

# *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, June 10, 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, June 10, 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**

**• 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. Engagement letter with Yeldell, Wilson, Wood and Reeve, P.C. to conduct the City's audit ending September 30, 2019.
- C2. Minutes of the May 23, 2019 Budget Workshop Special Meeting
- C3. Minutes of the May 20, 2019 Budget Workshop Special Meeting
- C4. Minutes of the May 13, 2019 Regular Meeting.
- C5. Resolution R2019-11 authorizing the purchase of real property.
- C6. Set September 14, 2019 as the fall clean-up date and authorize the City Manager to execute the letter to TCEQ for the event.
- C7. Consideration of and action on Ordinance 2019-12 of the City of Ovilla, Texas, amending Chapter 3, Article 3.05, Section 3.05009 of the Code of Ordinances of the City of Ovilla; amending the authority for appeals regarding fence inspections; 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.

**IV. REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission on Case PZ2019-03 to consider and act on a Preliminary Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154.

**ITEM 2. DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission on Case PZ2019-04 to consider and act on a Final Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154.

# *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*

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ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2019-13 amending Appendix A, Article A4.000, section A4.001 “Building Permit Fees” and Section A4002, “Plan Review Fees,” of the Code of Ordinances of the City of Ovilla, Texas; providing revised building permit and inspection fees; providing revised plan review fees; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication. (HB852)

ITEM 4. **DISCUSSION/ACTION** – Receive recommendation from the Municipal Facilities Improvement Committee to consider and act on Municipal Facility Improvements, directing staff as necessary.

ITEM 5. **DISCUSSION** – Review and discuss City Manager duties outlined in Sec. 9.03.034 (1) of the Ovilla Code of Ordinances.

ITEM 6. **DISCUSSION** – Review and discuss improvement options for parking in the Historic District of Ovilla.

ITEM 7. **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. April 2019 Financials and transactions
    - 2. Bank Balances through June 04, 2019
  - Administration
    - 1. Monthly Code/Animal Control Reports
    - 2. Monthly Municipal Court Report
    - 3. City Manager Reports

Chief B. Windham  
Chief B. Kennedy  
Interim Director D. Durham  
Accountant L. Harding  
Code/AC Officer M. Dooly  
City Secretary P. Woodall  
City Manager, John R. Dean, Jr.

## **VI. EXECUTIVE SESSION**

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

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

## **VIII. ADJOURNMENT**

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the June 10, 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](http://www.cityofovilla.org), on the 7<sup>th</sup> day of June 2019 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.

# *City of O*VILLA City Council

*Rachel Huber, Place One*

*Dean Oberg, Place Two*

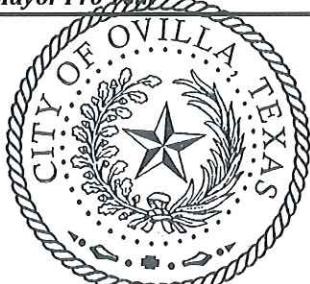
*David Griffin, Place Three, Mayor Pro Temp*

*Richard Dormier, Mayor*

*Doug Hunt, Place Four*

*Michael Myers, Place Five*

*John R. Dean, Jr. City Manager*



Pamela Woodall, City Secretary

DATE OF POSTING: 6-7-2019 TIME: 9:00  am/pm

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

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

CONSENT ITEMS C1 – C7

Meeting Date: June 10, 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:

- C1. Engagement letter with Yeldell, Wilson, Wood and Reeve, P.C. to conduct the City's audit ending September 30, 2019.
- C2. Minutes of the May 23, 2019 Budget Workshop Special Meeting
- C3. Minutes of the May 20, 2019 Budget Workshop Special Meeting
- C4. Minutes of the May 13, 2019 Regular Meeting.
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- C7. Consideration of and action on Ordinance 2019-12 an ordinance of the City of Ovilla, Texas, amending Chapter 3, Article 3.05, Section 3.05009 of the Code of Ordinances of the City of Ovilla; amending the authority for appeals regarding fence inspections; 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.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve the consent items as presented.

06.10.2019

## Consent C1

To  
Honorable Mayor  
and Council

Comments:

From  
John Dean, Jr. CM

C1. Engagement letter with Yeldell, Wilson, Wood and Reeve, P.C. to conduct the City's audit ending September 30, 2019.

CC  
Linda Harding,  
Accountant  
Pam Woodall, CS

### BACKGROUND AND JUSTIFICATION:

In June 2014, the City entered into an agreement with Yeldell, Wilson, Wood and Reeve, P.C. to conduct the City's audit for two years, which including adding three one-year options to extend the agreement through September 2019.

This would be the final year for this agreement.

Re: Audit Agreement

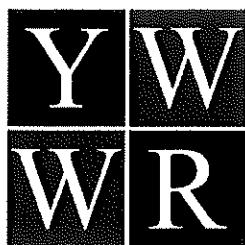
**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

[www.cityofovilla.org](http://www.cityofovilla.org)  
[jdean@cityofovilla.org](mailto:jdean@cityofovilla.org)





# YELDELL, WILSON, WOOD & REEVE, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

Greer Yeldell, CPA | Glen Wilson, CPA | Tracie Wood, CPA | Joyce Reeve, CPA

May 9, 2019

To the Honorable Mayor and City Council of  
City of Ovilla, Texas

We are pleased to confirm our understanding of the services we are to provide City of Ovilla, Texas for the year ended September 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Ovilla, Texas as of and for the year ended September 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Ovilla, Texas' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Ovilla, Texas' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Information.
- 3) Schedule of Changes in Net Pension Liability and Related Ratios.
- 4) Schedule of Changes in Total OPEB Liability and Related Ratios
- 5) Schedule of Contributions.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Ovilla, Texas' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining and Individual Fund Statements and Schedules.
- 2) Component Unit Financial Statements.
- 3) Supplementary Financial Data.

Honorable Mayor and City Council  
City of Ovilla, Texas  
Page Two

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Ovilla, Texas' financial statements. Our report will be addressed to the Honorable Mayor and City Council of City of Ovilla, Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Honorable Mayor and City Council  
City of Ovilla, Texas  
Page Three

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Ovilla, Texas' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Other Services**

We will also assist in preparing budget to accrual entries and assist in preparing the financial statements of City of Ovilla, Texas in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the budget to accrual entries and financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

We will also assist with any other reconciliations necessary to generate auditable balances and reconciliations of amounts to supporting documentation as needed.

### **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Honorable Mayor and City Council  
City of Ovilla, Texas  
Page Four

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. If such assistance is provided by our audit staff, such services will be billed based on the actual time spent at our standard hourly rates, ranging from \$75 to \$255.

The audit documentation for this engagement is the property of Yeldell, Wilson, Wood & Reeve, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to various agencies or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Yeldell, Wilson, Wood & Reeve, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to various agencies or its designee. The various agencies or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Tracie Wood, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Honorable Mayor and City Council  
City of Ovilla, Texas  
Page Five

Our fee for the audit, budget to accrual entries, and assistance with preparation of the financial statements will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) and is estimated to be \$20,200. Our fees for additional time necessary to generate auditable balances and reconciliations of amounts to supporting documentation will be based on the actual time spent at our standard hourly rates. Our standard hourly rates, ranging from \$75 to \$255, vary according to the degree of responsibility involved and the experience level of the personnel assigned to perform the services. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

We appreciate the opportunity to be of service to City of Ovilla, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Yeldell, Wilson, Wood & Reeve, P.C.*

Yeldell, Wilson, Wood & Reeve, P.C.  
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of City of Ovilla, Texas.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Governance signature: 

Title: Mayor

Date: 5-13-19

06.10.2019

## Consent C2,3,4

To  
**Honorable Mayor  
and Council**

Comments:

- C2 Minutes of the May 23, 2019 Budget Workshop Special Meeting
- C3 Minutes of the May 20, 2019 Budget Workshop Special Meeting
- C4 Minutes of the May 13, 2019 Regular Meeting.

From  
**John Dean, Jr. CM**

CC  
**Pam Woodall, CS**

BACKGROUND AND JUSTIFICATION:

Minutes of the Regular May 2019 meeting and two Special Budget Workshops.

Re: **Minutes**

**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

[www.cityofovilla.org](http://www.cityofovilla.org)  
jdean@cityofovilla.org



# CITY OF OVILLA MINUTES

Monday, May 23, 2019

**Special City Council Meeting/Budget Workshop  
105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 5:08 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

The following City Council Members were present:

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

Mayor Dormier announced Council members present, noting the absence of PL1 Rachel Huber, still constituting a quorum. City Manager John R. Dean, Jr., department directors and various staff were also present.

## CALL TO ORDER

Mayor Dormier gave the Invocation and led the recitation of the Pledge of Allegiance and the Pledge to the Texas Flag.

## COMMENTS/PRESENTATIONS/MAYOR ANNOUNCEMENTS

None.

## CONSENT AGENDA

None.

## REGULAR AGENDA

ITEM 1.    **DISCUSSION/ACTION** – Workshop and review of the preliminary Fiscal Year 2019-2020 Budget and direct staff as necessary.

City Manager John Dean gave a brief review of items discussed from the May 20 Budget Meeting, sharing an updated draft budget. He noted that there was a formula error in the worksheet distributed at that meeting that had been corrected. Street repairs to Brookwood Addition were discussed. Funds reviewed were: Park Impact Fund, Economic Development Fund, Municipal Development District Fund, Fire Auxiliary Fund, Police Special Fund, Water/Sewer Impact Fund, Debt Service Fund and the Water and Wastewater Fund.

Interim Public Works Director Daniel Durham gave a short presentation of needs assessments for the Public Works Department. Specifics were asked of Mr. Durham and/or discussed:

1. Large equipment items
2. Ditch-work – contract costs verses city work crews being able to manage the workload.
3. Crack-Seal work – contract costs verses city work crews managing and having proper equipment to complete the jobs.
4. Waterline improvements to Cardinal and Meadowlark.
5. Create a Maintenance Program for streets.

6. City Manager Dean added one position in the Street Department.

Council's consensus was to approve the following:

1. Police vehicle
2. Fire vehicle
3. Mini excavator
4. Streets on the 10-year plan as presented.

*No Action. Discussion Only.*

**ADJOURNMENT**

There being no further business, Mayor Dormier adjourned the meeting at 6:47 p.m.

ATTEST:

Richard Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 10, 2019*

# CITY OF OVILLA MINUTES

**Monday, May 20, 2019**

**Special City Council Meeting/Budget Workshop**  
**Fire Department Training Room**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 5:07 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:

Dean Oberg	Council Member, Place 2
David Griffin	Mayor Pro Tem, Place 3
Doug Hunt	Council Member, Place 4 (took Oath prior to mtg)
Michael Myers	Council Member, Place 5
ABSENT:      Rachel Huber	Council Member, Place 1

Mayor Dormier announced Council members present, noting the absence of PL1 Rachel Huber, still constituting a quorum. City Manager John R. Dean, Jr., department directors and various staff were also present.

## **CALL TO ORDER**

Mayor Pro Tem Griffin gave the Invocation and Mayor Dormier led the recitation of the Pledge of Allegiance.

## **COMMENTS/PRESENTATIONS/MAYOR ANNOUNCEMENTS**

None.

## **CONSENT AGENDA**

None.

## **REGULAR AGENDA**

**ITEM 1.      DISCUSSION/ACTION** – Consideration of and action on the purchase of Electronic Ticket Writers for use by the Police Department and Code Enforcement.

During the May 13, 2019 Regular Meeting, Council ask to return with this item with additional information. Staff advised that the City had the option to lease or purchase the electronic ticket writer system. It proved to be less costly to purchase. Chief Windham and a representative from digiTicket were present to answer Council questions and clarify specifics:

1. 3-year warranty
2. Provides training with purchase
3. IT support throughout the life of the equipment.
4. Annual maintenance is inclusive with support at purchase.
5. State statutes and City ordinances would be in software.
6. Software will interface with City software. (Fast and Crimes)

PL5 Myers moved to approve the purchase of the digiTicket Electronic Ticket Writer for use by the Police Department and Code Enforcement as presented, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

ITEM 2. **DISCUSSION/ACTION** – Workshop and review of the preliminary Fiscal Year 2019-2020 Budget and direct staff as necessary.

City Manager John Dean reviewed highlights of the proposed budget beginning with the General Fund and the 10-year CIP list. In addition, the LEOSE Fund, Street Improvement Fund, Court Technology Fund, Court Security Fund, Equipment Replacement Fund and the Capital Projects Fund were presented for discussion. Shared highlights included:

1. Assume 6% increase in health insurance premiums
2. Accounts for 3% COLA increase for all employees
3. Increased cost for dispatch services
4. One new police patrol vehicle, one new fire command vehicle
5. Accounts for rate increase from previous solid waste provider
6. Provides funds for drainage work – contracted
7. Provides for funds for crack sealing – contracted
8. Provides for staffing increase for one additional street department employee
9. Provides funding for street improvements
10. Provide funding to improve parks: Funders, Silver Spur and Ashburne Glen.

The Municipal Services Advisory Committee met on May 09 and received presentations from the Police and Fire Departments. The Committee recommended the funding of the two proposed vehicle purchases.

Interim Public Works Director Daniel Durham advised that the street department would benefit with a mini-excavator. Council's consensus was to create a maintenance program for future work plans.

*No Action. Discussion Only.*

**ADJOURNMENT**

There being no further business, Mayor Dormier adjourned the meeting at 7:44 p.m.

ATTEST:

Richard Dormier, Mayor

Pamela Woodall, City Secretary

*Approved June 10, 2019*

# CITY OF OVILLA MINUTES

**Monday, May 13, 2019**

**Regular City Council Meeting**

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

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

The following City Council Members were present:

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

Mayor Dormier noted the absence of PL1 Council Member Rachel Huber and PL4 Council Member Doug Hunt. 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. PL2 Oberg led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

## **PRESENTATIONS, ANNOUNCEMENTS & COMMENTS**

**Presentation:** Official results of the May 04, 2019 Special Election were shared.

1. Certificates of Election were issued for Mayor Richard Dormier, Council Member Place 2 Dean Oberg and Council Member Place 4 Doug Hunt (all three positions unopposed).
2. Judge Kurth conducted the Oaths and Statements of Office for Mayor Dormier, and PL2 Council Member Oberg.

**Presentation:** Although not present, the Council recognized Brad Piland, Director of Public Works Department with a plaque for his many years of service.

**Presentation:** Proclamations were read by Mayor Dormier and photos taken:

1. EMS Week
2. Municipal Clerks Week
3. Peace Officer Memorial Week
4. Public Works Week

## **Citizen Comments**

1. Ozzie Molina, 224 Lariat, advised that the asphalt on Lariat Trail was cracked in areas and in terrible shape. He asked Council to see that repairs were planned for his street.
2. Carol Lynch, 316 Shadowwood Trail, advised that she wished to speak when Council addressed Item 3.

## **CONSENT AGENDA**

- C1. Quarterly Investment Report
- C2. Committed Fund Balance Report ended as of March 31, 2019
- C3. Resolution R2019-06 ONCOR (deny increased distribution rates within the City)
- C4. Minutes of the April 08, 2019 Briefing Session and Regular Meeting.
- C5. Ordinance 2019-09 Amending Culverts Authorized for Streets and Driveways

- C6 Resolution R2019-07 authorizing and approving the appointment of a Municipal Court Judge for a two-year term effective immediately.
- C7 Purchase of Electronic Ticket Writers for use by the Police Department and Code Enforcement.
- C8 Consideration of and action on Ordinance 2019-10 of the City of Ovilla, amending Appendix "A" (Fee Schedule), Section A7.006 (Utility Account Setup; Connection, and Reconnection Fees) of the City of Ovilla Code of Ordinances, providing amended reconnection fees; 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.
- C9 Receive recommendation from the Economic Development Corporation for amending the Economic Development Corporation FY2018-2019 Budget in the amount \$150,000 to fund a wastewater line to Founders Park.

Mayor Dormier pulled Consent C7 for discussion and placed it under the Regular Agenda as Item 17. PL2 Oberg moved to approve all remaining consent items, C1, C2, C3, C4, C5, C6, C8, and C9 as presented, seconded by Mayor Pro Tem Griffin.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

Following approval of consent item C6, Mayor Dormier administered the statement and oath of office to Municipal Court Judge Scott Kurth.

#### REGULAR AGENDA

**ITEM 1. DISCUSSION/ACTION** – Consideration of and action on Resolution R2019-08 of the City Council of the City of Ovilla, Declaring and Canvassing the Results of the May 04, 2019 Sales and Use Tax Special Election, reauthorizing the sales and use tax in the City of Ovilla at the rate of one quarter of one-percent to continue providing revenue for the maintenance and repair of existing municipal streets.

**TEMA 1. DISCUSIÓN/ACCIÓN** - Consideración y acción sobre la Resolución R2019-08 del Concejo Municipal de la Ciudad de Ovilla, declaración y escrutinio de los resultados de la Elección Especial del Impuesto sobre las Ventas y Uso del 4 de mayo de 2019, reautorizando el impuesto sobre las ventas y el uso en la ciudad de Ovilla a razón de un cuarto del uno por ciento para continuar proporcionando ingresos para el mantenimiento y reparación de las calles municipales existentes.

During the March 11, 2019 Council meeting, the governing body approved Ordinance 2019-07 declaring unopposed candidates and canceling the General Election.

Ovilla held a Special Election, Proposition A, on the Ballot for the reauthorization of the sales and use tax in the City of Ovilla at the rate of one quarter of one percent to continue providing revenue for the maintenance and repair of existing municipal streets, which is required every 4-years. Results from the election revealed the proposition passed.

Mayor Pro Tem Griffin moved to approve Resolution R2019-08 of the City Council of the City of Ovilla, Declaring and Canvassing the Results of the May 04, 2019 Sales and Use Tax Special Election, reauthorizing the sales and use tax in the City of Ovilla at the rate of one quarter of one-percent to continue providing revenue for the maintenance and repair of existing municipal streets, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

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

Section 22.037 of the Local Government Code states that the Mayor Pro-Tem is a council member that performs the mayor's duties in the event of the mayor's incapacity or absence. The Mayor-Pro-Tem is selected by majority vote of the council from among its own governing body. The Mayor-Pro-Tem's term renews annually following the municipal election and retains the right to vote on all matters before the Council while performing the duties of the mayor. PL2 Oberg nominated PL3 Griffin. There were no other nominations.

PL5 Myers moved that Council appoint PL3 Griffin to serve another term as Mayor Pro-Tem for the City of Ovilla following the canvass of the May 2019 general election for a term through the May 2020 Uniform Election Date, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

ITEM 3. **PUBLIC HEARING**

PRESENTATION by staff of a request for a zoning classification change filed by Mr. & Mrs. Flores, owners of said property.

- a. ***Mayor Dormier opened the PUBLIC HEARING to receive comments from the public regarding the request at 7:01 pm.***
  - Mr. A. Jarvis, 503 Edgewood voiced concerns of water drainage, the preservation of trees, and if the water pressure would be affected with added homes.
  - Mayor Dormier closed the Public Hearing at 7:09 pm, as there was no one else to speak.
- b. ***DELIBERATION and questions with applicant.***
- c. ***RECEIVE recommendation from the Planning and Zoning Commission***
  - Planning and Zoning Commission Chair Carol Lynch, 316 Shadowwood Trail, shared the concerns and discussion of the Planning and Zoning Commission: trees, drainage, emergency vehicle accessibility, and density. It was understood that those issues would be addressed with engineering and at the time construction plans were submitted. This was strictly about the zoning. The Planning and Zoning Commission approved and recommended the zoning change classification with a 4-1 vote.

**DISCUSSION/ACTION** – Consideration of and action on Case PZ19-01, a request for a Zoning Classification Change filed by Juan and Alicia Flores (Flores Homes, Inc) owners of said property, to change the zoning of said property from "R-C" Single Family Residential 5-acres to "R-E" Single Family Residential 1-acre, on approximately a 12-acre tract of land. Legal Description being E W Banton, Abstract 51, Ovilla, Ellis County, Texas, more commonly known as 611 Malloy Road,

NAME:	JUAN & ALICIA FLORES
APPLICATION DATE:	02/26/2019
LOCATION:	611 Malloy Road, Ovilla
UTILITIES:	Ovilla water / septic system
CURRENT ZONING:	RC 5-ACRE MINIMUM
PROPOSED ZONING:	RE 1-ACRE MINIMUM
PROPOSED LAND USE:	RESIDENTIAL
MAJOR THOROUGHFARE:	Cockrell Hill Road

The Flores currently reside on a portion of their property. Their desire is to change the zoning in order to create 8 one-acre residential lots for eventual development. The Planning and Zoning Commission met on May 06 and approved an affirmative recommendation to Council by a vote of 4-1. Mayor Dormier confirmed acknowledgement and understanding with Mr. Flores that if the zoning classification change were approved, it did not approve a concept plan, nor site plan (at this time) and that he may not qualify for 8 specific lots for development. Mr. Flores stated he understood Council was not addressing a site plan, only the zoning classification change.

PL5 Myers moved that Council approve the zoning classification change filed by Juan and Alicia Flores, changing said property from R-C Single Family Residential 5-acres to R-E Single Family Residential 1-acre as presented, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on Resolution R2019-09 accepting the Annual Financial Audit Report prepared by Yeldell, Wilson, Wood and Reeve, P.C., for the year ended September 30, 2018.

Danny Strunc, with Yeldell, Wilson, Wood and Reeve, P.C., presented the Annual Financial Report for the City's fiscal year ended September 30, 2018, summarizing specifics, and shared comparisons from last year. He advised Ovilla was in good standing with 273 days committed fund balance, whereas 90-days were required.

PL2 Oberg moved that Council approve Resolution R2019-09, accepting the Annual Financial Audit Report for the year ended September 30, 2018, prepared by Yeldell, Wilson, Wood and Reeve, P.C., seconded by PL5 Myers.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 5. DISCUSSION** – Review and discuss the current contract with Community Waste Disposal (CWD) representatives.

This Item was placed on the agenda to address the quality of service being provided by CWD and for CWD to brief the Council on the Annual Clean-Up Day event.

Mayor Dormier allowed residents to speak:

1. Mr. A. Jarvis, 503 Edgewood, shared his displeasure with the collection service provided by CWD, advising their collection was not consistent with the schedule. They often missed.
2. MS Dani Muckleroy, 608 Green Pastures, advised of receiving poor collection service and that trash receptacles were thrown into the street, causing safety issues too.

Staff shared an extensive resident complaint log on the collection service with CWD representatives. Mr. Jason Roemer, Municipal Coordinator with CWD was present and advised collection service would improve. Additionally, because CWD failed to apply for a permit in a timely manner, CWD would be unable to collect any hazardous waste during Ovilla's Annual Clean-up Day. Mr. Roemer advised that CWD would hold a second "clean-up day" for Ovilla to include the collection of hazardous waste materials at no charge in the fall. Council's consensus was to allow CWD time to improve their service and address the contract again in two months - July 2019.

*No Action.*

**ITEM 6. DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer board reappointments to serve another term on the Board of Adjustment and direct staff to solicit for new applicants.

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

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

Staff presented an annual activity report, attendance record and the current list of members.

Excerpt of the Code:

**Chapter 14, Section 45.2 TERMS OF OFFICE**

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

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

Places 1, 3 and 5 and 7 (7 being an alternate position) expire in June.

BOA Place 1 – Carol Richtsmeier voiced desire for reappointment

BOA Place 3 – Barbara Betik voiced desire for reappointment

BOA Place 5 – Richard Ware voiced desire for reappointment

BOA Place 7 – Mark Clark voiced desire for reappointment (alternate position)

Mayor Pro Tem Griffin moved to reappoint the following to the Board of Adjustment for a new term, seconded by PL5 Myers:

BOA Place 1 Carol Richtsmeier

BOA Place 3 Barbara Betik

BOA Place 5 Richard Ware

BOA Place 7 Mark Clark (alternate position)

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 7. DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer board appointments and/or reappointments to serve a term on the Economic Development Corporation (EDC) and direct staff to solicit for new applicants.

Staff presented the annual report, attendance record and membership list. Pursuant to the By-Laws of the Economic Development Corporation, the Board of Directors consists of a seven-member board and states that each member shall be appointed by the City Council for a two-year term. The EDC has multiple openings. Expiring terms are Places 2, 4 & 6. Place 1 (expires in 2020) has been vacant for a while and Council Member Mike Myers has continued to be a temporary member on the board, holding Place 5 (expires 2020). Additionally, current BOA Member Ozzie Molina, requested appointment to the EDC.

Mayor Pro Tem Griffin moved that Council reappoint EDC Place 2 member Bob Betik to serve another term on the EDC, and:

Mayor Pro Tem Griffin moved that Council appointment the following new applicants to serve on the EDC.

1. EDC Place 1 – William Garner (expires 2020)
2. EDC Place 4 – Lyn Henderson (expires 2021)
3. EDC Place 5 – Ozzie Molina (expires 2020)
4. EDC Place 6 – Amanda McCloskey (expires 2021)

Motion was seconded by PL2 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 8. DISCUSSION/ACTION** – Consideration of and action on volunteer committee appointment(s) to serve on the temporary board, Municipal Facilities Improvement Committee, and/or direct staff to continue solicitation for new applicants.

Staff made a presentation to Council during a special meeting on March 25, 2019 outlining the current conditions of facilities, some roads in need of complete repair, and other specific needs to help with the operation of an efficient government. The Council approved the creation of a temporary Municipal Facilities Improvement Committee and allowed staff to solicit for applications for this project. Mail card invitations as well as a section on the last City newsletter asking for volunteers were mailed to all Ovilla residents. A posting was placed on the City website. Staff has returned with the hopeful appointments of applicants and is still expecting additional applications to be submitted.

PL 5 Myers moved that Council appoint the following to serve on the temporary Municipal Facilities Improvement Committee, seconded by Mayor Pro Tem Griffin:

1. Mark Clark
2. Cedric Goree
3. Kathy Daigle
4. Dr. William Garner
5. Raynard Kearbey
6. Carol Lynch
7. Amanda McCloskey
8. Dani Muckleroy
9. Ozzie Molina
10. James Phipps
11. Brian Treadaway
12. BJ Tucker
13. Bill Turner
14. Jimmie Wade

*No oppositions, no abstentions.*

*VOTE: The motion to approve carried unanimously: 3-0.*

**ITEM 9. DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer committee appointments and/or reappointments to serve a term on the MDD (Municipal Development District Board) and direct staff to solicit for new applicants.

Staff presented basic MDD background and a list of members:

**Municipal Development District (“MDD”):**

This board of directors was authorized and created by the voters of Ovilla in 2009 for the imposition of a sales and use tax at the rate of one-fourth of one percent for the purpose of financing development projects beneficial to the district. The MDD consists of a five-member board of directors appointed by Council. This Board meets only as needed. The last quorum and completed meeting of the MDD was July 2015. A meeting was scheduled in June 2016 but did not transpire. There are no pending applications for this Board.

Last named members:

PL1 Rachel Huber

PL2 James Scivally – Resigned, moved from Ovilla

PL3 Richard Dormier

PL4 Ron Langenheder – Resigned, moved from Ovilla

PL5 Lisa Ware

Mayor Pro Tem Griffin moved to reappoint MDD PL1 Rachel Huber and MDD PL5 Lisa Ware to serve another term on the MDD and to continue soliciting for new applicants, seconded by PL5 Myers.  
*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 10. DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer committee appointments and/or reappointment(s) to serve a term on the Ovilla Park Board Advisory Committee and direct staff to solicit for new applicants.

Staff shared the annual activity report, attendance record, current membership and an excerpt from the Ovilla Code:

**Division 4, Sec. 1.09.123 Term of members; removal**

The term of office of members of the board shall be two (2) years. The members of the board shall be identified by place numbers. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of odd-numbered places shall expire the last day in June in the odd-numbered years. Members may be re-appointed for additional terms. Vacancies shall be filled for unexpired terms by the city council in the same manner that the original appointment was made. Staff received no other applications.

Park Board Place 1 – vacant

Park Board Place 3 – Brian Treadaway, desires reappointment

Park Board Place 5 – Windy Zabojnik, desires reappointment

PL5 Myers moved to reappoint Park PL3 Treadaway and Park PL5 Zabojnik to both serve a new term on the Park Board Advisory Committee and for staff to continue soliciting for applications for the Board, seconded by Mayor Pro Tem Griffin.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 11. DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer board appointment and/or reappointments to serve a term on the Planning and Zoning Commission and direct staff to solicit for new applicants.

Staff shared the annual activity report, attendance record, a current list of members and an excerpt from the Ovilla Code:

**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. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The odd-numbered places shall expire in the odd-numbered years. This July, Places 1, 3, 5 and 7 expire and all members voiced desires for Council reappointment.

PL2 Oberg moved that Council reappoint the following to serve another term on the Planning and Zoning Commission, seconded by PL5 Myers.

1. PL1 Darrell Jungman
2. PL3 Carol Lynch
3. PL5 Joseph Alexander
4. PL7 Bill Zimmermann

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 12. DISCUSSION/ACTION** – Consideration of and action on ORDINANCE 2019-11 of the City of Ovilla, TX, amending the Fiscal Year 2018-2019 Annual Budget and Program of

Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 of the Ovilla Code of Ordinances pursuant to the Mid-Year Budget Review.

Pursuant to Section 1.05.038 of the Code, staff presented a mid-year budget review with amendments. The amendment proposed adjustments to both revenues and expenditures based on the first half of the year.

Major expenditure allocations:

EDC – Wastewater line project (\$150,000)

GF - Approved Engineers Work Order for the Water Street bridge project (\$25,500)

Park Impact Fund – Add swing areas (state complaint) to Ashburne Glen Park and Silver Spur Park (\$10,000)

Mayor Pro Tem Griffin moved to approve Ordinance 2019-11, amending the Fiscal Year 2018-2019 Annual Budget and Program of Services in accordance with the mid-year budget review, seconded by PL5 Myers.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 13. DISCUSSION/ACTION** – Consideration of and action on Resolution R2019-10 amending the meeting schedule of the Ovilla City Council.

Resolution R2014-025 approved July 14, 2014, called for the creation of a Council Briefing Session. During the April 2019 meeting, Council approved to discontinue the Briefing Session. Staff presented Resolution R2019-10 to Council that eliminates the Briefing Session.

PL5 Oberg moved that Council approve Resolution R2019-10 eliminating the Briefing Session and setting the Council meeting time to 6:30 p.m., seconded by PL5 Myers.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 14. DISCUSSION** – Discussion on Section 35.3.D.1. (Fences in Residential Districts) of the Ovilla Code of Ordinances.

Councilman Myers requested to discuss the requirement for a variance to the Board of Adjustment for fence placement in front of the home for residential properties 5-acres and over. He suggested homes that have agricultural exemptions, not just zoned RC, be granted an exception. Council directed the City Manager to review and report back.

*No Action. Discussion Only.*

**ITEM 15. DISCUSSION** - Discussion on Resolution R2016-10 adopting the United States Consumer Product Safety Commission's publication entitled Public Playground Safety Handbook as the City's official reference and guideline for consideration in the City's acquisition, installation, operation, use and maintenance of playground equipment and playground surfacing.

PL5 Myers questioned the removal of swings in certain park areas in Ovilla and suggested the swings be put back up. According to the Public Playground Safety Handbook, adopted by the City by Resolution R2016-10, swings may not be attached to any other play structure, which was why they were removed.

*No Action. Discussion Only.*

**ITEM 16. DISCUSSION/ACTION** – Consideration of and action to appoint a City Council Member to serve on the Finance Committee to review and evaluate RFQ responses for audit services.

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

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

The RFQ calls for one Council member to serve on the Finance Committee for the review and evaluation of responses for Audit services.

Mayor Pro Tem Griffin move to appoint PL4 Hunt to the Finance Committee to review and evaluate RFQ responses for audit services, seconded by PL2 Oberg.

*No oppositions, no abstentions.*

***VOTE: The motion to approve carried unanimously: 3-0.***

**ITEM 17. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda above for individual consideration and action.

Consent Item C7 digiTICKET was pulled for review and action.

During the 2018-2019 budget, Council authorized the purchase of electronic ticket writers for issuing citations. During the following months, the chosen vendor failed to deliver the technology. It was found that the vendor had provided an inaccurate quote. New quotes were received and shared with Council. For price and customer service, the preferred vendor is digiTICKET. Staff presented two options for this program and confirmed that digiTICKET interfaced with the City's current software programs, Fast and Crimes.

**Financial Impact:**

The preferred source, digiTICKET, has two options:

1. Total purchase of 4 units at a 5-year cost of \$50,104
  - A. \$37,304 one-time fee
  - B. Recurring yearly fee, \$2,560 x 5=\$12,800
  - C. Fees for paper. Hardware and costs belong to city.
2. Total rental of 4 units at a five-year total cost \$73,200
  - A. Monthly fee per unit \$305.
  - B. 4 units at \$1,220 a month, per year \$14,640
  - C. No charge for paper. Hardware belongs to vendor.

Council directed staff to return with answers to their inquiries made with regard to warranty services and the approval of the City's Tech Company, IT Netgenious, before acting on this item.

*No Action. Discussion Only.*

**DEPARTMENT REPORTS**

- Department Activity Reports / Discussion
  - Police Department Chief B. Windham
    1. Monthly Report was reviewed.
      - a. Chief shared a sample of the new police patch.
  - Fire Department Chief B. Kennedy
    1. Monthly Report was reviewed.
  - Public Works Director B. Piland
    1. Monthly Report was reviewed.
    2. Monthly Park Maintenance Reports were reviewed.
  - Finance Department Accountant L. Harding
    1. March 2019 Financials and transactions were reviewed.
    2. Bank Balances through May 08, 2019.
  - Administration
    1. Monthly Code/Animal Control Reports were reviewed. Code/AC Officer M. Dooly

2. Monthly Municipal Court Report was reviewed. 3. City Manager Reports were reviewed.	City Secretary P. Woodall City Manager, John R. Dean, Jr.
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**EXECUTIVE SESSION**

Mayor Dormier announced that Council would meet in closed session at 9:12 pm, pursuant to authorization by the TX Government Code:

Closed session called pursuant to Section §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property.

- A. *Convene into Executive Session.*
- B. *Reconvene into Regular (Open) Session*
- C. Consideration of and action on the purchase of real property Identified as Ellis CAD Property ID: 194181.

Closed session pursuant to Section §551.074 of the Texas Government Code to deliberate the position of Public Works Director.

- A. *Convene into Executive Session.*
- B. *Reconvene into Regular (Open) Session*
- C. Consideration of and action on the position of Public Works Director (Interim).

Mayor Dormier and Council resumed into Regular Session at 9:31 pm. Mayor Dormier advised that no action was taken in Executive Session. There was no action or discussion in Regular Session.  
**No Action.**

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

There was none.

**ADJOURNMENT**

PL2 Oberg moved to adjourn the meeting of May 13, 2019, seconded by PL5 Myers. There being no further business, Mayor Dormier adjourned the meeting at 9:33 p.m.

ATTEST:

Pamela Woodall, City Secretary

Richard Dormier, Mayor

*Approved June 10, 2019*

Attachment: Citizens Forum sheets  
 Official Results of May 2019 Election  
 Executive Session Agenda filed separately.

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: 5:13 = 2019

PHONE: 469-3392503

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

NAME: OZZIE MOLINA

ORGANIZATION / DEPARTMENT: \_\_\_\_\_

ADDRESS: 224- LARIAT TRL OVILLE TX 75154

CITY / ZIP: OVILLA TX 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.

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: ON - WARRANTY OF THE STREET LARIAT TRL

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: 5.13.2019

PHONE: 972-217-5005

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

NAME: Dani Muckleroy

ORGANIZATION / DEPARTMENT: \_\_\_\_\_

ADDRESS: 608 GREEN MEADOWS LN

CITY / ZIP: OVILLA TX 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.

\_\_\_\_\_ I wish to address the Council during the Citizens Forum.

AGENDA ITEM(S) NUMBER: \_\_\_\_\_

X I wish to address the Council on this agenda item(s). #5 CWD

\_\_\_\_\_ 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.

## 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: May 13/2019

PHONE: 214 - 998-8263

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

NAME: ANSLEY SARVIS

ORGANIZATION / DEPARTMENT: \_\_\_\_\_

ADDRESS: 503 Edgewood Lane Ovi, TX

CITY / ZIP: 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.

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). #5

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.*

# WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

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**The form must be complete.**

DATE: 5/13

PHONE: 972-571-7881

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

NAME: Carol Lynch

ORGANIZATION / DEPARTMENT: P&Z

ADDRESS: 316 Shadow Wood Trail

CITY/ZIP: Orilla, Tex 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.

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.**

Comments: I would like to speak on  
Agenda item #3 @ Discussion/Action line

**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 \_\_\_\_\_"*



Dallas & Ellis Counties  
Ovilla, TX

**MAY 04, 2019 GENERAL ELECTION  
FOR MAYOR  
PLACE 2 & PLACE 4 COUNCIL MEMBERS  
(General Election Canceled)**

**Special Election PROPOSITION A  
OFFICIAL TABULATION**

**\* DENOTES WINNER or PASSED**

<u>Mayor</u>	*Richard Dormier Uncontested / Declared Elected	Early	Election Day	
<u>Place 2</u>	*Dean Oberg Uncontested / Declared Elected	Early	Election Day	
<u>Place 4</u>	*Douglas Hunt Uncontested / Declared Elected	Early	Election Day	

**\*PROPOSITION A:**

**THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX  
IN THE CITY OF OVILLA AT THE RATE OF ONE FOURTH OF  
ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR  
MAINTENANCE AND REPAIR OF MUNICIPAL STREETS.**

**FOR: 175**

**AGAINST: 40**

114	Early Voting Ballots Cast
107	Election Day Ballots Cast
<b>221</b>	<b>Total Ballots Cast</b>
216	Registered Voters (Dallas Co.)
2,978	Registered Voters (Ellis Co.)
<b>3,194</b>	<b>Total Registered Voters</b>
6.92%	Voter Turnout

Canvass conducted  
**MAY 13, 2019 6:30 PM**

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

06.10.2019

## Consent C5

To  
**Honorable Mayor  
and Council**

Comments:

C5      Resolution R2019-11 authorizing the purchase of real property.

From  
**John Dean, Jr. CM**

BACKGROUND AND JUSTIFICATION:

CC  
**Pam Woodall, CS**

Resolution R2019-11 allows the City Manager to enter into a contract with Waddle Holdings, LLC for the purchase of real property.

**Re: property  
purchase**

**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

[www.cityofovilla.org](http://www.cityofovilla.org)  
jdean@cityofovilla.org



**RESOLUTION NO. R2019-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OVILLA, TEXAS, APPROVING AND AUTHORIZING THE  
CITY MANAGER TO EXECUTE A CONTRACT FOR THE  
PURCHASE OF REAL PROPERTY; PROVIDING FOR  
SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Ovilla, a Type-A General Law Municipality (the “Municipality”), organized and existing under the laws of the State of Texas, after thorough consideration has found and determined that the acquisition of approximately 2.01 acres of real property, is desirable and in the public interest; and

**WHEREAS**, the City, through its City Manager, has negotiated a fair price with the property owner for the acquisition of real property, which is more than the maximum amount permitted by the Ordinances of the City of Ovilla for the City Manager to purchase without the consent of the City Council; and

**WHEREAS**, The City Council desires to enter into a contract (“Contract”) with Waddle Holdings, LLC for the purchase of real property;

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

**SECTION 1.** Incorporation of Premises. The recitals and findings set forth above are true and correct and are incorporated into the body of this resolution as if fully set forth herein.

**SECTION 2.** Approval of Contract and Authorization for Execution. The City Council hereby approves the contract attached hereto as Exhibit “A” and authorizes John Dean, City Manager, of the City of Ovilla, Texas, to execute the contract on behalf of the City.

**SECTION 3.** Severability. If any section, article, paragraph, sentence, clause, phrase, or word in this resolution, or application thereof to any person or circumstance, is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this resolution, and the City Council hereby declares it would have passed such remaining portions of this resolution despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 4.** Effective Date. This resolution shall be in force and effect immediately upon passage and approval.

**RESOLVED, PASSED and APPROVED**, this \_\_\_\_ day of \_\_\_\_\_, 2018.

RESOLUTION NO. R2019-11

**CITY OF OVILLA, TEXAS**

---

Richard Dormier, Mayor

ATTEST:

---

Pamela Woodall, City Secretary



TEXAS ASSOCIATION OF REALTORS®  
**COMMERCIAL CONTRACT - UNIMPROVED PROPERTY**

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS® IS NOT AUTHORIZED.  
©Texas Association of REALTORS®, Inc. 2018

**1. PARTIES:** Seller agrees to sell and convey to Buyer the Property described in Paragraph 2. Buyer agrees to buy the Property from Seller for the sales price stated in Paragraph 3. The parties to this contract are:

Seller: Waddle Holdings LLC

Address: 1239 Panorama Loop, Waxahachie, TX 75165

Phone: 972-955-2781 E-mail: \_\_\_\_\_

Fax: \_\_\_\_\_ Other: \_\_\_\_\_

Buyer: City of Ovilla, TX

Address: 105 Cockrell Hill Rd, Ovilla, TX 75154

Phone: 972-617-7262 E-mail: jdean@cityofovilla.org

Fax: \_\_\_\_\_ Other: \_\_\_\_\_

**2. PROPERTY:**

A. "Property" means that real property situated in Ellis County, Texas at Cockrell Hill Rd, Ovilla, TX (address) and that is legally described on the attached Exhibit \_\_\_\_\_ or as follows: Ellis CAD Property ID: 194181

B. Seller will sell and convey the Property together with:

- (1) all rights, privileges, and appurtenances pertaining to the Property, including Seller's right, title, and interest in any minerals, utilities, adjacent streets, alleys, strips, gores, and rights-of-way;
- (2) Seller's interest in all leases, rents, and security deposits for all or part of the Property; and
- (3) Seller's interest in all licenses and permits related to the Property.

*(Describe any exceptions, reservations, or restrictions in Paragraph 12 or an addendum.)  
(If mineral rights are to be reserved an appropriate addendum should be attached.)*

**3. SALES PRICE:**

A. At or before closing, Buyer will pay the following sales price for the Property:

(1) Cash portion payable by Buyer at closing ..... \$ XXXXXXX

(2) Sum of all financing described in Paragraph 4 ..... \$       

(3) Sales price (sum of 3A(1) and 3A(2)) ..... \$ XXXXXXX

## Ellis CAD Property Search

## Property ID: 194181 For Year 2019

[Map](#)

06.10.2019

## Consent C6

To  
**Honorable Mayor  
and Council**

Comments:

From  
**John Dean, Jr. CM**

C6      Set September 14, 2019 as the fall clean-up date and authorize the City Manager to execute the letter to TCEQ for the event.

CC  
**Pam Woodall, CS  
Public Works Dept.**

### BACKGROUND AND JUSTIFICATION:

During the annual City Clean Up Day, Ovilla was unable to collect hazardous waste due to CWD failure to file with TCEQ in a timely manner. CWD offered to schedule another clean-up day at no cost to Ovilla to include hazardous waste collections.

Re: **Add clean up day**

**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

[www.cityofvilla.org](http://www.cityofvilla.org)  
jdean@cityofvilla.org





May 28, 2019

Mr. Hector Lujan  
Texas Commission on Environmental Quality  
P.O. Box 13087 MC-108  
Austin, Texas 78711-3087

Re: Community Waste Disposal, L.P. (CWD) access to use City of Ovilla Property

Dear Mr. Lujan:

This letter is to confirm that the City of Ovilla Texas has authorized CWD to operate an HHW collection/recycling event (X-treme Green Event) on City property located adjacent to City Hall at 105 S Cockrell Hill Rd., Ovilla, TX 75154. This event will be held on September 14, 2019 from 8:00am until 12:00pm.

If you have any questions or concerns, please contact me at 972.617.7262 or by email at [ddurham@cityofovilla.org](mailto:ddurham@cityofovilla.org). Thank you for your consideration of this matter.

Sincerely,

John R. Dean, Jr.  
City Manager  
972-617-7262

06.10.2019

## Consent C7

To  
**Honorable Mayor  
and Council**

Comments:

From  
**John Dean, Jr. CM**

C7 Consideration of and action on Ordinance 2019-12 of the City of Ovilla, Texas, amending Chapter 3, Article 3.05, Section 3.05009 of the Code of Ordinances of the City of Ovilla; amending the authority for appeals regarding fence inspections; 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.

CC  
**Pam Woodall, CS  
Glennell Miller,  
Deputy CS  
Code Enforcement**

BACKGROUND AND JUSTIFICATION:

Per Council, Ordinance 2019-12 amends the authority for appeals regarding fence inspections.

Re: **Fences**

**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

[www.cityofvilla.org](http://www.cityofvilla.org)  
jdean@cityofvilla.org



AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 3, ARTICLE 3.05, SECTIONS 3.05.009 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA; AMENDING THE AUTHORITY FOR APPEALS REGARDING FENCE INSPECTIONS; 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.

WHEREAS, the current City of Ovilla Code of Ordinances adopted 1989 Code, Chapter 3, Section 9.09 establish the City Council as the authority to settle appeals of decisions made by the building inspector regarding fences in the City of Ovilla; and

WHEREAS, the City Council has researched and deliberated the current appeal process regarding fence inspections of the City of Ovilla; and

WHEREAS, based on the deliberations the City Council desires to make changes to the appeal authority regarding fence inspections within the City of Ovilla;

WHEREAS, the City Council finds it necessary to amend the City's Code of Ordinances regarding fence inspection appeals.

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

**SECTION 1. AMENDMENT OF ARTICLE 3.06, OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS**

Article 3.05, Section 3.05.009 of the Code of Ordinances of the City of Ovilla, Texas, is hereby amended to read:

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 Board of Adjustments.

**SECTION 2. SAVINGS CLAUSE**

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

**SECTION 3. SEVERANCE CLAUSE**

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

**SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES**

## ORDINANCE NO. 2019-12

The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered, if necessary, to conform to the uniform numbering system of the Code.

### SECTION 5. EFFECTIVE DATE

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

### SECTION 6. PUBLICATION

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

PASSED, ADOPTED and APPROVED by the City Council of Ovilla, Texas, on this the 10th day of June 2019.

---

Richard Dormier, Mayor

ATTEST:

---

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

---

Ron G. MacFarlane, Jr., City Attorney

## AGENDA ITEM REPORT

### Item 1

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Accountant

Code, Public Works, Planning

#### Attachments:

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

#### Agenda Item / Topic:

ITEM 1. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission on Case PZ2019-03 to consider and act on a Preliminary Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154.

#### Discussion / Justification:

NAME:	KATRINA BIRDWELL
APPLICATION DATE:	05/20/2019
LOCATION:	655 E. Highland Road
UTILITIES:	Not on City of Ovilla water/sewer
CURRENT ZONING:	RE RESIDENTIAL 1-ACRE MINIMUM
PROPOSED LAND USE:	RE RESIDENTIAL 1-ACRE MINIMUM
MAJOR THOROUGHFARE:	FM 664

The Birdwell family currently resides on a small portion of their property. Their desire is to plat their property of 11.165 acres, having two one-acre lots for residential use, whereas the remaining 9.165-acres remain unimproved. The plat and application documents have been reviewed by staff and meets all requirements.

The Ovilla Planning and Zoning Commission met on Monday, June 03 to consider and act on the preliminary plat. They unanimously approved the preliminary plat with a 7-0 vote.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

I move to approve Case PZ2019-03, a Preliminary Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154 as presented.



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

DATE:	4-22-2019
APPLICANT:	Katrina Birdwell & Leondra Birdwell
ADDRESS:	655 E. Highland, Ovilla, TX 75184 <small>(PLEASE PRINT)</small>
TELEPHONE:	214-755-0917 2807 (KREB)

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

Engineer or Land Planner \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address: 655 E. Highland Ovilla TX 75184

Location of Property: 655 E. Highland, Ovilla, TX 75184

City Limits  Extraterritorial Jurisdiction (ETJ)

Subdivision Name: \_\_\_\_\_

Area in Subdivision: 11.166 Total Acres 2 Number of Lots 1 ACRE Average Lot size

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

Fee Due City for Application \$ \_\_\_\_\_

DATE: 4/22/19

APPLICANT'S SIGNATURE: Katrina Birdwell

**COPY**



## APPLICATION FOR SHORT FORM PLAT/REPLAT

### THE CITY OF OVILLA, TEXAS

#### SHORT FORM PROCEDURE

#### Ovilla Code of Ordinances

#### CHAPTER 10

##### § 10.02.391 General

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

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

##### § 10.02.392 Submission

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

##### § 10.02.393 Requirements

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

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

**COPY**



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

*Preliminary*

**REPLAT CHECK LIST**

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

CURRENT & PROPOSED SURVEYS ATTACHED *current + proposed total*

CURRENT R-O-W IS DEDICATED TO CITY *proposed 1 ac*

TAX CERTIFICATE SHOWING ALL PROPERTY TAXES ARE PAID *? Bring in to office 4/22*

EXISTING ZONING *RE - 1 ACRE*

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

*Na - Residential* *single family dwelling*  
PROPOSED USE OF PROPERTY (if other than current use).

SIZE OF PROPERTY *1.166* ACRES

REPLAT FEES PAID RECEIPT ATTACHED - # *CH# 01715*

DATE SUBMITTED: MAY 2019 HEARING DATE: JUNE 2019

RECEIVED BY: Staff

**COPY**

TAX CERTIFICATE



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

Issued To:

BIRDWELL KATRINA P  
655 E HIGHLAND RD  
OVILLA, TX 75154-5505

Legal Description

76 J BILLINGSLEY LOCKED GATE 11.166  
ACRES

Parcel Address: 655 E HIGHLAND RD

Legal Acres: 11.1660

<-->

<-->

Account Number: 206473

Print Date: 04/22/2019 12:23:12 PM

Certificate No: 238337039

Paid Date: 04/22/2019

Certificate Fee: \$10.00

Issue Date: 04/22/2019

CHECK NO. 1719

Operator ID: SYOUNG

TAX CERTIFICATES ARE ISSUED WITH THE MOST CURRENT INFORMATION AVAILABLE. ALL ACCOUNTS ARE SUBJECT TO CHANGE PER SECTION 26.15 AND 11.43(l) OF THE TEXAS PROPERTY TAX CODE. THIS IS TO CERTIFY THAT ALL TAXES DUE ON THE ABOVE DESCRIBED PROPERTY HAVE BEEN EXAMINED, UP TO AND INCLUDING THE YEAR 2018. ALL TAXES ARE PAID IN FULL.

Exemptions:

HOMESTEAD OVER 65 OPEN SPACE 1-D-1

Certified Owner:

BIRDWELL KATRINA P  
655 E HIGHLAND RD  
OVILLA, TX 75154-5505

2018 Value:	614,100
2018 Levy:	\$9,889.48
2018 Levy Balance:	\$0.00
Prior Year Levy Balance:	\$0.00
Total Levy Due:	\$0.00
P&I + Attorney Fee:	\$0.00
Total Amount Due:	\$0.00

Certified Tax Unit(s):

70 ELLIS COUNTY  
170 LTRD  
208 MIDLOTHIAN ISD  
362 CITY OF OVILLA

DUE TO ITS ASSIGNED USAGE, THE ABOVE LEGAL PROPERTY MAY HAVE RECEIVED SPECIAL VALUATION, AND ADDITIONAL ROLLBACK TAXES MAY BECOME DUE BASED ON THE PROVISIONS OF THE SPECIAL VALUATION.

Reference (GF) No: N/A

Issued By: *Sonye Young*

JOHN BRIDGES RTA, CTA, CSTA

ELLIS COUNTY TAX OFFICE TAX ASSESSOR - COLLECTOR

**COPY**





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

ITEM 1. **Case No. PZ19.03** – Consideration of and action on a Preliminary Plat application filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No. 76 of the City of Ovilla TX 75154, and forward recommendation to the City Council.

\*\*\*\*\*

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

PL 1 Jungman AYE

PL5 Alexander AYE

PL2 Sims AYE

PL6 Hart AYE

PL3 Lynch AYE

PL7 Zimmermann AYE

PL4 Whittaker AYE

7 **FOR**

0 **AGAINST**

0 **ABSTAIN**

\*\*\*\*\*

Handwritten signature of C. Lynch.

Presiding Officer of P&Z

6/3/19

Date

Handwritten signature of J. Muller.

Board Secretary

6.4.19

Date

## AGENDA ITEM REPORT

### Item 2

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Accountant

Code, Public Works, Planning

#### Attachments:

1. Application documents
2. Final Plat
3. Planning and Zoning Commission Recommendation

#### Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Receive recommendation from the Planning and Zoning Commission on Case PZ2019-04 to consider and act on a Final Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154.

#### Discussion / Justification:

NAME:	KATRINA BIRDWELL
APPLICATION DATE:	05/20/2019
LOCATION:	655 E. Highland Road
UTILITIES:	Not on City of Ovilla water/sewer
CURRENT ZONING:	RE RESIDENTIAL 1-ACRE MINIMUM
PROPOSED LAND USE:	RE RESIDENTIAL 1-ACRE MINIMUM
MAJOR THOROUGHFARE:	FM 664

The Birdwell family currently resides on a small portion of their property. Their desire is to plat their property of 11.165-acres, having two one-acre lots for residential use, whereas the remaining 9.165-acres remain unimproved. The plat and application documents have been reviewed by staff and meets all requirements.

The Ovilla Planning and Zoning Commission met on Monday, June 03 to consider and act on the final plat. They unanimously approved the final plat with a 7-0 vote.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

I move to approve Case PZ2019-04, a Final Plat filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No 76, of the City of Ovilla, Ellis County, more commonly known as 655 E. Highland Road, Ovilla, TX 75154 as presented.

**CITY OF OVILLA**  
**APPLICATION FOR FINAL PLAT APPROVAL**



Final Plat

Applicant Katrina + Brandon Birdwell Phone 214 755 2807 or 469 309 8973

Mailing Address 1055 E. Highland Road, Ovilla TX 75154

Applicant's Interest in Property Owner  
(owner, agent, lessee, option to buy, etc.)

Engineer or Land Planner N/A Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Location of Property 1055 E. Highland Road, Ovilla TX 75154

City Limits  Extraterritorial Jurisdiction (ETJ)

Subdivision Name \_\_\_\_\_

Area in Subdivision: 11.165 Total Acres \_\_\_\_\_ Number of Lots \_\_\_\_\_ Average Lot Size \_\_\_\_\_

Fee Due City for Application \$ \_\_\_\_\_ calculated as follows:

Final Plat

\$ 400 Application Fee

\$ 50 per lot X 2 total number of lots, plus

\$ 50 per acre X \_\_\_\_\_ each acre not designated as a subdivision lot (not to include streets)

- Plus \$50 per acre not designated as a subdivision lot (Residential)
- Plus 100% of engineering costs associated with review in excess of amount paid in initial fees.

Inspection Fees (inspection of utilities, infrastructure, etc.) Calculated by multiplying the cost estimate of the subdivision improvements by the applicable percentage.

Subdivision Improvements Cost Estimate	Applicable Percentage
\$200,000 or less	3.20
\$200,001 to \$400,000	3.10
\$400,001 to \$600,000	3.00
More than \$600,000	2.90

**COPY**

TAX CERTIFICATE



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

Issued To:  
BIRDWELL KATRINA P  
655 E HIGHLAND RD  
OVILLA, TX 75154-5505

Legal Description  
76 J BILLINGSLEY LOCKED GATE 11.166  
ACRES

Parcel Address: 655 E HIGHLAND RD  
Legal Acres: 11.1660

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Account Number: 206473  
Certificate No: 238337039  
Certificate Fee: \$10.00 CHECK NO. 1719

Print Date: 04/22/2019 12:23:12 PM  
Paid Date: 04/22/2019  
Issue Date: 04/22/2019  
Operator ID: SYOUNG

TAX CERTIFICATES ARE ISSUED WITH THE MOST CURRENT INFORMATION AVAILABLE. ALL ACCOUNTS ARE SUBJECT TO CHANGE PER SECTION 26.15 AND 11.43(l) OF THE TEXAS PROPERTY TAX CODE. THIS IS TO CERTIFY THAT ALL TAXES DUE ON THE ABOVE DESCRIBED PROPERTY HAVE BEEN EXAMINED, UP TO AND INCLUDING THE YEAR 2018. ALL TAXES ARE PAID IN FULL.

Exemptions:

HOMESTEAD    OVER 65    OPEN SPACE 1-D-1

Certified Owner:

BIRDWELL KATRINA P  
655 E HIGHLAND RD  
OVILLA, TX 75154-5505

<u>2018 Value:</u>	614,100
<u>2018 Levy:</u>	\$9,889.48
<u>2018 Levy Balance:</u>	\$0.00
<u>Prior Year Levy Balance:</u>	\$0.00
<u>Total Levy Due:</u>	\$0.00
<u>P&amp;I + Attorney Fee:</u>	\$0.00
<u>Total Amount Due:</u>	\$0.00

Certified Tax Unit(s):

70 ELLIS COUNTY  
170 LTRD  
208 MIDLOTHIAN ISD  
362 CITY OF OVILLA

DUE TO ITS ASSIGNED USAGE, THE ABOVE LEGAL PROPERTY MAY HAVE RECEIVED SPECIAL VALUATION, AND ADDITIONAL ROLLBACK TAXES MAY BECOME DUE BASED ON THE PROVISIONS OF THE SPECIAL VALUATION.

Reference (GF) No: N/A

Issued By: *Stacie Young*

JOHN BRIDGES RTA, CTA, CSTA  
ELLIS COUNTY TAX OFFICE TAX ASSESSOR - COLLECTOR

**COPY**

STATE OF TEXAS  
COUNTY OF ELLIS

WHEREAS Katrina P. Birdwell is the sole owner of a tract of land situated in the J. Billingsley Survey, Abstract Number 76, in Ellis County, Texas, same being that tract of land described by deed to said Katrina P. Birdwell, as recorded in Document Number 20190183, of the Deed Records of Ellis County, Texas (D.R.E.C.T.), and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch iron rod found for the northwest corner of the herein described tract of land, same being in the southerly line of Block A, of Highland Meadows, as addition to the City of Ovilla, Ellis County, Texas, according to the Plat thereof recorded in Cahier F, Sheet 40, of the Plat Records of Ellis County, Texas, and being the southwest corner of a tract of land described by deed to Sandra K. Daniels and Kenneth Daniels, wife and husband, as recorded in Instrument 2017-32375, D.R.E.C.T.;

THENCE North 85 degrees 20 minutes 29 seconds East, with the common line of said Daniels and Trull tract, passing at a distance of 671.63 feet a 2/8 inch iron rod found for corner, same being the southwest corner of a tract of land described by deed to Jim Aldridge and wife, Gail Aldridge, as recorded in Volume 143, Pg. 156, D.R.E.C.T., and being the southwest corner of a tract of land, described by deed to Floyd G. Allen and wife, Jennifer Rae Allen, as recorded in Volume 1703, Pg. 315, D.R.E.C.T., and being the northeast corner of a tract of land described by deed to Jack Edward Hood, Jr. and Gwendolyn Laveta Hood, as recorded in Volume 2310, Pg. 41, D.R.E.C.T.;

THENCE South 91 degrees 09 minutes 30 seconds East, along and within said E. Highland Road and with the common line of said Trull and Moyer tracts, a distance of 198.76 feet to a "P.R.C." nail set in asphalt for corner, same being in the southerly line of said Trull and Moyer tracts, a distance of 164.96 feet to a "P.R.C." nail set in asphalt for corner, said point being the Southeast corner of said Trull tract, same being the Northeast corner of a tract of land described by deed to Jack Edward Hood, Jr. and Gwendolyn Laveta Hood, as recorded in Volume 2310, Pg. 41, D.R.E.C.T.;

THENCE South 91 degrees 09 minutes 30 seconds East, along and within said E. Highland Road and with the common line of said Trull and Moyer tracts, a distance of 164.96 feet to a "P.R.C." nail set in asphalt for corner, said point being the Southeast corner of said Trull tract, also being the northeast corner of said Trull tract, and being the westwesterly corner of said Trull tract, and being in the westwesterly line of a tract of land described by deed to Laura McKeever Moyer, as recorded in Volume 1703, Pg. 945, D.R.E.C.T.;

THENCE South 91 degrees 09 minutes 30 seconds East, along and within said E. Highland Road and with the common line of said Trull and Moyer tracts, a distance of 198.76 feet to a "P.R.C." nail set in asphalt for corner;

THENCE South 91 degrees 09 minutes 30 seconds East, along and within said E. Highland Road and with the common line of said Trull and Moyer tracts, a distance of 164.96 feet to a "P.R.C." nail set in asphalt for corner, said point being the Southeast corner of said Trull tract, same being the Northeast corner of a tract of land described by deed to Jack Edward Hood, Jr. and Gwendolyn Laveta Hood, as recorded in Volume 2310, Pg. 41, D.R.E.C.T.;

THENCE South 85 degrees 23 minutes 53 seconds West, with the common line of said Trull and Hood tracts, a distance of 297.00 feet to a 1/2 inch iron rod with yellow cap stamped "Arthur Surveying Company" set for corner;

THENCE South 85 degrees 23 minutes 53 seconds West, continuing with the common line of said Trull and Hood tracts, a distance of 1045.81 feet to a 5/8 inch iron rod with cap stamped "3249" found for corner, same being the northwest corner of said Hood tract, and being in the southerly line of said Highland Meadows;

THENCE North 00 degrees 52 minutes 54 seconds West, with the common line of said Trull tract and said Block A, a distance of 162.53 feet to the POINT OF BEGINNING and containing 11.165 acres of land, more or less.

Deatings are based on Texas State Plane Coordinate System, North Central Zone (NAD 83, U.S. Feet) with a combined scale factor of 1.000072449.

Patricia Ruylo, et al  
Vol. 2461, Pg. 1566  
D.R.E.C.T.

Sandra K. Daniels  
and Kenneth Daniels,  
husband and wife  
Inst. No. 2017-32375  
D.R.E.C.T.

Jim Aldridge and wife,  
Gail Aldridge,  
Vol. 1451, Pg. 746  
D.R.E.C.T.

Floyd G. Allen and wife,  
Jennifer Rae Allen  
Vol. 1767, Pg. 315  
D.R.E.C.T.

Jon R. Jones and wife,  
Vanesa L. Jones  
Vol. 1767, Pg. 315  
D.R.E.C.T.

Jack Edward Hood, Jr. and  
Gwendolyn Laveta Hood  
Vol. 2310, Pg. 41  
D.R.E.C.T.

Lot 14  
Block A  
Highland Meadows  
Cob. F, Sd. 40  
P.R.E.C.T.

TAYLOR STREET  
W.M.C. 2045'

LEGEND

1. Deedings and distances are based on the State Plane Coordinate System, Texas North Central Zone (4202) North American Datum of 1983 (NAD 83) (X100000 Feet) with a combined scale factor of 1.000072449.

2. This property lies within Zone "X" of the Flood Insurance Rate Map for Ellis County, Texas and Incorporated Areas, map no. 48139C00755, June 03, 2013, via sealed map location and graphic plotting.

3. Notice: Selling a portion of this addition by metes and bounds is a violation of City subdivision ordinance and state plating statutes and is subject to fines and withholding of utilities and building certificates.

4. The purpose of this plat is to create 1 (one) platted lot from a portion of an un-platted tract of land.

5. The property is subject to all existing easements, rights-of-way, and restrictions.

6. The property is subject to all existing zoning, building, and other regulations.

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

ITEM 2. **Case No. PZ19.04** – Consideration of and action on a Final Plat application filed by owner applicant, Katrina Birdwell, to plat 11.165 acres out of the J. Billingsley Survey, Abstract No. 76 of the City of Ovilla TX 75154, and forward recommendation to the City Council.

\*\*\*\*\*

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

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

PL5 Alexander AYE  
PL6 Hart AYE  
PL7 Zimmermann AYE

7 **FOR**

0 **AGAINST**

0 **ABSTAIN**

\*\*\*\*\*

*C. Lynch*  
Presiding Officer of P&Z

6/3/19  
Date

*J. Miller*  
\_\_\_\_\_  
Board Secretary

6.4.19  
Date

## AGENDA ITEM REPORT Item 3

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Accountant

Code/Planning

### Attachments:

1. Ordinance 2019-13
2. TML Bulletin

### Agenda Item / Topic:

ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2019-13 amending Appendix A, Article A4.000, section A4.001 “Building Permit Fees” and Section A4002, “Plan Review Fees,” of the Code of Ordinances of the City of Ovilla, Texas; providing revised building permit and inspection fees; providing revised plan review fees; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication. (HB852)

### Discussion / Justification:

H.B. 852, went into effect on Tuesday May 21, 2019 and states that: (1) in determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a city may not consider: (a) the value of the dwelling; or (b) the cost of constructing or improving the dwelling; and (2) a city may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program.

Staff has continued to accept the submittal of applications for permits and offers assistance in the application process to customers, but cannot issue permits until the Code can be updated with the approval of Ordinance 2019-13.

### Recommendation / Staff Comments:

Staff recommends approval of ORD. 2019-13

### Sample Motion(s):

I move to approve Ordinance 2019-13 amending Appendix A, Article A4.000, section A4.001 “Building Permit Fees” and Section A4002, “Plan Review Fees,” of the Code of Ordinances of the City of Ovilla, Texas; providing revised building permit and inspection fees; providing revised plan review fees; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication. (HB852), as presented.

## ORDINANCE NO. 2019-13

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A, ARTICLE A4.000, SECTION A4.001 "BUILDING PERMIT FEES" AND SECTION A4.002 "PLAN REVIEW FEES," OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS; PROVIDING REVISED BUILDING PERMIT AND INSPECTION FEES; PROVIDING REVISED PLAN REVIEW FEES; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.**

WHEREAS, the City Council of the City of Ovilla previously adopted ordinances establishing building permit and inspection fees and plan review fees, such ordinances being codified as Appendix A, Article A4.000, Sections A4.001 and A4.002 to the Code of Ordinances of the City of Ovilla; and

WHEREAS, on May 21, 2019, the Texas Legislature passed H.B 852 with immediate effect; and

WHEREAS, H.B. 852 prohibits municipalities from determining the amount of a building permit or inspection fee for the construction or improvement of a residential dwelling based on the value of the dwelling or the cost of construction of the dwelling; and

WHEREAS, H.B. 852 requires most cities, including the City of Ovilla, to revise their residential building and inspection fees; and

WHEREAS, the City Council of the City of Ovilla, Texas, finds and determines that it necessary to amend its building permit fees, inspection fees and plan review fees to comply with the requirements of H.B. 852.

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

**SECTION 1. AMENDMENT OF APPENDIX A, ARTICLE A4.000, SECTIONS A4.001 AND A4.002 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS**

Appendix A, Article A4.000, Sections A4.001 and A4.002 of the Code of Ordinances of the City of Ovilla is hereby amended to read as follows:

### **ARTICLE A4.000 BUILDING AND CONSTRUCTION RELATED FEES**

#### **Sec. A4.001 Building permit fees**

The schedule for fees to be charged by the city for building permit and inspection fees will be as follows:

- (1)** All new single-family and multifamily construction, including normal inspections, additions and alterations:
  - (A)** New Residential Dwelling Construction - \$2,400 per dwelling unit
  - (B)** Residential Remodel or Addition Construction - \$1200 per dwelling unit
  - (C)** Solar Panel Installation - \$325 per dwelling unit

## ORDINANCE NO. 2019-13

- (D) HVAC Installation - \$125 per dwelling unit
- (E) Plumbing - \$125 per dwelling unit
- (F) Electrical - \$100 per unit
- (G) Water Heater - \$100 per unit
- (H) Miscellaneous Mechanical - \$100 per unit

**(2)** All other building permit and inspection fees including normal inspections; additions and alterations:

Valuation*	Fee
\$1.00 to \$10,000.99	\$ 165.00
\$10,001.00 to \$25,000.99	\$169.69 for the first \$10,000.00 plus \$14.70 for each additional \$1000.00
\$25,001.00 to \$50,000.99	\$377.19 for the first \$25,000.00 plus \$10.94 for each additional \$1000.00
\$50,001.00 to \$100,000.99	\$647.28 for the first \$50,000.00 plus \$7.85 for each additional \$1000.00
\$100,001.00 to \$500,000.99	\$1,092.74 for the first \$100,000.00 plus \$6.25 for each additional \$1000.00
\$500,001.00 to \$1,000,000.99	\$3,556.95 for the first \$500,000.00 plus \$5.24 for each additional \$1000.00
\$1,000,001.00 and up	\$6,176.69 for the first \$1,000,000.00 plus \$3.48 for each additional \$1000.00

\*Valuation subject to review by city staff.

**(3)** Certificate of occupancy (commercial only): \$100.00.

**(4)** Swimming Pools.

- (A) In-ground swimming pools: \$50.00, plus actual cost of inspection.
- (B) Above-ground swimming pools: \$75.00.

**(5)** Reinspection and/or additional inspections:

- (A) All new single-family and multifamily construction, including normal inspections additions and alterations:
  - (i) New Residential Dwelling Construction - \$30.00 plus actual cost of inspection per dwelling unit
  - (ii) Residential Remodel or Addition Construction - \$30.00 plus actual cost of inspection per dwelling unit

## ORDINANCE NO. 2019-13

- (iii) Solar Panel Installation - \$30.00 plus actual cost of inspection per dwelling unit
- (iv) HVAC Installation - \$30.00 plus actual cost of inspection per dwelling unit
- (v) Plumbing - \$30.00 plus actual cost of inspection per unit
- (vi) Electrical - \$30.00 plus actual cost of inspection per unit
- (vii) Water Heater - \$30.00 plus actual cost of inspection per unit
- (viii) Miscellaneous Mechanical - \$30.00 plus actual cost of inspection per unit

(B) All other building permit and inspection fees including normal inspections; additions and alterations:

Valuation*	Fee
\$1.00 to \$10,000.99	\$86.92
\$10,001.00 to \$25,000.99	\$99.69 for the first \$10,000.00 plus \$7.70 for each additional \$1,000.00
\$25,001.00 to \$50,000.99	\$215.19 for the first \$25,000.00 plus \$5.56 for each additional \$1,000.00
\$50,001.00 to \$100,000.99	\$354.19 for the first \$50,000.00 plus \$3.85 for each additional \$1,000.00
\$100,001.00 to \$500,000.99	\$546.69 for the first \$100,000.00 plus \$3.08 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.99	\$1,778.69 for the first \$500,000.00 plus \$2.62 for each additional \$1,000.00
\$1,000,001.00 and up	\$3,088.69 for the first \$1,000,000.00 plus \$1.74 for each additional \$1,000.00

(6) Accessory buildings and other structures.

- (A) Accessory buildings, patio covers, etc.: \$40.00.
- (B) Accessory buildings with plumbing and/or electrical: \$30.00 plus actual cost of inspection.

(7) If work is performed on items requiring a building permit before obtaining the permit, the fee will be twice the original fee set forth in this schedule.

(8) Additional charge for after-hours/weekend inspections:

- (A) Residential new construction: \$70.00/hour, minimum 2 hours.
- (B) Commercial/multifamily new construction: \$140.00/hour, minimum 2 hours.
- (C) Other inspections: \$50.00/hour.

(9) Fee for fire code inspection services (fire alarm and/or sprinkler systems):

## ORDINANCE NO. 2019-13

- (A) Single-family and multifamily dwellings: \$480 per dwelling unit.
- (B) All other structures:

Valuation*	Fee
\$1.00 to \$250,000.99	\$750.00
\$250,001.00 to \$500,000.99	\$1,050.00
\$500,001.00 to \$1,000,000.99	\$1,350.00
\$1,000,001.00 to \$3,000,000.99	\$1,900.00
\$3,000,001.00 to \$6,000,000.99	\$2,850.00
\$6,000,001.00 and up	\$2,850.00 for first \$6,000,000.00 plus \$0.25 for each additional \$1,000.00

**(10)** Fill-dirt/grading permit: \$50.00.

**(11)** Roofing:

- (A) Permit: \$50.00.
- (B) Contractor registration:
  - (i) Initial registration: \$75.00.
  - (ii) Annual renewal registration: \$50.00.

**(12)** Fence permit: \$25.00.

**(13)** Flatwork: \$ 40.00.

**(14)** Septic systems:

- (A) New installation: \$275.00.
- (B) Repair: \$75.00.
- (C) Inspect existing system: \$ 40.00.

**(15)** Yard sprinkler systems: \$25.00.

### **Sec. A4.002 Plan review fees**

- (1)** Single-family and multifamily dwellings: \$480 per dwelling unit.
- (2)** All other structures:

## ORDINANCE NO. 2019-13

<b>Valuation*</b>	<b>Fee</b>
\$1.00 to \$10,000.99	\$75.00
\$10,001.00 to \$25,000.99	\$129.60 for the first \$10,000.00 plus \$10.01 for each additional \$1000.00
\$25,001.00 to \$50,000.99	\$279.90 for the first \$25,000.00 plus \$7.21 for each additional \$1000.00
\$50,001.00 to \$100,000.99	\$460.40 for the first \$50,000.00 plus \$5.10 for each additional \$1000.00
\$100,001.00 to \$500,000.99	\$725.40 for the first \$100,000.00 plus \$4.05 for each additional \$1000.00
\$500,001.00 to \$1,000,000.99	\$2,410.40 for the first \$500,000.00 plus \$3.50 for each additional \$1000.00
\$1,000,001.00 and up	\$4110.40 for the first \$1,000,000.00 plus \$2.45 for each additional \$1000.00

\*Valuation subject to review by city staff.

**(3)** Fee for incomplete or additional plan review: \$50.00.

**(4)** Fee for fire code plan review (fire alarm and/or sprinkler systems):

- (A) Single-family and multifamily dwellings: \$500 per dwelling unit.
- (B) All other structures:

<b>Valuation*</b>	<b>Fee</b>
\$1.00 to \$250,000.99	\$500.00
\$250,001.00 to \$500,000.99	\$850.00
\$500,001.00 to \$1,000,000.99	\$1,100.00
\$1,000,001.00 to \$3,000,000.99	\$1,600.00
\$3,000,001.00 to \$6,000,000.99	\$2,400.00
\$6,000,001.00 and up	\$2,400.00 for first \$6,000,000.00 plus \$0.25 for each additional \$1,000.00

### **SECTION 2. SEVERANCE CLAUSE**

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

## ORDINANCE NO. 2019-13

### **SECTION 3. INCORPORATION INTO THE CODE OF ORDINANCES**

The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

### **SECTION 4. EFFECTIVE DATE**

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

### **SECTION 5. PUBLICATION**

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

**PASSED, APPROVED and ADOPTED** by the City Council of Ovilla, Texas on this the 10<sup>th</sup> day of June 2019.

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Richard Dormier, Mayor

### **ATTEST:**

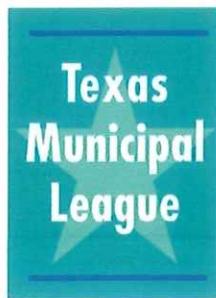
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Pamela Woodall, City Secretary

### **APPROVED AS TO FORM:**

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Ron G. MacFarlane, Jr., City Attorney



# Legislative UPDATE

May 24, 2019  
Number 21

## Action Required: Building Permit Fees

City officials should immediately review the process by which residential building permit fees are calculated. Many cities currently base their building permit fees on the cost of a proposed structure or improvement. [H.B. 852](#) now prohibits that practice.

Specifically, the bill provides that: (1) in determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a city may not consider: (a) the value of the dwelling; or (b) the cost of constructing or improving the dwelling; and (2) a city may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program.

The bill was signed by the governor on May 21, and it is effective immediately. No grace period applies, so affected cities should change their system as soon as possible. Options include square footage-based fees, a flat fee schedule, or any other non-cost-based and reasonable calculation.

League staff is working with the Building Officials Association of Texas to come up with possible fee structure options, but that process will take some time. It will be shared as soon as available.

Please contact Scott Houston, TML general counsel, at [shouston@tml.org](mailto:shouston@tml.org) with questions.

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## AGENDA ITEM REPORT

### Item 4

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: John R. Dean Jr., CM

Reviewed By:  City Manager  City Secretary  City Attorney

Accountant

Other: Staff

#### Attachments:

1. Letter from Municipal Facilities Improvement Committee Chair on behalf of the Committee.
2. Tax Scenarios Prepared by Hilltop Securities.

#### Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – Receive recommendation from the Municipal Facilities Improvement Committee to consider and act on Municipal Facility Improvements, directing staff as necessary.

#### Discussion / Justification:

During the March 25, 2019 Special Meeting, Council approved the creation of a new temporary Committee, Municipal Facilities Improvement Committee. The purpose of the Committee was to allow residents of Ovilla to have a voice, to meet, discuss, review and evaluate, the current conditions and future needs of all municipal facilities and forward recommendation(s) to the Ovilla City Council of the Committees' overall assessment.

During the Regular Meeting of May 13, 2019, Council appointed 14-members to the Committee. The Committee met on May 21 (8 of the 14 in attendance). City Manager John Dean facilitated the meeting, beginning with a PowerPoint presentation, (same presentation shared with Council) followed by a complete tour of all municipal buildings.

The Committee returned with full support in recommending to the governing body a bond package in the amount of \$5 mil, to be separated and individually listed on the ballot as:

1. Founders Park Pavilion
2. Municipal Building
3. Police Building

The committee did not make a recommendation on the prioritization of one project over the other but identified them all as needs.

#### Recommendation / Staff Comments:

Act as the Council deems necessary.

#### Sample Motion(s):

I move to direct staff to ...

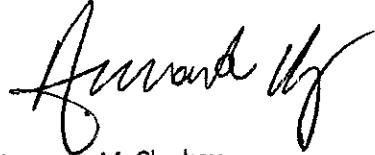
May 31<sup>st</sup>, 2019

John R. Dean,

I hope this letter finds you well; it was a pleasure meeting you. Please be advised that on Tuesday May 21<sup>st</sup>, The Municipal Facilities Improvement Committee met to discuss and gauge citizen support for funding specific city expenditures. During the meeting, we elected officers, heard from city officials and were able to take a tour of the facilities prior to making a determination of need regarding the proposed Bond Package. The information provided to us by city officials was very informative and enlightening. Members of the committee were able to converse about the needs at hand and confer over potential concerns that our fellow community might have. As Committee Chair, I am happy to report that after careful consideration, the Municipal Facilities Improvement Committee voted unanimously in favor of supporting the five million dollar bond package that will be used to fund a new building for the police department, a new city hall building and a pavilion for Founders Park.

The current facilities not being ADA compliant is alarming and the need for the improvements is in clear alignment with the growth that Ovilla has experienced thus far and will undoubtedly have for the foreseeable future. The current municipal facilities are not functional for the officers or community officials and will most certainly not suffice for their future needs; there is currently not a designated community space to gather around the park and the pavilion will meet that need. The growing population will require additional officers to be added, the need for additional staff and space within city hall, and the park pavilion will offer a place to come together which is essential to maintaining the city's sense of community. On behalf of the committee, thank you for allowing us the opportunity to weigh in on the Council's decision regarding the \$5 million Bond Package. Should you need anything further, please don't hesitate to reach out to me directly. Thank you for your time and consideration with this matter.

Sincerely,



Amanda McCloskey

Municipal Facilities Improvement Committee- Chair

419-377-8244

[McCloskey.amanda@gmail.com](mailto:McCloskey.amanda@gmail.com)

## City of Ovilla, Texas

## Tax Rate Impact Analysis

\$400,000 Proceeds - Series 2020 - 20 year Repayment (Park Improvements)

A	B	C	D	E	F	G	H	I	J	K	
Preliminary											
Taxable			Existing		Self		\$415,000 - Series 2020			Aggregate	
Assessed			Supported		Debt		8/15/2020 - 4.00%			Tax	
FYE	Valuation	Growth	Net Tax	Supported	Debt	Total	Principal	Interest	Debt Service	Supported Debt Service	Calculated I&S Tax Rate <sup>(1)</sup>
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210					\$ 465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990					468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865					475,465	0.1264
2022	403,863,345	2.00%	562,400	(109,160)	453,240					484,840	0.1264
2023	411,940,612	2.00%	570,400	(108,340)	462,060					493,060	0.1260
2024	420,179,424	2.00%	572,400	(106,920)	465,480					500,880	0.1255
2025	420,179,424	0.00%	573,600	(105,420)	468,180					497,780	0.1247
2026	420,179,424	0.00%	574,000	(108,340)	465,660					494,660	0.1239
2027	420,179,424	0.00%	573,600	(111,000)	462,600					491,000	0.1230
2028	420,179,424	0.00%	577,400	(109,400)	468,000					490,800	0.1230
2029	420,179,424	0.00%	5,200	(5,200)	-					52,400	0.0131
2030	420,179,424	0.00%								45,800	0.0115
2031	420,179,424	0.00%								39,400	0.0099
2032	420,179,424	0.00%								38,200	0.0096
2033	420,179,424	0.00%								32,000	0.0080
2034	420,179,424	0.00%								31,000	0.0078
2035	420,179,424	0.00%								30,000	0.0075
2036	420,179,424	0.00%								24,000	0.0060
2037	420,179,424	0.00%								23,200	0.0058
2038	420,179,424	0.00%								22,400	0.0056
2039	420,179,424	0.00%								21,600	0.0054
2040	420,179,424	0.00%								20,800	0.0052
			<u>\$ 5,730,900</u>	<u>\$ (1,092,615)</u>	<u>\$ 4,638,285</u>					<u>\$ 5,243,485</u>	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate	0.1266
Max I&S tax rate	0.1272
Difference (Impact)	0.0006

Schedule 2 - 5.29.2019  
**City of Ovilla, Texas**  
**Tax Rate Impact Analysis**

## \$2,600,000 Proceeds - Series 2020 - 20 year Repayment (City Hall)

A	B	C	D	E	F	G	H	I	J	K
Preliminary										
Taxable		Existing		Self		\$2,680,000 - Series 2020			Aggregate	
Assessed		Net Tax		Supporting		8/15/2020 - 4.00%			Tax	
FYE	Valuation	Growth	Debt Service	Transfers	Debt Service	Principal	Interest	Debt Service	Supported	Calculated
									Debt Service	I&S Tax Rate <sup>(1)</sup>
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210	\$ 5,000	\$ 107,200	\$ 112,200	\$ 465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990	20,000	107,000	127,000	468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865	20,000	106,200	126,200	571,065	0.1518
2022	403,863,345	2.00%	562,400	(109,160)	453,240	25,000	105,400	130,400	580,240	0.1512
2023	411,940,612	2.00%	570,400	(108,340)	462,060	20,000	104,400	124,400	588,260	0.1503
2024	420,179,424	2.00%	572,400	(106,920)	465,480	20,000	103,600	123,600	595,880	0.1493
2025	420,179,424	0.00%	573,600	(105,420)	468,180	20,000	102,800	122,800	592,580	0.1485
2026	420,179,424	0.00%	574,000	(108,340)	465,660	20,000	102,000	117,000	589,260	0.1476
2027	420,179,424	0.00%	573,600	(111,000)	462,600	275,000	101,400	376,400	585,400	0.1467
2028	420,179,424	0.00%	577,400	(109,400)	468,000	275,000	90,400	365,400	585,000	0.1466
2029	420,179,424	0.00%	5,200	(5,200)	-	275,000	79,400	354,400	376,400	0.0943
2030	420,179,424	0.00%				250,000	68,400	318,400	365,400	0.0915
2031	420,179,424	0.00%				225,000	58,400	283,400	354,400	0.0888
2032	420,179,424	0.00%				195,000	49,400	244,400	318,400	0.0798
2033	420,179,424	0.00%				180,000	41,600	221,600	318,400	0.0710
2034	420,179,424	0.00%				165,000	34,400	199,400	244,400	0.0612
2035	420,179,424	0.00%				170,000	27,800	197,800	221,600	0.0555
2036	420,179,424	0.00%				170,000	21,000	191,000	199,400	0.0500
2037	420,179,424	0.00%				175,000	14,200	189,200	197,800	0.0496
2038	420,179,424	0.00%				180,000	7,200	187,200	191,000	0.0478
2039	420,179,424	0.00%							189,200	0.0474
2040	420,179,424	0.00%							187,200	0.0469
			\$ 5,730,900	\$ (1,092,615)	\$ 4,638,285	\$ 2,680,000	\$ 1,432,200	\$ 4,112,200	\$ 8,750,485	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate	0.1266
Max I&S tax rate	0.1518
Difference (Impact)	0.0252

Schedule 3 - 5.29.2019  
**City of Ovilla, Texas**  
**Tax Rate Impact Analysis**

**\$2,000,000 Proceeds - Series 2020 - 20 year Repayment (Police Department)**

A	B	C	D	E	F	G	H	I	J	K
Preliminary										
Taxable			Existing		Self		\$2,060,000 - Series 2020			Aggregate
Assessed			Net Tax		Supporting		8/15/2020 - 4.00%			Tax
FYE	Valuation	Growth	Supported	Debt Service	Debt	Transfers	Total	Principal	Interest	Debt Service
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210			\$ 5,000	\$ 82,400	\$ 87,400
2020	388,180,839	2.00%	577,450	(108,460)	468,990			20,000	82,200	102,200
2021	395,944,456	2.00%	570,000	(111,135)	458,865			20,000	81,400	101,400
2022	403,863,345	2.00%	562,400	(109,160)	453,240			25,000	80,600	105,600
2023	411,940,612	2.00%	570,400	(108,340)	462,060			20,000	79,600	99,600
2024	420,179,424	2.00%	572,400	(106,920)	465,480			20,000	78,800	98,800
2025	420,179,424	0.00%	573,600	(105,420)	468,180			20,000	78,000	98,000
2026	420,179,424	0.00%	574,000	(108,340)	465,660			15,000	77,200	92,200
2027	420,179,424	0.00%	573,600	(111,000)	462,600			275,000	76,600	351,600
2028	420,179,424	0.00%	577,400	(109,400)	468,000			250,000	65,600	315,600
2029	420,179,424	0.00%	5,200	(5,200)	-			200,000	55,600	255,600
2030	420,179,424	0.00%						185,000	47,600	232,600
2031	420,179,424	0.00%						160,000	40,200	200,200
2032	420,179,424	0.00%						125,000	33,800	158,800
2033	420,179,424	0.00%						120,000	28,800	148,800
2034	420,179,424	0.00%						120,000	24,000	144,000
2035	420,179,424	0.00%						120,000	19,200	139,200
2036	420,179,424	0.00%						120,000	14,400	134,400
2037	420,179,424	0.00%						120,000	9,600	129,600
2038	420,179,424	0.00%						120,000	4,800	124,800
2039	420,179,424	0.00%								
2040	420,179,424	0.00%								
			<u>\$ 5,730,900</u>	<u>\$ (1,092,615)</u>	<u>\$ 4,638,285</u>			<u>\$ 2,060,000</u>	<u>\$ 1,060,400</u>	<u>\$ 3,120,400</u>
										<u>\$ 7,758,685</u>

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate	0.1266
Max I&S tax rate	0.1452
Difference (Impact)	0.0186

Schedule 4 - 5.29.2019  
**City of Ovilla, Texas**  
 Tax Rate Impact Analysis

**\$2,000,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Police Department)**  
**\$2,600,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (City Hall)**  
**\$400,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Park Improvements)**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
						Preliminary			Preliminary			Preliminary					
Taxable		Existing		Self		\$415,000 - Series 2020 8/15/2020 - 4.00%			\$2,060,000 - Series 2020 8/15/2020 - 4.00%			\$2,680,000 - Series 2020 8/15/2020 - 4.00%			Aggregate Tax		
FYE	Assessed Valuation	Growth	Net Tax	Supported Debt	Service Transfers	Outstanding Debt	Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210											465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990											468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865	\$		\$ 16,600	\$ 16,600		\$					665,065	0.1768
2022	403,863,345	2.00%	562,400	(109,160)	453,240		10,000	16,600	26,600	10,000	82,400	92,400				679,440	0.1771
2023	411,940,612	2.00%	570,400	(108,340)	462,060		10,000	16,200	26,200	10,000	82,000	92,000				687,460	0.1757
2024	420,179,424	2.00%	572,400	(106,920)	465,480		10,000	15,800	25,800	10,000	81,600	91,600				690,080	0.1729
2025	420,179,424	0.00%	573,600	(105,420)	468,180		10,000	15,400	25,400	10,000	81,200	91,200				691,980	0.1734
2026	420,179,424	0.00%	574,000	(108,340)	465,660		10,000	15,000	25,000	15,000	80,800	95,800				693,660	0.1738
2027	420,179,424	0.00%	573,600	(111,000)	462,600		10,000	14,600	24,600	15,000	80,200	95,200				689,600	0.1728
2028	420,179,424	0.00%	577,400	(109,400)	468,000		10,000	14,200	24,200	15,000	79,600	94,600				694,000	0.1739
2029	420,179,424	0.00%	5,200	(5,200)	-		25,000	13,800	38,800	135,000	79,000	214,000				575,000	0.1440
2030	420,179,424	0.00%					20,000	12,800	32,800	140,000	73,600	213,600				550,000	0.1378
2031	420,179,424	0.00%					20,000	12,000	32,000	140,000	68,000	208,000				535,400	0.1341
2032	420,179,424	0.00%					35,000	11,200	46,200	150,000	62,400	212,400				530,800	0.1330
2033	420,179,424	0.00%					40,000	9,800	49,800	155,000	56,400	211,400				530,800	0.1330
2034	420,179,424	0.00%					40,000	8,200	48,200	160,000	50,200	210,200				530,200	0.1328
2035	420,179,424	0.00%					40,000	6,600	46,600	165,000	43,800	208,800				529,000	0.1325
2036	420,179,424	0.00%					40,000	5,000	45,000	170,000	37,200	207,200				527,200	0.1321
2037	420,179,424	0.00%					20,000	3,400	23,400	180,000	30,400	210,400				519,800	0.1302
2038	420,179,424	0.00%					25,000	2,600	27,600	185,000	23,200	208,200				517,000	0.1295
2039	420,179,424	0.00%					20,000	1,600	21,600	195,000	15,800	210,800				513,600	0.1287
2040	420,179,424	0.00%					20,000	800	20,800	200,000	8,000	208,000				509,600	0.1277
			\$ 5,730,900	\$ (1,092,615)	\$ 4,638,285		\$ 415,000	\$ 212,200	\$ 627,200	\$ 2,060,000	\$ 1,198,200	\$ 3,258,200				\$ 12,793,885	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate 0.1266  
 Max I&S tax rate 0.1771  
 Difference (Impact) 0.0505

Schedule 5 - 5.29.2019  
**City of Ovilla, Texas**  
 Tax Rate Impact Analysis

**\$2,000,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Police Department)**

**\$2,600,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (City Hall)**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	
				Preliminary			Preliminary							
Taxable			Existing	Self		\$2,060,000 - Series 2020			\$2,680,000 - Series 2020			Aggregate		
FYE	Assessed Valuation	Growth	Net Tax	Supported Debt Service	Debt Transfers	Total Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Supported Debt Service	Calculated I&S Tax Rate <sup>(1)</sup>
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210								465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990								468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865		\$ -	\$ 82,400	\$ 82,400				648,465	0.1724
2022	403,863,345	2.00%	562,400	(109,160)	453,240		5,000	82,400	87,400				652,840	0.1702
2023	411,940,612	2.00%	570,400	(108,340)	462,060		5,000	82,200	87,200				661,260	0.1690
2024	420,179,424	2.00%	572,400	(106,920)	465,480		5,000	82,000	87,000				664,280	0.1664
2025	420,179,424	0.00%	573,600	(105,420)	468,180		5,000	81,800	86,800				666,580	0.1670
2026	420,179,424	0.00%	574,000	(108,340)	465,660		5,000	81,600	86,600				663,660	0.1663
2027	420,179,424	0.00%	573,600	(111,000)	462,600		5,000	81,400	86,400				660,200	0.1654
2028	420,179,424	0.00%	577,400	(109,400)	468,000		5,000	81,200	86,200				665,200	0.1666
2029	420,179,424	0.00%	5,200	(5,200)	-		200,000	81,000	281,000				661,800	0.1658
2030	420,179,424	0.00%					200,000	73,000	273,000				642,800	0.1610
2031	420,179,424	0.00%					200,000	65,000	265,000				633,800	0.1588
2032	420,179,424	0.00%					200,000	57,000	257,000				614,400	0.1539
2033	420,179,424	0.00%					200,000	49,000	249,000				610,000	0.1528
2034	420,179,424	0.00%					175,000	41,000	216,000				465,000	0.1165
2035	420,179,424	0.00%					165,000	34,000	199,000				435,000	0.1090
2036	420,179,424	0.00%					155,000	27,400	182,400				400,600	0.1004
2037	420,179,424	0.00%					145,000	21,200	166,200				367,000	0.0919
2038	420,179,424	0.00%					135,000	15,400	150,400				334,200	0.0837
2039	420,179,424	0.00%					125,000	10,000	135,000				302,200	0.0757
2040	420,179,424	0.00%					125,000	5,000	130,000				286,000	0.0716
			<u>\$ 5,730,900</u>	<u>\$ (1,092,615)</u>	<u>\$ 4,638,285</u>		<u>\$ 2,060,000</u>	<u>\$ 1,134,000</u>	<u>\$ 3,194,000</u>				<u>\$ 11,969,485</u>	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate	0.1266
Max I&S tax rate	0.1724
Difference (Impact)	0.0458

Schedule 6 - 5.29.2019  
**City of Ovilla, Texas**  
 Tax Rate Impact Analysis

\$2,000,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Police Department)  
 \$400,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Park Improvements)

A	B	C	D	E	F	G	H	I	J	K	L	M	N		
				Existing			Self			Preliminary			Preliminary		
Taxable		Assessed		Net Tax	Supported	Debt	Total	\$2,060,000 - Series 2020			\$415,000 - Series 2020			Aggregate	
FYE	Valuation	Growth	Assessed	Debt Service	Debt Service	Transfers	Total	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Supported	Calculated I&S Tax Rate <sup>(1)</sup>
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210									465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990									468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865			\$ -	\$ 82,400	\$ 82,400				557,865	0.1483
2022	403,863,345	2.00%	562,400	(109,160)	453,240			5,000	82,400	87,400				562,240	0.1465
2023	411,940,612	2.00%	570,400	(108,340)	462,060			5,000	82,200	87,200				570,660	0.1458
2024	420,179,424	2.00%	572,400	(106,920)	465,480			5,000	82,000	87,000				573,680	0.1437
2025	420,179,424	0.00%	573,600	(105,420)	468,180			5,000	81,800	86,800				575,980	0.1443
2026	420,179,424	0.00%	574,000	(108,340)	465,660			5,000	81,600	86,600				573,060	0.1436
2027	420,179,424	0.00%	573,600	(111,000)	462,600			5,000	81,400	86,400				569,600	0.1427
2028	420,179,424	0.00%	577,400	(109,400)	468,000			5,000	81,200	86,200				574,600	0.1439
2029	420,179,424	0.00%	5,200	(5,200)	-			210,000	81,000	291,000				361,200	0.0905
2030	420,179,424	0.00%						200,000	72,600	272,600				330,600	0.0828
2031	420,179,424	0.00%						190,000	64,600	254,600				300,800	0.0754
2032	420,179,424	0.00%						180,000	57,000	237,000				276,800	0.0693
2033	420,179,424	0.00%						170,000	49,800	219,800				258,400	0.0647
2034	420,179,424	0.00%						170,000	43,000	213,000				250,400	0.0627
2035	420,179,424	0.00%						160,000	36,200	196,200				232,400	0.0582
2036	420,179,424	0.00%						150,000	29,800	179,800				214,800	0.0538
2037	420,179,424	0.00%						150,000	23,800	173,800				202,600	0.0508
2038	420,179,424	0.00%						150,000	17,800	167,800				195,600	0.0490
2039	420,179,424	0.00%						150,000	11,800	161,800				188,600	0.0472
2040	420,179,424	0.00%						145,000	5,800	150,800				171,600	0.0430
			\$ 5,730,900	\$ (1,092,615)	\$ 4,638,285			\$ 2,060,000	\$ 1,148,200	\$ 3,208,200				\$ 8,475,685	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate	0.1266
Max I&S tax rate	0.1483
Difference (Impact)	0.0217

Schedule 7 - 5.29.2019  
**City of Ovilla, Texas**  
 Tax Rate Impact Analysis

\$2,000,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Police Department)  
 \$2,600,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (City Hall)  
 \$400,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Park Improvements)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q		
		Existing		Self Supporting		Outstanding		Preliminary			Preliminary			Preliminary			Aggregate Tax	
Taxable		Net Tax		Supported		Debt		Total		\$2,060,000 - Series 2020 8/15/2020 - 4.00%			\$415,000 - Series 2020 8/15/2020 - 4.00%			\$2,680,000 - Series 2025 8/15/2025 - 4.00%		
FYE	Valuation	Growth	Debt Service	Transfers	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Principal	Interest	Debt Service	
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210												465,210	\$ 0.1266
2020	388,180,839	2.00%	577,450	(108,460)	468,990												468,990	0.1272
2021	395,944,456	2.00%	570,000	(111,135)	458,865	\$ 5,000	\$ 82,400	\$ 87,400	\$ 5,000	\$ 16,600	\$ 21,600						567,865	0.1510
2022	403,863,345	2.00%	562,400	(109,160)	453,240	10,000	82,200	92,200	15,000	16,400	31,400						576,840	0.1503
2023	411,940,612	2.00%	570,400	(108,340)	462,060	15,000	81,800	96,800	15,000	15,800	30,800						589,660	0.1507
2024	420,179,424	2.00%	572,400	(106,920)	465,480	20,000	81,200	101,200	15,000	15,200	30,200						596,880	0.1495
2025	420,179,424	0.00%	573,600	(105,420)	468,180	20,000	80,400	100,400	15,000	14,600	29,600						598,180	0.1499
2026	420,179,424	0.00%	574,000	(108,340)	465,660	5,000	79,600	84,600	5,000	14,000	19,000						681,460	0.1707
2027	420,179,424	0.00%	573,600	(111,000)	462,600	5,000	79,400	84,400	5,000	13,800	18,800						677,800	0.1698
2028	420,179,424	0.00%	577,400	(109,400)	468,000	-	79,200	79,200	5,000	13,600	18,600						677,600	0.1698
2029	420,179,424	0.00%	5,200	(5,200)	-	195,000	79,200	274,200	25,000	13,400	38,400						579,200	0.1451
2030	420,179,424	0.00%				200,000	71,400	271,400	25,000	12,400	37,400						569,000	0.1425
2031	420,179,424	0.00%				215,000	63,400	278,400	25,000	11,400	36,400						568,600	0.1424
2032	420,179,424	0.00%				225,000	54,800	279,800	25,000	10,400	35,400						567,600	0.1422
2033	420,179,424	0.00%				200,000	45,800	245,800	30,000	9,400	39,400						516,000	0.1293
2034	420,179,424	0.00%				175,000	37,800	212,800	35,000	8,200	43,200						460,800	0.1154
2035	420,179,424	0.00%				150,000	30,800	180,800	40,000	6,800	46,800						427,200	0.1070
2036	420,179,424	0.00%				120,000	24,800	144,800	40,000	5,200	45,200						389,400	0.0976
2037	420,179,424	0.00%				130,000	20,000	150,000	40,000	3,600	43,600						387,600	0.0971
2038	420,179,424	0.00%				135,000	14,800	149,800	25,000	2,000	27,000						375,400	0.0940
2039	420,179,424	0.00%				125,000	9,400	134,400	20,000	1,000	21,000						353,200	0.0885
2040	420,179,424	0.00%				110,000	4,400	114,400	5,000	200	5,200						326,400	0.0818
2041	420,179,424	0.00%															210,200	0.0527
2042	420,179,424	0.00%															203,200	0.0509
2043	420,179,424	0.00%															196,200	0.0492
2044	420,179,424	0.00%															194,200	0.0487
2045	420,179,424	0.00%															182,000	0.0456
			\$ 5,730,900	\$ (1,092,615)	\$ 4,638,285	\$ 2,060,000	\$ 1,102,800	\$ 3,162,800	\$ 415,000	\$ 204,000	\$ 619,000						\$ 12,406,685	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate 0.1266  
 Max I&S tax rate 0.1707  
 Difference (Impact) 0.0441

Schedule 8 - 5.29.2019  
**City of Ovilla, Texas**  
 Tax Rate Impact Analysis

\$2,000,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Police Department)  
 \$2,600,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (City Hall)  
 \$400,000 Proceeds - Series 2020 General Obligation - 20 year Repayment (Park Improvements)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q			
		Existing		Self Supporting				Preliminary		Preliminary		Preliminary				Aggregate Tax			
FYE	Assessed Valuation	Growth	Net Tax Debt Service	Supported Transfers	Oustanding Debt Service											Supported Debt Service	Calculated I&S Tax Rate <sup>(1)</sup>		
2019	\$ 380,569,450	10.76%	\$ 574,450	\$ (109,240)	\$ 465,210											465,210	\$ 0.1266		
2020	388,180,839	2.00%	577,450	(108,460)	468,990											468,990	0.1272		
2021	395,944,456	2.00%	570,000	(111,135)	458,865	\$	5,000	\$ 107,200	\$ 112,200	\$	5,000	\$ 16,600	\$ 21,600			592,665	0.1576		
2022	403,863,345	2.00%	562,400	(109,160)	453,240		20,000	107,000	127,000		5,000	16,400	21,400			601,640	0.1568		
2023	411,940,612	2.00%	570,400	(108,340)	462,060		20,000	106,200	126,200		10,000	16,200	26,200			614,460	0.1570		
2024	420,179,424	2.00%	572,400	(106,920)	465,480		20,000	105,400	125,400		20,000	15,800	35,800				626,680	0.1570	
2025	420,179,424	0.00%	573,600	(105,420)	468,180		20,000	104,600	124,600		20,000	15,000	35,000				627,780	0.1573	
2026	420,179,424	0.00%	574,000	(108,340)	465,660		5,000	103,800	108,800		10,000	14,200	24,200				681,050	0.1706	
2027	420,179,424	0.00%	573,600	(111,000)	462,600		5,000	103,600	108,600		10,000	13,800	23,800				677,400	0.1697	
2028	420,179,424	0.00%	577,400	(109,400)	468,000		5,000	103,400	108,400		5,000	13,400	18,400				677,200	0.1697	
2029	420,179,424	0.00%	5,200	(5,200)	-		250,000	103,200	353,200		25,000	13,200	38,200				573,800	0.1437	
2030	420,179,424	0.00%					245,000	93,200	338,200		20,000	12,200	32,200				548,800	0.1375	
2031	420,179,424	0.00%					240,000	83,400	323,400		15,000	11,400	26,400				524,200	0.1313	
2032	420,179,424	0.00%					220,000	73,800	293,800		20,000	10,800	30,800				495,000	0.1240	
2033	420,179,424	0.00%					195,000	65,000	260,000		40,000	10,000	50,000				491,400	0.1231	
2034	420,179,424	0.00%					185,000	57,200	242,200		35,000	8,400	43,400				497,400	0.1246	
2035	420,179,424	0.00%					195,000	49,800	244,800		35,000	7,000	42,000				472,600	0.1184	
2036	420,179,424	0.00%					200,000	42,000	242,000		35,000	5,600	40,600				453,200	0.1135	
2037	420,179,424	0.00%					200,000	34,000	234,000		35,000	4,200	39,200				434,000	0.1087	
2038	420,179,424	0.00%					215,000	26,000	241,000		25,000	2,800	27,800				420,000	0.1052	
2039	420,179,424	0.00%					220,000	17,400	237,400		25,000	1,800	26,800				416,000	0.1042	
2040	420,179,424	0.00%					215,000	8,600	223,600		20,000	800	20,800				396,600	0.0994	
2041	420,179,424	0.00%														130,000	27,400	157,400	
2042	420,179,424	0.00%														135,000	22,200	157,200	
2043	420,179,424	0.00%														135,000	16,800	151,800	
2044	420,179,424	0.00%														140,000	11,400	151,400	
2045	420,179,424	0.00%														145,000	5,800	150,800	
			\$ 5,730,900	\$ (1,092,615)	\$ 4,638,285		\$ 2,680,000	\$ 1,494,800	\$ 4,174,800		\$ 415,000	\$ 209,600	\$ 624,600				\$ 2,060,000	\$ 1,027,000	\$ 3,087,000
																		\$ 12,524,685	

(1) Tax collection percentage: 95.0%. Actual FY 2019 tax rate.

Current I&S tax rate 0.1266  
 Max I&S tax rate 0.1706  
 Difference (Impact) 0.0440

## AGENDA ITEM REPORT

### Item 5

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager

Accountant

City Secretary

City Attorney

Other: Staff

#### Attachments:

1. N/A. Excerpt from Code included under discussion/justification section.

#### Agenda Item / Topic:

ITEM 5. **DISCUSSION** – Review and discuss City Manager duties outlined in Sec. 9.03.034 (1) of the Ovilla Code of Ordinances.

#### Discussion / Justification:

This Item was requested by Councilman Oberg.

Sec. 9.03.034 Powers and duties

The city manager shall be the administrative officer of the city. He or she shall be responsible to the governing body of the city for the proper administration of all affairs of the city. To that end, he or she shall be empowered and shall:

- (1) Prepare job descriptions for all officers and employees of the city, and fill budgeted positions on the city staff, other than department heads. Recommend to the mayor and city council the appointment of department heads. He or she shall be empowered to suspend department heads and recommend their termination to the mayor and city council. He or she shall direct and supervise the day-to-day activities of all employees through department heads.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

## AGENDA ITEM REPORT

### Item 6

Meeting Date: June 10, 2019

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager

Accountant

City Secretary

City Attorney

Other: Staff

#### Attachments:

1. N/A

#### Agenda Item / Topic:

ITEM 6. **DISCUSSION** – Review and discuss improvement options for parking in the Historic District of Ovilla.

#### Discussion / Justification:

This item was requested by Mayor Dormier. With the increased traffic to both existing and new businesses in the downtown area the limited parking issue has become magnified.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

## AGENDA ITEM REPORT

### Item 7 – Item(s) pulled from consent agenda

Meeting Date: June 10, 2019

Department: Administration

Discussion Action

YES  NO  N/A

Submitted by: Staff

Amount: N/A

#### Attachments:

1. None

#### Agenda Item / Topic:

ITEM 7. **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	May 2019	May 2019 YTD	May 2018	May 2018 YTD
Accident	11	35	6	27
Alarms	17	76	24	75
Arrest	6	29	6	31
Assault/Assault FV	2	3	0	5
Assists	88	432	63	289
Building / House Security Check	667	3357	719	2665
Burglary	0	0	0	1
Burglary of Motor Vehicle	1	1	0	0
Criminal Mischief	1	3	0	1
Disturbance	7	50	6	34
Neighborhood Check	1197	6293	1433	5802
Other Calls for Service	92	464	61	245
Suspicious Person	8	38	1	34
Suspicious Vehicle	9	65	17	87
Theft	2	4	1	6
Traffic Assignment/School Enforcement	20	102	11	55
<b>TOTAL CALLS FOR SERVICE</b>	<b>2128</b>	<b>10952</b>	<b>2348</b>	<b>9357</b>

Volunteer and Reserve Officer Hours	18	68	13	260.5
Average Response Time (Minutes)	3.99	3.826	3.45	4.792
Total Citations	72	373	131	516
Total Traffic Stops *****	292	1368	324	1298
Traffic Stop Disposition Warning *****	220	1030	194	804
Traffic Stop Disposition Citation *****	72	329	130	494
<b>PERCENT OF STOPS RECEIVING CITATIONS</b>	<b>24.7</b>	<b>24.0</b>	<b>40.1</b>	<b>38.1</b>

May 2019	TO	June 2019	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
103	146504	146834	330	
105	112102	112312	210	
116	85000	87516	2516	Oil Change
117	68800	71046	2246	2 New tires, Replace Serpentine Belt, oil change
118	34282	36561	2279	
216	21583	22302	719	
119	3827	5736	1909	Oil change
Vehicles	Begin	End	Accrued	
2017 F250 4x4	13122	13694	572	
2015 2500 HD Silverado	40763	40935	172	
2011 3500HD Silverado	54920	55489	569	
2008 2500HD Animal Control	84545	84813	268	
2019 f250 Animal Control	4114	4754	640	
2008 1500 Silverado	113675	114076	401	
2006 1500 Silverado	120375	120375	0	
2001 C6500 Dump Truck	188278	188928	650	
1999 International Patch Trk	312127	312128	1	
1998 Ford Dump Truck	54592	54724	132	
HOURS	HOURS	HOURS		
New Holland Skid LS60	1279.7	1284.6	4.9	
1999 Kubota Tractor	982.5	985.7	3.2	
1992 Ford Tractor	1088.5	1090.4	1.9	
Sweeper	619.9	619.9	0	
310K John Deere Backhoe	1869.4	1905.9	36.5	
Stone Packer 3100	4507.5	4507.5	0	

Ingersoll Mobil Air Compress	1320.8	1320.8	<b>0</b>	
Green Golf Cart	763.1	762.1	<b>-1</b>	
Jet Machine	500	500	<b>0</b>	
Vac Machine 2017	104.2	104.9	<b>0.7</b>	
Boomag 900-50 packer	190.8	190.8	<b>0</b>	
2016 Exmark	285.2	298.1	<b>12.9</b>	
2013 Exmark	394.2	410.5	<b>16.3</b>	
2004 Exmark	1046	1047.5	<b>1.5</b>	
JCB Backhoe	64.4	68.9	<b>4.5</b>	

# Ovilla Fire Department

## May Monthly Report



**Fire Chief Brandon Kennedy**

105 S. Cockrell Hill Road  
Ovilla Texas, 75154  
[cityofovilla.org](http://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 3 Firefighter EMT-Paramedic positions open
- Currently the Department has 2 Volunteer Firefighter Positions open
- We are looking at applicants to fill our vacancies
- Current Staffing
  - 2 Chiefs
  - 4 Captains
  - 21 Firefighter Paramedics
  - 7 Firefighter EMT-Basics
  - 10 Volunteer Firefighters
  - Total Staffing of 44 out of 50 positions
- Of the Volunteers on staff,
  - 4 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic
  - 0 have just their Fire Certs
  - 4 have just their EMT- Basic
  - 2 Volunteers do 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

- May was a very busy month with 91 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 Fire Attack, Search, Ventilation, Command and Control.
- Live Fire Training was conducted at 714 Hosford where Ovilla FD, Red Oak FD, Glenn Heights FD, and Midlothian FD all came together to train on our Structure Fire Tactics and Procedures. There were 13 different burn sets over 3 days and approximately 50 Firefighters were put in various situations that we see on the Fire Ground, and then critiqued over performance.

## Summary of Staffing for the Month

- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month
- 7 nights a week we have 1 – 12-hour shift that is covered by volunteers (2000 – 0800)
- Saturday and Sunday (0800 – 2000)
- **7 / 8** weekend day shifts were covered by a Volunteer
- **37 / 39** Volunteer shifts were covered, and these **37** shifts had 4 personnel on the Engine

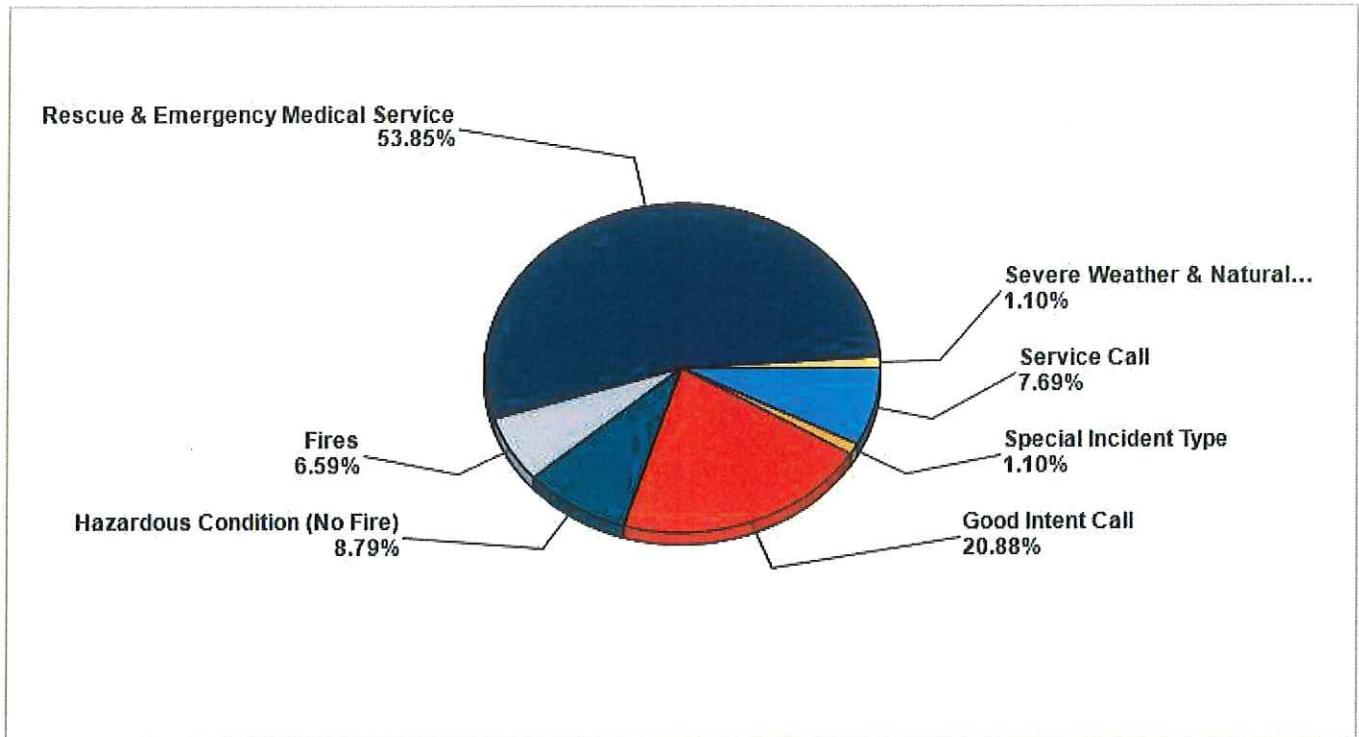
## Summary of Activity from Deputy Chief / Fire Marshal's Office

- 7 Consults
- 1 Inspection
- Respond to incidents as available
- 3 Meetings
- Back-Up for Ovilla PD
- QCI reports
- Training with Volunteers

## Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE		# INCIDENTS
EMS		49
FIRE		42
<b>TOTAL</b>		<b>91</b>
MUTUAL AID		
Aid Type		Total
Aid Given		17
Aid Received		2
OVERLAPPING CALLS		
# OVERLAPPING		% OVERLAPPING
17		18.68
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:06:28	0:06:43
<b>AVERAGE FOR ALL CALLS</b>		<b>0:06:33</b>
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:26	0:01:31
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:28</b>
AGENCY		
Ovilla Fire Department	AVERAGE TIME ON SCENE (MM:SS)	
Ovilla Fire Department	24:10	

## Breakdown by Major Incident Type



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	6.59%
Rescue & Emergency Medical Service	49	53.85%
Hazardous Condition (No Fire)	8	8.79%
Service Call	7	7.69%
Good Intent Call	19	20.88%
Severe Weather & Natural Disaster	1	1.10%
Special Incident Type	1	1.10%
<b>TOTAL</b>	<b>91</b>	<b>100.00%</b>

Average 1.5 fires per week

Average 2.94 calls per day

Average 22.75 calls per week

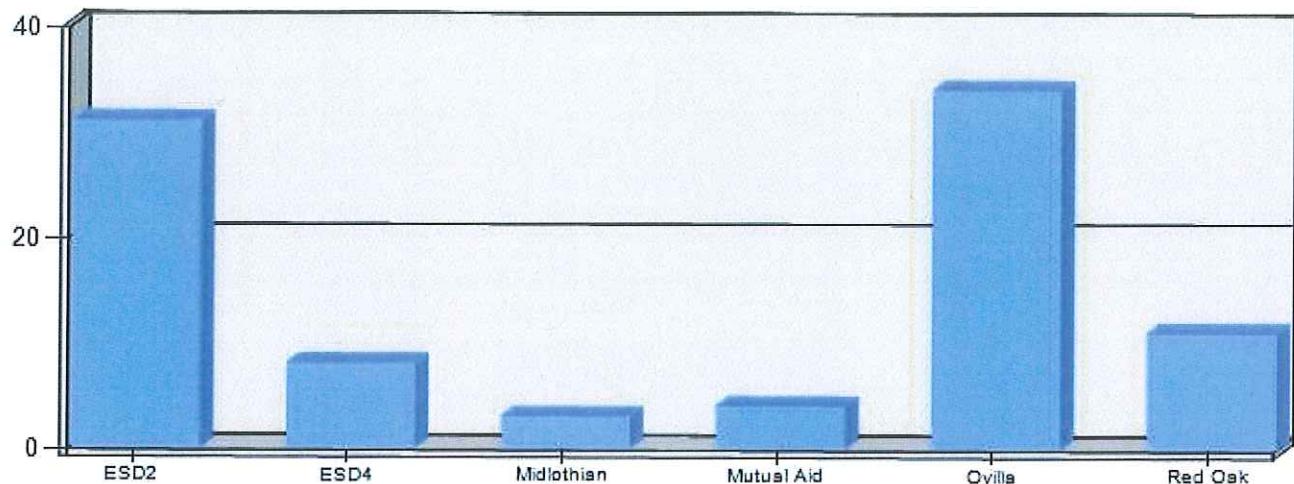
C701 Responses | 30

C702 Responses | 15

Number of Overlapping Calls | 17

**Total Ovilla Fire Department Runs | 91**

## Breakdown by Districts



District	2019	2018
ESD2 - ESD #2	31	12
ESD4 - ESD #4	8	6
Midlothian - Midlothian City Limits	3	5
Mutual Aid - Mutual Aid	4	5
Ovilla - City Limits	34	30
Red Oak - Red Oak City Limits	11	3
<b>TOTAL:</b>	<b>91</b>	<b>61</b>

*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	May - 2019	April - 2019
ESD2 - ESD #2	8.46	8.34
ESD4 - ESD #4	5.32	7.25
Midlothian - Midlothian City Limits	17.83	13.49
Mutual Aid - Mutual Aid	10.04	15.15
Ovilla - City Limits	6.18	6.31
Red Oak - Red Oak City Limits	10.64	5.09
Average Response Time	6.65	7.30

*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	May - 2019	April - 2019
AIDAU	1:05	1:00
B701	0:56	2:02
C701	1:05	1:32
C702	0:56	2:02
E701	1:45	1:35
R755	1:28	1:25
<b>AVERAGE TURNOUT TIME:</b>	<b>1:12</b>	<b>1:36</b>

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

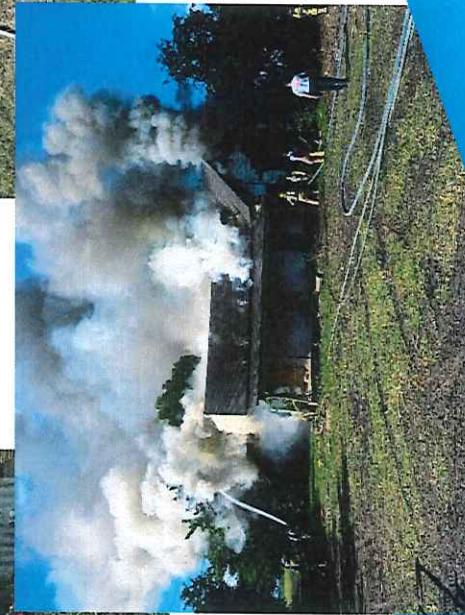
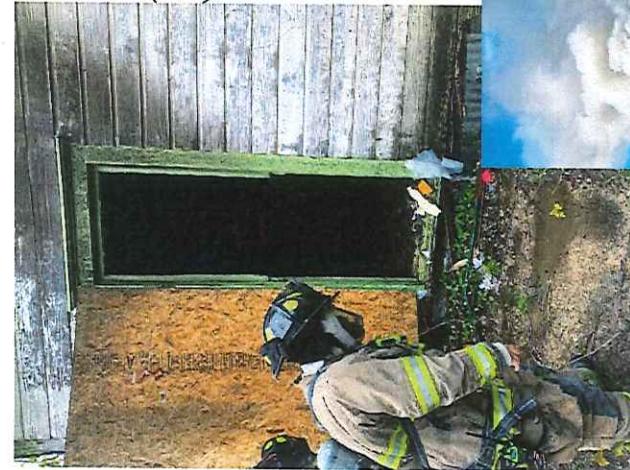
APPARATUS	# of INCIDENTS
AIDAU	1
B701	4
C701	30
C702	15
E701	73
R755	4

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	57,756	57,864	108	\$ 79.00
B702	3,920	3,921	1	\$ -
C701	23,325	23,900	575	\$ 166.52
C702	100,900	101,445	545	\$ 126.54
E701	14,763	15,472	709	\$ 586.69
E702	28,229	28,578	349	\$ 113.39
E703	14,355	14,387	32	\$ -
R755	18,998	19,120	122	\$ 90.77
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ -
Totals for the Month			2,441	\$ 1,162.91

# TRAINING



TRAINING

TRAINING





Date: June 3, 2019

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

**FROM:** Daniel Durham – Superintendent / Interim Public Works Director

**TOPIC:** Public Works Monthly Report for May 2019

---

78 total Work Orders completed for May

1. Streets & Parks 38 closed
2. Water- 30 closed
3. Admin- 10 closed

## WATER

- Daily water sampling, monthly TCEQ water samples, residuals and site checks.
- Read monthly water meters, water meter cutoffs and meter re-reads.
- Flushed dead end mains & flushed for daily residuals.
- Made repairs to water infrastructure as needed.
- Gallons purchased from DWU 10.507.00MG, Metered 8.076.4 MG, Maintenance flushing 73.1

## SEWER

- Daily site checks and maintenance at Highland Meadows Lift Station.
- Daily site checks and maintenance at Cumberland Lift station.
- Daily site checks and maintenance Heritage lift station.
- No repairs needed to pump's or stations for the month of May.

## STREETS/DRAINAGE

- Street maintenance to potholes.
- Replaced old or damaged street signs and poles.
- Drainage work on Suburban Dr, water. St and behind City Hall.
- Trimmed trees from right of ways and roadways as needed.

## PARKS

- Mowing and grounds keeping of city parks Cindy Jones, Heritage Park, Silver Spur Park and Ashburne Glen Park.
- Mowing and grounds keeping of City Hall and all city owned property.
- Maintenance and repairs to City facilities and buildings including City Hall, PD and Heritage Park restrooms.
- Prepared for City Cleanup day.
- Monthly park inspections.
- Maintained city marquee.

## 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:

05/07/19

### 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 leaded paint chips or accumulation of lead dust.
  - Mitigate lead paint hazards

### General Upkeep of Playgrounds (§4)

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

INSPECTION BY:

Daniel Durham

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INSPECTION BY:

Daniel Durham



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DATE: June 10, 2019

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

SUBJECT: Financial Statements Through April 2019

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>100 - General Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Taxes	52,456.15	2,097,071.18	2,364,276.00	88.70%	267,204.82
Licenses-Permits-Fees	8,534.84	74,675.27	108,086.00	69.09%	33,410.73
Services	20,071.35	290,653.79	588,496.00	49.39%	297,842.21
Fines & Forfeitures	11,120.66	68,004.25	252,705.00	26.91%	184,700.75
Not Categorized	0.00	1,328.89	0.00	0.00%	(1,328.89)
Other Revenue	13,154.01	111,008.12	158,310.00	70.12%	47,301.88
Transfers	2,500.00	4,123.97	491,282.00	0.84%	487,158.03
Revenue Totals	<u>107,837.01</u>	<u>2,646,865.47</u>	<u>3,963,155.00</u>	<u>66.79%</u>	<u>1,316,289.53</u>
<b>Expense Summary</b>					
Employee Benefits	21,534.32	185,801.90	442,858.00	41.96%	257,056.10
Special Expenses	585.00	11,265.32	37,800.00	29.80%	26,534.68
Professional Development	1,615.53	14,093.45	29,760.00	47.36%	15,666.55
Other Expense	2,442.74	23,242.48	58,977.00	39.41%	35,734.52
Personnel	117,513.38	904,784.63	1,522,178.00	59.44%	617,393.37
Not Categorized	6,587.43	7,737.46	13,128.00	58.94%	5,390.54
Special Services	4,452.50	45,350.83	101,437.00	44.71%	56,086.17
Contractual Services	28,115.96	126,685.04	329,998.00	38.39%	203,312.96
Operating Services	3,466.55	59,585.73	86,918.00	68.55%	27,332.27
Supplies	4,273.10	23,941.82	67,300.00	35.57%	43,358.18
Software & Computer Equipment	0.00	45,238.92	57,000.00	79.37%	11,761.08
Printing Expense	4,162.19	9,745.88	20,634.00	47.23%	10,888.12
Utilities	29,370.98	222,993.60	341,768.00	65.25%	118,774.40
Repairs - Bldg & Machinery	13,365.49	82,762.87	150,050.00	55.16%	67,287.13
Insurance	9,666.75	29,250.25	39,591.00	73.88%	10,340.75
Minor Capital Outlay	1,725.73	22,533.02	62,097.00	36.29%	39,563.98
Capital Outlay	83,151.06	337,858.99	555,661.00	60.80%	217,802.01
Reserve	0.00	0.00	0.00	0.00%	0.00
Vehicle Expenses	4,400.39	24,449.55	43,000.00	56.86%	18,550.45
Rentals	222.44	1,779.52	3,000.00	59.32%	1,220.48
Expense Totals	<u>336,651.54</u>	<u>2,179,101.26</u>	<u>3,963,155.00</u>	<u>54.98%</u>	<u>1,784,053.74</u>

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>110 - LEOSE</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
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
<b>Expense Summary</b>					
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  
Financial Statement  
As of April 30, 2019**

<b>120 - Street Improvement Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Taxes	4,607.43	37,908.74	52,739.00	71.88%	14,830.26
Other Revenue	0.00	0.00	100.00	0.00%	100.00
Transfers	0.00	0.00	214,661.00	0.00%	214,661.00
Revenue Totals	4,607.43	37,908.74	267,500.00	14.17%	229,591.26
<b>Expense Summary</b>					
Capital Outlay	0.00	170.00	267,500.00	0.06%	267,330.00
Reserve	0.00	0.00	0.00	0.00%	0.00
Expense Totals	0.00	170.00	267,500.00	0.06%	267,330.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>130 - Court Technology</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Fines & Forfeitures	320.23	1,247.23	5,424.00	22.99%	4,176.77
Revenue Totals	320.23	1,247.23	5,424.00	22.99%	4,176.77
<b>Expense Summary</b>					
Software & Computer Equipment	399.99	399.99	3,780.00	10.58%	3,380.01
Reserve	0.00	0.00	1,644.00	0.00%	1,644.00
Expense Totals	399.99	399.99	5,424.00	7.37%	5,024.01

# City of Ovilla

140 - Court Security	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>					
Fines & Forfeitures	240.18	2,452.25	4,068.00	60.28%	1,615.75
Revenue Totals	240.18	2,452.25	4,068.00	60.28%	1,615.75
<b>Expense Summary</b>					
Other Expense	211.15	393.60	964.00	40.83%	570.40
Reserve	0.00	0.00	3,104.00	0.00%	3,104.00
Expense Totals	211.15	393.60	4,068.00	40.83%	3,474.40

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>150 - Equipment Replacement Fund</b>	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>					
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
<b>Expense Summary</b>					
Reserve	0.00	0.00	15,913.00	0.00%	15,913.00
Minor Capital Outlay	0.00	53,200.00	55,000.00	96.73%	1,800.00
Expense Totals	0.00	53,200.00	70,913.00	75.02%	17,713.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>200 - Water And Utilities Fund</b>	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>					
Services	63,392.78	605,677.14	1,251,519.00	48.40%	645,841.86
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	20,000.00	37,500.00	53.33%	17,500.00
Revenue Totals	<u>63,392.78</u>	<u>625,677.14</u>	<u>2,111,673.00</u>	<u>29.63%</u>	<u>1,485,995.86</u>
<b>Expense Summary</b>					
Reserve	0.00	0.00	705,201.00	0.00%	705,201.00
Personnel	22,175.11	151,541.56	344,133.00	44.04%	192,591.44
Not Categorized	0.00	0.00	0.00	0.00%	0.00
Employee Benefits	4,406.28	38,835.63	85,249.00	45.56%	46,413.37
Special Services	4,000.00	8,150.00	9,050.00	90.06%	900.00
Contractual Services	0.00	2,075.95	10,550.00	19.68%	8,474.05
Supplies	69.92	4,013.77	4,800.00	83.62%	786.23
Professional Development	46.40	620.40	2,200.00	28.20%	1,579.60
Software & Computer Equipment	259.98	8,264.98	22,296.00	37.07%	14,031.02
Printing Expense	0.00	3,188.92	5,750.00	55.46%	2,561.08
Utilities	50,723.17	310,493.83	695,628.00	44.64%	385,134.17
Repairs - Bldg & Machinery	697.08	39,411.43	46,200.00	85.31%	6,788.57
Other Expense	735.00	4,038.55	6,925.00	58.32%	2,886.45
Capital Outlay	5,953.77	7,486.34	132,092.00	5.67%	124,605.66
Rentals	0.00	0.00	250.00	0.00%	250.00
Operating Services	95.20	4,139.89	16,218.00	25.53%	12,078.11
Vehicle Expenses	1,244.29	6,309.50	9,200.00	68.58%	2,890.50
Insurance	1,705.75	5,117.25	7,931.00	64.52%	2,813.75
Minor Capital Outlay	4,953.87	6,590.74	8,000.00	82.38%	1,409.26
Expense Totals	<u>97,065.82</u>	<u>600,278.74</u>	<u>2,111,673.00</u>	<u>28.43%</u>	<u>1,511,394.26</u>

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>250 - WWW Infrastructure Improvements</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Services	4,700.81	36,900.13	68,724.00	53.69%	31,823.87
Revenue Totals	4,700.81	36,900.13	68,724.00	53.69%	31,823.87
<b>Expense Summary</b>					
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 April 30, 2019**

<b>300 - Capital Projects Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Other Revenue	0.00	0.00	270.00	0.00%	270.00
Revenue Totals	0.00	0.00	270.00	0.00%	270.00
<b>Expense Summary</b>					
Reserve	0.00	0.00	270.00	0.00%	270.00
Capital Outlay	0.00	0.00	0.00	0.00%	0.00
Expense Totals	0.00	2,440.00	270.00	903.70%	270.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>400 - Debt Service Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Taxes	2,044.27	450,931.09	463,910.00	97.20%	12,978.91
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	2,044.27	450,931.09	574,950.00	78.43%	124,018.91
<b>Expense Summary</b>					
Long Term Debt	0.00	87,225.00	574,950.00	15.17%	487,725.00
Expense Totals	0.00	87,225.00	574,950.00	15.17%	487,725.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>500 - Municipal Development District Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Taxes	0.00	39,820.13	50,500.00	78.85%	10,679.87
Other Revenue	0.00	0.00	600.00	0.00%	600.00
Revenue Totals	0.00	39,820.13	51,100.00	77.93%	11,279.87
<b>Expense Summary</b>					
Special Services	0.00	0.00	2,100.00	0.00%	2,100.00
Supplies	0.00	83.00	100.00	83.00%	17.00
Insurance	70.00	70.00	272.00	25.74%	202.00
Reserve	0.00	0.00	48,628.00	0.00%	48,628.00
Expense Totals	70.00	153.00	51,100.00	0.30%	50,947.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>600 - 4B Economic Development Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Taxes	9,214.86	90,543.02	106,000.00	85.42%	15,456.98
Other Revenue	0.00	0.00	2,100.00	0.00%	2,100.00
Transfers	0.00	0.00	244,324.00	0.00%	244,324.00
Revenue Totals	<u>9,214.86</u>	<u>90,543.02</u>	<u>352,424.00</u>	<u>25.69%</u>	<u>261,880.98</u>
<b>Expense Summary</b>					
Other Expense	0.00	0.00	35,120.00	0.00%	35,120.00
Reserve	0.00	64,232.00	161,732.00	39.72%	97,500.00
Special Services	0.00	0.00	2,100.00	0.00%	2,100.00
Supplies	0.00	0.00	100.00	0.00%	100.00
Professional Development	585.12	1,218.12	2,800.00	43.50%	1,581.88
Not Categorized	0.00	0.00	0.00	0.00%	0.00
Printing Expense	0.00	83.00	300.00	27.67%	217.00
Insurance	70.00	70.00	272.00	25.74%	202.00
Capital Outlay	0.00	450.00	150,000.00	0.30%	149,550.00
Expense Totals	<u>655.12</u>	<u>66,053.12</u>	<u>352,424.00</u>	<u>18.74%</u>	<u>286,370.88</u>

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>700 - Park Impact Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Services	669.04	6,021.36	8,613.00	69.91%	2,591.64
Other Revenue	0.00	0.00	180.00	0.00%	180.00
Revenue Totals	669.04	6,021.36	8,793.00	68.48%	2,771.64
<b>Expense Summary</b>					
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	0.00	0.00	8,793.00	0.00%	8,793.00

**City of Ovilla  
Financial Statement  
As of April 30, 2019**

<b>800 - Water And Utilities Impact Fee Fund</b>	<b>Current Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>					
Services	4,380.44	39,340.71	54,756.00	71.85%	15,415.29
Revenue Totals	4,380.44	39,340.71	54,756.00	71.85%	15,415.29
<b>Expense Summary</b>					
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



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DATE: April 10, 2019

TO: Honorable Mayor and Council Members

FROM:  
Linda Harding, Accountant

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

**City of Ovilla  
Payment Listing Report  
4/1/2019 to 4/30/2019**

**Over \$5,000**

Check Date	Check #	Vendor	Invoice Description	Payment Amount
4/26/2019		Internal Revenue Service	Biweekly Payroll 4/18/2019	9,236.60
4/5/2019		Internal Revenue Service	Biweekly Payroll 4/5/2019	9,257.07
4/8/2019	048934	City of Midlothian	EMERG MEDICAL TRANSPORTATION	15,889.75
4/8/2019	048935	Community Waste Disposal	SOLID WASTE	21,910.96
4/8/2019	048937	Ellis Central Appraisal District	3 qtrs appraisal fee	12,693.81
4/10/2019	048945	Bureau Veritas North America, Inc.	Inspections	13,678.76
4/10/2019	048946	City of Midlothian	COMMUNICATIONS CONTRACT	22,750.00
4/10/2019	048954	Holiday Ford	2019 INTERCEPTOR VIN 15469	53,200.00
4/10/2019	048965	STATE COMPTROLLER	STATE CRIMINAL COST AND FEES Q	16,897.70
4/10/2019	048967	Yeldell, Wilson and Co., P.C.	AUDIT FY 18	8,300.00
4/15/2019	048969	T. M. R. S.	Retirement	<u>18,043.78</u>
			Total	201,858.43

Name	Account #	Previous Balance	NEW BALANCE	As Of
Debt Fund	*0291	46,994.20	47,026.13	6/4/2019
General Fund Reserve	608	57,071.83	57,071.83	6/4/2019
GF Reserve CD	*0694	250,670.47	251,892.92	6/4/2019
Water Impact	*2322	483.08	483.08	6/4/2019
4B EDC	*3691	468,448.72	566,386.53	6/4/2019
Fire Dept. Auxil.	*3909	3,590.00	3,590.00	6/4/2019
Water Money Market	*4323	191,256.53	191,418.97	6/4/2019
MDD Fund	*7451	314,719.30	320,270.75	6/4/2019
Water Credit Card	*7531	140.49	140.54	6/4/2019
GF Reserves Money Mkt.	*7583	129,539.56	129,649.58	6/4/2019
GF Money Market	*7605	232,959.88	233,157.74	6/4/2019
Park Fund Money Mkt.	*7613	81,756.33	81,818.82	6/4/2019
Capital Projects Money Mkt.	*7648	132,012.38	132,124.50	6/4/2019
W&S Impact-Sewer	*8699	117,670.03	117,670.03	6/4/2019
Employee benefit trust	*8777	371.78	189.75	6/4/2019
GF Operating	*9437	2,114,108.34	2,114,108.34	6/4/2019
W&S Fund Operating	*9445	1,038,823.13	1,039,176.05	6/4/2019
Police Special Fund	*9792	215.51	215.51	6/4/2019
<b>SUB TOTAL</b>		<b>5,180,831.56</b>	<b>5,286,391.07</b>	
TexPool - CAPITAL PROJECT	1878	314.44	314.44	6/4/2019
TexStar - GENERAL FUND	1110	3,844.74	3,844.74	6/4/2019
TexStar - GENERAL FUND	1120	958.46	958.46	6/4/2019
TexStar - W&S IMPACT	3540	3,253.22	3,253.22	6/4/2019
TexStar - CAPITAL PROJECT	5340	1,439.85	1,439.85	6/4/2019
TexStar - W&S FUND	5350	1,180.38	1,180.38	6/4/2019
Bryson Manor - GENERAL FUND	8662	299,813.10	300,013.56	6/4/2019
Leose	2510	1.79	1.79	6/4/2019
<b>TOTAL BANK BALANCES</b>		<b>5,491,637.54</b>	<b>5,597,397.51</b>	

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

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

Subject: **Code Enforcement Monthly Report**

Calls For Service	May. 2019	May.2019 YTD	May.2018	
Complaint (Nuis 41,Permit 8,Parking 17)	66	258	56	
Follow up (Nuis 44 Permit 8 Park 17)	69	272	60	
Door Notice (Nui -28, Permit-4 Parking 10)	32	121	27	
Mail Notice ( Parking 7 nuisance 6 perm 0 )	16	45	8	
Posted Property (nuisance 11 )	11	46	18	
Court 2 Fta - JV, Nuisance, 4 parking delay	\$0	\$936	\$0.00	
Citizen Contacts	51	257	46	
Permits Reviewed	16	93	13	
Permits Issued	11	72	10	
Inspections	22	106	18	
Nuisance Abated by City 3 Illegal Dumping	3	13	0	
Nuisance Signs (Garage sale-10 business 21)	31	177	53	
Board of Adjustment acc building 3 app	3	4	2	

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

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

Subject: **Animal Control Monthly Report**

Calls For Service	May.2019	May.2019 YTD	May.2018	
Complaint (Regist-19 At Large 8 Bark 2)	29	175	33	
Follow up	30	187	38	
Door Notice (Regis-14, at large 2 )	16	106	26	
Impounded Animal (Dog 6,)	6	37	13	
Animal welfare check	11	69	3	
Impound Results (Transport 2 Ret to own 4)	6	44	13	
Impound fee collected	\$105.00	\$880.00	235	
Court	\$0.00	\$0.00	129	
Citizen Contacts	42	142	31	
Animal registration \$192	16	41	13	
Registration Letter Mailed	17	92	22	
Nuisance letter -2 barking 1 At large	2	10	5	
Animals released 1 possum,2 snake.	3	17	2	
Deceased removed	31	104	23	
Oak Leaf - 1 call ( 1 deceased coyote)	1	10	7	
Traps Checked Out	3	18	7	

## 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	80	0	\$18,574.30	\$12,336.01	\$6,238.29	22	25	40	16	26	3	0
May	69	0	\$17,054.10	\$10,319.97	\$6,734.13	40	20	35	26	30	1	0
June												
July												
August												
September												
Totals	645	11	\$134,301.53	\$85,506.16	\$48,795.37	247	115	266	164	244	18	0

### 2017-2018 FY

May	137	1	\$23,331.79	\$14,583.42	\$8,748.37	27
FY Totals	838	8	\$160,505.63	\$97,697.49	\$62,808.14	153



To: Mayor and City Council Members  
From: John R. Dean, City Manager  
Date: 05/30/2019

Re: City Manager's Monthly Report (May)

Hidden Valley Estates:

- I talked to the developer and there is no new progress on the development.

New Development:

- Bryson Manor Phase III plans reviewed and received comment from the City Engineer in April returned to Bryson Manor Engineers.

Fire Department:

- Live fire training was conducted on a structure on Hosford.

Public Works:

- Conducted annual clean-up event.
- Public Works Director resigned.

Bridges: City Engineers have met with and are coordinating with the County Engineers to ensure the project is cohesive for both entities. City portion of the plans are complete.

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. EDC approved amending the budget in April and it will be presented for Council consideration in May. Budget was amended in May for the EDC portion of the project.
- The City Engineers are proceeding with the design.

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. MFIC recommended that the Pavilion and park improvements be part of a bond package.

FY 2019 Street Improvements:

- Westlawn Drive – Asphalt complete
- Holly Lane - prep work complete
- Slippery Elm Drive – Asphalt complete
- Green Wood Drive – Asphalt complete
- Willow Wood Lane – Asphalt complete
- Dusty Oaks Trail – Asphalt complete

Ticket Writers: Purchase approved by City Council in May. Working with the company to begin implementation.

Administrative:

- Continued with the implementation of FAST software.
- Annual clean-up event conducted.
- Met with several residents and addressed various concerns.
- Inspected drainage during periods of rain during the month.
- Worked on FY 2020 budget.
- Talked to several firms that were interested in submitting RFQs but did not for audit services.
- Attended Best Southwest scholarship luncheon.
- Notices on new billing from the City for Sardis sewer customers were mailed.
- Prepared for and Attended 2 budget workshops.
- Held the Municipal Facilities Improvement Committee meeting.
- Reviewed plats.
- Sent letter of notification of potential termination of contract to CWD in preparation for the July Council meeting.
- Worked with Hilltop Securities in gathering possible bonding scenarios.
- Developed an Ordinance changing appeal authority on fence inspection issues as directed by Council.
- Researched Street maintenance and drainage maintenance programs in other cities.
- Worked on the Fee schedule in reaction to HB852's immediate affect on issuance of building permits. Our building permits issuance is on hold until our fee schedule is adopted to be compliant with the state law that was passed and effective immediately on May 21<sup>st</sup>, 2019.

Upcoming Items

- City Council Meeting – Monday, June 10th, 2019 at 6:30 pm
- City Council Budget Workshop – Thursday, June 20th, 2019 at 5:30 pm

City Manager on Vacation in Colorado - May 31<sup>st</sup>, 2019- June 8<sup>th</sup>, 2019

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

Project Staff	Task/Project description	Project Start Date	% complete	Target Completion Date	Future Action Required
CM	Obtain City Hall sewer easement	NA	90	May 24, 2019	Signed & Filed
CM	Address Terry Morgan memo regarding Code Conflicts and recommended changes	6/17/2019	0	August 31, 2019	Changes Codified
CM/City Council	Complete Strategic Guide		40		
Daniel Durham	Obtain Certified Playground Safety Inspector certification		60	June 30, 2019	
City Engineer	Complete design of Water Street repairs		100	June 3, 2019	Bid project
City Engineer	Bid of Water Street repairs		10	June 30, 2019	Begin Construction
City Engineer	Complete design of Cockrell Hill sanitary sewer		30	June 15, 2019	Bid project
Public Works Director	Develop & Implement drainage maintenance program		5	September 30, 2019	
Public Works Director	Develop & Implement Street maintenance program		5	September 30, 2019	
CM & CA	Update Park impact fee study		50	July 31, 2019	
CM	Coordinate applications for possible park and trail grants		10	September 30, 2019	Fund Match Submit Applications
CM & City Accountant	FY 2018 Audit		100	March 28, 2019	Presented to City Council
CM, DH, & City Accountant	FY 2020 Budget Draft	March 2019	95	June 30, 2019	Presented to City Council
Public Works Director	FY 2019 Street Improvements	March 2019	100	May 9, 2019	Maintain
Public Works Director	FY 2019 Drainage Improvements	October 2018	15	September 30, 2019	Maintain
Department Heads	FY 2020 Capital Budget Needs Presented to MSAC	April 2019	100	May 9, 2019	Complete
CM	Property Purchase	April 2019	90	June 15, 2019	Close
CM & CA	Ordinance on Residential Building fees (HB852)	5/23/2019	80	June 10, 2019	Adopt by City Council
Public Works Director	Park improvements (Swings)	5/14/2019	10	July 15, 2019	Order & Install
CM	Public Works Director Search	5/14/2020	10	July 8, 2019	Recommendation to CC

## Monthly Permit Activity

Meeting Date: June 10, 2019

Discussion  Action

Presented By: John R. Dean Jr., City Manager

### Attachments:

1. N/A. Excerpt from Code included under discussion/justification section.

### Agenda Item / Topic:

Receive and discuss a report from City Staff regarding the previous month's activities and residential construction.

### Discussion / Justification:

Building Activity Report:

Building permits issued in FY 2019: Total Homes = 19

- October - New home construction: 2 / Other: 16
- November - New home construction: 1 / Other: 14
- December - New home construction: 2 / Other: 17
- January - New home construction: 4 / Other: 21
- February - New home construction: 6 / other: 26
- March - New home construction: 2 / Other: 27
- April - New home construction: 2 / Other: 25
- May - New home construction: 0 / Other: 24

(Other: plumbing, flatwork, fences, mechanical, swimming pools, etc.)

### Recommendation / Staff Comments:

N/A

### Sample Motion(s):