

**CITY OF OVILLA MINUTES**  
**Monday, December 09, 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:

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

Mayor Dormier noted the presence of Council Members, thus constituting a quorum. City Secretary, department directors and various staff were also present.

**CALL TO ORDER**

Mayor Pro Tem Griffin gave the invocation. PL1 Huber led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

**PRESENTATIONS, ANNOUNCEMENTS & COMMENTS**

**Presentations, Announcements:**

Proclamation:

1. Ovilla Christian School Volleyball Team Class 2A Championship Win

Mayor Dormier read the Proclamation aloud and presented each member from the volleyball team their own signed proclamations. Photos were taken.

**Citizen Comments:**

1. Ms. Jimmie Wade, 606 Creekview Circle, voiced multiple concerns:
  - a. Necessary roadwork in the Brookwood neighborhood, specifically Northwood Street.
  - b. Review and make zoning changes.
  - c. Increase police force.
  - d. Add sidewalks and require developers to build wider streets.

**CONSENT AGENDA** – None.

**REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Case PZ19.12. Receive recommendation report from the Planning and Zoning Commission to consider and act on a final plat application submitted by Massey Shaw Development for Bryson Manor Phase III, Ovilla, Ellis County, Texas.

**Final Plat Information**

<b>SUBDIVISION NAME:</b>	Bryson Manor Phase 3
<b>OWNER:</b>	Massey Shaw Development
<b>ENGINEER:</b>	Michael Westfall, Civil Engineer
<b>APPLICATION DATE:</b>	November 26, 2019

LOCATION:	Terminus of Bryson Manor Drive
UTILITIES:	Ovilla water / Sardis Water
ZONING:	R15
PROPOSED LAND USE:	Residential Subdivision
MAJOR THOROUGHFARE:	Highway 664 Ovilla Road
APPLICANT'S PROPOSAL:	Develop 113 lots 111 residential home sites with 2 HOA lots. Total area in subdivision is 74.4 acres in the city limits of Ovilla.
	This is the 3 <sup>rd</sup> phase of Bryson Manor – origination in October 2019. This phase is consistent with City code residential building requirements and in accordance with the Development Agreement.

PL4 Hunt moved to approve PZ CASE 2019.12., a final plat application submitted by Massey Shaw Development for Bryson Manor Phase III, Ovilla, Ellis County, Texas, seconded by PL2 Oberg.  
*No oppositions, no abstentions.*

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

**ITEM 2. DISCUSSION/ACTION** – Consideration of and action directing staff to move forward with the Water Street Bridge repair project and construction plans for the RFP.

Staff received confirmation verbally and in writing from the County with a commitment to reimburse the City the cost estimates and engineering fees for their portion of the repair to the Water Street Bridge project. Mr. Kyle Butler was present to assure Council that the County is ready to precede with Eikon's preparation of the construction and bid documents. Ovilla City Council approved the City's portion of this project in February 2019.

PL5 Myers moved to approve directing staff to move forward with the Water Street Bridge repair project and construction plans for the RFP, seconded by Mayor Pro Tem Griffin.

*No oppositions, no abstentions.*

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

**ITEM 3. DISCUSSION** – Receive report from Park Board Chair Brian Treadaway to review and discuss Park Board goals and new ideas for future community events.

Staff met with Park Chair Treadaway to receive the Park Board's input for future goals. Mr. Treadaway prepared and presented a report to Council to enhance all areas of the City parks and ballfields. Items discussed included the following:

1. Pavilion and Founders Park development and funding.
2. Develop walking trails.
3. New playground equipment.
4. Alternate location for music and movie events.
5. Consider improving restrooms at the ballfields or replace them.
6. Determine who is responsible for the ballfields and the rental of the fields.
7. Add grills at Heritage and Ashburne Glen Parks.
8. Public park identification signs and attractive lighting.

Park Board Chair Treadaway additionally suggested events such as a 5k walk/run to raise money and donations to help these goals come to fruition. His hope for Ovilla was to create greater park awareness and a downtown connection. Council was very receptive and in agreement to addressing each goal.

Discussion only.

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on the creation of and funding of a Street/Park Superintendent position in Public Works Department.

Staff presented a new job description, position reassignment and cost differential to create a superintendent's position in the Street/Drainage and Parks. Staff's justification was to enhance the organization and increase efficiency of the Public Works Department by creating a new tier separating the water/sewer and general fund divisions of the department.

Approved in the FY2019-2020 Budget, are 7.5 funded positions in the Public Works Department. Staff proposed taking one of those positions and reassigning it to a Street/Park Superintendent, having 2.5 maintenance workers under that tier. This supervisory position will be a lateral position to the Water/Sewer Superintendent; both supervisory positions answering to the PW Director.

With this proposed restructure to the Public Works Department, it is intended to allow specified training and additional knowledge to those employees in their specified fields. This too, will add to the proficiency of both divisions of the Department.

Financial impact reported to Council was \$27,192.65; personnel costs are considerably under budget due to open/unfilled positions in the Public Works Department.

Mayor Pro Tem Griffin moved to approve the creation of and funding of a Street/Park Superintendent position in Public Works Department, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Resolution R2019-26 approving an updated organizational chart.

Staff presented a Resolution with an updated organizational chart as defined and approved with the creation of the Street/Drainage/Parks Superintendent listed in Item 4. PL2 Oberg recommended removing the .5 funding for a position under Code.

PL4 Hunt moved to approve Resolution R2019-26 updating the City organizational chart, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**ITEM 6. DISCUSSION/ACTION** – Consideration of and action to approve an Outdoor Weather Alert Siren System maintenance and software update.

Fire Chief B. Kennedy addressed Council with the following report and background information: Currently the City's storm siren system is controlled by an analog radio frequency, where the dispatch center has ability to sound City sirens when needed. There is also a radio in the fire bays that gives Fire staff the capability to set them off if dispatch were unable. Once a month, the sirens are tested by personnel staging, one next to each siren, and each unit confirming that the sirens are operational.

In 2017, Council approved the installation of 3 new warning sirens in strategically placed areas around Ovilla, with a plan to upgrade the original siren cabinet, plus upgrade to a digital software later. During the last budget planning, the software upgrade was budgeted and approved, however, the cost for the original siren cabinet upgrade was not included. Staff requested to allow those additional funds to cover the cost for the upgrade, to the siren at Ovilla Road and Main Street, being \$8,030.

PL2 Oberg moved to approve the Outdoor Weather Alert Siren System maintenance and software update as presented, seconded by PL1 Huber.

No oppositions, no abstentions.

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

**ITEM 7. DISCUSSION** – Review and discuss the City's municipal facilities needs.

Staff report that they were researching various ways to improve space, working conditions and parking at the City Hall, Public Works and Police Department, and addressed these issues with Council:

- Is 708 Main Street a consideration? It does have HVAC, but the heater is not working, and it is unknown if the a/c works. An asbestos report is attached, with an estimated expense to remove at \$20k.
- The Police Department has a drawing of a floor plan to help them utilize their existing facility.
- An ADA report for City Hall, police and fire was conducted. (not included)
- Cost estimates for shipping containers to provide storage.

Staff offered appreciation for any recommendations from Council.

Mayor Dormier allowed a resident that signed up to speak to address Council:

1. Dani Muckleroy, 608 Green Meadows: MS Muckleroy recommended that Council issue another bond election for a new police station only.

Staff was instructed to acquire additional costs for the containers and come back with a drawing to refurbish the Police Department, including enhanced parking.

Discussion only.

**ITEM 8. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

N/A

**STAFF REPORTS** were reviewed. Staff was available for questions.

- Department Activity Reports / Discussion
  - Police Department Chief B. Windham
  - Fire Department Chief B. Kennedy
  - Public Works Interim PW Director D. Durham
  - Finance Accountant L. Harding
  - Administration
    - 1. Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
    - 2. Monthly Municipal Court Report City Secretary P. Woodall

**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).*

A. Convene into Executive Session.

Closed Meeting called pursuant to Texas Government Code §551.074 – Personnel Matters.

**ITEM 1. DISCUSSION/ACTION** – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Secretary/Acting City Manager.

Closed Meeting called pursuant to Texas Government Code §551.074 – Personnel Matters.

ITEM 2. **DISCUSSION/ACTION** – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the Public Works Director.

Closed Meeting called pursuant to Texas Government Code §551.071 – Consultation w/Attorney.

ITEM 3. **DISCUSSION/ACTION** – Consultation with the City Attorney regarding contemplated employment law litigation and settlement offer.

*B. Reconvene into Regular (Open) Session*

Mayor Dormier and Council reconvened into Regular Session at 9:29 p.m. Mayor Dormier advised that no decisions were made in Executive Session.

There was no action in Open Session.

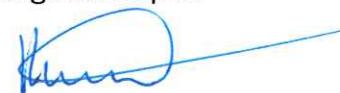
No Action.

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

1. Mayor Dormier	None
2. PL1 Huber	None
3. PL2 Oberg	None
4. Mayor Pro Tem Griffin	Review Park Budget and funding to include the possibility for bathrooms at the ballfields.
5. PL4 Hunt	None
6. PL5 Myers	None

**ADJOURNMENT**

PL2 Oberg moved to adjourn the meeting of December 09, 2019, seconded by PL4 Hunt. There being no further business, Mayor Dormier adjourned the meeting at 9:31 p.m.



Richard Dormier, Mayor

ATTEST:

  
 Pamela Woodall, City Secretary  
 Executive Session filed separately.



*Approved January 13, 2020*

Chair Carol Lynch Place Three  
Darrell Jungman Place One  
Alan Whittaker Place Four  
Joseph Alexander, Place Five

Ronald Sims, Place Two  
Fred Hart Place Six  
Bill Zimmermann Place Seven

# **WELCOME TO THE CITY OF OVILLA CITIZENS FORUM – P&Z**

**The Ovilla City Council, Boards and City Staff welcome you to a meeting of the P&Z.  
Ovilla Council Meetings and Boards 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 Chair and Directors/Members 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 Chair and Director/Members cannot respond but may direct inquiries to staff for current policy or for later review.**

**The form must be complete.**

DATE: 12-9 2019 PHONE: 214-546-9532

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

NAME: \_\_\_\_\_

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

ADDRESS: 606 Creekview Ct

CITY / ZIP: 75154

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

I wish to address the P&Z during the Citizens Forum.

**AGENDA ITEM(S) NUMBER:**

I wish to address the P&Z on this agenda item(s).

I do not wish to address the P&Z, 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 P&Z convenes in regular session on the first Monday 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 John W. Dorn"

Chair Carol Lynch Place Three  
Darrell Jungman Place One  
Alan Whittaker Place Four  
Joseph Alexander, Place Five

Ronald Sims, Place Two  
Fred Hart Place Six  
Bill Zimmermann Place Seven

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**The form must be complete.**

DATE: 12.9.2019

PHONE: 972.217-5005

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

NAME: DAN MUCKLEROY

ORGANIZATION / DEPARTMENT:       

ADDRESS: 608 GREEN MEADOWS

CITY / ZIP: OVILLA TX 75154

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       I wish to address the P&Z during the Citizens Forum.

AGENDA ITEM(S) NUMBER: 7

       I wish to address the P&Z on this agenda item(s).

       I do not wish to address the P&Z, 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

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