

**CITY OF OVILLA MINUTES**  
**Monday, May 14, 2018**  
**City Council Briefing Session**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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

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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 all Council members were present, constituting a quorum. City Manager John R. Dean, Jr., department directors, and staff were also present.

**CALL TO ORDER**

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

City Manager John Dean gave a brief review of each item on the agenda.

1. Mayor Dormier advised that he planned to move the order of the agenda regarding Items 13 and 16.

**ADJOURNMENT**

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:13 p.m.



ATTEST:



Pamela Woodall, City Secretary



Richard Dormier, Mayor

**Approved June 11, 2018**

# CITY OF OVILLA MINUTES

**Monday, May 14, 2018**

**Regular City Council Meeting**

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

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Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 6:31 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**

Mayor Pro Tem Griffin 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**

### **Citizen Comments**

There were no citizen comments.

### **Presentations**

Presiding Election Judge Charlie Morton thanked Council for allowing him to preside over the general election. He provided the official results of the Ovilla General Election held on May 05, 2018 declaring the winners as listed:

Rachel Huber, Place 1 Council - winner  
David Griffin, Place 3 Council – unopposed  
Michael Myers, Place 5 Council – unopposed

Mayor Dormier advised he was moving the reading of the listed Proclamations to the end of the meeting.

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

## **CONSENT AGENDA**

- 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.

PL4 Hunt moved to pull Consent Item 9 for discussion and consideration. Mayor Dormier moved Consent Item 9 to the regular agenda as Item 18.

PL1 Huber moved to approve Consent Items 1 through 8 as presented, seconded by PL2 Oberg.  
*No oppositions, no abstentions.*

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

### PUBLIC HEARINGS

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

- **PRESENTATION** was presented by staff as well as the recommendation report from the Planning and Zoning Commission.

Mayor Dormier opened the PUBLIC HEARING(s) at 6:42 to receive comments from the public regarding Ordinance 2018-09.

1. Ms. Stephanie Trammell – adamantly opposed the ordinance as written.
2. Ms. Julia Cearley – adamantly opposed the ordinance as written.

**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.

- **PRESENTATION** was presented by staff and a recommendation report from the Planning and Zoning Commission was submitted.
- Pamilee Koval, acting on behalf of the applicant/owner Thomas Waits, was present and reiterated the staff's presentation and asked for Council's consideration.

Mayor Dormier asked to receive comments from the public regarding the Specific Use Permit.

1. There were no comments in favor or opposition.

**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.

- **PRESENTATION** by staff.
- **PUBLIC HEARING** to receive comments from the public regarding the replat request.
- Jordan Zadwick, nephew to the owner and authorized agent acting on behalf of the applicant was present and reiterated the staff's presentation, asking for Council's consideration.

Mayor Dormier asked to receive comments from the public regarding the replat.

1. There were no comments in favor or opposition.

Mayor Dormier closed the public hearings at 6:58 pm.

### 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.

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

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



PL2 Oberg moved 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, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

- a) Mayor Dormier issued the 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).
- b) Mayor Dormier conducted 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.

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 a 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. PL2 Oberg nominated PL3 Griffin. There were no other nominations.

PL2 Oberg moved that Council appoint PL3 David Griffin 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, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**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.

Staff and Council discussed "guesthouse dwelling" on multiple occasions. The presented ordinance was reviewed and discussed at the Planning and Zoning Commission meeting on May 07, 2018, that included a public hearing on that date. Those who spoke at the public hearing were not in favor of the proposed Ordinance. The Planning and Zoning Commission Chair Carol Lynch and Vice-Chair Michael Yordy were both present at the Council Meeting and shared the following: The Planning and Zoning Commission unanimously voted against the Ordinance, recommending to the Ovilla City Council to deny approval of this Ordinance as presented. The Planning and Zoning Commission further asked Council to allow time to develop a new proposed ordinance that better covers the use and definition of dwelling guesthouses; possibly completely removing the definition from the Code and redefining with new language using the phrase "attached" in the ordinance.

PL2 Oberg moved that Council 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 and allow the staff and Planning

and Zoning Commission to address dwelling guesthouses and the language "attached" and return to Council at a later date, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

- 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.

MS Koval was present for Council questions and advised she had not yet determined days of operation or hours. Planning and Zoning Commission Chair Carol Lynch reported to Council that this followed the Strategic Plan guidelines, and this encourages new business in the downtown area. The Planning and Zoning Commission unanimously approved the recommendation for approval of the permit.

PL4 Hunt moved that Council approve a Specific Use Permit, as permitted in Chapter 14, Section 27.2, 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, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

- 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.

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

Mr. Jordan Zadwick was present in representation of the owner (authorized agent), MS Miracle, with a request to divide off 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 was received in opposition or favor to date of the presented replat request.

Mayor Pro Tem Griffin moved that Council approve the 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, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

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



- 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.

The EDC in conjunction of the Park 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. Staff advised that this plan will give the City a good base from which to operate.

Noted changes:

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

PL1 Huber moved to approve Resolution R2018-22 approving and adopting the Economic Development Corporation Strategic Plan 2018 and providing an effective date, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

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

City Manager John Dean updated the Council on the status of tasks outlined in the Strategic Guide. Completion dates were updated and suggestions to modify target dates on certain tasks were shared. Mr. Dean reviewed each Action Step from all Goals. He shared that it was his understanding that there may be some tasks listed in the guide that may not have an intent to complete because they would be continually on-going. It may be wise to modify the guide in the future.

Discussion only. No Action.

- 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.

An annual attendance of board members including an annual summary were presented. Staff shared an excerpt from the Ovilla Code:

**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.

1. BOA Place 2– Ozzie Molina voiced desire for reappointment to the BOA, or appointment to the EDC
2. BOA Place 4– Sandra Cawley voiced desire for reappointment
3. BOA Place 6– Paul Haney (Alternate) - *Resigning (moving out of City)*

Mayor Pro Tem Griffin moved to reappoint the following to the Board of Adjustment for new terms: BOA Place 2 Ozzie Molina, BOA Place 4 Sandra Cawley and directed staff to solicit for new applicants, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**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.

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

The consensus of Council was to take no action.

**No action.**

**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.

Resolution R2014-027 dated July 28, 2014, established the Municipal Services Advisory Committee (MSAC) with the goal to follow certain budgetary guidelines and make recommendations to Council. Initially, MSAC thought that they might meet quarterly or as needed on 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 capital 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 individuals serve on this committee:

1. PL5 Council Michael Myers
2. Bob Betik - serving until a replacement is appointed
3. Mike Bira.

The consensus of Council was to take no action.

No action.

**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.

Staff presented an excerpt from the Code and included an annual attendance record and annual activity summary.

**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:

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

Mayor Pro Tem Griffin moved to REAPPOINT:

PL2 Michael Yordy

PL4 Alan Whittaker

PL6 Fred Hart

to serve a term on the volunteer board of the Planning and Zoning Commission, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

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

Pursuant to Ordinance 2017-03, staff shared the following information.

**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.

1. Place 1 - Vacant
2. Place 2 Monna Yordy – desires reappointment
3. Place 4 Angela Love – not interested in reappointment

PL5 Myers moved that Council reappoint Place 2 Monna Yordy to serve another term on the Park Board Advisory Committee, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

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

Mayor Dormier moved the order of the agenda to address Item 16.

**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.

This item was first presented to Council for consideration in April and was not approved pending drainage work. Staff looked at those drainage areas and reported that the Public Works Department could complete the needed improvements in order to accomplish the roadwork this fiscal year. The County confirmed the work can be done this FY but is not on the schedule of current work happening in Ovilla. Funds necessary to complete the project are included in the mid-year budget revisions.

PL2 Oberg moved that Council approve 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, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

Mayor Dormier returned to the regular order of the agenda to Item 13.

**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.

Chapter 1, Article 1.05, Sec. 1.05.038 of the Ovilla Code states that a mid-year review and amendment shall be conducted. City Manager John Dean advised that the annual mid-year review of revenues and expenses was 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 were prepared based on the mid-year review of resolutions. The budget amendments included the line item adjustments to the General Fund, Water & Sewer Fund, Water and Sewer Impact, Capital Projects. Police Auxiliary and Fire Auxiliary Budgets

were adjusted to gifts received to-date. Staff submitted 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, Willowwood, 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**

PL4 Hunt moved to approve 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, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**ITEM 14. DISCUSSION/ACTION** – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2018-2019 budget preparations.

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 were presented.

Monday, June 25

Thursday, June 28

Thursday, August 2

Monday, August 13

Monday, August 20

Wednesday, August 29

Monday, Sept. 10

Mayor Pro Tem advised he was unable to attend the first meeting. It was changed to June 28. The consensus of the Council regarding the dates was agreeable.

**No Action.**

**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.

It is 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 an 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.



Mayor Pro Tem Griffin moved that Council set September 22, 2018 as the official 2018 Heritage Day Celebration and appoint PL4 Hunt as the coordinator for 2018 Heritage Day event, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

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

ITEM 16 previously addressed.

**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.

With the upcoming use of City issued computers by the City Council, Mayor Dormier requested to consider a policy on computer use, internet, and email use, similar to the current City Policy. The consensus of the Council was positive. Staff was directed to bring a new computer use policy back for approval.

**No Action.**

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

Consent Item C9 regarding Ridgeline Contractors for repair work in the Fire Department bay area and doors was pulled for clarification. Staff confirmed that multiple bids were received, and all purchasing requirements were satisfied with the city manager's approval prior to bringing to Council. Various questions regarding the specifications were addressed.

**No Action.**

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 Chief B. Windham
  - Monthly Report – Reviewed. Chief Windham advised that he and Sergeant Geiser were both receiving two different awards, “Professional Achievement” and “Service”, respectively, that will be presented at the State Capitol in June by the TX Commission on Law Enforcement.
- Fire Department Chief B. Kennedy
  - Monthly Report-recently received a grant.
- Public Works Director B. Piland
  - Monthly Report - 22,000 lbs. of hazardous waste was collected on Clean-Up Day.
    1. Monthly Park Maintenance Reports- reviewed.
    2. Street Maintenance Report
- Finance Department Accountant L. Harding
  - March 2018 Financials – Reviewed.
  - Bank Balances through May 03, 2018
- Administration – Reports reviewed.
  - 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
- Monthly Municipal Court Report
- City Manager Reports
1. Monthly Report – Discussed Master Parks Plan results.

City Secretary P. Woodall

Mayor Dormier read 5 Proclamations.

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

#### EXECUTIVE SESSION

None.

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

- |                  |      |
|------------------|------|
| 1. Mayor Dormier | None |
| 2. PL1 Huber     | None |
| 3. PL2 Oberg     | None |
| 4. PL3 Griffin   | None |
| 5. PL4 Hunt      | None |
| 6. PL5 Myers     | None |
| 7. City Manager  | None |

#### ADJOURNMENT

PL2 Oberg moved to adjourn the meeting of May 14, 2018, seconded by Mayor Pro Tem Griffin. There being no further business, Mayor Dormier adjourned the meeting at 8:59 p.m.

ATTEST:

  
Pamela Woodall, City Secretary



  
Richard Dormier, Mayor

*Approved June 11, 2018*

Attachments: PZ report  
Citizens Forum sheets

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

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





## 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. Miller  
Board Secretary

MAY 7, 2018  
Date