

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, April 08, 2019

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 April 08, 2019 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 05th day of April 2019 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall

Pamela Woodall

DATE OF POSTING: 04.05.2019 TIME: 10:00 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.

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

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, April 08, 2019

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, April 08, 2019** 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, ANNOUNCEMENTS

- Presentation: Service League presentation to the Police Department.
- Presentation: TxDOT representatives to share information on the future FM 664 project.
- **Citizen Comments**

The City Council welcomes comments from Citizens. Those wishing to speak must sign in before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers under citizen's comments must observe a three-minute time limit. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.

III. CONSENT AGENDA

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for individual consideration on the regular agenda during this meeting.

- C1. Water Service Disconnection Agreement between the City of Ovilla and Sardis Lone Elm Water Supply.
- C2. Minutes of the March 25, 2019 Special Council Meeting
- C3. Minutes of the March 11, 2019 Briefing Session and Regular Meeting.

IV. REGULAR AGENDA

ITEM 1. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission to consider and act on Case PZ19-02, a Final Plat application filed by owner, Pamilee Koval located at 121 Water Street, Ovilla, Texas 75154.

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action to authorize the City Manager to advertise for Request for Qualifications for Professional Auditing Services.

ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment(s) to serve a term on the Planning and Zoning Commission and/or direct staff to continue solicitation for new applicants.

City of O'VILLA City Council

Rachel Huber, Place One

Dean Obena, Place One

David Griffin, Place Three, Mayor Pro Tem

Richard Dormier, Mayor

Doug Hunt, Place Four

Michael Myers, Place Five

John R. Dean, Jr. City Manager

- ITEM 4. ***DISCUSSION/ACTION*** – Consideration of and action on a volunteer board appointment to serve a term on the Park Board Advisory Committee and/or direct staff to continue solicitation for new applicants.
- ITEM 5. ***DISCUSSION/ACTION*** – Consideration of and action on volunteer board appointment(s) to serve on the temporary board, Municipal Facilities Improvement Committee, and/or direct staff to continue solicitation for new applicants.
- ITEM 6. ***DISCUSSION/ACTION*** – Consideration of and action on Briefing Sessions.
- ITEM 7. ***DISCUSSION/ACTION*** – Consideration of and action to amend certain sections of Chapter 3.05 Fences, and 35.3 Fences in Residential Districts, directing staff as necessary.
- ITEM 8. ***DISCUSSION*** – Discuss concerns of Council Member Hunt regarding Ovilla Auto.
- ITEM 9. ***DISCUSSION*** – Discuss water variance report and customer notification process.
- ITEM 10. ***DISCUSSION/ACTION*** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

V. DEPARTMENT REPORTS

- **Department Activity Reports / Discussion**
 - Police Department
 - 1. Monthly Report
 - Fire Department
 - 1. Monthly Report
 - Public Works
 - 1. Monthly Report
 - 2. Monthly Park Maintenance Reports
 - Finance Department
 - 1. February 2019 Financials and transactions
 - 2. Bank Balances through April 04, 2019
 - Administration
 - 1. Monthly Code/Animal Control Reports
 - 2. Monthly Municipal Court Report
 - 3. City Manager Reports

VI. EXECUTIVE SESSION

The City Council of the City of Ovilla, Texas, reserves the right to meet in a closed session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

ITEM 11. *DISCUSSION/ACTION* – Closed session called pursuant to Section §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property.

City of OVILLE 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

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

VIII. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF THE April 08, 2019 Regular City Council 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 05th day of April 2019 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall, City Secretary

DATE OF POSTING: 04.05.2019 TIME: 10:00 am/pm

DATE TAKEN DOWN: _____ TIME: _____ am/pm

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CONSENT ITEMS C1 – C5

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Deputy City Secretary

Department: Administration/UB

Budgeted Expense: YES NO N/A

Attachments:

- C1. Water Service Disconnection Agreement between the City of Ovilla and Sardis Lone Elm Water Supply.
- C2. Minutes of the March 25, 2019 Special Council Meeting
- C3. Minutes of the March 11, 2019 Briefing Session and Regular Meeting.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve the consent items as presented.

WATER SERVICE DISCONNECTION AGREEMENT

This Water Service Agreement (herein "Agreement") is made and entered into by and between the CITY OF OVILLA, TEXAS, a Texas Type-A General Law Municipality (herein the "City"), and SARDIS LONE ELM WATER SUPPLY (herein the "Sardis").

W I T N E S S E T H

WHEREAS, Sardis provides water utility service within a portion of the City pursuant to Sardis' lawful and existing Certificate of Convenience and Necessity ("CCN"); and

WHEREAS, the City provides sewer utility services throughout its municipal boundaries, including the area of Sardis' CCN; and

WHEREAS, Sardis and the City entered into the *Sardis Lone Elm Water Supply Corporation and the City of Ovilla, Texas Billing Agreement* on January 10, 2012 (the "Billing Agreement"); under which Sardis provides sewer utility billing services to the City; and

WHEREAS, Sardis has elected to terminate the Billing Agreement effective May 26, 2019; and

WHEREAS, Sardis is willing to disconnect water service for nonpayment of the City's sewer charges after termination of the Billing Agreement, subject to the terms and conditions stated herein; and

WHEREAS, Texas Administrative Code Title 16, Part 2, Chapter 24, Subchapter F, Rule 24.167(e)(1) provides that where sewer service is provided by one retail public utility and water service is provided by another retail public utility, the retail public utility that provides water service shall disconnect water service to a customer who has not paid undisputed sewer charges if requested by the sewer service provider and if an agreement exists between the two retail public utilities regarding such disconnection.

NOW, THEREFORE, in consideration of the premises and covenants and conditions herein, the City and Sardis agree as follows:

I. DISCONNECTIONS SERVICES

Sardis agrees that it will disconnect water service to a customer who has not paid undisputed sewer charges of the City upon receipt of a request by the City, pursuant to and in accordance with Texas Administrative Code Title 16, Part 2, Chapter 24, Subchapter F, Rule 24.167(e)(1). The parties agree that the City's request for disconnection of water services under this agreement shall be made in writing and delivered to Sardis via U.S. First Class Mail, facsimile transmission or e-mail to Sardis. The City agrees that Sardis is entitled to charge the City, and the City is obligated to pay Sardis, a sum not to exceed Fifty and No/100 Dollars

(\$50.00) as reimbursement for the cost of each disconnection.

II. NOTICES OF WATER SERVICE DISCONNECTION

The notices of water service disconnection for nonpayment of the City's sewer charges shall be the responsibility of the City and shall be made in accordance with Texas Administrative Code Title 16, Part 2, Chapter 24, Subchapter F, Rule 24.167(a).

III. INCORPORATION OF RELEVANT STATUTORY PROVISIONS

Sardis and the City agree that the provisions of Texas Administrative Code Title 16, Part 2, Chapter 24, Subchapter F, Rule 24.167 are hereby incorporated herein and made part of this Agreement as if fully set forth at length.

IV. TERMINATION

Either party may cancel or terminate this Agreement upon sixty (60) days' written notice to the other party with the provision and understanding that immediately upon receipt of notice of such cancellation all disconnection services then in progress or previously requested by the City shall be completed at the compensation rate provided agreed to above, unless otherwise agreed to by the parties, and further provided that Sardis shall be compensated in accordance with the terms of this Agreement for all disconnection services satisfactorily accomplished and provided to City prior to the receipt of notice of such termination.

V. INDEPENDENT CONTRACTOR

In the performance of services under this Agreement, Sardis shall be deemed an independent contractor of the City, and any and all of Sardis' employees performing work or services hereunder shall be deemed to be employees of Sardis and not employees of the City. In no event shall this Agreement be deemed or interpreted as creating a principal-agent or joint venture relationship between the parties hereto.

VI. NOTICES

All notices and communications under this Agreement to be mailed or delivered to the City shall be sent to the address of the City as follows, unless and until Sardis is otherwise notified:

City Manager
City of Ovilla
105 S Cockrell Hill Rd.
Ovilla, TX 75154

All notices and communications under this Agreement to be mailed or delivered to Sardis

shall be sent to the address of the Sardis as follows, unless and until the City is otherwise notified:

Paul Tischler, GM
Sardis Lone Elm Water Supply
P.O. Box 1170
Midlothian, TX 76065-1170
Facsimile: 972-775-3114
E-Mail: paul@sardiswater.com

VII. ASSIGNMENT

This Agreement shall not be assignable in whole or in part without the written consent of the parties hereto.

VIII. SEVERABILITY

Should any word, phrase, sentence, paragraph or other provision or portion of this Agreement be construed to be unlawful or unenforceable by a court of competent jurisdiction, such circumstance shall not affect the validity of the remaining portions of this Agreement which shall remain in full force and effect.

IX. BINDING EFFECT

This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective permitted successors and permitted assigns.

X. GOVERNING LAW AND VENUE

This Agreement shall be governed by, and its provisions construed in accordance with, the laws of the State of Texas. Venue for any action arising from or related to this Agreement shall be the State District Courts of Ellis County, Texas.

XI. DISPUTE RESOLUTION

SARDIS AND CITY AGREE THAT IN ORDER TO MINIMIZE TIME AND EXPENSE TO BOTH PARTIES THAT ALL DISPUTES ARISING FROM OR RELATED TO THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO ANY AND ALL REPRESENTATIONS OR WARRANTIES, IF ANY, WHICH CANNOT BE RESOLVED THROUGH INFORMAL NEGOTIATIONS SHALL BE RESOLVED BY WAY OF A TRIAL BEFORE THE JUDGE OF A COURT OF COMPETENT JURISDICTION. SARDIS AND CITY HEREBY WAIVE ANY AND ALL RIGHTS TO A TRIAL BY JURY. SARDIS AND CITY ACKNOWLEDGE AND REPRESENT THAT THEY HAVE KNOWINGLY AND VOLUNTARILY WAIVED THEIR RESPECTIVE RIGHTS TO A

JURY TRIAL WITH RESPECT TO ANY LEGAL MATTER OR DISPUTE ARISING FROM OR RELATED TO THIS AGREEMENT.

XII. COMPLIACE WITH TEXAS LOCAL GOV'T CODE CHAPTER 2270

In compliance with Chapter 2270 of the Texas Local Government Code, by executing this Agreement Sardis hereby certifies that: (1) Sardis does not boycott Israel currently; and (2) will not boycott Israel during the term of this Agreement.

XIII. AMENDMENT AND WAIVER

No amendment or waiver of any provision of this Agreement and no consent to any departure from any provision or requirement of this Agreement, shall be effective or binding unless and until set forth in a writing signed by each party, and then any such waiver or consent shall be effective only in a specific instance and for the specific purpose for which it was given. No notice or any other communication given by one party to the other party shall be construed to be or constitute an approval or ratification by the other party of any matter contained or referred to in such notice, unless the same be consented to by the other party in writing.

XIV. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties, and there exist no other written or oral understandings, agreements or assurances with respect to any matters except as set forth herein. Unless expressly stated, this Agreement confers no rights to or upon any person or entity that is not a party hereto.

EFFECTIVE this _____ day of _____, 2019.

SARDIS LONE ELM WATER SUPPLY:

By: _____
Paul Tischler, GM

CITY OF OVILLA, TEXAS:

By: _____
Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

CITY OF OVILLA MINUTES

Monday, March 25, 2019

Special City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 5:37 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
Michael Myers	Council Member, Place 5
Absent	Doug Hunt
	Council Member, Place 4

Mayor Dormier announced the absence of Place 4 Council Member Hunt, and that all remaining Council members were present, thus constituting a quorum. City Manager John R. Dean, Jr., the city secretary 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/MAYOR ANNOUNCEMENTS

None

REGULAR AGENDA

ITEM 1. DISCUSSION – Receive recommendation from the Economic Development Corporation for funding not to exceed \$150,000, for the construction of a wastewater line to serve Founders Park and adjacent properties located in the City of Ovilla.

a. **SECOND READING** – Pursuant to § 505.158 of the Local Government Code, conduct the second reading of Resolution R2019-04 to consider an infrastructure project funded by the Ovilla Economic Development Corporation (OEDC) for the construction of a wastewater line to serve Founders Park and adjacent properties located in the City of Ovilla.

City Manager John Dean read the second reading of Resolution R2019-04.

ITEM 2. DISCUSSION/ACTION – Consideration of and action on Resolution R2019-04, authorizing the Ovilla Economic Development Corporation to fund a wastewater line project in an amount not to exceed \$150,000 to the vicinity of Founders Park to serve the Park and adjacent properties.

PL5 Myers moved to approve Resolution R2019-04 authorizing the Ovilla Economic Development Corporation to fund a wastewater line project in an amount not to exceed \$150,000 to the vicinity of Founders Park to serve the Park and adjacent properties, seconded by PL2 Oberg.

No oppositions, no abstentions.

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

ITEM 3. *DISCUSSION/ACTION* – Consideration of and action to allow the Garden Club to reserve Heritage Park for a one-time use.

Staff confirmed with members of the Garden Club that the entire Park was not needed. The Garden Club could use the park, just not exclusively.

No Action.

ITEM 4. *DISCUSSION/ACTION* – Workshop to review the immediate and future infrastructure and facility needs of the city.

City Manager John Dean presented a PowerPoint document showing miscellaneous needs of city facilities, including information on bonding capacity for the City. Each department director shared facility needs that each identified. A common issue discussed from all directors was needed space.

City engineers provided cost information on Shiloh Road, Westmoreland Road, Police, Fire, and City Hall facilities.

Current Building Space:

Police Department - approximately 1,800 sf.
 Public Works – 1,800 sf.
 City Hall & Public Works – 3,410 sf.

Staff was directed to create volunteer citizens committee to review and assess city facility needs and report back to Council.

No Action.

EXECUTIVE SESSION - None

ADJOURNMENT

PL1 Huber moved to adjourn the Special meeting of March 25, 2019, seconded by PL2 Oberg. There being no further business, Mayor Pro Tem Griffin adjourned the meeting at 7:07 p.m.

ATTEST:

Richard Dormier, Mayor

Approved April 08, 2019

Pamela Woodall, City Secretary

CITY OF OVILLA MINUTES

Monday, March 11, 2019

City Council Briefing Session

105 S. Cockrell Hill Road, Ovilla, TX 75154

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.

The following City Council Members were present:

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

Mayor Dormier announced that Mayor Pro Tem Griffin was ill and unable to attend. All remaining 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

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. City Manager John Dean answered any questions.

ADJOURNMENT

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

ATTEST:

Pamela Woodall, City Secretary

Richard Dormier, Mayor

Approved April 08, 2019

CITY OF OVILLA MINUTES

Monday, March 11, 2019

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 6:30 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
Doug Hunt	Council Member, Place 4
Michael Myers	Council Member, Place 5
Absent	David Griffin
	Mayor Pro Tem, Place 3

Mayor Dormier noted that Mayor Pro Tem Griffin was absent and that all remaining 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 reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

PRESENTATIONS, ANNOUNCEMENTS & COMMENTS

Presentation: City Secretary delivered Certification of Unopposed Candidates.

Citizen Comments

1. MS Jimmie Wade, 606 Creekview Court: Voiced concern with condition of Ovilla roads and the recent purchase of city property on Main Street.
2. MS Pamilee Koval, 121 Water Street: Grateful for the painting of fire hydrants and new landscaping at the Fire Department. Would like to see new street signs in the Historic District.

CONSENT AGENDA

- C1. Authorize the City Manager to allow the early closing of City Offices on April 26, 2019 for Employee Customer Service Training for all employees.
- C2. Approve staff recommendation to declare surplus property.
- C3. Minutes of the February 11, 2019 Briefing Session and Regular Meeting.

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

No oppositions, no abstentions.

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

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Consideration of and action on Ordinance 2019-07 of the City of Ovilla, Texas, declaring unopposed candidates in the May 04, 2019 General City Election

elected to office; canceling the General Election; providing a savings clause; providing a severability clause; and providing an effective date.

DISCUSSION/ACTION – ORDENANZA DE LA CIUDAD DE OVILLA, TEXAS, DECLARANDO CANDIDATOS SIN OPOSICIÓN EN LA ELECCIÓN GENERAL DE LA CIUDAD DEL 04 DE MAYO DEL 2019; CANCELACIÓN DE LA ELECCIÓN; PROPORCIONANDO UNA CLÁUSULA DE SALVAGUARDA; PROPORCIONANDO UNA CLÁUSULA DE DIVISIBILIDAD; Y PROPORCIONANDO UNA FECHA DE ENTRADA EN VIGOR.

Texas Election Code, Chapter 2, Section 2.051-2.053 provides procedures that allow for the cancellation of the general election after the certificate of unopposed status is completed and delivered. The governing body must meet in open forum and vote to cancel the election and certify the unopposed candidates “elected.”

PL2 Oberg moved to approve Ordinance 2019-07 of the City of Ovilla, Texas, declaring unopposed candidates in the May 04, 2019 General City Election elected to office; canceling the General Election, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2019-03 approving the filing of the Fire Department Safer Grant and authorize the City Manager to execute the application documents.

Staff addressed the grant request with Council during the December 2018 meeting, asking for permission to apply when the grant application period was open.

PL2 Oberg moved to approve Resolution R2019-03 approving the filing of the Fire Department Safer Grant and authorized the City Manager to execute the application documents, effective immediately, seconded by PL1 Huber.

No oppositions, no abstentions.

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

ITEM 3. **DISCUSSION** – Receive recommendation from the Economic Development Corporation for funding not to exceed \$150,000, for the construction of a wastewater line to serve Founders Park and adjacent properties located in the City of Ovilla.

a. **FIRST READING** – Pursuant to § 505.158 of the Local Government Code, conduct the first reading of Resolution R2019-04 to consider an infrastructure project funded by the Ovilla Economic Development Corporation (OEDC) for the construction of a wastewater line to serve Founders Park and adjacent properties located in the city of Ovilla.

Staff reported background information.

The OEDC has identified the project to be an authorized project and approved funding the project up to \$150,000. The OEDC recommended that the City Council conduct the required readings of the resolution and authorize the OEDC to move forward with the project.

Staff reported that no one appeared at the OEDC public hearing to speak either for or against the project. The wastewater line project provides the ability to enhance Founders Park by removing the city facilities from an aerobic septic system to increase the land available for use at Founders Park. City engineers estimate of probable cost of the project was reported at \$172,185. Because the expense of the project is greater than \$10,000 the City Council must adopt a resolution authorizing the project after having at least two separate readings of the resolution for the project to proceed. Mayor Dormier gave the reading of Resolution R2019-04.

No Action.

ITEM 4. DISCUSSION/ACTION – Consideration of and action on volunteer board appointment to serve a term on the Planning and Zoning Commission and/or direct staff to continue solicitation for new applicants.

The Planning and Zoning Commission has one vacancy and is expecting another. Staff presented one received application for Council review. No decision was made. Council directed staff to return this item to the April 2019 Council meeting.

No Action.

ITEM 5. DISCUSSION/ACTION – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2019-2020 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 prepared and presented a proposed Fiscal Year 2019-2020 Budget Calendar for consideration. **Key Dates were discussed:**

Thursday, May 16 - (Special Meeting) – Budget Workshop #1 with City Council 5:00 p.m. Review General Fund, Capital Improvements, Equipment Purchases, Streets Capital Improvement Plan.

The May 16 date was moved to May 20.

Thursday, May 23 - (Special Meeting) - Budget Workshop #2 with City Council 5:00 p.m. Review Water & Sewer Fund, Park Impact Fund, W&S Impact Fund, 4B EDC Fund, MDD, Fire Auxiliary, Police Special Fund and Debt Service. Review Water Rates, Review Sewer Rates, Review Health Benefit Rates.

Thursday, June 20 – (Special Meeting) – Budget Workshop #3 at 5:00 p.m. Review revisions to proposed budget from Workshops #1 and #2.

Thursday, August 01- (Special Meeting) – Workshop #4, at 5:30 p.m. to review preliminary determination of tax rate (Dallas, Ellis) and revisions.

Monday, August 12 - (Regular Meeting) – Regular Council 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 19 - (Special Meeting) - First public hearing at 5:30 p.m. on Tax Rate (if needed)

Monday, August 26 - (Special Meeting) - Second public hearing at 5:30 p.m., To adopt Tax Rate. (if needed)

Monday, Sept. 9th - (Regular Meeting) - Public Hearing on Budget; adopt Budget; adopt Tax Rate.

No Action.

ITEM 6. DISCUSSION/ACTION – Consideration of and action to allow the Garden Club to reserve Heritage Park for a one-time use.

Staff reported that the City would most likely face an unconstitutional grant under Article III, Sec. 52 of the Texas Constitution. The only way around it would be if Ovilla had an ordinance allowing any person or organization to RENT the park. The Garden Club could however use the park, just not exclusively. City Manager John Dean was directed to obtain more information from the Garden Club.

No Action.

ITEM 7. DISCUSSION/ACTION – Consideration of and action on Ordinance 2019-08, amending Appendix A “Fee Schedule,” Article A200 “Miscellaneous Fees,” of the Code of Ordinances of the City of Ovilla, Texas, providing a rental fee for use of the gazebo at Heritage Park; 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 Ordinance 2019-08 advising that a \$10 fee has been in place for several years but was never included in the fee schedule. Staff recommended that the fee be adopted by the City Council. Following much deliberation and opposing opinions, certain Council members suggested a revision to the gazebo rental/use fee amount to be \$50.

PL2 Oberg moved to approve Ordinance 2019-08, amending the fee schedule to include a Heritage Park gazebo rental fee at a cost of \$50, seconded by PL4 Hunt.

PL1 Huber and PL5 Myers voted in opposition. No abstentions.

Mayor Dormier broke the tie in favor of Ordinance 2019-08, revised, with the \$50 fee.

VOTE: The motion to approve Ordinance 2019-08 (revised) carried : 3-2.

ITEM 8. DISCUSSION/ACTION – Consideration of and action on entering into a merchant agreement with Worldpay, LLC and Government Payment Service, Inc. doing business as “GovPayNet” and to authorize the City Manager to execute the agreement.

Staff presented an agreement to allow a single credit card processing vendor that would also reduce the fees charged to Ovilla customers from 3% + to 2%. The City attorney reviewed the agreement and the company made several changes requested by the City Attorney. The City Attorney reviewed and approved the agreement with the changes.

PL4 Hunt moved to approve the Merchant Agreement with Worldpay, LLC, and Government Payment Service, Inc., doing business as “GovPayNet” and authorize the City Manager to execute the agreement, seconded by PL5 Myers.

No oppositions, no abstentions.

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

ITEM 9. DISCUSSION/ACTION – Consideration of and action on Resolution R2019-05 authorizing continued participation with the Atmos Cities Steering Committee; and authorizing the payment of five-cents per capita to the Atmos Cities Steering Committee to fund regulatory and related activities related to Atmos Energy Corporation.

The presented resolution authorizes the City's continued participation with Atmos.

PL5 Myers moved to approve Resolution R2019-05 authorizing continued participation with the Atmos Cities Steering Committee and authorizing the payment of five-cents per capital to the ACSC, effective immediately, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

ITEM 10. **DISCUSSION/ACTION** – Consideration of and action to amend certain sections of Chapter 3.05 Fences, and 35.3 Fences in Residential Districts, directing staff as necessary.

City officials and staff discussed various recommended changes to the section of the Code regarding fences. No decisions were made.

No Action.

ITEM 11. **DISCUSSION** – Discuss water variance report and customer notification process.

Staff shared what was currently used as a water variance report and advised that it was used to check for abnormalities on water accounts. However, notification to the customer if any were found on the customer's account, was already "after the fact," therefore delayed. The new system will assist in catching customer account issues earlier. Staff was directed to return this item at a later date for action.

No Action.

ITEM 12. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

N/A

DEPARTMENT REPORTS

- Department Activity Reports / Discussion
 - Police Department Chief B. Windham
 - 1. Monthly Report reviewed.
 - Fire Department Chief B. Kennedy
 - Monthly Report reviewed.
 - Public Works Director B. Piland
 - Monthly Report
 - 1. Monthly Park Maintenance Reports reviewed.
 - Finance Department Accountant L. Harding
 - January 2019 Financials and transactions reviewed.
 - Bank Balances through March 06, 2019 reviewed.
 - Administration
 - Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
 - Monthly Municipal Court Report City Secretary P. Woodall
 - City Manager Report City Manager, John R. Dean, Jr.
 - 1. Will add repairs to streets.

EXECUTIVE SESSION - None

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

1. Mayor Dormier Consider eliminating the Briefing Sessions.
2. PL1 Huber None
3. PL2 Oberg None
4. PL3 Griffin Absent
5. PL4 Hunt Ovilla Auto compliance issues.
6. PL5 Myers Discuss contract with CWD and dependable limb pickup.
7. City Manager None

ADJOURNMENT

PL4 Hunt moved to adjourn the meeting of March 11, 2019, seconded by PL2 Oberg. There being no further business, Mayor Dormier adjourned the meeting at 8:27 p.m.

ATTEST:

Pamela Woodall, City Secretary

Attachment: Citizens Forum sheet

Richard Dormier, Mayor

Approved April 08, 2019

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



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

WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

The Ovilla City Council and City Staff welcome you to a meeting of the Ovilla City Council.
Ovilla Council 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 Mayor and Council 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 Mayor and Council cannot respond but may direct inquiries to staff for current policy or for later review.

The form must be complete.

DATE: 3-11-19

PHONE: 469-323-1407

DO YOU RESIDE WITHIN THE CITY LIMITS OF OVILLA? YES NO

NAME: Pamilee Koval

ORGANIZATION / DEPARTMENT: _____

ADDRESS: 121 Water St.

CITY / ZIP: Ovilla TX 75184

Persons wishing to address the Mayor and Council concerning a posted agenda item must make a formal request by presenting a completed "Citizens Forum" form to the City Secretary at least 10 minutes prior to the beginning of the scheduled meeting. **The form must be complete.** At the discretion of the Mayor, 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 Council during the Citizens Forum.

AGENDA ITEM(S) NUMBER:

I wish to address the Council on this agenda item(s).

I do not wish to address the Council, 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 City Council convenes in regular session on the second Monday of each month at 6:00 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 _____"

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



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

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The form must be complete.

DATE: 3-11-2019

PHONE: 214-546-9532

DO YOU RESIDE WITHIN THE CITY LIMITS OF OVILLA? YES NO

NAME: Jimmie Wade

ORGANIZATION / DEPARTMENT: _____

ADDRESS: 606 Creekview Ct

CITY / ZIP: Ovilla, 75154

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

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I do not wish to address the Council, 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 City Council convenes in regular session on the second Monday of each month at 6:00 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 Jimmie Wade"

AGENDA ITEM REPORT

Item 1

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:

1. Application documents
2. Proposed Plat
3. Planning and Zoning Commission recommendation

Agenda Item / Topic:

ITEM 1. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission to consider and act on Case PZ19-02, a Final Plat application filed by owner, Pamilee Koval located at 121 Water Street, Ovilla, Texas 75154.

Discussion / Justification:

FINAL PLAT REQUEST

OWNER NAME: PAMILEE KOVAL
APPLICATION DATE: 03/22/2019
LOCATION: 121 Water Street
UTILITIES: Ovilla water/Septic System
CURRENT ZONING: CR Restricted Commercial
MAJOR THOROUGHFARE: Cockrell Hill Road

APPLICANT'S PROPOSAL: This property has not been platted and owner desires to have two separate lots for possible future addition of another residence, which is permissible under RC. This property is located in the Core Historic District.

The Planning and Zoning approved the plat application during their regular meeting on April 01, 2019 and forward their recommendation.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny Case PZ19-02, a Final Plat application filed by owner, Pamilee Koval located at 121 Water Street, Ovilla, Texas 75154.



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

DATE:	12-10-18
APPLICANT:	Pamilee Rae Kovel
ADDRESS:	121 Water St. Ovilla TX
TELEPHONE:	469-323-1407

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

Engineer or Land Planner _____ Phone _____

Mailing Address: 121 Water Street, Ovilla

Location of Property: 121 Water Street, Ovilla

City Limits: Extraterritorial Jurisdiction (ETJ)

Subdivision Name: N/A

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

Short Form Application Fee \$200

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

Fee Due City for Application \$

DATE: 12-10-18

APPLICANT'S SIGNATURE: Pamilee Kovel





**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

RECEIPT SHOWING ALL PROPERTY TAXES PAID - ATTACHED.

EXISTING ZONING CR

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 1.33 ACRES

REPLAT FEES PAID RECEIPT ATTACHED - # \$400.00 #1835, # 7403

DATE SUBMITTED: 3.22.2019 HEARING DATE: 4-1-2019

RECEIVED BY: PL

TAX RECEIPT



JOHN BRIDGES RTA, CTA, CSTA
ELLIS COUNTY TAX OFFICE TAX ASSESSOR - COLLECTOR
P.O. DRAWER 188 109 S. JACKSON RM T125
WAXAHACHIE, TX 75168

Certified Owner:

KOVAL PAMILLEE
121 WATER ST
RED OAK, TX 75154-3313

Legal Description:
693 J MCNAMARA 1.6 ACRES

Parcel Address: 121 WATER ST
Legal Acres: 1.6000

Remit Seq No: 38880866
Receipt Date: 11/13/2018
Deposit Date: 11/13/2018
Print Date: 11/13/2018 11:24 AM
Printed By: ANGIES

Deposit No: M181113AS
Validation No: 900000054255641
Account No: 187751
Operator Code: ANGIES

Year	Tax Unit Name	Rec Type	Tax Value	Tax Rate	Levy Paid	P&J	Coll Fee Paid	Total
2018	Ellis County	TL	73,570	0.338984	249.39	0.00	0.00	249.39
2018	Ltrd	TL	70,570	0.031549	22.26	0.00	0.00	22.26
2018	Midlothian Isd	TL	45,713	1.540000	703.98	0.00	0.00	703.98
2018	City Of Ovilla	TL	78,570	0.660000	518.56	0.00	0.00	518.56
					\$1,494.19	\$0.00	\$0.00	\$1,494.19

Check Number(s):
1832

PAYMENT TYPE:

Checks: \$1,494.19

Exemptions on this property:

HOMESTEAD

Total Applied:	\$1,494.19
Total Tendered:	\$9,603.45
(for accounts paid on 11/13/2018)	
Change Paid:	\$0.00

PAYER:

KOVAL PAMILLEE
121 WATER ST
RED OAK, TX 75154-3313

ACCOUNT PAID IN FULL

Ellis CAD Property Search

Property ID: 187751 For Year 2018

[Map](#)



City of OVILLA Planning & Zoning Commission Recommendation to the City Council

ITEM 2. **Case No. PZ19.02** – Review and consider approval of a final plat application filed by owner, Pamilee Koval located at 121 Water Street, Ovilla Texas and forward recommendation to the Ovilla City Council.

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

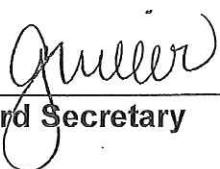
PL 1 Jungman ABSENT
PL2 VACANT —
PL3 Lynch AYE
PL4 Whittaker AYE

PL5 VACANT —
PL6 Hart AYE
PL7 Zimmermann AYE

4 FOR
0 AGAINST
0 ABSTAIN


Presiding Officer of P&Z

APRIL 1, 2019
Date


Board Secretary

APRIL 1, 2019
Date

AGENDA ITEM REPORT
Item 2

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

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

Attachments:

1. N/A

Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action to authorize the City Manager to advertise for Request for Qualifications for Professional Auditing Services.

Discussion / Justification:

The City's current Agreement with Yeldell, Wilson & Co., P.C. is entering the final year of a five-year term that began in 2015. Meaning we have one-year left (2020) as an optional extension. The Government Finance Officers Association (GFOA) recommends the best practice of a five-year contract with the fourth and fifth year as optional one-year extensions. We have now used the current firm for more than a decade. It is my recommendation that we use no audit firm for more than five consecutive years. Staff does not recommend using the final year with our current audit firm.

Local government statutes do not require the City to rotate auditors but does require the selection of a Professional Auditor be made through the process of Request for Qualifications (RFQ) when so desired.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve/deny authorizing the City Manager to move forward with the process to advertise for Request for Qualifications for Professional Auditing Services.

AGENDA ITEM REPORT

Item 3

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Deputy City Secretary

Department: Administration

Budgeted Expense: YES NO N/A

Attachments:

1. Email request from EDC Director Sims.
2. Application from Mr. Joseph Alexander, Jr.

Agenda Item / Topic:

ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment(s) to serve a term on the Planning and Zoning Commission and/or direct staff to continue solicitation 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.

Place 5 position of the Planning and Zoning Commission has been vacant for months. Place 2 on the P&Z has been recently vacated with the resignation of Michael Yordy.

Place 2 expires in 2020

Place 5 expires in 2019

EDC Director Ron Sims has requested to move to serve on the P&Z Commission which would fill one vacancy. New applicant, Joseph Alexander, Jr. ,submitted his application to serve a term, with his first preference being on the Planning and Zoning Commission.

Recommendation / Staff Comments:

Staff recommends approval of these two appointments.

Sample Motion(s):

I move to approve/deny the appointment of Ron Sims to serve the term of Place ____ on the Planning and Zoning Commission and the appointment of Joseph Alexander, Jr. to serve the term of Place ____ on the Planning and Zoning Commission.

Pam Woodall

From: Ron Sims <ronald.m.sims@gmail.com>
Sent: Saturday, March 9, 2019 8:41 AM
To: Pam Woodall
Subject: Request to transition from EDC to P&Z

Pam, This is a followup note confirming my request to be appointed to the Planning and Zoning community. This is the position I original sought 3 years ago when I joined the EDC.

--
Ron Sims



This Information is a Public Record
*Public Service opportunities are offered by the City Of Ovilla without regard
 To race, color, national origin, religion, sex or disability.*

CITY OF OVILLA
BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment;
- ✓ Be a qualified voter at the time of the appointment;
- ✓ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction);
- ✓ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings);
- ✓ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party;
- ✓ Not in arrears on city taxes, water service charges or other obligations owed to the city; and
- ✓ Have a creditable record of attendance and performance in any previous board service.

If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1st choice, #3 being your last choice)

BOARDS, COMMISSIONS, COMMITTEES		MEETING INFORMATION
<u>1</u> Planning and Zoning Commission		1 st Monday of each month or as necessary – 6:00 PM
<u>2</u> Board of Adjustment		3 rd Monday of each month or as necessary – 7:00 PM
<u>3</u> Economic Development Corporation		3 rd Monday of each month or as necessary – 6:00 PM
— Municipal Development District		As necessary
— Municipal Services Advisory Committee		As necessary
— Park Development & Improvement		As necessary

NAME JOSEPH VERNON ALEXANDER, JR

HOME ADDRESS 104 PEBBLE RIDGE CT

HOW LONG HAVE YOU LIVED IN OVILLA? 20 yrs EMAIL JVALXANDER@GMAIL.COM

CELL XXX-2571-3577 BUSINESS TELEPHONE XXX-XXXX-XXXX

HOME TELEPHONE XXX-XXXX-XXXX BUSINESS TELEPHONE XXX-XXXX-XXXX

PROFESSION RETIRED BUYER TXU AND BELL HELICOPTER

INTERESTS GOLF, HUNTING, FISHING, CAMPING (2V)

PHYSICAL FITNESS HIKING WALKING ETC
CARS (CLASSIC)

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

A DESIRE TO IMPROVE THE CITY OF OVILLA,
AND THE SURROUNDING AREA

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

No

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ BOY SCOUTS OF AMERICA, SCOUTMASTER, CUB MASTER
- ❖ ACTIVE AT DE SOTO PRESBYTERIAN CHURCH CHURCH REP.
- ❖ CHURCH - APPLIED AS A VOLUNTEER AT CHARLTON METHODIST HOSPITAL

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) RETIRED FORMER TXU,
BELL HELICOPTER AND GERDAU STEEL BUYER

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Joseph V. Alexander, Jr.
SIGNATURE

3/25/2019
DATE

JOSEPH V. ALEXANDER, JR.
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ **COMMITTEE APPOINTED TO** _____

**RETURN TO CITY HALL,
105 SOUTH COCKRELL HILL ROAD,
OVILLA, TX 75154
972-617-7262**

ATTENTION: Pamela Woodall

AGENDA ITEM REPORT Item 4

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Deputy City Secretary

Attachments:

1. Application submitted by Mr. Josh Lewis

Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – Consideration of and action on a volunteer board appointment to serve a term on the Park Board Advisory Committee and/or direct staff to continue solicitation for new applicants.

Discussion / Justification:

Place 2 Monna Yordy resigned last month, leaving her term (exp 2020) vacant. Mr. Lewis submitted an application in February. His first choice is the Park Board Advisory Committee. Last month, Council put his appointment on hold, pending this expected vacancy.

Recommendation / Staff Comments:

Staff recommends approval of the appointment of Mr. Lewis.

Sample Motion(s):

I move to approve/deny the appointment of Josh Lewis to serve the term of Place 2 on the Park Board Advisory Committee.

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO pwoodall@cityofovilla.org
DATE RECEIVED:



This Information Is a Public Record
Public Service opportunities are offered by the City Of Ovilla without regard
To race, color, national origin, religion, sex or disability.

**CITY OF OVILLA
BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION**

The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment;
- ✓ Be a qualified voter at the time of the appointment;
- ✓ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction);
- ✓ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings);
- ✓ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party;
- ✓ Not in arrears on city taxes, water service charges or other obligations owed to the city; and
- ✓ Have a creditable record of attendance and performance in any previous board service.

If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1st choice, #3 being your last choice)

BOARDS, COMMISSIONS, COMMITTEES	MEETING INFORMATION
<input checked="" type="checkbox"/> Planning and Zoning Commission	1 ST Monday of each month or as necessary – 7:00 PM
<input type="checkbox"/> Board of Adjustment	3 rd Monday of each month or as necessary – 7:00 PM
<input type="checkbox"/> Economic Development Corporation	3 rd Monday of each month or as necessary – 6:00 PM
<input type="checkbox"/> Municipal Development District	As necessary
<input type="checkbox"/> Municipal Services Advisory Committee	As necessary
<input checked="" type="checkbox"/> Park Development & Improvement	As necessary

NAME Josh Lewis

HOME ADDRESS 144 Water St
Ovilla, TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 3 yrs EMAIL -----

HOME TELEPHONE _____ BUSINESS TELEPHONE _____

PROFESSION Military (IT)

INTERESTS sports, education, outdoor activities

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO pwoodall@cityofovilla.org

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

Experienced leader and planner for government

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY? No

If yes to one or both, please list the municipality, committee and dates served:

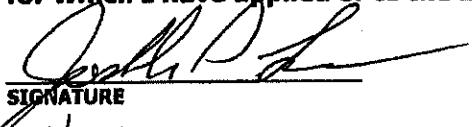
4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ♦ Youth Sports Coach
- ♦ Chamber of Commerce
- ♦ _____

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) Texas Air National Guard

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.


SIGNATURE

13 Feb 19
DATE

Josh Lewis
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ COMMITTEE APPOINTED TO _____

RETURN TO CITY HALL,
105 SOUTH COCKRELL HILL ROAD,
OVILLA, TX 75154
972-617-7262

ATTENTION: Pamela Woodall

Pam Woodall

From: Josh Lewis
Sent: Thursday, February 14, 2019 8:04 AM
To: Pam Woodall
Subject: Ovilla Boards Application - Lewis - Feb 14, 2019
Attachments: Ovilla Boards Application - Lewis - Feb 14 2019 - 08-02.pdf

Ms Woodall,

My application for the City of Ovilla boards is attached. Feel free to contact me with any questions.

Josh Lewis

AGENDA ITEM REPORT

Item 5

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Deputy City Secretary

Attachments:

1. N/A

Agenda Item / Topic:

ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on volunteer board appointment(s) to serve on the temporary board, Municipal Facilities Improvement Committee and/or direct staff to continue solicitation for new applicants.

Discussion / Justification:

Following the Special Meeting of March 25 and Council's approval and direction to create a Committee to review the facility needs of Ovilla, staff created and mailed a postcard asking for volunteers.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny the appointment(s) to the Municipal Facilities Improvement Committee:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

AGENDA ITEM REPORT Item 6

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Accountant

Other: Deputy City Secretary

Attachments:

1. None

Agenda Item / Topic:

ITEM 6. *DISCUSSION/ACTION* – Consideration of and action on Briefing Sessions.

Discussion / Justification:

Mayor Dormier asked to place this on the agenda to determine the necessity of the Briefing Session.

Recommendation / Staff Comments:

Staff recommends that if the briefing sessions are determined to be continued that the department reports be moved to the Briefing Session.

Sample Motion(s):

I move to approve/deny the continuation of Briefing Sessions.

AGENDA ITEM REPORT

Item: 7

Meeting Date: April 8, 2019

Department: Administration/Comm Services

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: M. Dooly, Comm. Services

Attachments:

1. Excerpt from Code of Ordinances, Article 3.05 Fences and 35.3 Fences in residential districts

Agenda Item / Topic:

ITEM 7. **DISCUSSION/ACTION** – Consideration of and action to amend certain sections of Chapter 3.05 Fences, and 35.3 Fences in Residential Districts, directing staff as necessary.

Discuss and consider recommending changes to the section of the Code regarding fences. This section of the Code was discussed, and the consensus was to add the proposed definition of adjacent but not prepare an Ordinance until there had been further discussion with all the City Council present.

Regarding "Appeals" mentioned in Section 3.05.009, I asked the City Attorney the following questions. "Does the highlighted text mean an appeal of the building inspectors' decision in any on this Article must be appealed to the City Council? Or just an appeal of the specific section 3.05.009?"

Sec. 3.05.009 Inspections

Any appeal from a decision of the building inspector under the terms of this article shall be made to the city council. (1989 Code, ch. 3, sec. 9.09)

The City Attorney's response was the following. "The wording states that any appeal under the article (Article 3.05) must be appealed to the City Council, not just an appeal under Section 3.05.009, and I think a court would interpret it the same way. Ultimately, this appeal provision would be a separate section entitled Appeals." (Ron MacFarlane, City Attorney)

The Mayor asked, what is the difference in an appeal and a variance? I asked the City Attorney, and this was his response. "An appeal is when someone believes a decision is wrong under the wording/intent of the law or ordinance. A variance means someone agrees on the interpretation of the ordinance, but asks for permission to vary from the ordinance requirements". (Ron MacFarlane, City Attorney)

Recommendation / Staff Comments:

N/A

Sample Motion(s):

Direct staff as Council deems necessary.

ARTICLE 3.05 FENCES

Sec. 3.05.001 Definitions

(a) For the purpose of this article, the following definitions shall apply:

Fence. Any wall or structure more than eighteen inches (18") in height constructed for the purpose of enclosing, screening, [or] restricting access to, [a] building or structure.

Adjacent. Immediately next to and parallel to a public right of way or platted residential lot.

(b) Other definitions as to front yards, rear yards, lot lines, etc., are described in the city's zoning ordinance. All applicable definitions of that ordinance shall also apply to this article.

(1989 Code, ch. 3, sec. 9.01)

Sec. 3.05.002 Penalty; additional remedies

Any person or corporation who shall violate any of the provisions of this article or fail to comply therewith or with any of the requirements thereof or who shall build or alter any building or use in violation of any statement or plan submitted and approved hereunder shall be guilty of a misdemeanor, and each owner or owners of any building or premises, or part thereof, where anything in violation of this article shall be placed or shall exist, and any architect, builder, contractor, agent, person or corporation employed in connection therewith and who may have assisted in the commission of any such violation, shall be guilty of a separate offense and upon conviction shall be fined as herein provided. The city likewise shall have the power to enforce the provisions of this article through civil action as provided by state law.

(1989 Code, ch. 3, sec. 9.12)

Sec. 3.05.003 Permit required

(a) It shall be unlawful for any persons, group of persons, or corporation to construct, or have constructed, any type of fence, or any part of a fence, without first having secured a permit from the city.

(b) The fee shall be as set out in the fee schedule found in [appendix A](#) of this code.

(1989 Code, ch. 3, sec. 9.02)

  **Sec. 3.05.004 Application for permit**

Any person, group of persons, or corporation must supply the following information when applying for a permit to erect a fence:

- (1) Applicant's name and address; and, if the person represents a company or corporation, the name and address of the company representative making the request and the name of the company's president;
- (2) Name of the owner of the property;
- (3) Local address where the fence is to be erected;
- (4) Type of fence, i.e., stone, brick, wood picket, etc.;
- (5) Height of fence;
- (6) Graphic outline of the property to be fenced, with the fence signified by a dark line(s);
- (7) Section of fence drawn to show post sizes and proposed depth to be set in the ground;
- (8) Approximate value.

(1989 Code, ch. 3, sec. 9.03)

  **Sec. 3.05.005 Height requirements for residential fences**

- (a) It shall be unlawful to erect a fence at a height exceeding eight feet (8') in any side yard or rear yard.
- (b) Front yard fences must be of the "open air" type, such as chain link, cedar posts, split rail, decorative iron, etc. Such fences may [not] exceed six feet (6') in height. If subdivision restrictions prohibit such fences, then such restrictions shall prevail.

(1989 Code, ch. 3, sec. 9.04)

  **Sec. 3.05.006 Types of fence and construction**

- (a) It shall be unlawful for any fence that is electrically charged in any form or manner to be erected in an area zoned for residential use. This does not apply to usage for

restraining livestock in which case electrical charge warning signs must be posted every seventy-five feet (75'). Electrical charging units must be UL approved and of the DC variety only.

(b) Fences will be constructed in such a manner to ensure structural stability. Posts will be set in concrete of sufficient thickness to provide stability. Wooden fences: The posts and rails of a new or extended fence must not be exposed to an adjacent street, or a neighbor's yard, in other words, the smooth side of a fence must face an adjacent public street or a neighbor's property. Also, both new and replacement wooden fences must have metal posts set in concrete.

(c) Fences shall be constructed of city code approved wire, wood, wrought iron, vinyl, brick, pierced brick, stone, mortar, blocks, wood or other fence parts or a combination of some or all. The density and design is subject to the building code of the city. Wooden fences are required to be natural wood with metal posts except for decorative wooden rail fences. Wood byproducts and wood particleboards or sheets of wood byproducts of any type are prohibited.

(d) All fences listed under subsection (c) as listed above must have appropriate support, as approved by the building inspector.

(e) In order to allow for the entrance and exit of fire department and police department personnel, there must be at least one (1) gate no less than three feet (3') wide on each fence that is adjacent or parallel to a public alley or utility easement. This does not pertain to those easements which the city has allowed to be completely fenced in.

(f) In all residential developments with rear or side entry access to a garage or carport, the fence height must provide visibility of the street or alley from the driveway for a distance of at least ten feet (10') on both sides of the driveway.

(g) A fence higher than three and one-half feet (3-1/2') above the established street grades cannot be constructed within twenty feet (20') of any street intersection (refer to Ordinance 160 revised, part II, section 10-2).

(h) Materials that are not usual fence materials, i.e., chicken wire, hardware cloth, etc., shall not be used as fencing unless for agricultural usage.

(i) Barbed wire shall be used only for agricultural use, to restrain livestock.

(Ordinance 2013-021 adopted 7/8/13)



Sec. 3.05.007 Swimming pool fences

(a) Every outdoor swimming pool must be enclosed by a wall or fence not less than four feet (4') in height. It shall be constructed in such a manner so that there are no gaps or openings, other than gates or doors, larger than four inches (4") measured horizontally on vertical fences and measured vertically on horizontal fences. A dwelling or building may be used as part of the fence or enclosure.

(b) All gates and/or doors permitting entrance and exit to the pool area shall be equipped with a self-closing and self-latching device for keeping the gate and/or door closed at all times when not in actual use.

(c) Hot tubs and individual spas must be covered when not in use. Locking devices, where practical, are suggested.

(d) Existing facilities not meeting the requirements of this section must be brought into compliance within one (1) year of issuance of this section. If the provisions of this section conflict with any provisions in the Uniform Swimming Pool, Spa and Hot Tub Code, the more stringent provisions shall govern.

(1989 Code, ch. 3, sec. 9.06)

State law references—Swimming pool enclosures, V.T.C.A., Local Government Code, sec. 214.101 et seq.; pool yard enclosure for multiunit rental complex, property owners' association, etc., V.T.C.A., Health and Safety Code, ch. 757.

Sec. 3.05.008 Intrusion on public property

No fence, guy wires, braces, or brackets of such fence shall be allowed to be constructed upon, or extend over, any property belonging to the city, or that the general public has control and dominion of, or any property which has an easement on, above, under or through same, except that property which allows such intrusions.
(1989 Code, ch. 3, sec. 9.07)

Sec. 3.05.009 Inspections

Upon completion of the installation of the fence, the building inspector shall be called for the purpose of making an inspection. A certificate of acceptance will be issued for compliance with this article or a rejection slip will be issued for defects in construction materials or procedure. Once a certificate of acceptance is received, the fence shall be maintained to comply with the requirements of this article at all times.
~~Any appeal from a decision of the building inspector under the terms of this article shall be made to the city council.~~—(1989 Code, ch. 3, sec. 9.09)

Sec. 3.05.010 Maintenance

(a) Any person, group of persons or corporation owning or having control of any fence within the city shall be responsible to maintain the fence in a safe and visibly presentable condition. This shall include replacement of broken or defective boards, posts, wire, wood, wrought iron, vinyl, brick, pierced brick, stone, mortar, blocks, wood or other fence parts or a combination of some or all. This section requires owners to remove, repair, or replace fences identified in violation that may cause the fence to be unsafe or unsightly.

(b) No permit will be required for normal fence maintenance; however, if the fence has deteriorated beyond fifty percent (50%) of the fence value, and does not comply with the provisions of this article including subsection (d) below, then the terms of this article shall prevail.

(c) A fence is considered dilapidated if 10% of its pickets, bricks, stones, blocks, wire or structural members are damaged, missing, broken or rotted; or if any 8-foot section is more than 15 degrees off vertical alignment.

(d) New fences and replacement fences that replace 50% or more of one side of a fence require permits from the city.

(e) Wooden fences: The posts and rails of a new or extended fence must not be exposed to an adjacent street, or a neighbor's yard, in other words, the smooth side of a fence must face an adjacent public street or a neighbor's property. Also, both new and replacement wooden fences must have metal posts set in concrete.

(f) Wooden fences must maintain uniformly colored wood or other permanent material, which creates an appearance of equal character or visual integrity.

(g) Fences shall be constructed of city code approved wire, wood, wrought iron, vinyl, brick, pierced brick, stone, mortar, blocks, wood or other fence parts or a combination of some or all. The density and design is subject to the building code of the city. Wooden fences are required to be natural wood with metal posts except for decorative wooden rail fences. Wood byproducts and wood particleboards or sheets of wood byproducts of any type are prohibited.

(h) Subsection (a) above requires property owners of fences or those having control of the fences to maintain their fences in a structurally sound, safe and presentable condition. This section requires owners to remove, repair, or replace fences identified in violation. (Removal is not an option where a pool barrier fence, including a locked pool gate, is involved or when zoning regulations specifically require a fence and a locked gate.)

  **Sec. 3.05.011 Existing fences**

Existing fences are subject to inspection and may be tagged as safety hazards or public nuisances if not adequately maintained per [section 3.05.010\(c\)](#) and (e). Should such notification occur, the owner of the property has ninety days (90) to rectify. Property owners or residents may seek a one-time ninety-day (90) extension from the city administrator or designee. (Ordinance 2013-018 adopted 6/10/13)

Sec. 3.05.012 Appeals

[Any appeal of an administrative decision of this article shall be made to the city council. The appeal must be made in writing and submitted to the City Secretary within 5 days of the administrative decision.](#)

35.3 FENCES IN RESIDENTIAL DISTRICTS

A. Maximum Height. Screening elements and fences shall be restricted to a maximum height of eight feet (8'), measured from the adjacent grade line, except as otherwise permitted in this section. Fences may be permitted to be constructed to a height exceeding eight feet (8') by special exception as approved by the Zoning Board of Adjustment.

B. Trash Storage Areas. Garbage, refuse and trash collection and storage areas in any multifamily development, mobile home development or other nonresidential use permitted in a residential district shall be fully enclosed on three sides by a dense screening element to adequately screen such area from view of the surrounding area.

C. Setbacks. No screening element or fence shall be erected, placed or planted beyond the front or side building line of any permitted building in a residential district, either on a corner lot or interior lot.

D. Support and Rails.

1. Fences may be constructed to the property line upon approval of a special exception by the Zoning Board of Adjustment. Fencing located on or behind the building line shall not exceed eight feet (8') in height.

2. Panel fences shall be constructed such that the support rails are located on the inside of the lot and the panel is located on the outside of the lot, so as to present a "smooth side out" appearance to the fence.

(Ordinance 2010.015 adopted 8/9/10)

AGENDA ITEM REPORT

Item 8

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

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

Attachments:

1. None

Agenda Item / Topic:

ITEM 8. *DISCUSSION* – Discuss concerns of Council Member Hunt regarding Ovilla Auto.

Discussion / Justification:

Place 4 Hunt asked to place this item on the agenda for discussion.

Recommendation / Staff Comments:

None

Sample Motion(s):

Discussion Only.

AGENDA ITEM REPORT
Item 9

Meeting Date: April 08, 2019

Discussion Action

Submitted By: Staff

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

Attachments:

1. None

Agenda Item / Topic:

ITEM 9. *DISCUSSION* – Discuss water variance report and customer notification process.

Discussion / Justification:

Mayor Pro Tem Griffin asked to place this item on the agenda for discussion.

Recommendation / Staff Comments:

None

Sample Motion(s):

Discussion Only.

AGENDA ITEM REPORT

Item 10 – Item(s) pulled from consent agenda

Meeting Date: April 08, 2019

Department: Administration/Finance

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Amount: N/A

Attachments:

1. None

Agenda Item / Topic:

ITEM 10. **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.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve . . .

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

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

Subject: Police Department Monthly Activity Report

Calls For Service	March 2019	March 2019 YTD	March 2018	March 2018 YTD
Accident	5	20	6	17
Alarms	15	43	18	38
Arrest	4	13	6	21
Assault/Assault FV	0	1	2	5
Assists	100	259	38	158
Building / House Security Check	801	2069	468	1256
Burglary	0	0	0	0
Burglary of Motor Vehicle	0	0	0	0
Criminal Mischief	0	2	0	0
Disturbance	10	26	11	22
Neighborhood Check	1238	3847	1065	3043
Other Calls for Service	91	258	50	143
Suspicious Person	8	23	13	27
Suspicious Vehicle	23	47	16	56
Theft	1	2	0	5
Traffic Assignment/School Enforcement	23	55	4	29
TOTAL CALLS FOR SERVICE	2319	6665	1697	4820

Volunteer and Reserve Officer Hours	2	37	74.5	179.5
Average Response Time (Minutes)	3.34	3.90333333	4.36	5.345
Total Citations	81	227	100	246
Total Traffic Stops *****	334	824	264	559
Traffic Stop Disposition Warning *****	249	627	169	324
Traffic Stop Disposition Citation *****	78	189	95	235
PERCENT OF STOPS RECEIVING CITATIONS	23.4	22.9	36.0	42.0

January 2019	TO	March 2019	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
103	145488	146070	582	
105	111100	111762	662	
116	79514	82633	3119	New brakes all around
117	65107	66923	1816	Engine Mount replaced, Oil Change
118	29455	32422	2967	Oil Change
216	19999	20693	694	
119	0	1700	1700	In service on 3/14
Vehicles	Begin	End	Accrued	
2017 F250 4x4	11691	12534	843	
2015 2500 HD Silverado	39288	40257	969	
2011 3500HD Silverado	53408	54335	927	
2008 2500HD Animal Control	83090	84029	939	
2019 f250 Animal Control	2141	3501	1360	
2008 1500 Silverado	111763	113317	1554	
2006 1500 Silverado	120165	120375	210	
2001 C6500 Dump Truck	185128	187672	2544	
1999 International Patch Trk	311960	312096	136	
1998 Ford Dump Truck	54020	54496	476	
	HOURS	HOURS	HOURS	
New Holland Skid LS60	1228.6	1257.7	29.1	
1999 Kubota Tractor	973	978.2	5.2	
1992 Ford Tractor	1086.4	1088.5	2.1	
Sweeper	619.9	619.9	0	
310K John Deere Backhoe	1705	1807.5	102.5	

Stone Packer 3100	4507.5	4507.5	0	
Ingersoll Mobil Air Compress	1320.8	1320.8	0	
Green Golf Cart	763.1	763.1	0	
Jet Machine	492	499.2	7.2	
Vac Machine 2017	86.8	101	14.2	
Boomag 900-50 packer	190.8	190.8	0	
2016 Exmark	259.7	272.9	13.2	
2013 Exmark	372.4	384.2	11.8	
2004 Exmark	1028.1	1044.6	16.5	
JCB Backhoe	38.9	59.4	20.5	

Ovilla Fire Department

March 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 because 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 has 1 Firefighter EMT-Basic position open
- Currently the Department has 1 Volunteer Firefighter Positions open. This is due to the volunteers getting hired on at full time departments. We are currently looking for more volunteers.
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 22 Firefighter Paramedics
 - 7 Firefighter EMT-Basics
 - 11 Volunteer Firefighters
 - Total Staffing of 47 out of 50 positions
- Of the Volunteers on staff,
 - 4 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic
 - 1 has their Fire Certs
 - 2 have their EMT- Basic
 - 4 Volunteer does not have any Certification at this time.

Grants Report

- Have turned in four Texas Forestry Service Grants, waiting for notification of award
- **Received \$ 5,072.16 from the Texas Forestry Service for insurance reimbursement**
- **\$7700 received for workers comp and VFIS**
 - Have applied for a bunker gear grant that we are still waiting to hear if awarded
 - Have applied for a Brush Truck Chassis grant that we are still waiting to hear if awarded
 - Have applied for a Brush Truck grant that we are still waiting to hear if awarded
 - SAFER Grant has been turned in, 6 – 9-month notification time frame

Summary of Events for the Department

- March was slightly a busier month with 83 calls through dispatch and several public service calls that were not dispatched. These come from a resident calling the station phone and need assistance with smoke detector batteries. We are trying to reach out to the residents to let them know we can assist them with smoke detector batteries and installation. We will not purchase them but as long as they purchase the detector and or batteries, we will be happy to assist them.
- Siren Testing complete and all working properly.
- Training with the Volunteers on their regular scheduled nights, on Ladder Operations and SCBA's.
- New sign has been installed at the front of the bays.

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)
- **10 / 10** weekend day shifts were covered by a Volunteer
- **41 / 41** Volunteer shifts were covered, and these **41** shifts had 4 personnel on the Engine

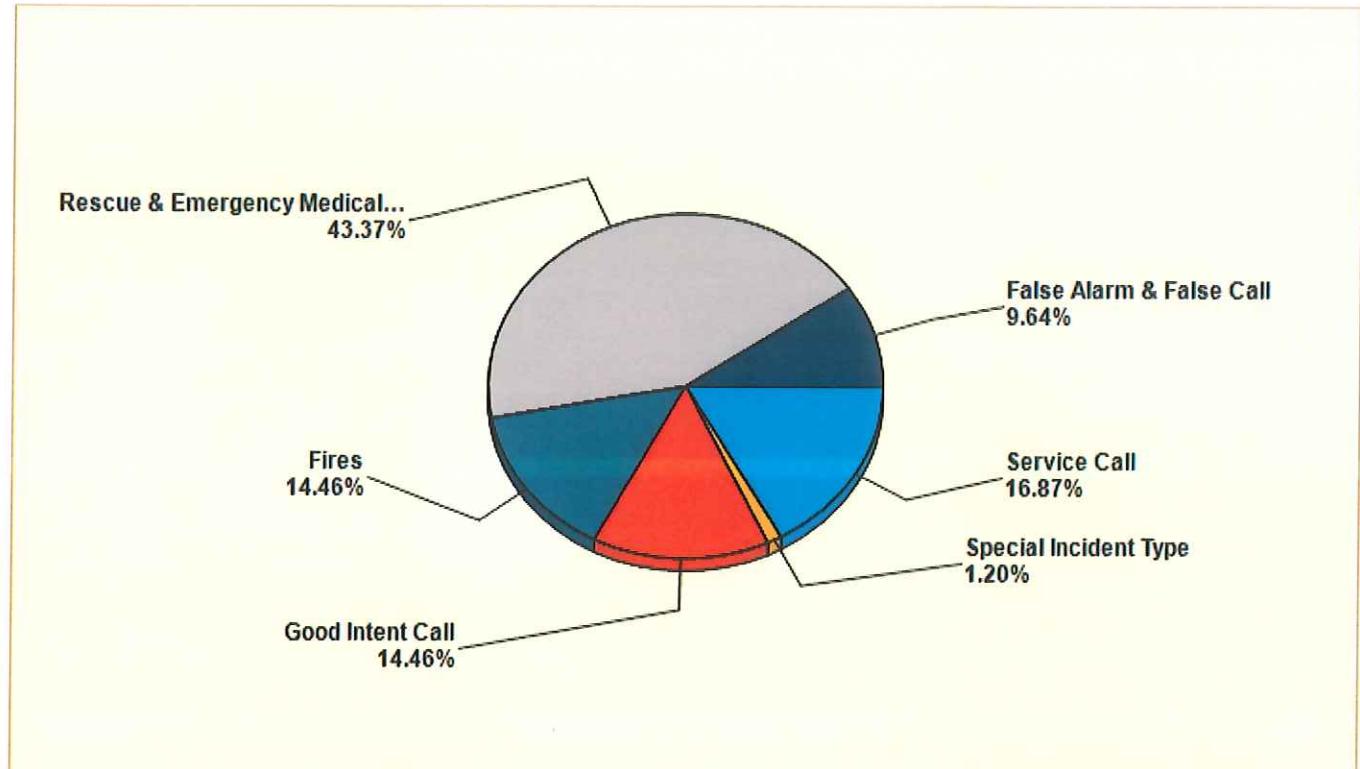
Summary of Activity from Deputy Chief / Fire Marshal's Office

- 3 Consults
- 1 Inspection
- Respond to incidents as available
- 4 Meetings
- Back-Up for Ovilla PD
- QCI reports
- Training with Volunteers
- 2 Citations Issued for Illegal Burning

Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE	# INCIDENTS	
EMS	36	
FIRE	47	
TOTAL	83	
MUTUAL AID		
AID TYPE	Total	
Aid Given	16	
Aid Received	9	
OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
12	14.46	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:06:27	0:09:31
AVERAGE FOR ALL CALLS		0:08:22
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:04	0:02:07
AVERAGE FOR ALL CALLS		0:01:43
AGENCY		
Ovilla Fire Department	AVERAGE TIME ON SCENE (MM:SS)	
	31:49	

Breakdown by Major Incident Type



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	14.46%
Rescue & Emergency Medical Service	36	43.37%
Service Call	14	16.87%
Good Intent Call	12	14.46%
False Alarm & False Call	8	9.64%
Special Incident Type	1	1.20%
TOTAL	83	100.00%

Average 3 fires per week

Average 2.67 calls per day

Average 20.75 calls per week

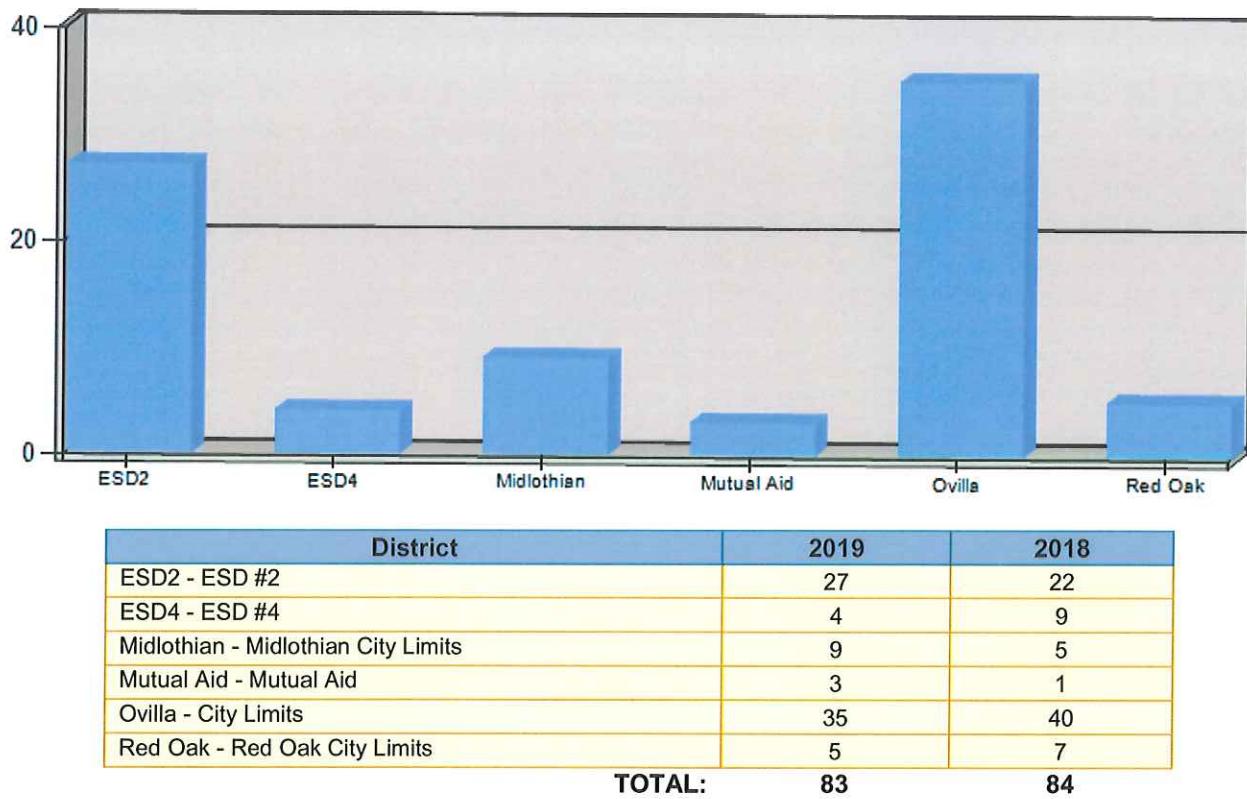
C701 Responses | 8

C702 Responses | 23

Number of Overlapping Calls | **12**

Total Ovilla Fire Department Runs | 83

Breakdown by Districts



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 Average Response Times by District for the Last Two Months

DISTRICT	March-2019	February-2019
Mutual Aid - Mutual Aid	19.8	22.79
Red Oak - Red Oak City Limits	11.41	N/A
ESD2 - ESD #2	9.39	7.25
ESD4 - ESD #4	7.75	9.06
Midlothian - Midlothian City Limits	6.31	9.46
Ovilla - City Limits	6.16	5.22
Average Response Time	10.14	10.76

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	March-2019	February-2019
B701	1:19	1:04
C701	0:45	1:12
C702	1:28	0:48
E701	1:49	1:45
E702	4:38	N/A
R755	2:33	2:18
AVERAGE TURNOUT TIME:		2:05
		1:32

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.

Incident Count Per Apparatus

APPARATUS	# of INCIDENTS
B701	8
C701	9
C702	23
E701	63
E702	1
R755	4

This is showing how many runs were made by apparatus. AIDAU is number of runs made by an Automatic Aid Unit due to our unit being on another call.

Fleet Report

Apparatus	Beginning Mileage	Ending Mileage	Mileage for the Month	Maintenance Expenditures
B701	57,510	57,648	138	\$ 46.48
B702	3,880	3,894	14	\$ 282.05
C701	22,068	22,872	804	\$ 94.02
C702	99,684	100,477	793	\$ 132.75
E701	13,706	14,245	539	\$ 559.24
E702	28,117	28,185	68	\$ 1.41
E703	14,281	14,284	3	\$ -
R755	18,834	18,944	110	\$ 138.30
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ 236.67
Totals for the Month			2,469	\$ 1,490.92





Date: April 3, 2019

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for March

10 Work Orders completed for March

Sewer Lift Station Repairs-

- Daily readings and maintenance at Highland Meadows Lift Station
- Removed pump 2 from Cumberland removed debris and replaced
- Daily readings and maintenance Heritage lift station

- Read water meters, serviced disconnects and reconnects
- Replaced meters
 - 617 Edgewood, 800 E Main St, 305 Willowcreek, 405 Thorntree.
- Street Repairs: Driveway and drainage repairs Westlawn, Holly, Greenwood, Willowwood.
- Updated marquee as needed
- Daily water maintenance residual and pressure tests
- Mark and locate water lines Ovilla Rd and Westmoreland
- Tree and grass maintenance:
 - Heritage Park
 - Silver Spur Park
 - Baseball fields and Cindy Jones Park
 - Assist Code Enforcement with mowing properties
- Repaired water leaks
 - 800 E Main St, Holly Ln

**Flushed Hydrants

Collect water samples for TCEQ reporting

- Water Maintenance – routine flushing mains and hydrant
- Meter Box repair and replace lids as needed

**Watered plants at City Hall and park

APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

Surfacing (§2.4)

- Adequate protective surfacing under and around the equipment.
 - Install/replace surfacing
- Surfacing materials have not deteriorated.
 - Replace surfacing
 - Other maintenance: _____
- Loose-fill surfacing materials have no foreign objects or debris.
 - Remove trash and debris
- Loose-fill surfacing materials are not compacted.
 - Rake and fluff surfacing
- Loose-fill surfacing materials have not been displaced under heavy use areas such as under swings or at slide exits.
 - Rake and fluff surfacing

Drainage (§2.4)

- The entire play area has satisfactory drainage, especially in heavy use areas such as under swings and at slide exits.
 - Improve drainage
 - Other maintenance: _____

General Hazards

- There are no sharp points, corners or edges on the equipment (§3.4).
- There are no missing or damaged protective caps or plugs (§3.4).
- There are no hazardous protrusions (§3.2 and Appendix B).
- There are no potential clothing entanglement hazards, such as open S-hooks or protruding bolts (§2.5.2, §3.2, §5.3.8.1 and Appendix B).
- There are no crush and shearing points on exposed moving parts (§3.1).
- There are no trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in a use zone (§3.6).

NOTES:

DATE OF INSPECTION:

3-28-19

Security of Hardware (§2.5)

- There are no loose fastening devices or worn connections.
 - Replace fasteners
 - Other maintenance: _____
- Moving parts, such as swing hangers, merry-go-round bearings, and track rides, are not worn.
 - Replace part
 - Other maintenance: _____

Durability of Equipment (§2.5)

- There are no rust, rot, cracks, or splinters on any equipment (check carefully where it comes in contact with the ground).
- There are no broken or missing components on the equipment (e.g., handrails, guardrails, protective barriers, steps, or rungs).
- There are no damaged fences, benches, or signs on the playground.
- All equipment is securely anchored.

Leaded Paint (§2.5.4)

- Paint (especially lead paint) is not peeling, cracking, chipping, or chalking.
- There are no areas of visible lead paint chips or accumulation of lead dust.
 - Mitigate lead paint hazards

General Upkeep of Playgrounds (§4)

- There are no user modifications to the equipment, such as strings and ropes tied to equipment, swings looped over top rails, etc.
 - Remove string or rope
 - Correct other modification
- The entire playground is free from debris or litter such as tree branches, soda cans, bottles, glass, etc.
 - Clean playground
- There are no missing trash receptacles.
 - Replace trash receptacle
- Trash receptacles are not full.
 - Empty trash

INSPECTION BY:

Daniel Durham

APPENDIX A: SUGGESTED GENERAL MAINTENANCE CHECKLISTS

Surfacing (§2.4)

Adequate protective surfacing under and around the equipment.

Install/replace surfacing

Surfacing materials have not deteriorated.

Replace surfacing

Other maintenance: _____

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

Remove trash and debris

Loose-fill surfacing materials are not compacted.

Rake and fluff surfacing

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

Rake and fluff surfacing

Drainage (§2.4)

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

Improve drainage

Other maintenance: _____

General Hazards

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

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

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

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

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

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

NOTES:

DATE OF INSPECTION:

3-28-19

Security of Hardware (§2.5)

There are no loose fastening devices or worn connections.

Replace fasteners

Other maintenance: _____

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

Replace part

Other maintenance: _____

Durability of Equipment (§2.5)

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

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

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

All equipment is securely anchored.

Leaded Paint (§2.5.4)

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

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

Mitigate lead paint hazards

General Upkeep of Playgrounds (§4)

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

Remove string or rope

Correct other modification

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

Clean playground

There are no missing trash receptacles.

Replace trash receptacle

Trash receptacles are not full.

Empty trash

INSPECTION BY:

Daniel Durham

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: _____

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Remove trash and debris

Loose-fill surfacing materials are not compacted.

Rake and fluff surfacing

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Improve drainage

Other maintenance: _____

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

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

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NOTES:

DATE OF INSPECTION:

3-28-19

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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

INSPECTION BY:

Daniel Durhane



DATE: APRIL 8, 2019
TO: Honorable Mayor and Council Members
FROM: Linda Harding, City Accountant
SUBJECT: Accounting Department Report

Reports **Financials ending 2/28/2019**

Over \$5,000

Bank Balances as of: 4.4.19

Mentions to reports: Fifth month of new fiscal year.

Software developers are continuing to work on software.

Auditors have ended in in-house review April 3, 2019

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.

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.



DATE: April 8, 2019

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Financial Statements Through February 2019

City of Ovilla
Financial Statement
As of February 28, 2019

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Taxes	135,659.48	1,875,185.72	2,364,276.00	79.31%	489,090.28
Licenses-Permits-Fees	16,868.57	51,901.95	108,086.00	48.02%	56,184.05
Services	545.70	48,241.29	588,496.00	8.20%	540,254.71
Fines & Forfeitures	10,247.37	45,655.32	252,705.00	18.07%	207,049.68
Not Categorized	(19,275.90)	1,328.89	0.00	0.00%	(1,328.89)
Other Revenue	42,836.88	88,452.34	158,310.00	55.87%	69,857.66
Transfers	7,500.00	14,860.00	438,121.00	3.39%	423,261.00
Revenue Totals	<u>194,382.10</u>	<u>2,125,625.51</u>	<u>3,909,994.00</u>	<u>54.36%</u>	<u>1,784,368.49</u>
Expense Summary					
Employee Benefits	15,892.25	112,238.15	442,858.00	25.34%	330,619.85
Special Expenses	270.00	8,028.53	33,900.00	23.68%	25,871.47
Professional Development	1,786.12	11,481.52	29,760.00	38.58%	18,278.48
Other Expense	2,264.65	17,107.77	68,077.00	25.13%	50,969.23
Personnel	116,095.66	667,187.14	1,526,078.00	43.72%	858,890.86
Special Services	8,901.45	21,197.02	75,937.00	27.91%	54,739.98
Contractual Services	571.68	69,291.42	329,998.00	21.00%	260,706.58
Operating Services	6,337.07	34,254.42	86,918.00	39.41%	52,663.58
Supplies	2,290.45	15,510.32	67,300.00	23.05%	51,789.68
Not Categorized	(10,877.76)	1,150.03	6,928.00	16.60%	5,777.97
Software & Computer Equipment	4,500.00	43,603.30	57,000.00	76.50%	13,396.70
Printing Expense	920.44	7,627.80	20,634.00	36.97%	13,006.20
Utilities	40,373.46	163,902.12	341,768.00	47.96%	177,865.88
Repairs - Bldg & Machinery	14,428.41	64,714.81	150,050.00	43.13%	85,335.19
Insurance	0.00	19,583.50	39,591.00	49.46%	20,007.50
Minor Capital Outlay	4,260.97	20,641.14	59,197.00	34.87%	38,555.86
Capital Outlay	322.19	254,757.92	528,000.00	48.25%	273,242.08
Reserve	0.00	0.00	0.00	0.00%	0.00
Vehicle Expenses	2,585.52	17,966.85	43,000.00	41.78%	25,033.15
Rentals	222.44	1,334.64	3,000.00	44.49%	1,665.36
Expense Totals	<u>211,145.00</u>	<u>1,551,578.40</u>	<u>3,909,994.00</u>	<u>39.68%</u>	<u>2,358,415.60</u>

**City of Ovilla
Financial Statement
As of February 28, 2019**

110 - LEOSE	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Transfers	0.00	0.00	1,152.00	0.00%	1,152.00
Revenue Totals	0.00	0.00	1,152.00	0.00%	1,152.00
Expense Summary					
Professional Development	0.00	0.00	1,152.00	0.00%	1,152.00
Expense Totals	0.00	0.00	1,152.00	0.00%	1,152.00

City of Ovilla

120 - Street Improvement Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Taxes	0.00	20,951.80	52,739.00	39.73%	31,787.20
Other Revenue	0.00	0.00	100.00	0.00%	100.00
Transfers	0.00	0.00	187,000.00	0.00%	187,000.00
Revenue Totals	0.00	20,951.80	239,839.00	8.74%	218,887.20
Expense Summary					
Capital Outlay	0.00	170.00	187,000.00	0.09%	186,830.00
Reserve	0.00	0.00	52,839.00	0.00%	52,839.00
Expense Totals	0.00	170.00	239,839.00	0.07%	239,669.00

**City of Ovilla
Financial Statement
As of February 28, 2019**

130 - Court Technology	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Fines & Forfeitures	0.00	1,155.65	5,424.00	21.31%	4,268.35
Revenue Totals	0.00	1,155.65	5,424.00	21.31%	4,268.35
Expense Summary					
Software & Computer Equipment	0.00	0.00	3,780.00	0.00%	3,780.00
Reserve	0.00	0.00	1,644.00	0.00%	1,644.00
Expense Totals	0.00	0.00	5,424.00	0.00%	5,424.00

**City of Ovilla
Financial Statement
As of February 28, 2019**

140 - Court Security	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Fines & Forfeitures	0.00	866.75	4,068.00	21.31%	3,201.25
Revenue Totals	0.00	866.75	4,068.00	21.31%	3,201.25
Expense Summary					
Other Expense	0.00	3,650.21	964.00	378.65%	(2,686.21)
Reserve	0.00	0.00	3,104.00	0.00%	3,104.00
Expense Totals	0.00	3,650.21	4,068.00	89.73%	417.79

**City of Ovilla
Financial Statement
As of February 28, 2019**

150 - Equipment Replacement Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Transfers	0.00	0.00	70,913.00	0.00%	70,913.00
Revenue Totals	0.00	0.00	70,913.00	0.00%	70,913.00
Expense Summary					
Reserve	0.00	0.00	15,913.00	0.00%	15,913.00
Minor Capital Outlay	0.00	0.00	55,000.00	0.00%	55,000.00
Expense Totals	0.00	0.00	70,913.00	0.00%	70,913.00

**City of Ovilla
Financial Statement
As of February 28, 2019**

200 - Water And Utilities Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Services	98,740.34	568,910.70	1,251,519.00	45.46%	682,608.30
Other Revenue	0.00	0.00	67,132.00	0.00%	67,132.00
Not Categorized	0.00	0.00	755,522.00	0.00%	755,522.00
Transfers	0.00	2,500.00	37,500.00	6.67%	35,000.00
Revenue Totals	98,740.34	571,410.70	2,111,673.00	27.06%	1,540,262.30
Expense Summary					
Reserve	0.00	0.00	714,201.00	0.00%	714,201.00
Personnel	21,995.35	107,582.40	344,133.00	31.26%	236,550.60
Employee Benefits	2,312.72	22,317.12	85,249.00	26.18%	62,931.88
Special Services	0.00	0.00	9,050.00	0.00%	9,050.00
Contractual Services	0.00	2,075.95	19,550.00	10.62%	17,474.05
Supplies	90.66	3,926.21	4,800.00	81.80%	873.79
Professional Development	75.00	75.00	2,200.00	3.41%	2,125.00
Software & Computer Equipment	200.00	7,355.00	22,296.00	32.99%	14,941.00
Printing Expense	0.00	58.00	5,750.00	1.01%	5,692.00
Utilities	47,988.64	209,838.72	695,628.00	30.17%	485,789.28
Repairs - Bldg & Machinery	(12,167.26)	34,580.82	37,200.00	92.96%	2,619.18
Other Expense	500.00	2,803.55	6,925.00	40.48%	4,121.45
Capital Outlay	177.77	2,752.57	123,092.00	2.24%	120,339.43
Rentals	0.00	0.00	250.00	0.00%	250.00
Operating Services	311.47	3,909.49	16,218.00	24.11%	12,308.51
Vehicle Expenses	1,065.71	3,806.45	9,200.00	41.37%	5,393.55
Insurance	0.00	3,411.50	7,931.00	43.01%	4,519.50
Minor Capital Outlay	165.67	720.06	8,000.00	9.00%	7,279.94
Expense Totals	62,715.73	405,212.84	2,111,673.00	19.19%	1,706,460.16

**City of Ovilla
Financial Statement
As of February 28, 2019**

250 - WWW Infrastructure Improvements	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Services	5,308.64	26,759.35	68,724.00	38.94%	41,964.65
Revenue Totals	5,308.64	26,759.35	68,724.00	38.94%	41,964.65
Expense Summary					
Reserve	0.00	0.00	68,724.00	0.00%	68,724.00
Expense Totals	0.00	0.00	68,724.00	0.00%	68,724.00

**City of Ovilla
Financial Statement
As of February 28, 2019**

300 - Capital Projects Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Other Revenue	0.00	0.00	270.00	0.00%	270.00
Revenue Totals	0.00	0.00	270.00	0.00%	270.00
Expense Summary					
Reserve	0.00	0.00	270.00	0.00%	270.00
Capital Outlay	0.00	1,220.00	0.00	0.00%	(1,220.00)
Expense Totals	0.00	1,220.00	270.00	451.85%	(950.00)

**City of Ovilla
Financial Statement
As of February 28, 2019**

400 - Debt Service Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Taxes	32,322.40	445,410.19	463,910.00	96.01%	18,499.81
Other Revenue	0.00	0.00	550.00	0.00%	550.00
Transfers	0.00	0.00	110,490.00	0.00%	110,490.00
Revenue Totals	<u>32,322.40</u>	<u>445,410.19</u>	<u>574,950.00</u>	<u>25.98%</u>	<u>129,539.81</u>
Expense Summary					
Long Term Debt	0.00	87,225.00	574,950.00	15.17%	487,725.00
Expense Totals	<u>0.00</u>	<u>87,225.00</u>	<u>574,950.00</u>	<u>15.17%</u>	<u>487,725.00</u>

**City of Ovilla
Financial Statement**

As of February 28, 2019

500 - Municipal Development District Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Taxes	14,350.98	34,821.13	50,500.00	68.95%	15,678.87
Other Revenue	0.00	0.00	600.00	0.00%	600.00
Revenue Totals	<u>14,350.98</u>	<u>34,821.13</u>	<u>51,100.00</u>	<u>68.14%</u>	<u>16,278.87</u>
Expense Summary					
Special Services	0.00	0.00	1,600.00	0.00%	1,600.00
Supplies	0.00	0.00	100.00	0.00%	100.00
Insurance	0.00	0.00	272.00	0.00%	272.00
Reserve	0.00	0.00	48,628.00	0.00%	48,628.00
Expense Totals	<u>0.00</u>	<u>0.00</u>	<u>50,600.00</u>	<u>0.00%</u>	<u>50,600.00</u>

**City of Ovilla
Financial Statement
As of February 28, 2019**

600 - 4B Economic Development Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Taxes	0.00	41,903.59	106,000.00	39.53%	64,096.41
Other Revenue	0.00	0.00	2,100.00	0.00%	2,100.00
Transfers	0.00	0.00	94,324.00	0.00%	94,324.00
Revenue Totals	<u>0.00</u>	<u>41,903.59</u>	<u>202,424.00</u>	<u>20.70%</u>	<u>160,520.41</u>
Expense Summary					
Other Expense	0.00	0.00	25,100.00	0.00%	25,100.00
Reserve	0.00	12,000.00	79,232.00	15.15%	67,232.00
Special Services	0.00	0.00	500.00	0.00%	500.00
Supplies	0.00	0.00	100.00	0.00%	100.00
Professional Development	0.00	533.00	2,800.00	19.04%	2,267.00
Printing Expense	0.00	0.00	300.00	0.00%	300.00
Insurance	0.00	0.00	272.00	0.00%	272.00
Expense Totals	<u>0.00</u>	<u>12,533.00</u>	<u>108,304.00</u>	<u>11.57%</u>	<u>95,771.00</u>

City of Ovilla
 Financial Statement
 As of February 28, 2019

700 - Park Impact Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Services	2,007.12	4,683.28	8,613.00	54.37%	3,929.72
Other Revenue	0.00	0.00	180.00	0.00%	180.00
Revenue Totals	<u>2,007.12</u>	<u>4,683.28</u>	<u>8,793.00</u>	<u>53.26%</u>	<u>4,109.72</u>
Expense Summary					
Reserve	0.00	0.00	6,618.00	0.00%	6,618.00
Minor Capital Outlay	0.00	0.00	500.00	0.00%	500.00
Capital Outlay	0.00	0.00	1,675.00	0.00%	1,675.00
Expense Totals	<u>0.00</u>	<u>0.00</u>	<u>8,793.00</u>	<u>0.00%</u>	<u>8,793.00</u>

**City of Ovilla
Financial Statement
As of February 28, 2019**

800 - Water And Utilities Impact Fee Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Services	13,058.07	30,579.83	54,756.00	55.85%	24,176.17
Revenue Totals	13,058.07	30,579.83	54,756.00	55.85%	24,176.17
Expense Summary					
Reserve	0.00	0.00	54,756.00	0.00%	54,756.00
Expense Totals	0.00	0.00	54,756.00	0.00%	54,756.00

Name	Account #	Previous Balance	NEW BALANCE	As Of
<u>Debt Fund</u>	<input checked="" type="checkbox"/> *0291	46,931.43	46,963.32	4/4/2019
<u>General Fund Reserve</u>	<input checked="" type="checkbox"/> 608	56,840.57	56,840.57	4/4/2019
<u>GF Reserve CD</u>	<input checked="" type="checkbox"/> *0694	250,670.47	250,670.47	4/4/2019
<u>Water Impact</u>	<input checked="" type="checkbox"/> *2322	482.60	483.08	4/4/2019
<u>4B EDC</u>	<input checked="" type="checkbox"/> *3691	636,514.56	568,801.41	4/4/2019
<u>Fire Dept. Auxil.</u>	<input checked="" type="checkbox"/> *3909	3,590.00	3,590.00	4/4/2019
<u>Water Money Market</u>	<input checked="" type="checkbox"/> *4323	190,937.29	191,099.46	4/4/2019
<u>MDD Fund</u>	<input checked="" type="checkbox"/> *7451	304,913.05	309,933.94	4/4/2019
<u>Water Credit Card</u>	<input checked="" type="checkbox"/> *7531	140.35	140.44	4/4/2019
<u>GF Reserves Money Mkt.</u>	<input checked="" type="checkbox"/> *7583	129,323.34	129,433.18	4/4/2019
<u>GF Money Market</u>	<input checked="" type="checkbox"/> *7605	232,571.03	232,768.56	4/4/2019
<u>Park Fund Money Mkt.</u>	<input checked="" type="checkbox"/> *7613	81,633.50	81,695.90	4/4/2019
<u>Capital Projects Money Mkt.</u>	<input checked="" type="checkbox"/> *7648	131,792.04	131,903.97	4/4/2019
<u>W&S Impact-Sewer</u>	<input checked="" type="checkbox"/> *8699	117,554.03	117,670.03	4/4/2019
<u>employee benefit trust</u>	<input checked="" type="checkbox"/> *8777	310.47	311.27	4/4/2019
<u>GF Operating</u>	<input checked="" type="checkbox"/> *9437	2,246,359.85	2,278,569.26	4/4/2019
<u>W&S Fund Operating</u>	<input checked="" type="checkbox"/> *9445	1,038,129.03	1,038,481.71	4/4/2019
<u>Police Special Fund</u>	<input checked="" type="checkbox"/> *9792	215.51	215.51	4/4/2019
SUB TOTAL		5,468,909.12	5,439,572.08	
TexPool - CAPITAL PROJECT	1878	314.44	314.44	4/4/2019
TexStar - GENERAL FUND	1110	3,844.74	3,844.74	4/4/2019
TexStar - GENERAL FUND	1120	958.46	958.46	4/4/2019
TexStar - W&S IMPACT	3540	3,253.22	3,253.22	4/4/2019
TexStar - CAPITAL PROJECT	5340	1,439.85	1,439.85	4/4/2019
TexStar - W&S FUND	5350	1,180.38	1,180.38	4/4/2019
Bryson Manor - GENERAL FUND	8662	299,711.28	299,813.10	4/4/2019
Leose	2510	1.79	1.79	4/4/2019
TOTAL BANK BALANCES		5,779,613.28	5,750,378.06	



DATE: April 8, 2019

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Transactions Over \$5,000 For February 2019

City of Ovilla
Payment Listing Report over \$5,000
2/1/2019 to 2/28/2019

Check #	Vendor	Invoice Description	Invoice Amount	Payment Amount	Check Date	Payment Type
	Internal Revenue Service	Biweekly Payroll 2/22/2019	\$8,917.11	\$8,917.11	2/21/2019	BankDraftECheck
	Internal Revenue Service	Biweekly Payroll 2/8/2019	\$9,010.11	\$9,010.11	2/8/2019	BankDraftECheck
048713	T. M. R. S.	Biweekly Payroll 1/11/2019	\$9,658.38	\$9,658.38	2/8/2019	Check
048713	T. M. R. S.	Biweekly Payroll 1/25/2019	\$8,646.72	\$8,646.72	2/8/2019	Check
048719	City of Midlothian	SRRG/SRT ANNUAL MEMBERSHIP	\$7,500.00	\$7,500.00	2/8/2019	Check
048732	Citibank	STATEMENT	\$6,548.65	\$6,548.65	2/14/2019	Check
048742	Cassara Winery and Viney	EDC GRANT	\$5,000.00	\$5,000.00	2/14/2019	Check
048743	City of Dallas	WATER	\$17,630.43	\$17,630.43	2/14/2019	Check
048747	Community Waste Dispos	SOLID WASTE	\$21,796.72	\$21,796.72	2/14/2019	Check
048766	Trinity River Authority of T	MARCH	\$27,877.00	\$27,877.00	2/14/2019	Check
	Total		\$191,401.72	\$191,401.72		

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

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

Subject: **Code Enforcement Monthly Report**

Calls For Service	Mar. 2019	Mar 2019 YTD	Mar.2018	
Complaint (Nuis 31,Permit 6,Parking 11)	48	128	31	
Follow up (Nuis 32 Permit 8 Park 11)	52	138	37	
Door Notice (Nui -15, Permit-6, Parking 5)	26	60	12	
Mail Notice (Parking 2 nuisance3 permit 1	6	15	11	
Posted Property (nuisance 4)	4	7	4	
Court 2 FTA.(1 parking 1 nuisance) 1 guilty	\$196	\$936	\$174.00	
Citizen Contacts	47	149	61	
Permits Reviewed	25	57	9	
Permits Issued	21	46	5	
Inspections	48	89	13	
Nuisance Abated by City 1 Illegal dump	1	6	0	
Nuisance Signs (Garage sale-8 business 15)	23	112	40	
Board of Adjustment	0	1	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**

Calls For Service	Mar.2019	Mar.2019 YTD	Mar.2018	
Complaint (Regist-16 At Large 11 Bark 2)	29	107	34	
Folow up	35	113	38	
Door Notice (Regis-16, at large 4)	20	69	23	
Impounded Animal 11 (Dog 8, cat 3)	11	22	7	
Animal welfare check	16	50	8	
Impound Results (Ret to own 6 Trans 5)	11	22	7	
Impound fee collected	\$220.00	\$530.00	175	
Court	\$0.00	\$0.00	0	
Citizen Contacts	19	82	23	
Animal registration \$156	13	31	15	
Registration Letter Mailed	18	62	22	
Nuisance letter -2 barking	2	5	6	
Animals released 1 Possum	1	10	1	
Deceased removed	27	56	16	
Oak Leaf - 2 call (2 cat)	2	8	1	
Traps Checked Out	3	10	4	

Ovilla Municipal Court Report

FY-2018- 2019	City											
	Total Traffic Cases Filed	Ordinance Filed	Total Revenue	Amount Kept by City	Amount sent to State	Warrants Issued	Warrants Cleared	Uncontested Disposition	Defensive Driving	Deferred Disposition	Compliance Dismissals	Trial
October	72	3	\$17,292.87	\$11,166.04	\$6,126.83	27	14	29	25	36	3	0
November	103	0	\$13,685.20	\$8,633.25	\$5,051.95	29	4	27	14	43	1	0
December	88	6	\$17,303.50	\$10,482.81	\$6,820.69	18	10	37	24	11	4	0
January	84	0	\$13,301.60	\$8,003.11	\$5,298.49	22	16	23	25	36	4	0
February	66	0	\$17,423.00	\$10,777.36	\$6,645.64	18	15	34	13	31	1	0
March	83	2	\$19,666.96	\$13,787.61	\$5,879.35	71	11	41	21	31	1	0
April												
May												
June												
July												
August												
September												
Totals	496	11	\$98,673.13	\$62,850.18	\$35,822.95	185	70	191	122	188	14	0

2017-2018 FY

March	43	0	\$17,757.45	\$11,456.59	\$6,300.86	14
FY Totals	580	7	\$117,989.81	\$70,675.57	\$47,314.24	126



To: Mayor and City Council Members
From: John R. Dean, City Manager
Date: 04/2/2019

Re: City Manager's Monthly Report (March)

Hidden Valley Estates:

- The city contracted Raven coating installation on the new manholes began the end of March.

New Development:

- Bryson Manor Phase III plans have been reviewed and received comment from the City Engineer.

Fire Department:

- The SAFER grant was approved by Council and was submitted on time.
- New signage installed on the fire buildings.

Police Department:

- Received the new police vehicle.
- The PD conducted Coffee with Cops.

Public Works:

- Continued working on drainage in various areas.
- Responded to issues caused by the storm.
- Addressed potholes and bad spots this month.
- Coordinated for bad section of Cockrell Hill Rd south of Ashburne Glen to be repaired while the contractor is in town working on other streets.

Bridges: The scheduled survey work was done. City Engineers have met with and are coordinating with the County Engineers to ensure the project is cohesive for both entities.

Facility Workshop: We conducted the workshop on the 25th of March.

- The cost of the one Police department example was a design build project. Following the workshop the Mayor and City Engineer Brad Isbell did express concerns to me with this type of project.
- The City Hall cost number was a project that was traditionally designed and bid and is currently under construction. The City Hall does not have a brick or stone exterior.
 - The cost did not include architecture or engineering.
- Following the workshop I again spoke to the financial advisers regarding our bonding capacity and they are preparing additional scenario information.
- We prepared a flyer for distribution to solicit volunteers to serve on a committee to evaluate the facility needs of the city and to make recommendations to the City Council.

Project Progress:

City Facilities connected to sewer:

- The City Engineer has prepared an estimate of cost. We presented the cost estimate to the EDC to as a project. The EDC held a public hearing on the project. The EDC committed to fund up to \$150,000 for the project. The City Council conducted two readings of a resolution and approved the project.
- I notified the City Engineers that they can proceed with the project.

Pavilion: Parks Board presented a design that was approved by Council. The rendering has been submitted to the City engineer. The cost estimate for this project is approximately \$350,000.

FY 2019 Street Improvements:

- Westlawn Drive
- Holly Lane
- Slippery Elm Drive - prep work complete
- Green Wood Drive
- Willow Wood Lane
- Dusty Oaks Trail – prep work complete
- The estimate from the County for these improvements was approved by Council in February.
- Ellis County began street improvement preparation in March. Asphalt will begin in April.

Ticket Writers: We have contacted Brazos multiple times and are waiting on a quote.

Administrative:

- Continued with the implementation of FAST software.
- Met with CWD representatives to addressed issues with brush collection.
- Met with Sardis and discussed billing issues. We have mutually agreed to work out a new agreement that allows us to do our own billing for our residents on Sardis water. Sardis has agreed to do the disconnects and reconnects for customers delinquent to us.
 - The City Attorney is developing an agreement for Sardis to do the disconnects for delinquent City sewer customers on Sardis water.
- Worked with a company to provide our credit card processing at a reduced fee. Agreement approved by City Council.
- Council approved scheduled customer service training to the staff on April 26th.
- Attended the Best Southwest RED luncheon.
- Attended the TxDOT 664 public meeting in Waxahachie.
- Scheduled TxDOT representatives to make a presentation at the April Council meeting regarding the next phase of FM 664 improvements in Ovilla.
- Met with several residents and addressed various concerns.

Upcoming Items

- City Council Meeting – Monday, April 8th, 2019 at 6:00 pm
- Movie in the Park – Saturday, April 26th, 2019 at 8:30 pm.

Respectfully Submitted,
John R. Dean, Jr.
City Manager