

**CITY OF OVILLA MINUTES**  
**Monday, July 09, 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 6:08 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 Council that all members were present, thus 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.**

Mayor Dormier and City Manager John Dean gave a brief review of each item on the agenda. Questions on Items 2, 3, 4, and 5 were briefly discussed and clarified. There were no other questions.


**ADJOURNMENT**

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:21 p.m.

ATTEST:

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



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

**Approved August 13, 2018**

**CITY OF OVILLA MINUTES**  
**Monday, July 09, 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 6:30 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

The following City Council Members were present:

Rachel Huber	Council Member, Place 1
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, 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**

**Citizen Comments**

1. Mr. Ozzie Molina, 224 Lariat Trail, asked for consideration to install sidewalks and speed bumps in his neighborhood. (Commented that this was his second time to make this request) He stated that he noticed there was not an agenda item to discuss his request, nor any funds listed in the budget.

**Presentation:**

1. Mayor Pro Tem Griffin asked Police Chief Windham to share his recent honored Professional Achievement Award received from the state:

Ovilla Police Department Chief Windham was hired to his position in September 2015. Since then, he has transformed the department, as described by the Ovilla City Manager, into a "proactive, competent, and relevant law enforcement agency serving the citizens of Ovilla." He has implemented new priorities and accountability measures, sought out quality officers, and instituted a culture of "Integrity, Service, Community, and Honor." Chief Windham has made many efforts to connect with the community, including bi-monthly Coffee with Cops and a significant social media presence. The community has seen improved response times to calls for service, an increase in patrol activity, and an increased number of arrests under Chief Windham's command.

Council acknowledged Chief's accomplishment and commended him with applause.

**CONSENT AGENDA**

- C1. May 2018 Financial Transactions over \$5,000
- C2. North Central Texas Council of Governments Annual Voting Member
- C3. J & N Wrecker Service Contract Renewal
- C4. Minutes of the June 11, 2018 Briefing Session and Regular Council Meeting.
- C5. Minutes of the June 28, 2018 Special Budget Workshop Meeting.

PL1 Huber 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.**

### **REGULAR AGENDA**

**ITEM 1. DISCUSSION**– Review and consider the use of city property at 701 W. Main Street.

Mayor Dormier allowed MS Pamilee Koval to address the Council on this item. MS Koval inquired the intended use of the City's property on Main Street, expecting and hoping the city would put in a parking lot. She advised she was preparing for a coffee shop next to the City's property and wanted to use it for parking.

Staff was directed to research cost estimates for a parking lot, including research on water management and drainage at the site.

**No Action.**

**ITEM 2. DISCUSSION/ACTION** – Consideration of and action on an agreement between the City of Ovilla and Eikon Consulting Group, LLC to serve as the City Engineer.

City Manager John Dean will return to Council with a revised agreement.

**No Action.**

**ITEM 3. DISCUSSION/ACTION** – Consideration of and action on Ordinance 2018-11, of the City of Ovilla, Texas amending Chapter 1, Article 1.09, Division 4, "Park Board", Section 1.09.122 "Members" of the Code of Ordinances of the City of Ovilla, Texas; providing for the appointment and number of Park Board Members; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Staff advised that the current Code reads that the Park Board shall consist of 3-7 members. Since creation, the Park Board has consisted of 5 members. The presented ordinance will bring the city consistent with practice.

PL4 Hunt moved to approve Ordinance 2018-11, of the City of Ovilla, Texas, amending Chapter 1, Article 1.09, Division 4, "Park Board", Section 1.09.122 "Members" of the Code of Ordinances of the City of Ovilla, Texas; providing for the appointment and number of Park Board Members, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on Ordinance 2018-12, amending Chapter 9, Article 9.03, Division 2, "City Manager," Section 9.03.04(9), of the City of Ovilla Code of Ordinances, providing amended purchasing and contracting authority of the City Manager, 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.

City Manager John Dean advised that the current City Code conflicts with authorized purchasing powers of the city manager. This ordinance would allow the city manager the authority to approve contracts and agreements within the scope of the city manager's authority, as is currently authorized in the purchasing section of the City Code.



PL4 Hunt moved to approve Ordinance 2018-12, amending Chapter 9, Article 9.03, Division 2, "City Manager," Section 9.03.04(9), of the City of Ovilla Code of Ordinances, providing amended purchasing and contracting authority of the City Manager, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**ITEM 5. DISCUSSION/ACTION** – Discuss and consider a Request for Proposals (RFP) and direct staff to solicit proposals for solid waste services.

The solid waste collection contract between the City and Waste Connections expires December 1, 2018. Staff prepared and presented the RFP for Council review and consideration, allowing staff to move forward with the process to solicit for proposals. Based on considerable price increases, staff recommends NOT to use the 1-year extension agreement allowed with Waste Connections. The City Manager revised the original RFP calendar.

Mayor Pro Tem Griffin moved that Council approve staff to solicit proposals for solid waste services, 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 a volunteer board appointment to serve a term on the Board of Adjustment.

During the May 14, 2018 Council Meeting, BOA Places 2 (Molina) and 4 (Cawley) were reappointed, still leaving a vacancy to Place 6. Staff received an application from an interested Ovilla resident, Patricia Halyard-King, willing to serve a term.

PL4 Hunt moved to appoint Patricia Halyard-King to serve a term as Place 6 on the Board of Adjustment, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action on a volunteer board appointment to serve a term on the Economic Development Corporation.

Council took no action during the May 2018 Council Meeting for the reappointment of EDC members. Staff received a resignation from Place 4 Director Gary Jones and has been informed that Place 1 Director Scott Surplus will be moving from Ovilla soon. This leaves the EDC with 1 current opening and 1 pending vacancy.

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

1. Scott Surplus, Place 1 – Moving from Ovilla (will be resigning soon)
2. Greg Huntington, Place 3 – desires reappointment
3. Gary Jones, Place 4 - resigned
4. Michael Myers, Place 5 –
5. Barbara Turner, Place 7 - desires reappointment

Staff received an application from Mr. John Knight who had served several terms on the EDC. A notice is still on the website asking for volunteers to serve.

PL4 Hunt moved that Council REAPPOINT the following to serve a term on the volunteer board of the Economic Development Corporation (EDC), noting that Mike Myers will serve temporarily until replaced and APPOINT John Knight as a new member to serve a term on the volunteer board of the EDC, seconded by PL2 Oberg.

1. PL3 Greg Huntington (reappointment)
2. PL4 John Knight\_(new appointment)
3. PL5 Michael Myers (reappointment)
4. PL7 Barbara Turner (reappointment)

*No oppositions, no abstentions.*

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

**ITEM 8. DISCUSSION/ACTION** – Receive recommendation from the Economic Development Corporation to consider and act on Resolution R2018-26, authorizing the Mayor to execute, for and on behalf of the City of Ovilla, Texas, establishing Economic Development Incentives; providing for a program of Economic Development Incentives pursuant to the Title 12 Chapter 380, Texas Local Government Code.

The Strategic Guide directs the establishment of an Incentive Program. The EDC reviewed this item during their June 2018 meeting and forward recommendation for adoption. City Manager John Dean prepared a program that has been reviewed by the City Attorney and is similar to programs around Texas for Council review and consideration.

PL5 Myers moved that Council approve Resolution R2018-26 with the modification to drop any ETJ (Extraterritorial Jurisdiction) reference, authorizing the Mayor to execute, for and on behalf of the City of Ovilla, Texas, establishing Economic Development Incentives; providing for a program of Economic Development Incentives pursuant to the Title 12 Chapter 380, Texas Local Government Code, seconded by Mayor Pro Tem Griffin.

*No oppositions, no abstentions.*

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

**ITEM 9. DISCUSSION/ACTION** – Receive recommendation from the Economic Development Corporation to consider and act on an Ovilla Economic Development Corporation Matching Funds Reimbursement Grant Program.

City Manager John Dean advised that the Strategic Guide directs the establishment of an EDC Grant Program. He prepared a program that was reviewed by the City Attorney and is similar to programs around Texas. At the June meeting the EDC reviewed and approved this item, recommending Council approval of this program. As noted, any reference of the ETJ will be removed.

PL4 Hunt moved to approve the Matching Funds Reimbursement Grant Program, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

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

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

*None. N/A.*

### **III. DEPARTMENT REPORTS**

- Department Activity Reports / Discussion
  - Police Department

Chief B. Windham

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

4

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



- Gave Monthly Report – reviewing new officer applicants.
- Fire Department Captain Cates
  - Gave Monthly Report
- Public Works Director B. Piland
  - Gave Monthly Report – ongoing road construction
    1. Monthly Park Maintenance Reports
    2. Street Maintenance Report
- Finance Department CM, John R. Dean, Jr.
  - May 2018 Financials
  - Bank Balances through July 5, 2018
- Administration
  - Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
    1. Still undergoing mosquito testing
  - Monthly Municipal Court Report City Secretary P. Woodall
  - City Manager Reports CM, John R. Dean, Jr.
    1. Monthly Report – Working with Hidden Valley developer.

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

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|------------------|---|
| 1. Mayor Dormier | None  |
| 2. PL1 Huber     | None  |
| 3. PL2 Oberg     | None  |
| 4. PL3 Griffin   | Discuss speedbumps and sidewalks on Lariat Trail          |
| 5. PL4 Hunt      | None  |
| 6. PL5 Myers     | Mid-year adjustments and weapons purchase in Police Dept. |
| 7. City Manager  | None  |

**ADJOURNMENT**

PL4 Hunt moved to adjourn the meeting of July 09, 2018, seconded by Mayor Pro Tem Griffin. There being no further business, Mayor Dormier adjourned the meeting at 8:04 p.m.

ATTEST:

  
Pamela Woodall, City Secretary



  
Richard Dormier, Mayor

**Approved August 13, 2018**