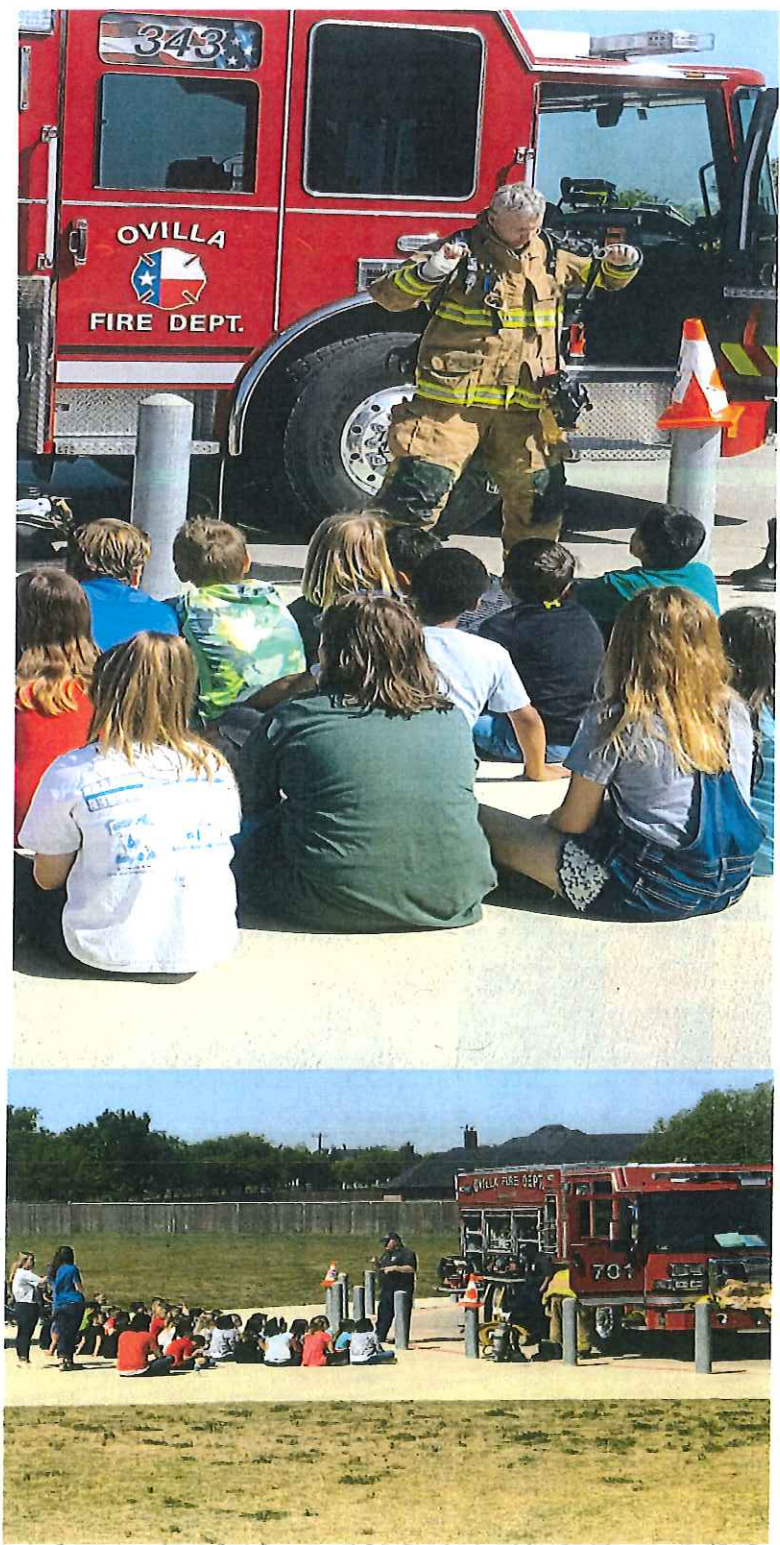
APPARATUS	APRIL	MARCH
B701	1:08	1:25
C701	1:13	1:19
C702	0:49	1:15
E701	1:39	1:37
E702	0:00	0:00
R755	6:47	2:30
AVERAGE TURNOUT TIME:	1:56	1:37

Turn out times are figured from time of dispatch to the time the Apparatus checks En-Route, and the goal with this time is to have a turn out time of 1:30 over 90% of our calls.

Training and Community Risk Reduction









Date: May 7, 2018

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for April 2018

-
1. 53 work orders completed
 2. Sewer Lift Station Repairs-
 - Pulled pump 1 at Highland Meadows Lift Station removed debris and replaced.
 - Removed pump 2 from Cumberland removed debris and replaced
 - Pulled pump 1 and removed debris Heritage

Monthly Water and Sewer Services:

- Read water meters, serviced disconnects and reconnects.
- Water usage: Purchased from DWU 10,357,000 gal. 12,289,000 gal. pumped to customers and 563,000 gal. flushed.
- Replaced meters: 745 Cockrell Hill, 613 Georgetown.
- Daily water maintenance residual and pressure tests.
- Daily inspections of 12" water line at Heritage Park crossing Red Oak Creek
- Collected water samples for TCEQ reporting
- Water Maintenance – routine flushing mains and hydrant
- Replaced and repaired 20 meter boxes and lids.
- Repaired broken sewer force main Ovilla Rd. and Miranda Way.
- Repaired water leaks:
 - 133 Water St.

Tree and grass maintenance:

- Heritage Park
- Silver Spur Park
- Baseball fields and Cindy Jones Park

Street and Misc.

- Prep for clean-up day Cleanup day April 19th, 20th, 21st
- Street repairs: Cockrell Hill repaired the shoulder south of Lariat Tr., Shiloh Rd. repaired failing spots at Bryson Manor Dr. and the four way stop at Bryson.
- Clean ditches and culverts Suburban
- Updated marquee as needed
- Repaired drainage: Summers property Johnson Ln.
- Drainage work 300 Burtonwood: Graded the ditch line from the north driveway to the culvert crossing under Burtonwood to allow water to flow.

APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

Surfacing (§2.4)

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

Drainage (§2.4)

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

General Hazards

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

Security of Hardware (§2.5)

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

Durability of Equipment (§2.5)

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

Leaded Paint (§2.5.4)

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

General Upkeep of Playgrounds (§4)

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

NOTES:

DATE OF INSPECTION:

4-16-18

INSPECTION BY:

Daniel Durham

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7-16-18

INSPECTION BY:

Daniel Dorton

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NOTES:

DATE OF INSPECTION:

4-16-18

INSPECTION BY:

Daniel Dorcham



DATE: MAY 14, 2018
TO: Honorable Mayor and Council Members
FROM: Linda Harding, City Accountant
SUBJECT: Accounting Department Report

December Reports Financials ending 3/31/2018
Over \$5,000
Financial graph representing through March 2018
Bank Balances as of 5-3-18

Mentions to reports: Sixth month of new fiscal year.

Report notes:

W&S Impact Fee Fund has an expense overage for Water Line, this is caused by engineering fees that were not in budget and will be corrected at Mid-Year budget review.

Admin Budget Highlights:

Admin - Server for council & screen for conference and court – on hold.

Admin - Change city hall, PD & FD from septic to sewer – Equipment quotes are arriving. Engineering has been completed, engineer will complete design and survey for easement.

Admin - Paint city offices, replace doors. – To be completed by public works, as time allows.

Admin – New desktop computers have been ordered by Net Genius.

Admin – Laptops for council has been approved and ordered

Admin – Net Genius has installed some hardware changes; more changes have been ordered.

INFRASTRUCTURE - STREET REPAIR OVILLA OAKS 1.2 MILES TO WIDTH OF ROADS, 15.00 SQ. RD FOR FINISHED RD \$226,000 (APPROVED SUBURBAN DRIVE \$114,752 APPROVED 3/2018)

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.

2 of 3 optional extension used by Yeldell, Wilson and Co., P.C. for period ending September 2018.

Last extension can be used through September 2019.

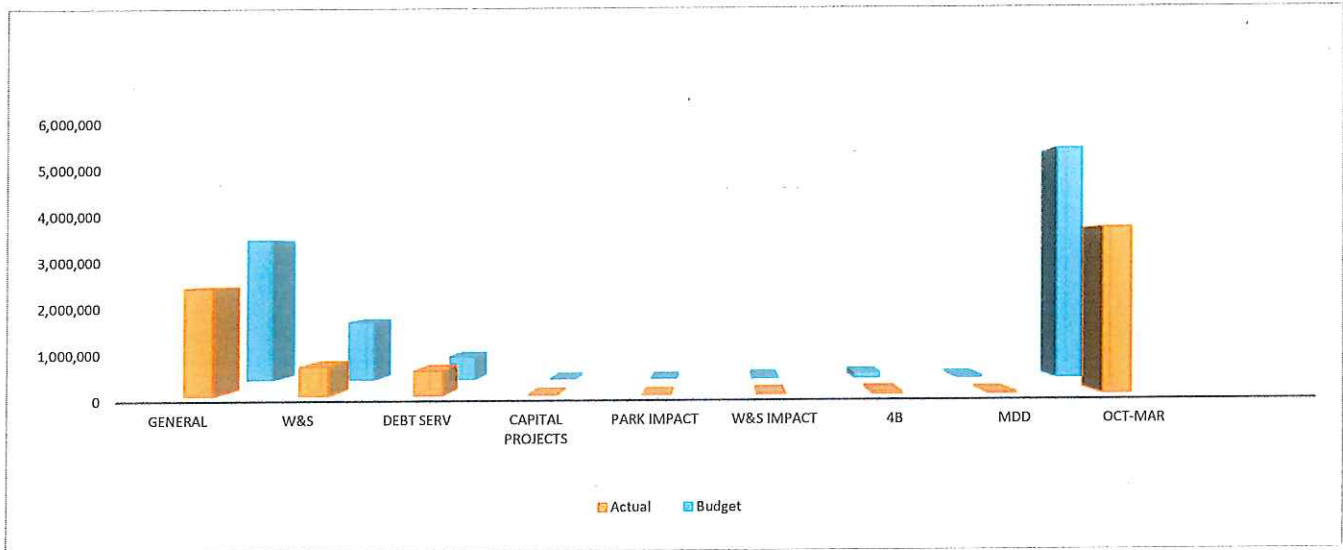
December 2017 Bank will use 1st of 2-year extensions.

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	505,298.52	512,081.85	5/3/2018
<u>General Fund Reserve</u>	608	56,330.85	56,421.13	5/3/2018
<u>GF Reserve CD</u>	*0694	248,427.07	248,427.07	5/3/2018
<u>Water Impact</u>	*2322	51,003.17	51,015.75	5/3/2018
<u>4B EDC</u>	*3691	614,651.82	614,853.90	5/3/2018
<u>Fire Dept. Auxil.</u>	*3909	2,370.00	2,370.00	5/3/2018
<u>Water Money Market</u>	*4323	189,650.49	189,720.63	5/3/2018
<u>MDD Fund</u>	*7451	245,648.37	249,867.13	5/3/2018
<u>Water Credit Card</u>	*7531	139.76	139.76	5/3/2018
<u>GF Reserves Money Mkt.</u>	*7583	128,451.78	128,499.29	5/3/2018
<u>GF Money Market</u>	*7605	231,003.64	231,089.08	5/3/2018
<u>Park Fund Money Mkt.</u>	*7613	78,470.20	78,496.00	5/3/2018
<u>Capital Projects Money Mkt.</u>	*7648	130,903.85	130,952.27	5/3/2018
<u>W&S Impact-Sewer</u>	*8699	96,884.65	96,884.65	5/3/2018
<u>employee benefit trust</u>	*8777	261.69	262.90	5/3/2018
<u>GF Operating</u>	*9437	1,723,573.78	1,560,189.17	5/3/2018
<u>W&S Fund Operating</u>	*9445	590,276.06	574,904.72	5/3/2018
<u>Police Special Fund</u>	*9792	215.51	215.51	5/3/2018
SUB TOTAL		4,893,561.21	4,726,390.81	
TexPool - CAPITAL PROJECT	1878	310.76	310.76	5/3/2018
TexStar - GENERAL FUND	1110	3,775.45	3,775.45	5/3/2018
TexStar - GENERAL FUND	1120	942.10	942.10	5/3/2018
TexStar - W&S IMPACT	3540	3,197.94	3,197.94	5/3/2018
TexStar - CAPITAL PROJECT	5340	1,415.41	1,415.41	5/3/2018
TexStar - W&S FUND	5350	1,160.51	1,160.51	5/3/2018
Bryson Manor - GENERAL FUND	8662	298,616.44	298,714.62	5/3/2018
Leose	2510	1,896.79	1,601.79	5/3/2018
TOTAL BANK BALANCES		5,204,876.61	5,037,509.39	

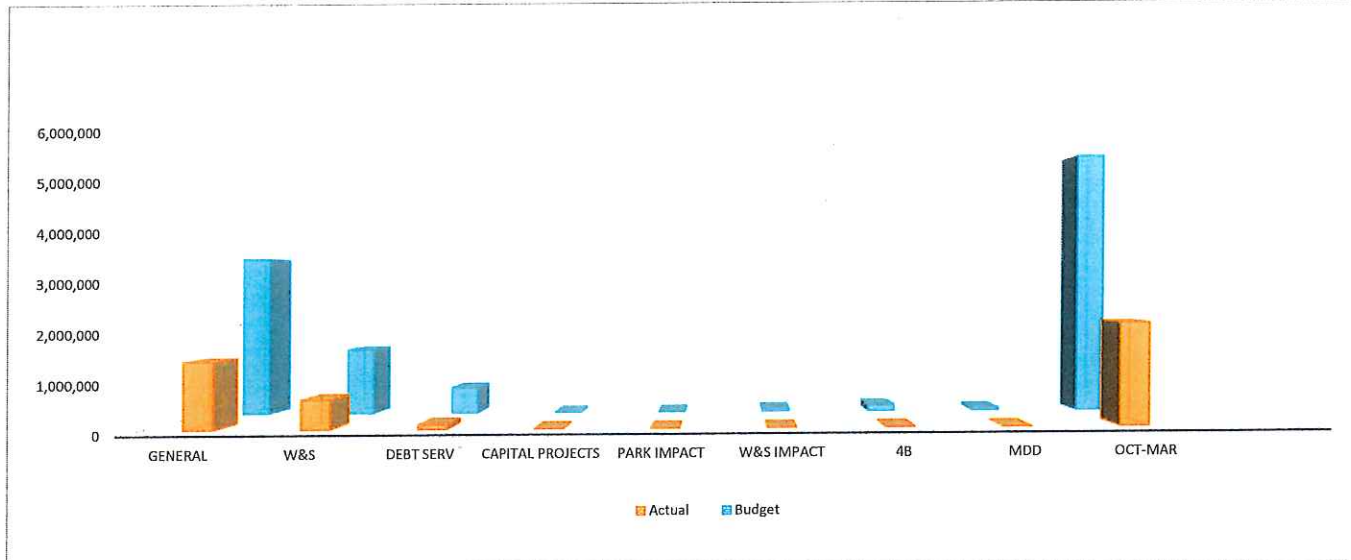
CITY OF OVILLA REVENUE FY 2017-2018



City of Ovilla Revenue

FUNDS	General	W&S	Debt Serv	Capital Projects	Park Impact	W&S Impact	4B	MDD	Oct-Mar
Actual	2,412,979	651,447	551,202	240	3,791	26,318	53,832	26,837	3,726,646
Budget	3,555,419	1,459,213	576,650	270	8,793	54,756	132,140	51,100	5,838,341
Over / (Under) Budget	(1,142,440)	(807,766)	(25,448)	(30)	(5,002)	(28,438)	(78,308)	(24,263)	(2,111,695)

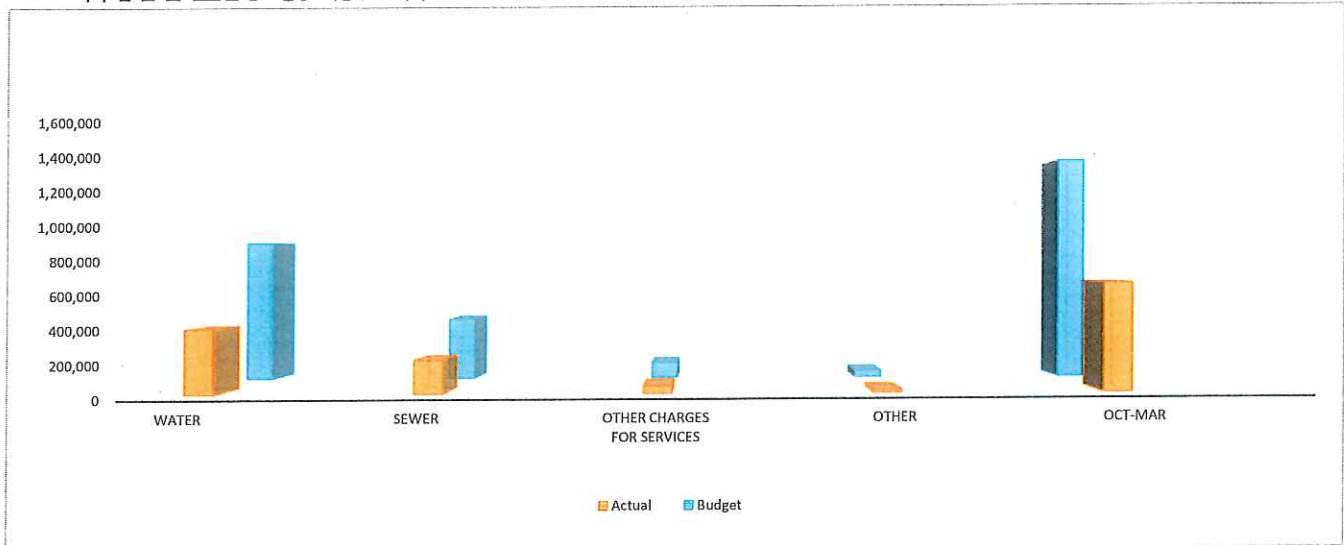
CITY OF OVILLA EXPENSE FY 2017-2018



City of Ovilla Expense

FUNDS	General	W&S	Debt Serv	Capital Projects	Park Impact	W&S Impact	4B	MDD	Oct-Mar
Actual	1,398,341	612,881	93,075	0	0	273	10,649	1,986	2,117,205
Budget	3,555,419	1,459,213	576,650	270	8,793	54,756	132,140	51,100	5,838,341
Over / (Under) Budget	(2,157,078)	(846,332)	(483,575)	(270)	(8,793)	(54,483)	(121,491)	(49,114)	(3,721,136)

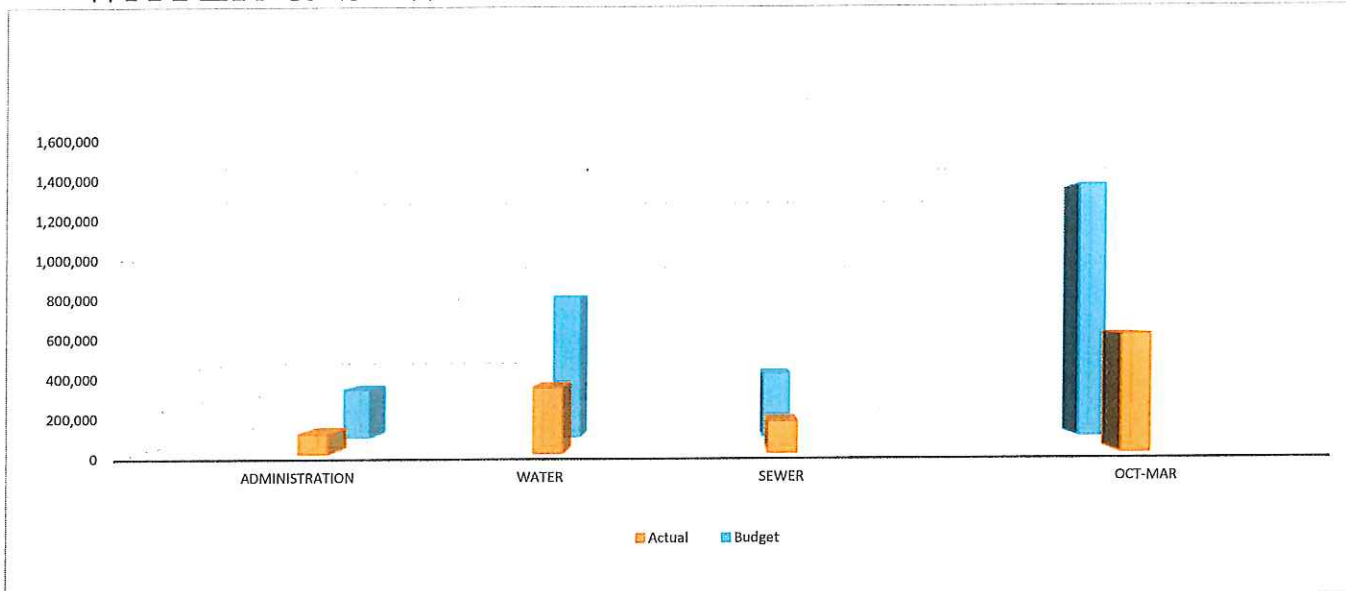
WATER & SEWER FUND REVENUE FY 2017-2018



Water & Sewer Revenue

	Water	Sewer	Other Charges for Services	Other	Oct-Mar
Actual	389,144	201,218	45,739	15,347	651,448
Budget	920,296	399,708	98,809	40,400	1,459,213
Over / (Under) Budget	(531,152)	(198,490)	(53,070)	(25,053)	(807,765)

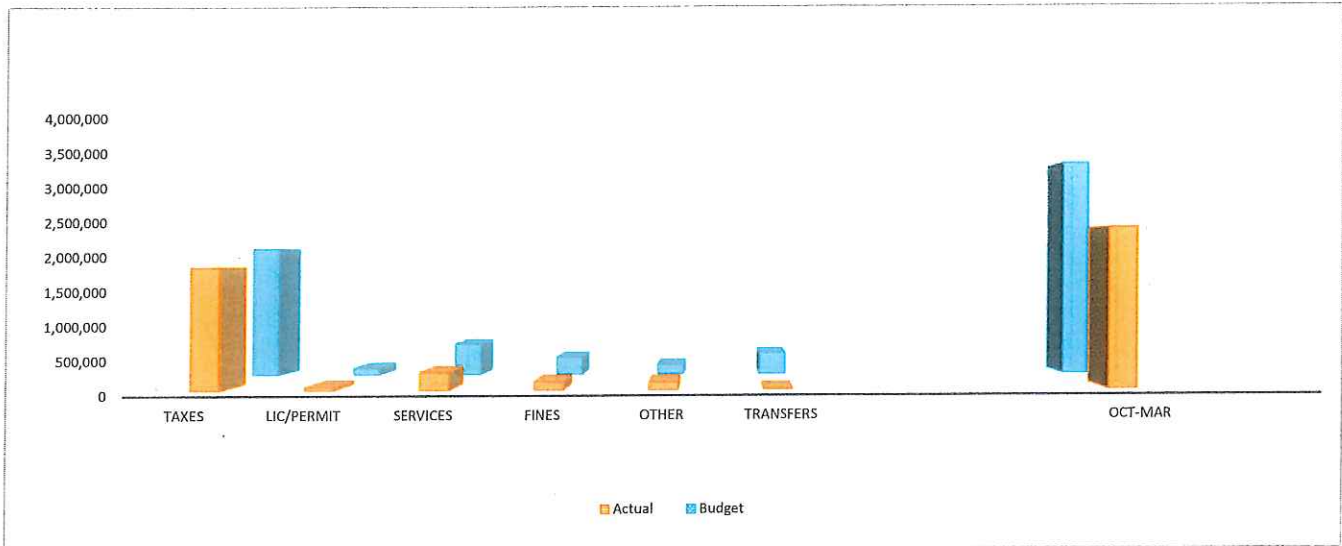
WATER & SEWER FUND EXPENSE FY 2017-2018



Water & Sewer Fund Expense

	Administration	Water	Sewer	Oct-Mar
Actual	103,577	344,472	164,831	612,880
Budget	276,716	815,527	366,970	1,459,213
Over / (Under) Budget	(173,139)	(471,055)	(202,139)	(846,333)

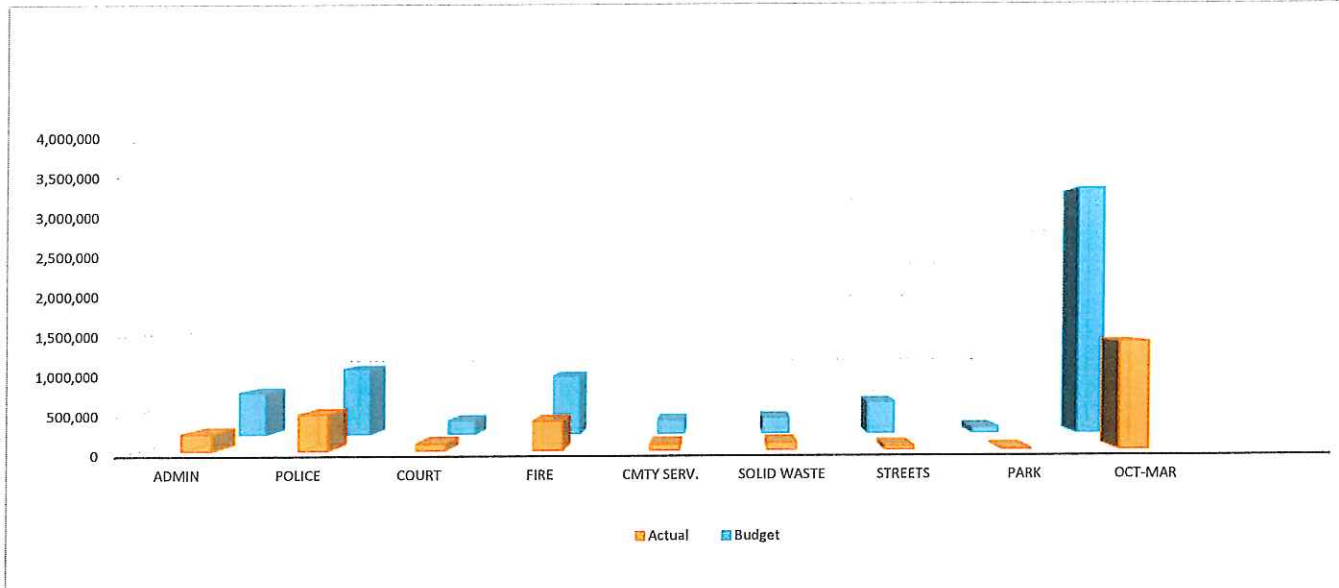
GENERAL FUND REVENUE FY 2017-2018



General Fund Revenue

	Taxes	Lic/Permit	Services	Fines	Other	Transfers	Oct-Mar
Actual	1,841,217	46,387	267,081	126,499	118,434	13,362	2,412,980
Budget	2,134,245	106,581	517,446	287,205	156,325	353,617	3,555,419
Over / (Under) Budget	(293,028)	(60,194)	(250,365)	(160,706)	(37,891)	(340,255)	(1,142,439)

GENERAL FUND EXPENSE FY 2017-2018



General Fund Expense

	Admin	Police	Court	Fire	CMTY Serv.	Solid Waste	Streets	Park	Oct-Mar
Actual	220,371	474,000	89,350	381,194	77,640	97,965	47,854	9,968	1,398,342
Budget	608,355	948,664	191,149	841,662	198,737	228,497	456,922	81,433	3,555,419
Over / (Under) Budget	(387,984)	(474,664)	(101,799)	(460,468)	(121,097)	(130,532)	(409,068)	(71,465)	(2,157,077)



DATE: May 14, 2018

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Financial Statements Through March 2018

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)	% of Budget Thru March 50%
	March 2018	'Oct - Mar 2018	Budget	Budget		
Revenues						
4000100 · Taxes						
4000105 · Ad Valorem, Current	21,355	1,652,600	1,649,432	3,168		100%
4000106 · Ad Valorem, New & improvements	0	0	53,233	(53,233)		0%
4000110 · Ad Valorem, Delinquent	2,255	7,380	10,000	(2,620)		74%
4000113 · Interest/Penalties - Prop Tax	1,616	3,597	7,000	(3,403)		51%
4000120 · Sales Tax	16,975	105,479	201,264	(95,785)		52%
4000125 · Sales Tax - Street Improvement	4,244	26,370	50,316	(23,946)		52%
4000130 · Franchise Tax	21,978	45,791	163,000	(117,209)		28%
Total 4000100 · Taxes	68,421	1,841,217	2,134,245	(293,028)		86%
4000200 · Licenses and Permits						
4000210 · Residential Building Permits	2,774	26,464	60,000	(33,536)		44%
4000214 · Misc Building Permits	2,512	10,637	23,952	(13,315)		44%
4000230 · Plan Review Fee	555	5,728	12,000	(6,272)		48%
4000260 · Alarm Permits	190	780	2,604	(1,824)		30%
4000270 · Animal Tag Fees	204	1,164	3,706	(2,542)		31%
4000272 · Impound Fees	210	600	2,751	(2,151)		22%
4000290 · Misc Licenses and Permits	60	1,013	1,568	(555)		65%
Total 4000200 · Licenses and Permits	6,505	46,387	106,581	(60,194)		44%
4000400 · Charges for Services						
4000325 · ESD #2	95,000	95,000	190,000	(95,000)		50%
4000330 · ESD #4	18,542	37,084	55,628	(18,544)		67%
4000411 · Copies and Maps	0	28	100	(72)		28%
4000415 · Police Reports	12	48	150	(102)		32%
4000420 · Park Lights	0	0	500	(500)		0%
4000440 · Oak Leaf Animal Control	0	690	2,100	(1,410)		33%
4000450 · Subdivision Fees	0	240	6,900	(6,660)		3%
4000480 · Solid Waste (Garbage)	22,028	132,438	256,968	(124,530)		52%
4000485 · 50/50 Sidewalk Program	0	0	1,250	(1,250)		0%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over		% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Budget	Thru March 50%
4000490 • Misc Charges for Services	400	1,553	3,850	(2,297)		40%
Total 4000400 • Charges for Services	135,982	267,081	517,446	(250,365)		52%
4000500 • Fines and Forfeitures						
4000535 • Omni Warrant Revenue	339	1,318	2,868	(1,550)		46%
4000510 • Fines - Police	16,084	120,320	265,008	(144,688)		45%
4000520 • Fines - Animal Control	0	0	456	(456)		0%
4000525 • Fines - Code Enforcement	0	592	8,949	(8,357)		7%
4000550 • Municipal Court Technology	303	2,280	5,424	(3,144)		42%
4000551 • Municipal Court Security	227	1,710	4,068	(2,358)		42%
4000590 • Misc Fines and Forfeitures	0	280	432	(152)		65%
Total 4000500 • Fines and Forfeitures	16,954	126,499	287,205	(160,706)		44%
4000800 • Other Revenue						
4000810 • Heritage Day	0	3,738	26,000	(22,262)		14%
4000818 • Lease Proceeds	0	1,144	0	1,144		100%
4000820 • Water Tower Lease	8,949	106,124	118,250	(12,126)		90%
4000840 • Interest Earned	813	4,563	7,560	(2,997)		60%
4000860 • Grant Proceeds	0	0	0	0		0%
4000870 • Insurance Proceeds	2,026	2,026	0	2,026		100%
4000885 • Proceeds from Sale of Assets	0	0	0	0		0%
4000887 • HOA Revenue	0	0	1,015	(1,015)		0%
4000890 • Misc Other Revenue	11	840	3,500	(2,660)		24%
Total 4000800 • Other Revenue	11,799	118,434	156,325	(37,891)		76%
4000900 • Transfers In						
4000905 • Weapons Purchase Plan	0	0	11,730	(11,730)		0%
4000925 • Admin.Rev. received from 4B-EDC	625	1,250	2,500	(1,250)		50%
4000927 • 4B-EDC Revenue: Monument Signs	0	0	30,000	(30,000)		0%
4000930 • Admin. Rev. Rec. From W&S Fund	5,931	11,862	23,724	(11,862)		50%
4000940 • Admin.Rev. Rec. from MDD Fund	125	250	500	(250)		50%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over		% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Budget	Thru March 50%
4000945 - Trans in from Court Security	0	0	7,300	(7,300)		0%
4000990 - Reduction in Fund Balance	0	0	277,863	(277,863)		0%
Total 4000900 - Transfers In	6,681	13,362	353,617	(340,255)		4%
Total Revenues	246,342	2,412,979	3,555,419	(1,142,440)		68%
Gross Resources	246,342	2,412,979	3,555,419	(1,142,440)		68%
Expenditures						
10 - Administration						
5101100 - Salaries & Wages						
5101110 - City Administrator	736	36,663	78,750	(42,087)		47%
5101115 - City Secretary	625	23,750	44,250	(20,500)		54%
5101117 - City Accountant	520	19,755	39,338	(19,583)		50%
5101120 - Admin. Support	357	13,566	27,035	(13,469)		50%
5101180 - Merit Raises, Staff	0	0	5,682	(5,682)		0%
Total 5101100 - Salaries & Wages	2,237	93,734	195,055	(101,321)		48%
5101400 - Support Staff						
5101490 - Overtime	0	0	625	(625)		0%
Total 5101400 - Support Staff	0	0	625	(625)		0%
5102100 - Employee Benefits						
5102110 - Group Insurance	2,057	15,568	31,117	(15,549)		50%
5102135 - TMRS	1,997	12,721	25,715	(12,994)		49%
5102160 - Worker's Compensation	0	693	933	(241)		74%
5102170 - Payroll Taxes	296	1,903	3,772	(1,869)		50%
5102180 - Unemployment Taxes	0	0	1,000	(1,000)		0%
5102190 - Auto Allowance	400	2,400	4,800	(2,400)		50%
5102196 - Indiv. Membership Dues	0	1,374	1,950	(576)		70%
Total 5102100 - Employee Benefits	4,750	34,658	69,287	(34,629)		50%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018		'Oct - Mar 2018		(Under)	Budget	Thru March	50%
5102200 • Special Services								
5102210 • Tax Assessing & Collecting Fees	1,814	1,814	1,814	0				100%
5102220 • Tax Appraisal Fee	4,538	9,444	18,887	(9,444)				50%
5102230 • Legal Fees	1,630	4,566	32,272	(27,706)				14%
5102240 • Audit	-205	7,445	7,650	(205)				97%
5102250 • Accounting	0	132	2,000	(1,868)				7%
5102260 • Engineering Fees	823	3,096	10,000	(6,904)				31%
Total 5102200 • Special Services	8,600	26,497	72,623	(46,126)				36%
5102300 • Contractual Services								
5102310 • Consultant Fees	80	80	10,000	(9,920)				1%
Total 5102300 • Contractual Services	80	80	10,000	(9,920)				1%
5102500 • Operating Services								
5102530 • Custodial Service Contract	344	2,064	4,128	(2,064)				50%
5102540 • IT - Computer Maintenance	3,123	24,688	25,200	(512)				98%
Total 5102500 • Operating Services	3,467	26,752	29,328	(2,576)				91%
5102600 • Special Expenses								
5102610 • Election - Payroll	0	0	850	(850)				0%
5102620 • Election - Supplies	732	780	2,500	(1,720)				31%
5102630 • Election Meeting Expense	0	0	100	(100)				0%
5102650 • Codification Book Update	0	375	3,600	(3,225)				10%
Total 5102600 • Special Expenses	732	1,155	7,050	(5,895)				16%
5103100 • General Supplies								
5103110 • Office Supplies	244	4,577	8,000	(3,423)				57%
5103140 • Uniforms	0	0	350	(350)				0%
Total 5103100 • General Supplies	244	4,577	8,350	(3,773)				55%

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over	% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Thru March 50%
<hr/>					
5103400 • Maintenance Supplies / Parts					
5103410 • Supplies - Custodial	74	446	1,500	(1,054)	30%
5103440 • Maintenance Agreement Expense	0	0	400	(400)	0%
5103460 • Miscellaneous	0	0	1,500	(1,500)	0%
Total 5103400 • Maintenance Supplies / Parts	74	446	3,400	(2,954)	13%
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5104200 • Travel Expenses					
5104210 • Travel - Local	0	312	500	(188)	62%
5104220 • Professional Development	20	1,042	6,550	(5,508)	16%
5104222 • Professional Develop - Council	0	931	1,300	(369)	72%
5104225 • City Council Meal Expense	45	349	2,200	(1,851)	16%
5104230 • Professional Develop - In-House	0	0	500	(500)	0%
Total 5104200 • Travel Expenses	65	2,634	11,050	(8,416)	24%
<hr/>					
5105200 • Data Processing Expenses					
5105230 • Data Proc-Maintenance & Repair	0	0	8,000	(8,000)	0%
5105240 • Data Processing - Software	-3,100	7,914	11,005	(3,091)	72%
Total 5105200 • Data Processing Expenses	-3,100	7,914	19,005	(11,091)	42%
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5105300 • Printing Expense					
5105310 • Copier Expense	-220	1,441	4,476	(3,035)	32%
5105320 • Printing - Newsletters	1,126	2,341	5,108	(2,767)	46%
5105330 • Printing - Forms	247	307	1,500	(1,193)	20%
Total 5105300 • Printing Expense	1,153	4,088	11,084	(6,996)	37%
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5105400 • Utilities					
5105410 • Telephone	128	767	1,500	(734)	51%
5105415 • Cellular Phone	119	716	1,450	(734)	49%
5105417 • Internet	160	960	2,823	(1,863)	34%

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)	% of Budget Thru March
	March 2018	'Oct - Mar 2018	Budget	50%		
5105420 • Wireless Cards	76	456	912	(456)	50%	
5105450 • Electricity	272	1,910	4,635	(2,725)	41%	
Total 5105400 • Utilities	755	4,808	11,320	(6,512)	42%	
5105500 • Repairs & Bldg Improvements						
5105520 • Repairs - Buildings	0	1,242	33,200	(31,958)	4%	
5105540 • Repairs - Machinery & Equipment	0	0	500	(500)	0%	
5105590 • Repairs - Other	37	371	1,300	(929)	29%	
Total 5105500 • Repairs & Bldg Improvements	37	1,613	35,000	(33,387)	5%	
5105600 • Insurance						
5105610 • Insurance - Property	0	958	1,915	(958)	50%	
5105620 • Insurance - Liability	0	400	800	(400)	50%	
5105630 • Insurance - Fidelity Bond	0	250	300	(50)	83%	
5105632 • Notary Bond	0	0	450	(450)	0%	
5105635 • Public Officials Surety Bonds	0	260	2,210	(1,950)	12%	
Total 5105600 • Insurance	0	1,868	5,675	(3,808)	33%	
5105700 • Other Expenses						
5105705 • Postage	325	2,506	6,756	(4,250)	37%	
5105710 • Cash - Over/Short	0	0	10	(10)	0%	
5105725 • Records Management Expense	0	1,395	1,500	(105)	93%	
5105730 • City - Memberships	440	1,831	2,500	(669)	73%	
5105740 • Legal Notices/Advertisement	136	2,479	9,000	(6,521)	28%	
5105752 • Employment Screening	0	0	400	(400)	0%	
5105753 • Solicitor Screening	16	127	200	(73)	64%	
5105760 • Bank Service Charge	24	83	100	(17)	83%	
5105764 • Filing Fees	0	172	500	(328)	34%	
5105765 • Miscellaneous	0	841	2,767	(1,926)	30%	
Total 5105700 • Other Expenses	940	9,433	23,733	(14,300)	40%	

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget		(Under)	Budget	Thru March	50%
5106400 - Minor Capital Outlay								
5106440 - Machinery & Equipment	0	0	1,000		(1,000)			0%
5106465 - Furniture	0	114	1,000		(886)			11%
Total 5106400 - Minor Capital Outlay	0	114	2,000		(1,886)			6%
5109000 - Reserves								
5109015 - Reserve for FD & PD Radios	0	0	93,770		(93,770)			0%
Total 5109000 - Reserves	0	0	93,770		(93,770)			0
Total 10 - Administration	20,033	220,371	608,355		(387,984)			36%
20 - Police								
5201100 - Salaries & Wages								
5201120 - Police Chief	5,882	38,235	74,243		(36,008)			52%
5201143 - Command Staff	4,542	29,514	57,309		(27,795)			52%
5201150 - Certification Pay	185	1,200	2,400		(1,200)			50%
5201180 - Merit Raises - Staff	0	0	3,947		(3,947)			0%
Total 5201100 - Salaries & Wages	10,609	68,949	137,899		(68,950)			50%
5201400 - Support Salaries								
5201405 - Support Staff	2,442	15,870	30,826		(14,956)			51%
5201408 - Sergeant	3,921	31,235	88,047		(56,812)			35%
5201410 - Patrol	22,879	134,167	248,352		(114,185)			54%
5201412 - Patrol Part Time	1,350	12,725	20,500		(7,775)			62%
5201415 - Certification Pay	69	635	2,701		(2,066)			23%
5201470 - Salary Increase	0	0	6,220		(6,220)			0%
5201480 - Merit Raises	0	0	10,012		(10,012)			0%
5201490 - Overtime	1,266	6,270	16,000		(9,730)			39%
Total 5201400 - Support Salaries	31,927	200,902	422,658		(221,756)			48%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	50%	(Under)	Budget	Thru March	50%
5202100 · Employee Benefits								
5202110 · Group Insurance	6,056	41,179	84,581		(43,402)			49%
5202135 · TWRS	4,094	24,954	53,161		(28,207)			47%
5202160 · Worker's Compensation	0	7,180	12,471		(5,292)			58%
5202170 · Payroll Taxes	683	4,514	8,789		(4,275)			51%
5202196 · Membership Dues	0	403	403		0			100%
Total 5202100 · Employee Benefits	10,833	78,230	159,405		(81,175)			49%
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	7,962	15,925		(7,963)			50%
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%
Total 5202300 · Contractual Services	0	16,462	27,925		(11,463)			59%
5202500 · Operating Services								
5202530 · Custodial Service Contract	235	1,410	2,820		(1,410)			50%
5202540 · Computer Maintenance	0	0	700		(700)			0%
5202560 · Internet Subscriptions	0	0	1,350		(1,350)			0%
Total 5202500 · Operating Services	235	1,410	4,870		(3,460)			29%
5202600 · Special Expenses								
5202675 · National Night Out	0	135	500		(365)			27%
Total 5202600 · Special Expenses	0	135	500		(365)			27%
5203100 · General Supplies								
5203110 · Office Supplies	223	998	1,050		(52)			95%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget
	March 2018	'Oct - Mar 2018	Budget	Budget	Thru March 50%
5203140 • Uniforms	0	2,171	8,500	(6,329)	26%
5203170 • Evidence Gathering	166	320	700	(380)	46%
Total 5203100 • General Supplies	389	3,488	10,250	(6,762)	34%
5203400 • Maintenance Supplies & Parts					
5203410 • Supplies - Custodial	223	276	800	(524)	35%
Total 5203400 • Maintenance Supplies & Parts	223	276	800	(524)	35%
5204200 • Travel Expenses					
5204210 • Travel - Local	0	503	1,000	(497)	50%
5204220 • Professional Development	0	3,952	7,827	(3,875)	50%
5204225 • Professional Dev - LEOSE	295	695	0	695	100%
5204235 • Ammo	0	0	1,000	(1,000)	0%
5204270 • Vehicle Expenses	1,688	9,916	24,000	(14,084)	41%
Total 5204200 • Travel Expenses	1,983	15,066	33,827	(18,761)	45%
5205200 • Data Processing Expenses					
5205220 • Data Proc - Equipment	0	439	5,000	(4,561)	9%
5205240 • Data Processing - Software	0	17,851	18,000	(149)	99%
Total 5205200 • Data Processing Expenses	0	18,290	23,000	(4,710)	80%
5205300 • Printing Expenses					
5205310 • Copier Expense	101	528	1,210	(682)	44%
5205330 • Printing - Forms	0	300	300	0	100%
5205350 • Printing - Other	0	160	500	(340)	32%
Total 5205300 • Printing Expenses	101	988	2,010	(1,022)	49%
5205400 • Utilities					
5205410 • Telephone	125	747	1,500	(753)	50%
5205415 • Cellular Phone	99	593	1,188	(595)	50%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over		% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Budget	Thru March 50%
5205417 · Internet - PD	160	960	1,920	(960)		50%
5205420 · Wireless Cards	190	1,140	3,192	(2,052)		36%
5205450 · Electricity	290	1,862	4,500	(2,638)		41%
Total 5205400 · Utilities	864	5,302	12,300	(6,998)		43%
5205500 · Repairs & Building Improvements						
5205520 · Repairs - Building	0	66	5,000	(4,934)		1%
5205540 · Repairs- Machinery & Equipment	4	46	1,000	(954)		5%
5205550 · Repairs - Vehicles	888	3,268	10,000	(6,732)		33%
Total 5205500 · Repairs & Building Improvements	892	3,380	16,000	(12,620)		21%
5205600 · Insurance						
5205610 · Insurance - Property	0	975	1,950	(975)		50%
5205620 · Insurance - Liability	0	2,674	5,348	(2,674)		50%
5205640 · Insurance - Vehicle	0	2,454	4,908	(2,454)		50%
Total 5205600 · Insurance	0	6,103	12,206	(6,103)		50%
5205700 · Other Expenses						
5205742 · Public Relations	0	0	550	(550)		0%
5205745 · Weapons Purchase Plan	0	0	11,730	(11,730)		0%
5205752 · Employment Screening	230	440	1,550	(1,110)		28%
5205765 · Miscellaneous	409	554	1,500	(946)		37%
Total 5205700 · Other Expenses	639	994	15,330	(14,336)		6%
5206400 · Minor Capital Outlay						
5206440 · Machinery & Equipment	124	1,827	9,734	(7,907)		19%
5206445 · Personal Protective Equipment	0	0	2,600	(2,600)		0%
5206450 · Vehicles	0	52,198	57,350	(5,152)		91%
Total 5206400 · Minor Capital Outlay	124	54,025	69,684	(15,659)		78%
Total 20 · Police	58,818	474,000	948,664	(474,664)		50%

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget		(Under)	Budget	Thru March	50%
25 - Municipal Court								
5251100 - Salaries & Wages								
5251140 - Municipal Judge	1,267	5,068	11,110		(6,042)			46%
Total 5251100 - Salaries & Wages	1,267	5,068	11,110		(6,042)			46%
5251400 - Support Staff								
5251405 - Support Staff	2,829	18,387	34,695		(16,308)			53%
5251470 - Salary Increase	0	0	1,041		(1,041)			
5251480 - Merit Raises	0	0	1,041		(1,041)			0%
5251490 - Overtime	0	438	1,400		(962)			31%
Total 5251400 - Support Staff	2,829	18,825	38,177		(19,352)			49%
5252100 - Employee Benefits								
5252110 - Group Insurance	634	4,407	7,612		(3,205)			58%
5252135 - TMRS	281	1,850	3,637		(1,787)			51%
5252160 - Worker's Compensation	0	78	156		(78)			50%
5252170 - Payroll Taxes	138	661	1,384		(723)			48%
5252196 - Membership Dues	0	0	60		(60)			0%
Total 5252100 - Employee Benefits	1,053	6,996	12,849		(5,853)			54%
5252300 - Contractual Services								
5251420 - Jury Fees	0	0	200		(200)			0%
5251425 - City Prosecutor	1,148	6,121	11,370		(5,249)			54%
5251450 - Contract Labor - Company	0	600	600		0			100%
5252375 - Comptroller - Warrant Fees	22,268	41,058	96,000		(54,942)			43%
Total 5252300 - Contractual Services	23,416	47,779	108,170		(60,391)			44%
5253100 - General Supplies								
5253110 - Office Supplies	0	0	133		(133)			0%
5253140 - Uniforms	0	0	50		(50)			0%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	50%	(Under)	Budget	Thru March	50%
Total 5253100 · General Supplies	0	0	183	(183)			0%	0%
5254200 · Travel Expenses								
5254210 · Travel - Local	0	0	25	(25)			0%	0%
5254220 · Professional Development	0	0	50	(50)			0%	0%
Total 5254200 · Travel Expenses	0	0	75	(75)			0%	0%
5255200 · Data Processing Expenses								
5255240 · Data Processing - SW Maint.	0	2,153	2,351	(198)			92%	92%
Total 5255200 · Data Processing Expenses	0	2,153	2,351	(198)			92%	92%
5255300 · Printing Expense								
5255350 · Printing - Other	0	842	842	(0)			100%	100%
Total 5255300 · Printing Expense	0	842	842	(0)			100%	100%
5255600 · Insurance								
5255620 · Insurance - Liability	0	105	210	(105)			50%	50%
Total 5255600 · Insurance	0	105	210	(105)			50%	50%
5255700 · Other Expenses								
5255765 · Miscellaneous	0	0	50	(50)			0%	0%
5255768 · Collection Agency Fees	1,247	4,227	8,868	(4,641)			48%	48%
5255772 · Warrant Fee - Omni	1,654	3,355	8,264	(4,909)			41%	41%
Total 5255700 · Other Expenses	2,901	7,583	17,182	(9,600)			44%	44%
Total 25 · Municipal Court	31,467	89,350	191,149	(101,799)			47%	47%
30 · Fire								
5301100 · Salaries & Wages								
5301125 · Fire Chief	3,102	20,163	39,156	(18,993)			51%	51%
5301135 · Deputy Chief/Fire January shall	1,922	12,496	22,069	(9,573)			57%	57%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget		(Under)	Budget	Thru March	50%
5301140 · Fire Captains	5,669	36,626	70,760	(34,134)				52%
5301150 · Officer in Charge & Holiday	984	7,688	12,648	(4,960)				61%
5301170 · Salary Increase	0	0	2,933	(2,933)				0%
5301180 · Merit Raises - Staff	0	0	4,048	(4,048)				0%
Total 5301100 · Salaries & Wages	11,677	76,972	151,614	(74,642)				51%
5301400 · Support Salaries								
5301440 · Firefighters	24,833	159,852	326,555	(166,703)				49%
5301442 · Salary Increase	0	0	867	(867)				0%
5301470 · Salary Increase	0	0	4,876	(4,876)				0%
5301480 · Merit Raises	0	0	9,943	(9,943)				0%
5301485 · Volunteer Incentive Program	1,820	9,842	16,850	(7,008)				58%
Total 5301400 · Support Salaries	26,653	169,694	359,091	(189,397)				47%
5302100 · Employee Benefits								
5302135 · TWRS	499	3,267	6,534	(3,267)				50%
5302137 · Volunteer Retirement	0	1,125	5,200	(4,075)				22%
5302160 · Worker's Compensation	0	8,520	12,731	(4,211)				67%
5302170 · Payroll Taxes	2,482	16,044	33,617	(17,573)				48%
5302196 · Membership Dues	0	2,130	2,200	(70)				97%
Total 5302100 · Employee Benefits	2,981	31,086	60,282	(29,196)				52%
5302300 · Contractual Services								
5302310 · Consultant Fees	0	1,500	1,500	0				100%
5302380 · Dispatch	0	8,447	15,925	(7,478)				53%
5302385 · Emergency Transport Service	15,890	31,780	63,559	(31,780)				50%
Total 5302300 · Contractual Services	15,890	41,727	80,984	(39,257)				52%
5302500 · Operating Services								
5302510 · Maintenance Agreements	140	4,601	9,500	(4,899)				48%

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	Budget	(Under)	Budget	Thru March	50%
5302570 · Warning System Maintenance	0	0	2,500	(2,500)		0%		
5302580 · Generator Maintenance	0	0	2,120	(2,120)		0%		
Total 5302500 · Operating Services	140	4,601	14,120	(9,519)		33%		
5302600 · Special Expenses								
5302675 · National Night Out	0	236	350	(114)		67%		
Total 5302600 · Special Expenses	0	236	350	(114)		67%		
5303100 · General Supplies								
5303110 · Office Supplies	0	179	1,000	(821)		18%		
5303140 · Uniforms	87	2,685	5,000	(2,315)		54%		
5303160 · Medical Supplies	668	3,508	8,000	(4,492)		44%		
5303165 · Medical Support	0	176	1,000	(824)		18%		
5303170 · Evidence Gathering	0	133	800	(667)		17%		
5303175 · Education Aids	0	0	1,000	(1,000)		0%		
Total 5303100 · General Supplies	755	6,681	16,800	(10,119)		40%		
5303400 · Maintenance Supplies & Parts								
5303410 · Supplies - Custodial	481	1,136	2,500	(1,364)		45%		
5303420 · Building Alarm Maintenance	0	1,845	2,300	(455)		80%		
Total 5303400 · Maintenance Supplies & Parts	481	2,981	4,800	(1,819)		62%		
5304200 · Travel Expenses								
5304220 · Professional Development	228	1,568	7,600	(6,032)		21%		
5304270 · Vehicle Expenses	1,046	5,019	9,000	(3,981)		56%		
Total 5304200 · Travel Expenses	1,274	6,587	16,600	(10,013)		40%		
5305200 · Data Processing Expenses								
5305230 · Data Proc-Maintenance & Repair	0	563	5,000	(4,437)		11%		
5305240 · Data Processing - Software	0	6,780	10,000	(3,220)		68%		

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	Budget	(Under)	Budget	Thru March	50%
Total 5305200 • Data Processing Expenses	0	7,343	15,000	(7,657)			49%	
5305300 • Printing Expense								
5305310 • Copier Expense	255	1,802	3,200	(1,398)			56%	
5305330 • Printing - Forms	0	0	100	(100)			0%	
Total 5305300 • Printing Expense	255	1,802	3,300	(1,498)			55%	
5305400 • Utilities								
5305410 • Telephone	124	1,285	2,168	(883)			59%	
5305415 • Cellular Phone	124	745	1,490	(745)			50%	
5305417 • Internet - Fire Dept.	464	2,785	4,660	(1,875)			60%	
5305430 • Natural Gas	129	1,847	3,000	(1,153)			62%	
5305450 • Electricity	359	2,504	5,650	(3,146)			44%	
Total 5305400 • Utilities	1,200	9,167	16,968	(7,801)			54%	
5305500 • Repairs & Bldg Improvements								
5305520 • Repairs - Building	51	2,735	20,000	(17,265)			14%	
5305540 • Repairs - Machinery & Equipment	324	6,775	19,000	(12,225)			36%	
5305545 • Repairs - Apparatus	30	3,845	12,000	(8,155)			32%	
5305550 • Repairs - Vehicles	0	56	3,500	(3,444)			2%	
Total 5305500 • Repairs & Bldg Improvements	404	13,413	54,500	(41,087)			25%	
5305600 • Insurance								
5305610 • Insurance - Property	0	892	1,783	(892)			50%	
5305620 • Insurance - Liability	0	714	1,428	(714)			50%	
5305640 • Insurance - Vehicle	0	6,423	12,845	(6,423)			50%	
Total 5305600 • Insurance	0	8,028	16,056	(8,028)			50%	
5305700 • Other Expenses								
5305705 • Postage	0	0	50	(50)			0%	
5305752 • Employment Screening	0	106	500	(394)			21%	
5305765 • Flags & Miscellaneous	0	0	100	(100)			0%	

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	Budget	(Under)	Budget	Thru March	50%
Total 5305700 · Other Expenses	0	106	650	(544)			16%	
5306400 · Minor Capital Outlay								
5306440 · Machinery & Equipment	0	0	10,300	(10,300)			0%	
5306445 · Personal Protective Equipment	0	771	20,247	(19,477)			4%	
Total 5306400 · Minor Capital Outlay	0	771	30,547	(29,777)			3%	
Total 30 · Fire	61,710	381,194	841,662	(460,468)			45%	
40 · Community Services								
5401100 · Salaries & Wages								
5401135 · ACO/Code Enforcement Officer	3,784	24,596	47,757	(23,161)			52%	
5401140 · Permit Clerk - Code	-3,290	12,231	21,643	(9,412)			57%	
5401180 · Merit Raises · Staff	0	0	2,083	(2,083)			0%	
5401190 · Overtime	690	4,877	7,500	(2,624)			65%	
Total 5401100 · Salaries & Wages	1,184	41,704	78,983	(37,279)			53%	
5402100 · Employee Benefits								
5402110 · Group Insurance	1,029	5,671	15,399	(9,728)			37%	
5402135 · TMRS	790	5,118	10,014	(4,896)			51%	
5402160 · Worker's Compensation	0	260	392	(132)			66%	
5402170 · Payroll Taxes	109	754	1,469	(715)			51%	
5402190 · License	0	0	625	(625)			0%	
Total 5402100 · Employee Benefits	1,929	11,803	27,899	(16,096)			42%	
5402300 · Contractual Services								
5402315 · Contract Building Inspections	4,169	15,066	43,800	(28,734)			34%	
5402370 · Impound Fees	150	750	2,300	(1,550)			33%	
Total 5402300 · Contractual Services	4,319	15,816	46,100	(30,284)			34%	
5402600 · Special Expenses								
5402680 · Environmental Testing	47	61	2,300	(2,239)			3%	

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over	% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Thru March 50%
5402683 - Septic Tank Fee to State	0	10	100	(90)	10%
5402685 - Clean up Day	0	0	100	(100)	0%
5402687 - Abatement Nuisance	240	1,440	1,200	240	120%
Total 5402600 - Special Expenses	287	1,511	3,700	(2,189)	41%
5403100 - General Supplies					
5403110 - Office Supplies	34	34	50	(16)	68%
5403120 - Animal Care	23	58	150	(92)	38%
5403122 - Pet Supplies	0	336	600	(264)	56%
5403140 - Uniforms	152	205	600	(395)	34%
Total 5403100 - General Supplies	209	633	1,400	(767)	45%
5403400 - Maintenance Supplies & Parts					
5403460 - Miscellaneous	0	0	200	(200)	0%
Total 5403400 - Maintenance Supplies & Parts	0	0	200	(200)	0%
5404200 - Travel Expenses					
5404210 - Travel - Local	0	0	25	(25)	0%
5404220 - Professional Development	245	425	400	25	106%
5404270 - Vehicle Expenses	141	1,594	3,000	(1,406)	53%
Total 5404200 - Travel Expenses	386	2,019	3,425	(1,406)	59%
5405200 - Data Processing Expenses					
5405240 - Data Processing - Software	0	2,500	2,500	0	100%
Total 5405200 - Data Processing Expenses	0	2,500	2,500	0	100%
5405300 - Printing Expense					
5405330 - Printing - Forms	0	0	400	(400)	0%
Total 5405300 - Printing Expense	0	0	400	(400)	0%
5405400 - Utilities					

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)		% of Budget Thru March
	March 2018	'Oct - Mar 2018	Budget	Budget		50%
5405415 • Cellular Phone	74	543	1,074	(531)		51%
Total 5405400 • Utilities	74	543	1,074	(531)		51%
5405600 • Insurance						
5405610 • Insurance - Property	0	5	10	(5)		50%
5405620 • Insurance - Liability	0	92	183	(92)		50%
5405640 • Insurance - Vehicle	0	32	63	(32)		50%
Total 5405600 • Insurance	0	128	256	(128)		50%
5405700 • Other Expenses						
5405765 • Miscellaneous	0	25	400	(375)		6%
Total 5405700 • Other Expenses	0	25	400	(375)		6%
5406400 • Minor Capital Outlay						
5406440 • Machinery & Equipment	41	958	1,000	(42)		96%
Total 5406400 • Minor Capital Outlay	41	958	1,000	(42)		96%
5407400 • Capitalized Assets						
5407450 • Vehicles	0	0	31,400	(31,400)		0%
Total 5406400 • Minor Capital Outlay	0	0	31,400	(31,400)		0%
Total 40 • Community Services	8,430	77,640	198,737	(121,097)		39%
45 • Solid Waste						
5455400 • Utilities						
5455465 • Solid waste Pickup (Garbage)	0	97,965	228,497	(130,532)		43%
Total 5455400 • Utilities	0	97,965	228,497	(130,532)		43%
Total 45 • Solid Waste	0	97,965	228,497	(130,532)		43%
50 • Streets						

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over	% of Budget
	March 2018	'Oct - Mar 2018	Budget	(Under)	Thru March 50%
5501400 • Support Staff					
5501415 • Maintenance Crew	0	0	27,144	(27,144)	0%
5501480 - Merit Raises	0	0	815	(815)	0%
5501490 • Overtime	0	0	1,500	(1,500)	0%
5501500 • Streets - On Call	0	0	600	(600)	0%
Total 5501400 • Support Staff	0	0	30,059	(30,059)	0%
5502100 • Employee Benefits					
5502110 • Group Insurance	0	0	7,553	(7,553)	0%
5502135 • TMRS	0	0	2,913	(2,913)	0%
5502160 • Worker's Compensation	0	671	1,882	(1,211)	36%
5502170 • Payroll Taxes	0	0	428	(428)	0%
5502190 • License	0	25	122	(97)	20%
Total 5502100 • Employee Benefits	0	696	12,898	(12,202)	5%
5502200 • Special Services					
5502280 • NCTCOG- SWMP Fees	0	100	3,360	(3,260)	3%
Total 5502200 • Special Services	0	100	3,360	(3,260)	3%
5502600 • Special Expenses					
5502620 • Emergency Clean Up	2,000	2,000	2,000	0	100%
Total 5502600 • Special Expenses	2,000	2,000	2,000	0	100%
5503100 • General Supplies					
5503110 • Office Supplies	0	0	100	(100)	0%
5503140 • Uniforms	0	463	600	(137)	77%
Total 5503100 • General Supplies	0	463	700	(237)	66%
5503400 • Maintenance Supplies & Parts					
5503405 • Drainage Maintenance	0	0	500	(500)	0%

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)		% of Budget	
	March 2018	'Oct - Mar 2018	Budget	Budget	Budget	Budget	Thru March	50%
5503420 • Supplies - Street Signs	91	1,210	2,000		(790)		60%	
5503460 • Miscellaneous	66	101	300		(199)		34%	
Total 5503400 • Maintenance Supplies & Parts	157	1,310	2,800		(1,490)		47%	
5504200 • Travel Expenses								
5504220 • Professional Development	90	90	500		(410)		18%	
5504270 • Vehicle Expenses	130	1,307	6,000		(4,693)		22%	
Total 5504200 • Travel Expenses	220	1,397	6,500		(5,103)		21%	
5505300 • Printing Expense								
5505350 • Printing - Other	0	0	350		(350)		0%	
Total 5505300 • Printing Expense	0	0	350		(350)		0%	
5505400 • Utilities								
5505450 • Electricity	3,672	23,016	47,000		(23,984)		49%	
Total 5505400 • Utilities	3,672	23,016	47,000		(23,984)		49%	
5505500 • Repairs & Bldg Improvements								
5405520 • Repairs - Building	0	0	500		(500)		0%	
5505540 • Repairs - Machinery & Equipment	56	1,672	2,500		(828)		67%	
5505550 • Repairs - Vehicles	49	1,865	2,500		(635)		75%	
5505560 • Repairs -Street Maint.& Repairs	949	10,485	50,000		(39,515)		21%	
5505565 • Repairs - Infrastructure Drainage	0	1,600	3,000		(1,400)		53%	
5505575 • Repairs - 50/50 Sidewalk Program	0	0	2,500		(2,500)		0%	
5505590 • Repairs - Other	0	0	1,500		(1,500)		0%	
Total 5505500 • Repairs & Bldg Improvements	1,055	15,622	62,500		(46,878)		25%	
5505600 • Insurance								
5505620 • Insurance - Liability	0	894	1,787		(894)		50%	
5505640 • Insurance - Vehicle	0	1,584	3,168		(1,584)		50%	
Total 5505600 • Insurance	0	2,478	4,955		(2,478)		50%	

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)		% of Budget Thru March 50%
	March 2018	'Oct - Mar 2018	Budget	Budget	Under	Budget	
5505700 · Other Expenses							
5505752 · Employment Screening	0	0	150		(150)		0%
Total 5505700 · Other Expenses	0	0	150		(150)		0%
5506400 · Minor Capital Outlay							
5506440 · Machinery & Equipment	326	326	2,500		(2,174)		13%
5506445 · Personal Protective Equipment	0	95	300		(205)		32%
5506490 · Other	124	350	850		(500)		41%
Total 5506400 · Minor Capital Outlay	450	772	3,650		(2,878)		21%
5507400 · Capitalized Assets							
5507440 · Machinery & Equipment	0	0	10,000		(10,000)		0%
5507460 · Infrastructure	0	0	270,000		(270,000)		0%
Total 5507400 · Capitalized Assets	0	0	280,000		(280,000)		0%
Total 50 · Streets	7,554	47,854	456,922		(409,068)		10%
60 · Parks							
5602400 · Rentals							
5602490 · Rental - Other	210	1,467	3,000		(1,533)		49%
Total 5602400 · Rentals	210	1,467	3,000		(1,533)		49%
5602600 · Special Expenses							
5602680 · Heritage Day	0	103	15,300		(15,197)		1%
5602690 · Special Events	0	1,824	5,000		(3,176)		36%
Total 5602600 · Special Expenses	0	1,927	20,300		(18,373)		9%
5603400 · Maintenance Supplies & Parts							

City of Ovilla General Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over		% of Budget
				(Under)		Thru March
	March 2018	'Oct - Mar 2018	Budget	Budget		50%
5303410 - Supplies - Custodial	0	0	2,000	(2,000)		0%
5603460 - Miscellaneous	300	300	300	0		100%
Total 5603400 - Maintenance Supplies & Parts	300	300	2,300	(2,000)		13%
5605400 - Utilities						
5605450 - Electricity	610	3,872	8,300	(4,428)		47%
Total 5605400 - Utilities	610	3,872	8,300	(4,428)		47%
5605500 - Repairs & Bldg Improvements						
5605520 - Repairs - Building	0	0	250	(250)		0%
5605530 - REPAIRS-IMP OTHER THAN BLDGS	129	704	1,500	(796)		47%
Total 5605500 - Repairs & Bldg Improvements	129	704	1,750	(1,046)		40%
5605600 - Insurance						
5605610 - Insurance - Property	0	133	265	(133)		50%
5605620 - Insurance - Liability	0	209	418	(209)		50%
Total 5605600 - Insurance	0	342	683	(342)		50%
5605700 - Other Expenses						
5605765 - Miscellaneous	9	79	300	(221)		26%
Total 5605700 - Other Expenses	9	79	300	(221)		26%
5606400 - Minor Capital Outlay						
5606410 - Land Improvements	0	1,074	6,800	(5,726)		16%
5606440 - Machinery & Equipment	202	202	2,000	(1,798)		10%
Total 5606400 - Minor Capital Outlay	202	1,277	8,800	(7,523)		15%
5607400 - Capitalized Assets						
5607415 - 4B EDC Monument Signs	0	0	30,000	(30,000)		0%
5607440 - Machinery & Equipment	0	0	6,000	(6,000)		0%
Total 5607400 - Capitalized Assets	0	0	36,000	(36,000)		0%

City of Ovilla General Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March 50%
		'Oct - Mar 2018	Budget		
	March 2018			Budget	
Total 60 - Parks	1,460	9,968	81,433	(71,465)	12%
Total Expenditures	189,472	1,398,341	3,555,419	(2,157,078)	39%
Net Change in Fund Balance	56,870	1,014,638	0	1,014,638	100%

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	Oct - Mar 2018	Budget		(Under)	Budget	Thru March	50%
Resources								
4000400 • Charges for Services								
4000460 • Water Sales	46,406	389,144	920,296		(531,152)			42%
4000461 • Sewer Service	28,700	201,218	399,708		(198,490)			50%
4000465 • Water & Sewer Penalties	1,054	7,663	17,985		(10,322)			43%
4000471 • Reconnect Fees	364	2,495	5,400		(2,905)			46%
4000472 • Meters	0	950	3,700		(2,750)			26%
4000473 • Connect Fees	325	1,425	3,000		(1,575)			48%
4000478 • Infrastructure Improvement Fee	5,453	33,206	68,724		(35,518)			48%
4000480-Solid Waste Fees (Garbage)	0	0	0		0			0%
Total 4000400 • Charges for Services	82,303	636,101	1,418,813		(782,712)			45%
4000800 • Other Revenue								
4000880 • Capital Rec Fee	1,250	13,750	37,500		(23,750)			37%
4000840 • Interest Earned	274	1,597	2,900		(1,303)			55%
4000890 • Misc Other Revenue	0	0	0		0			0%
Total 4000800 • Other Revenue	1,524	15,347	40,400		(25,053)			38%
Total Resources	83,827	651,447	1,459,213		(807,766)			45%
Expense								
70 • Administration								
5701100 • Salaries & Wages								
5701110 • City Administrator	7,341	14,683	26,250		(11,567)			56%
5701115 • City Secretary	4,375	8,750	14,750		(6,000)			59%
5701117 • Finance Accountant	3,639	7,278	13,113		(5,835)			56%
5701120 • Admin. Support	2,499	4,998	9,012		(4,014)			55%
5701130 • Public Works Director	4,573	29,726	57,722		(27,996)			51%
5701180 • Merit Raises, Staff	0	0	3,626		(3,626)			0%
Total 5701100 • Salaries & Wages	22,428	65,435	124,473		(59,038)			53%

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget
	March 2018	Oct - Mar 2018	Budget	Budget	(Under)	Budget	
5702100 • Employee Benefits							
5702110 • Group Insurance	647	4,485	7,767		(3,282)		58%
5702135 • TMRS	459	2,951	5,879		(2,928)		50%
5702160 • Workers Compensation	0	471	849		(378)		55%
5702170 • Payroll Taxes	66	428	863		(435)		50%
Total 5702100 • Employee Benefits	1,172	8,335	15,358		(7,023)		54%
5702200 • Special Services							
5702240 • Audit	(13)	7,637	7,650		(13)		100%
5702250 • Accounting	0	900	900		0		100%
Total 5702200 • Special Services	(13)	8,537	8,550		(13)		100%
5702300 • Contractual Services /Personnel							
5702310 • Consultant Fees	0	220	3,500		(3,280)		6%
Total 5702300 • Contractual Services /Personnel	0	220	3,500		(3,280)		6%
5703100 • General Supplies							
5703110 • Office Supplies	0	156	800		(644)		20%
Total 5703100 • General Supplies	0	156	800		(644)		20%
5703400 • Maintenance Supplies / Parts							
5703410 • Supplies - Custodial	0	0	200		(200)		0%
Total 5703400 • Maintenance Supplies / Parts	0	0	200		(200)		0%
5704200 • Travel Expenses							
5704210 • Travel - Local	0	0	200		(200)		0%
5704220 • Professional Development	0	0	750		(750)		0%
Total 5704200 • Travel Expenses	0	0	950		(950)		0%
5705200 • Data Processing Expenses							

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	Oct - Mar 2018	Budget	Budget	(Under)	Budget	Thru March	50%
5705230 • Data Processing - Maintenance & Repair	550	1,470	1,571	(101)			94%	
5705240 • Data Processing - Software	0	2,500	2,500	0			100%	
Total 5705200 • Data Processing Expenses	550	3,970	4,071	(101)			98%	
5705300 • Printing Expense								
5705350 • Printing - Other	0	0	250	(250)			0%	
Total 5705300 • Printing Expense	0	0	250	(250)			0%	
5705400 • Utilities								
5705410 • Telephone	112	672	1,350	(678)			50%	
5705415 • Cellular Phone	188	753	1,360	(607)			55%	
5705417 • Internet	160	960	1,930	(970)			50%	
Total 5705400 • Utilities	460	2,385	4,640	(2,255)			51%	
5705700 • Other Expenses								
5705705 • Postage	500	2,500	6,225	(3,725)			40%	
5705740 • Advertising	0	0	100	(100)			0%	
5705760 • Bank Service Charge	38	92	250	(159)			37%	
5705765 • Miscellaneous	0	86	100	(14)			86%	
Total 5705700 • Other Expenses	538	2,678	6,675	(3,997)			40%	
5706400 • Minor Capital Outlay								
5706440 • Machinery & Equipment	0	0	1,500	(1,500)			0%	
Total 5706400 • Minor Capital Outlay	0	0	1,500	(1,500)			0%	
5709000 • Reserve								
5708215 • Admin. Exp. to General Fund	5,931	11,862	23,724	(11,862)			50%	
5709002 • Capital Improv. Water/Sewer Reserve	0	0	58,700	(58,700)			0%	
5709010 • Administrative Reserves	0	0	23,325	(23,325)			0%	
Total 5709000 • Reserve	5,931	11,862	105,749	(93,887)			11%	

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	Oct - Mar 2018	Budget	50%	(Under)	Budget	Thru March	50%
Total 70 - Administration	31,065	103,577	276,716	(173,139)				37%
75 - Water								
5751100 - Salaries & Wages								
5751133 - Superintendent	3,616	23,504	45,636	(22,132)				52%
5751170 - Salary Increase	0	0	1,370	(1,370)				0%
5751190 - Overtime	0	339	2,000	(1,661)				17%
Total 5751100 - Salaries & Wages	3,616	23,843	49,006	(25,163)				49%
5751400 - Support Salaries								
5751405 - Support Staff	3,354	14,303	30,322	(16,019)				47%
5751415 - Maintenance Crew	6,557	37,099	84,989	(47,890)				44%
5751430 - Seasonal Crew	0	0	3,000	(3,000)				0%
5751450 - Certification Pay	92	600	1,200	(600)				50%
5751480 - Merit Raises	0	0	4,840	(4,840)				0%
5751490 - Overtime	461	2,248	4,000	(1,752)				56%
5751500 - Water - On Call	150	950	1,550	(600)				61%
Total 5751400 - Support Salaries	10,614	55,200	129,901	(74,701)				42%
5752100 - Employee Benefits								
5752110 - Group Insurance	3,351	15,985	38,057	(22,072)				42%
5752135 - TMRS	1,281	7,752	16,544	(8,792)				47%
5752160 - Worker's Compensation	0	2,167	4,240	(2,074)				51%
5752170 - Payroll Taxes	185	1,175	2,427	(1,252)				48%
5752190 - Licenses	0	200	222	(22)				90%
Total 5752100 - Employee Benefits	4,817	27,278	61,490	(34,212)				44%
5752300 - Contractual Services/Personnel								
5752350 - Contract Labor - Company	0	0	1,500	(1,500)				0%
5752380 - Dispatch	0	6,826	13,650	(6,824)				50%

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)	% of Budget Thru March 50%
	March 2018	Oct - Mar 2018	Budget	Budget		
Total 5752300 · Contractual Services/Personnel	0	6,826	15,150	(8,324)		45%
5752400 · Rentals						
5752420 · Rental - Machinery & Equipment	0	205	250	(45)		82%
Total 5752400 · Rentals	0	205	250	(45)		82%
5752500 · Operating Services						
5752580 · Water Testing	368	1,718	5,600	(3,882)		31%
5752590 · TCEQ Fees	10	2,977	3,500	(523)		85%
Total 5752500 · Operating Services	378	4,695	9,100	(4,405)		52%
5753100 · General Supplies						
5753140 · Uniforms	275	1,612	2,400	(788)		67%
Total 5753100 · General Supplies	275	1,612	2,400	(788)		67%
5753400 · Maintenance Supplies & Parts						
5753460 · Miscellaneous	0	0	300	(300)		0%
Total 5753400 · Maintenance Supplies & Parts	0	0	300	(300)		0%
5754200 · Travel Expenses						
5754220 · Professional Development	0	0	750	(750)		0%
5754270 · Vehicle Expenses	370	2,375	10,000	(7,625)		24%
Total 5754200 · Travel Expenses	370	2,375	10,750	(8,375)		22%
5755200 · Data Processing Expenses						
5755240 · Data Processing - Software	0	3,700	3,700	0		100%
Total 5755200 · Data Processing Expenses	0	3,700	3,700	0		100%
5755300 · Printing Expenses						
5755310 · Copier Expense	661	1,441	3,000	(1,559)		48%
5755350 · Printing - Other	0	1,264	2,500	(1,236)		51%

Ovilla W&S Utility Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget	
	March 2018	Oct - Mar 2018	Budget	50%	(Under)	Budget	Thru March	50%
Total 5755300 · Printing Expenses	661	2,706	5,500	(2,794)		49%		
5755400 · Utilities								
5755415 · Cellular Phone	16	94	188	(94)		50%		
5755450 · Electricity	1,698	11,456	27,000	(15,544)		42%		
5755460 · Water, wholesale	19,257	178,448	441,905	(263,457)		40%		
Total 5755400 · Utilities	20,970	189,998	469,093	(279,095)		41%		
5755500 · Repairs & Building Improvements								
5755540 · Repairs- Machinery & Equipment	0	2,275	3,000	(725)		76%		
5755550 · Repairs - Vehicles	8	996	2,000	(1,004)		50%		
5755570 · Inventory Expense	614	4,829	9,000	(4,171)		54%		
5755580 · Water Chemical Expense	432	3,985	8,500	(4,515)		47%		
5755590 · Repairs - Other	0	1,181	3,000	(1,819)		39%		
Total 5755500 · Repairs & Building Improvements	1,054	13,265	25,500	(12,235)		52%		
5755600 · Insurance								
5755610 · Insurance - Property	0	1,556	3,112	(1,556)		50%		
5755620 · Insurance - Liability	0	634	1,268	(634)		50%		
5755640 · Insurance - Vehicle	0	993	1,985	(993)		50%		
Total 5755600 · Insurance	0	3,183	6,365	(3,183)		50%		
5755700 · Other Expenses								
5755752 · Employment Screening	65	145	150	(5)		97%		
Total 5755700 · Other Expenses	65	145	150	(5)		97%		
5756400 · Minor Capital Outlay								
5756440 · Machinery & Equipment	0	0	2,000	(2,000)		0%		
5756490 · Other	189	319	500	(181)		64%		
Total 5756400 · Minor Capital Outlay	189	319	2,500	(2,181)		13%		

Ovilla W&S Utility Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March
	March 2018	Oct - Mar 2018	Budget	Budget	50%
5757400 • Capitalized Assets					
5757440 • Machinery & Equipment	0	0	10,000	(10,000)	0%
5757470 • Infrastructure - Water	0	3,937	4,000	(63)	98%
Total 5757400 • Capitalized Assets	0	3,937	14,000	(10,063)	28%
5757900 • Long-Term Debt					
5758225 • Admin. Expense to Debt Fund	2,593	5,186	10,372	(5,186)	50%
Total 5757900 • Long-Term Debt	2,593	5,186	10,372	(5,186)	50%
Total 75 • Water	45,603	344,472	815,527	(471,055)	42%
80 • Sewer					
5801400 • Support Salaries					
5801405 • Support Staff	5,425	9,170	17,322	(8,152)	53%
5801415 • Maintenance Crew	2,970	19,302	37,482	(18,180)	51%
5801450 • Certification Pay	92	600	1,210	(610)	50%
5801480 • Merit Raises	0	0	2,025	(2,025)	0%
5801490 • Overtime	223	696	2,500	(1,804)	28%
5801500 • Sewer - On Call	50	300	600	(300)	50%
Total 5801400 • Support Salaries	8,759	30,069	61,139	(31,070)	49%
5802100 • Employee Benefits					
5802110 • Group Insurance	636	4,417	7,630	(3,213)	58%
5802135 • TMRS	327	2,024	4,114	(2,090)	49%
5802160 • Worker's Compensation-Sewer	0	471	849	(378)	55%
5802170 • Payroll Taxes	47	297	604	(307)	49%
5802190 • Licenses	0	50	150	(100)	33%
Total 5802100 • Employee Benefits	1,010	7,259	13,347	(6,088)	54%
5802300 • Contractual Services/Personnel					

Ovilla W&S Utility Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)	% of Budget Thru March 50%
	March 2018	Oct - Mar 2018	Budget	Budget		
5802350 · Contract Labor - Company	0	0	2,000	(2,000)		0%
Total 5802300 · Contractual Services/Personnel	0	0	2,000	(2,000)		0%
5802500 · Operating Services						
5802515 · Sardis Collection Expense	762	5,392	9,618	(4,226)		56%
Total 5802500 · Operating Services	762	5,392	9,618	(4,226)		56%
5803100 · General Supplies						
5803140 · Uniforms	235	599	600	(1)		100%
Total 5803100 · General Supplies	235	599	600	(1)		100%
5803400 · Maintenance Supplies & Parts						
5803460 · Miscellaneous	15	22	500	(478)		4%
Total 5803400 · Maintenance Supplies & Parts	15	22	500	(478)		4%
5804200 · Travel Expenses						
5804220 · Professional Development	0	0	500	(500)		0%
5804270 · Vehicle Expense	373	1,157	1,200	(43)		96%
Total 5804200 · Travel Expenses	373	1,157	1,700	(543)		68%
5805400 · Utilities						
5805450 · Electricity	284	1,035	3,000	(1,965)		34%
5805463 · TRA Wastewater Treatment	20,400	114,830	253,800	(138,970)		45%
Total 5805400 · Utilities	20,684	115,865	256,800	(140,935)		45%
5805500 · Repairs & Bldg Improvements						
5805510 · Repairs - Land Improvements	0	0	1,000	(1,000)		0%
5805540 · Repairs - Machinery & Equipment	0	1,882	6,000	(4,118)		31%
5805570 · Inventory Expense	124	1,615	2,000	(385)		81%
5805590 · Repairs - Other	62	88	600	(512)		15%
Total 5805500 · Repairs & Bldg Improvements	186	3,585	9,600	(6,015)		37%

Ovilla W&S Utility Fund

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget
	March 2018	Oct - Mar 2018	Budget		(Under)	Budget	
5805600 · Insurance							
5805610 · Insurance - Property	0	33	65		(33)		50%
5805620 · Insurance - Liability	0	475	950		(475)		50%
5805640 · Insurance - Vehicle	0	276	551		(276)		50%
Total 5805600 · Insurance	0	783	1,566		(783)		50%
5805700 · Other Expenses							
5805752 · Employment Screening	100	100	100		0		100%
Total 5805700 · Other Expenses	100	100	100		0		100%
5807400 · Capitalized Assets							
5807440 · Machinery & Equipment	0	0	10,000		(10,000)		0%
Total 5807400 · Capitalized Assets	0	0	10,000		(10,000)		0%
Total 80 · Sewer	32,125	164,831	366,970		(202,139)		45%
Total Expense	108,793	612,881	1,459,213		(846,332)		42%
Net Change in Fund Balance	(24,966)	38,567	0		38,567		100%

Ovilla Debt Service

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March 50%
		Oct - Mar 2018	Budget		
Revenues					
4000100 • Taxes					
4000107 • Ad Valorem, Current I & S	7,002	541,836	548,275	(6,439)	99%
4000106 - Ad Valorem, Current I&S New and Imp		-	17,453	(17,453)	0%
4000111 • Ad Valorem, Delinquent I & S	772	2,474	-	2,474	100%
4000114 • Interest/Penalties - I & S	532	1,174	-	1,174	100%
Total 4000100 • Taxes	8,305	545,484	565,728	(20,244)	96%
4000800 • Other Revenue					
4000840 • Interest Earned	174	531	550	(19)	97%
4000930 • Admin.Rev.Rec.Fr Water & Sewer	2,593	5,186	10,372	(5,186)	50%
Total 4000800 • Other Revenue	2,767	5,717	10,922	(5,205)	52%
Total Revenues	11,072	551,202	576,650	(25,448)	96%
Expenditures					
5157900 • Long-Term Debt					
5157930 • Paying Agent Fees	-	-	500	(500)	0%
51579349 - 2011 Bond Issue Principle	-	-	390,000	(390,000)	0%
5157940 • 2011 Bond Issue Interest	-	93,075	186,150	(93,075)	50%
Total 5157900 • Long-Term Debt	-	93,075	576,650	(483,575)	16%
Total Expenditures	-	93,075	576,650	(483,575)	16%
Net Change in Fund Balance	11,072	458,127	-	458,127	100%

City of Ovilla Capital Projects Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current		Year to Date		\$ Over		% of Budget
	March 2018	Oct -Mar 2018	Budget	Budget	(Under)	Budget	
Revenues							
4000800 · Other Revenue							
4000840 - Texpool	0	2	2	2			100%
4000845 · Interest Earned - Texstar	2	9	10	(1)			87%
4000850 · Interest Earned - Prosperity	40	230	260	(30)			88%
4000990 - Reduction In Fund Balance	0	0	0	0			0%
Total 4000800 · Other Revenue	42	240	270	(30)			89%
Total Revenues	42	240	270	(30)			89%
Expense							
5879000 · Reserves							
5879010 · Admin Reserves	0	0	270	(270)			0%
Total 5879000 · Reserves	0	0	270	(270)			0%
Total Expense	0	0	270	(270)			0%
Change in Net Position	42	240	0	240			100%

Ovilla Park Impact Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March
	March 2018	'Oct -Mar 2018	Budget	Budget	50%
Revenues					
4000400 · Charges for Services					
4000460 · Park Impact	335	3,680	8,613	(4,933)	43%
Total 4000400 · Charges for Services	335	3,680	8,613	(4,933)	43%
4000800 · Other Revenue					
4000840 · Interest Earned	20	111	180	(69)	62%
Total 4000800 · Other Revenue	20	111	180	(69)	62%
Total Revenues	354	3,791	8,793	(5,002)	43%
Expenditures					
5606400 · Minor Capital Outlay					
5606410 · Land Improvements	0	0	500	(500)	0%
Total 5606400 · Minor Capital Outlay	0	0	500	(500)	0%
5607400 · Capitalized Assets					
5607440 · Capital Machinery & Equipment	0	0	1,675	(1,675)	0%
Total 5607400 · Capitalized Assets	0	0	1,675	(1,675)	0%
5609000 · Reserves					
5609035 · Park Impact Reserves	0	0	6,618	(6,618)	0%
Total 5609000 · Reserves	0	0	6,618	(6,618)	0%
Total Expenditures	0	0	8,793	(8,793)	0%
Net Change in Fund Balance	354	3,791	0	3,791	100%

Ovilla W&S Impact Fee Fund
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget
	March 2018	'Oct -Mar 2018	Budget	Budget	Thru March 50%
Revenues					
4000400 · Charges for Services					
4000476 · Water Impact Fee	0	2,107	0	2,107	100%
4000477 · Sewer Impact Fee	2,190	24,009	54,756	(30,747)	44%
Total 4000400 · Charges for Services	2,190	26,116	54,756	(28,640)	48%
4000800 · Other Revenue					
4000840 · Interest Earned	17	201	0	201	100%
Total 4000800 · Other Revenue	17	201	0	201	100%
Total Revenues	2,207	26,318	54,756	(28,438)	48%
Expense					
5857400 · Capitalized Assets					
5857470 · Water Lines	0	273	0	273	100%
Total 5857400 · Capitalized Assets	0	273	0	273	100%
5859000 · Reserves					
5859030 · Sewer Impact Fees Reserve	0	0	54,756	(54,756)	0%
Total 5859000 · Reserves	0	0	54,756	(54,756)	0%
Total Expense	0	273	54,756	(54,484)	0%
Change in Net Position	2,207	26,045	0	26,045	100%

Ovilla 4B Economic Development Corporation

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March
	March 2018	'Oct -Mar 2018	Budget	Budget	50%
Revenues					
4000100 • Taxes					
4000120 • Sales tax	8,487	52,739	100,800	(48,061)	52%
Total 4000100 • Taxes	8,487	52,739	100,800	(48,061)	52%
4000800 • Other Revenue					
4000840 • Interest Income	190	1,092	1,340	(248)	82%
4000990 • Reduction in Fund Balance	0	0	30,000	(30,000)	0%
Total 4000800 • Other Revenue	190	1,092	31,340	(30,248)	3%
Total Revenues	8,677	53,832	132,140	(78,308)	41%
Expenditures					
8102200 • Special Services					
8102230 • Legal Fees	0	0	500	(500)	0%
8102240 • Audit	0	1,600	1,600	0	100%
Total 8102200 • Special Services	0	1,600	2,100	(500)	76%
8103100 • General Supplies					
8103110 • Office Supplies	0	138	138	0	100%
Total 8103100 • General Supplies	0	138	138	0	100%
8104200 • Travel Expense					
8104210 • Travel Expense	0	0	962	(962)	0%
8104220 • Professional Development	0	0	2,300	(2,300)	0%
Total 8104200 • Travel Expense	0	0	3,262	(3,262)	0%

Ovilla 4B Economic Development Corporation

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date		\$ Over		% of Budget
	March 2018	'Oct -Mar 2018	Budget	(Under)	Budget	Thru March 50%
8105300 - - Printing						
8105320 - Printing Expense	0	0	300	(300)	(300)	0%
Total 8105300 - - Printing	0	0	300	(300)	(300)	0%
8105600 - Insurance						
8105620 - Insurance - Liability	0	136	272	(136)	(136)	50%
Total 8105600 - Insurance	0	136	272	(136)	(136)	50%
8105700 - Other Expenses						
8105705 - Postage	0	0	100	(100)	(100)	0%
8105730 - Memberships	500	3,850	3,350	500	500	115%
8105740 - Advertising	195	3,675	5,300	(1,625)	(1,625)	69%
Total 8105700 - Other Expenses	695	7,525	8,750	(1,225)	(1,225)	86%
816400 - Minor Capital Outlay						
8107490 - Other Signs	0	0	30,000	(30,000)	(30,000)	0%
Total 8106400 - Minor Capital Outlay	0	0	30,000	(30,000)	(30,000)	0%
8109000 - Reserves						
8109015 - Administrative Reserves	0	0	84,818	(84,818)	(84,818)	0%
8109215 - Admin. Expense to General Fund	625	1,250	2,500	(1,250)	(1,250)	50%
Total 8109000 - Reserves	625	1,250	87,318	(86,068)	(86,068)	1%
Total Expenditures	1,320	10,649	132,140	(121,491)	(121,491)	8%
Net Change in Fund Balance	7,357	43,183	0	43,183	43,183	100%

Ovilla Municipal Development District
Actual vs Budget Review
FY October 2017 through September 2018

	Current	Year to Date		\$ Over (Under)	% of Budget Thru March
	March 2018	'Oct - Mar 2018	Budget	Budget	50%
Revenues					
4000100 · Taxes					
4000120 · Sales tax	4,365	26,377	50,500	(24,123)	52%
Total 4000100 · Taxes	4,365	26,377	50,500	(24,123)	52%
4000800 · Other Revenue					
4000840 · Interest Income	82	460	600	(140)	77%
Total 4000800 · Other Revenue	82	460	600	(140)	77%
Total Revenues	4,447	26,837	51,100	(24,263)	53%
Expenditures					
9102200 · Special Services					
9102240 · Audit	0	1,600	1,600	0	100%
Total 9102200 · Special Services	0	1,600	1,600	0	100%
9103100 · General Supplies					
9103110 · Office Supplies	0	0	100	(100)	0%
Total 9103100 · General Supplies	0	0	100	(100)	0%
9105600 · Insurance					
9105620 · Insurance - Liability	0	136	272	(136)	50%
Total 9105600 · Insurance	0	136	272	(136)	50%
9109000 · Reserves					
9109015 · Administrative Reserves	0	0	48,628	(48,628)	0%
9109215 · Admin. Expense to General Fund	125	250	500	(250)	50%
Total 9109000 · Reserves	125	250	49,128	(48,878)	1%
Total Expenditures	125	1,986	51,100	(49,114)	4%
Net Change in Fund Balance	4,322	24,851	0	24,851	100%

Ovilla Employee Benefit Trust

Actual vs Budget Review

FY October 2017 through September 2018

	Current	Year to Date	\$ Over (Under)	% of Budget Thru March
March 2018	'Oct - Mar 2018	Budget	Budget	50%
Revenues				
4000991 - Insurance Contributions				
4000991 Insurance Contributions	19,262	112,738	0	100%
Total 4000991 - Insurance Contributions	19,262	112,738	0	100%
4000800 - Other Income				
4000840 - Interest Income	1	5	0	100%
Total Revenues	19,262	112,743	0	100%
Expenditures				
5902110 - Benefit Premiums				
5902110 - Benefit Premiums	19,262	112,874	0	100%
Total 5902110 - Insurance	19,262	112,874	0	100%
Total Expenditures	19,262	112,874	0	100%
Net Change in Fund Balance	1	(131)	0	(131) 100%

Ovilla Fire Department Auxiliary

Actual vs Budget Review

FY October 2017 through September 2018

	Current		Year to Date		\$ Over (Under)	% of Budget Thru March 50%
	March 2018	'Oct - Mar 2018	Budget			
Revenues						
4000800 · Other Revenue						
4000815 · Gifts	1,020	1,320	0	1,320		100%
Total 4000800 · Other Revenue	1,020	1,320	0	1,320		100%
Total Revenues	1,020	1,320	0	1,320		100%
Expenditures						
5333400 · Maintenance Supplies and Parts						
5333460 · Supplies - Miscellaneous	0	0	0	0		0%
Total 5333400 · Maintenance Supplies and Parts	0	0	0	0		0%
Total Expenditures	0	0	0	0		0%
Net Change in Fund Balance	1,020	1,320	0	1,320		100%

Ovilla Police Department Special Fund
Actual vs Budget Review
 FY October 2017 through September 2018

	Current	Year to Date	Budget	\$ Over (Under)	% of Budget Thru March
	March 2018	'Oct-Mar 2018		\$ Over Budget	50%
Revenues					
4000800 · Other Revenue	0	100	0	100	100.0%
4000815 · Gifts	0	100	0	100	100.0%
Total 4000800 · Other Revenue					
	0	100	0	100	100.0%
Total Revenues	0	100	0	100	100.0%
Expenditures					
5232600 · Special Expenses	0	0	0	0	0.0%
5232690 · Special Expenses - Other	0	0	0	0	0.0%
Total 5232600 · Special Expenses					
	0	0	0	0	0.0%
Total Expenditures	0	0	0	0	0.0%
Net Income	0	100	0	100	100%



To: Mayor and City Council Members
From: John R. Dean, City Manager
Date: 4/17/2018

Re: City Manager's Bi-Weekly Report

Hidden Valley Estates: Preliminary plat was approved by both P&Z and Council. Plans for the Sanitary sewer have been approved by Birkhoff. We met with the developer they are finalizing a couple of items.

12" Waterline through Heritage Park: Project complete.

Parks Master Plan: We are getting the word out in several ways and we will keep adding methods for another 2 weeks. We currently have 698 responses of which 179 are from Ovilla. The vast majority of Ovilla respondents are between 19-50 years old. With the largest group of respondents being between 36-50 years old.

Joint Parks Board and EDC Meeting: Met on April 2nd and discussed the survey and made some progress toward making a recommendation to Council regarding monument signs.

Personnel Policy Review: We are close to completing the review and making revisions for your consideration. The goal is present this to Council in May.

Police Jurisdiction at McClatchey Elementary: The MOU was approved at the April City Council meeting.

Right of Way Maintenance: We prepared two Ordinances for your consideration at the April meeting to move back to the previous method. One addresses the Chapter 6 Mowing and the other addresses Chapter 8 Mowing and Trees. Both were approved.

Bridge Inspections: We have made the minor repairs listed in the State report. I am still working on getting an estimate on the other repairs listed in the report.

Street Information:

Paving Suburban: Suburban was approved to be paved at the last Council Meeting at a cost of approximately \$114,750. The work will begin the end of April or beginning of May.

Paving of Westlawn, Willowwood, and Greenwood: We received the quote from the County for these streets at a cost of 114,525.00. This was presented to council at the April meeting for your consideration and was not approved due to drainage concerns. Brad and I have looked at the work needed to the drainage of these three streets. We believe that if the county

can get to **Willowwood** and **Greenwood** this Fiscal Year that we can make the necessary drainage improvements to have these two streets paved this FY. We intend to bring these two streets back for your consideration in May.

East Highland: Was approved at the April City Council meeting to be sealed with the Chiplock process.

Highview: Was approved at the April City Council meeting to be overlayed.

Integrated Software Transition: Court went live on April 12th. We are now working to transition the Financials. We will be asking to close several bank accounts that are not necessary and can be controlled through the fund accounting system. We currently have more than 20 checking accounts.

Engineering RFQ: We are in the middle of the RFQ process Council Member Hunt was selected to serve on the Review Committee. We have received interest from several firms. The responses are due April 26th.

Upcoming CM Time Away

- Economic Development Training in Fort Worth – April 28th - May 3rd, 2018. This the final session in a program that I have been taking for some time. I pay for the training to improve my knowledge in Economic Development.
- Network of Schools of Public Policy, Affairs, and Administration (NASPAA) Advisory Council Meeting in Norman, Oklahoma - May 4th, 2018. I am a member of the University of Oklahoma NASPAA Advisory Council and this is a meeting that occurs each May. The group advises the University faculty on the needs of the MPA program from the professional practitioner perspective.

Respectfully Submitted,

John R. Dean, Jr.
City Manager

FY-2017-	City	Total Traffic Ordinance
1	Alameda	1
2	Alameda	1
3	Alameda	1
4	Alameda	1
5	Alameda	1
6	Alameda	1
7	Alameda	1
8	Alameda	1
9	Alameda	1
10	Alameda	1
11	Alameda	1
12	Alameda	1
13	Alameda	1
14	Alameda	1
15	Alameda	1
16	Alameda	1
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96	Alameda	1
97	Alameda	1
98	Alameda	1
99	Alameda	1
100	Alameda	1

2016-2017 FY

April	161	4	\$25,531.76	\$15,124.40	\$10,407.36	34
FY Totals	944	19	\$154,707.24	\$89,358.40	\$65,348.84	173

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**

	Apr. 2018	Apr.2018 YTD	Apr.2017	
Calls For Service				
Complaint (Nuis 43,Permit 4,Parking 11)	58	131	49	
Follow up (Nuis 44 Permit 4 Park 11)	59	140	51	
Door Notice (Nui -5, Permit-3, Parking 4)	30	80	36	
Mail Notice (Parking 3 nuisance 25 perm 2)	12	48	24	
Posted Property (nuisance 23)	23	33	13	
Court 1 Fta - JV, 1 Permit Violation	\$642	\$1,012	\$196.00	
Citizen Contacts	62	178	78	
Permits Reviewed	15	46	17	
Permits Issued	11	24	18	
Inspections	22	45	14	
Nuisance Abated by City	0	0	20	
Nuisance Signs (Garage sale-14 business 32)	46	147	0	
Board of Adjustment 1 Approve, 1 Deny	2	3	46	
			1	

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

	Apr.2018	Apr.2018 YTD	Apr.2017	
Calls For Service				
Complaint (Regist-32 At Large 9 Bark 1)	42	122	43	
Folow up	45	141	52	
Door Notice (Regis-25, Bark 1 at large2)	28	86	32	
Impounded Animal (Dog 3,cat 8)	11	53	3	
Animal welfare check	13	31	11	
Impound Results (Transport 8 Ret to own 3)	11	44	5	
Impound fee collected	\$160.00	\$545.00	35	
Court 1 at large postponed	\$127.00	\$254.00	266	
Citizen Contacts	38	95	23	
Animal registration \$360	30	88	18	
Registration Letter Mailed	26	86	23	
Nuisance letter -1 barking 3 At large	4	12	18	
Animals released 1 possum,1 armadillo	2	3	0	
Deceased removed	23	59	16	
Oak Leaf - 4 call (1trap 8 cats)	4	7	1	
Traps Checked Out	6	17	0	