

**CITY OF OVILLA MINUTES**  
**Monday, January 13, 2020**  
**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
David Griffin	Mayor Pro Tem, Place 3
Doug Hunt	Council Member, Place 4
Michael Myers	Council Member, Place 5
Absent: Dean Oberg	Council Member, Place 2

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**

PL4 Hunt 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**

There were no presentations.

**Citizen Comments:**

1. Ms. Jimmie Wade, 606 Creekview Circle, voiced multiple concerns:
  - a. Residents parking on grass,
  - b. Police Department is shorthanded. Need more officers,
  - c. Many potholes all over city,
  - d. Garbage scattered throughout the city,
  - e. Disagree with Council's approval of 1600 square foot home in downtown area.
2. Sheila Domstead, 111 Meadowwood: asked Council to livestream all city meetings.
3. MS Dani Muckleroy signed up to speak during Council's address of Item 8.

**CONSENT AGENDA**

1. Minutes of the December 09, 2019 Regular Council Meeting.
2. Minutes of the November 11, 2019 Regular Council Meeting.
3. Minutes of the November 04, 2019 Special Council Meeting.
4. Resolution R2019-10 – continue the elimination of the briefing session prior to Council meetings.
5. Confirm May 09, 2020 as household hazardous waste collection/recycling event day.
6. Software agreement between Fund Accounting Solution Technologies (FAST) and the City of Ovilla for access and interface with citation importing (Dig-a-Ticket).
7. Ordinance 2020-01 – Budget Amendment 2, Street Superintendent.
8. Resolution R2020-01-NCTCOG Freeway Incident Management participation.

PL4 Hunt moved to pull Consent Item C8 for further discussion. Mayor Dormier pulled C8 and placed it as Item 10 on the regular agenda for consideration.

PL5 Myers moved to approve Consent Items C1-C7 as presented, seconded by PL4 Hunt.  
*No oppositions, no abstentions.*

*VOTE: The motion to approve Consent item C1-C7 carried unanimously: 4-0.*

**REGULAR AGENDA**

**ITEM 1.** *DISCUSSION/ACTION* – Consideration of and action Ordinance 2020-02, approving a budget amendment to fund Ovilla's financial obligation for radio upgrades for Fire and Police communications.

The City was contacted by Mr. David Schrot, representative for IT Management of Midlothian, who advised that both the City of Waxahachie and Ellis County had contracted with Motorola to add sub-sites to our current 2-site 700 MHz Trunked Simulcast System. Their expenditures will expand our radio system to a 5-site Trunked Simulcast System and will change the transmissions from FDMA to TDMA, which will increase our capacity for simultaneous conversations from five (5) to ten (10). Ovilla's financial obligation for this upgrade was listed as:

Ovilla Fire Department: 21 radios	\$2,793.00
Ovilla Police Department: 19 radios	\$2,527.00

Staff prepared an ordinance and budget amendment for the upgrade and additional expense.

PL4 Hunt moved to approve Ordinance 2020-02, approving a budget amendment to fund Ovilla's financial obligation for radio upgrades for Fire and Police communications as presented, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**ITEM 2.** *DISCUSSION/ACTION* – Consideration of and action to appoint City Council Member(s) to serve on a temporary Finance Committee to review and evaluate Request for Qualifications (RFQ) responses for audit services and Request for Proposals (RFP) responses for bank depository.

The RFQ requires one Council Member to serve on the Finance Committee for the review and evaluation of responses for audit services.

Additionally, staff recommends Council Member(s) to serve on the review and evaluation for RFP responses for bank depository.

Mayor Pro Tem Griffin moved to appoint Council Member PL4 Hunt and Mayor Dormier to serve on the temporary Finance Committee to review and evaluate both RFQ and RFP responses for auditing services and the bank depository, seconded by PL5 Myers.

*No oppositions, no abstentions.*

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

**ITEM 3.** *DISCUSSION/ACTION* – Consideration of and action authorizing publication of the Request for Qualifications for Professional Auditing Services, setting a date and time for the City Council Finance Committee to review the qualifying submittals.

Staff reported that the City's current Agreement with Yeldell, Wilson & Co., P.C. is in its final year of a five-year term that began in 2014. In compliance with Local Government Code statutes, it is not required that the City rotate auditors but does require the selection of a Professional Auditor be made through the process of Request for Qualifications (RFQ) when so desired. The Government Finance

Officers Association (GFOA) recommends the best practice of a five-year contract with the fourth and fifth years as optional one-year extensions. The attached RFQ has been revised from 2014. Staff submitted a recommended timetable.

Staff presented a document that included highlighted language requiring a CAFR instead of Audited Financial Statements. Council agreed to leave both in the RFQ to negotiate with the selected firm. The RFQ was reviewed and approved by legal counsel.

PL4 Hunt moved to approve the Interim City Manager to advertise for Request for Qualifications for Professional Auditing Services as presented, seconded by Mayor Pro Tem Griffin. The motion died for lack of support.

PL4 Hunt moved to approve the Interim City Manager to advertise for Request for Qualifications for Professional Auditing Services with added language to allow for Audited Financial Statements or CAFR in the document to be negotiated with the selected firm, seconded by Mayor Pro Tem Griffin.

*No oppositions, no abstentions.*

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

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action authorizing publication of the Request for Proposals for Bank Depository Services and setting a date and time for the City Council Finance Committee to review the qualifying proposals.

The City's current banking agreement with Prosperity Bank expires in May 2020 and has no further extensions. The Finance Committee can determine a meeting date as time draws near. The city attorney has reviewed and approved the RFP.

PL4 Hunt moved to approve and authorize publication of the Request for Proposals (as presented) for Bank Depository Services and setting the date and time for of the City Council Finance Committee to be determined to review the qualifying proposals, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-02 of the City of Ovilla, Dallas County, Texas, casting its vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District.

The Dallas Central Appraisal District requires a run-off election. Ovilla previously submitted Resolution R2019-24 voting for Mr. Michael Hurt as the City's choice for the 4<sup>th</sup> member to the Board.

Mayor Pro Tem Griffin moved to approve Resolution R2020-02 of the City of Ovilla, Dallas County, Texas, casting its vote (again) for Michael Hurt as the fourth member of the Board of Directors of the Dallas Central Appraisal District, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

**ITEM 6. DISCUSSION/ACTION** – Consideration of and action to approve a purchase of Holmatro Rescue Tools with the reimbursement of this expenditure through the Emergency Services District #2 and the Service League.

Fire Marshal Lindsey shared a brief background: currently Ovilla uses hydraulic rescue tools, that are powered by a hydraulic pump, hoses and the tools. The pump for these tools utilizes gasoline,

hydraulic fluid, oil and takes minutes to set up to be used. These tools will still be usable and will sit on the reserve engine as back-up if needed.

**Findings/Current Activity:**

Staff looked at several different models of new tools and found that by changing to a battery powered tool, several things were accomplished.

1. Less Equipment.
2. Less cost maintaining the equipment.
3. Less compartment space is used to store on apparatus.
4. Less time to set up and use because you take it off the apparatus and go straight to work.
5. There are no hoses to fail during operation.
6. There is no motor to require gas, motor oil, and hydraulic oil to be checked and maintained.

**Financial Impact:**

The Fire Department is not budgeted for this expenditure. City funds can be used for the purchase as we have secured \$20,000.00 through ESD #2 and \$10,745.00 through the FD Service League funds to reimburse the cost of \$30,745.00.

PL5 Myers moved to approve the purchase of Holmatro Rescue Tools with the reimbursement of this expenditure through the Emergency Services District #2 and the Service League, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

**ITEM 7.** *DISCUSSION* – Consideration of and action on the review of the Park Fund Budget to propose the funding of restrooms at the ballfields and direct staff as necessary.

Park Board Advisory Committee Chair Brian Treadaway addressed Council at the December 09, 2019 Council Meeting to share the Park Board's insight for hopefully future enhancements and current goals they had for the parks and ballfields. One noted and necessary improvement was to place new restrooms at or near Founders Park or near the baseball fields. Mayor Pro Tem Griffin asked staff to follow up on this Park Board desire.

Precast restrooms for a facility with two toilets placed at Heritage Park were funded by the Economic Development Corporation in 2016 at a cost of \$75K, that included installation and water/wastewater connection. Staff is ready to research for current costs pending Council's desire and direction to move funds for the expenditure. Staff was directed to move forward with research for various options for new restrooms and return with findings.

Discussion only. No Action.

**ITEM 8.** *DISCUSSION* – Review and discuss the City's municipal facility's needs.

Staff presented this item to Council at the December 09 meeting and was directed to keep this item on the agendas until further notice.

Staff shared various options to improve and fund what Council and staff believed to be the most needed building for improvement; the police building. Staff shared a concept drawing of the police building that would enhance and expand the facilities use and relocate the public works storage area and the city's retention room. Storage container costs were discussed to help with the relocation of public works tools and equipment.

Additionally, staff shared an option for possible funding. Staff proposed to redirect the use of funds intended for the parking lot across from the Fire Department to assist with the creation of increased parking areas, a sally-port, and to enclose the back area of the building (Police) currently used by the Public Works Department.

Mayor Dormier opened the floor to MS Muckleroy who signed up to speak on this item.  
 MS Dani Muckleroy, 608 Green Meadows: voiced support in renovating the police station.  
 Discussion only. No Action.

ITEM 9. **DISCUSSION** – Discuss and consider the inclusion, costs and requirement of electronic meters as part of a subdivision development.

Public Works Superintendent Daniel Durham shared his research of an estimated cost for employees to read the meters manually.

(5 Public Works Employees and 2 Water Admin Employee's)

- Employee cost monthly (\$ 3483.20)
- Employee cost yearly (\$41,798.70)
- Fuel cost monthly (\$400)
- Fuel cost yearly (\$4,800)
- Total cost combined yearly (\$46,598.40)

Estimates on electronic meters from Badger Model 25 series were shared. It was suggested to require the developer of any subdivision to install this meter. Mr. Durham was directed to return with additional information and quotes from other vendors.

Discussion only. No Action.

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

Consent Item C8 was reviewed. PL4 Hunt moved to approve Consent Item 8 as presented, seconded by PL1 Huber.

*No oppositions, no abstentions.*

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

Item 11 was an addendum to the regular meeting.

ITEM 11. **DISCUSSION** – Review and discuss the City's Thoroughfare Plan and recommendations for update.

PL4 Hunt voiced his concern of the current thoroughfare regarding the classification of certain streets, specifically Red Oak Creek. He suggested the appointment of a temporary citizen committee to review the plan and submit recommendation(s) for any updates. Staff will return with an agenda item for committee appointments.

Discussion only. No Action.

**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

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

1. Monthly Code/Animal Control Reports 2. Monthly Municipal Court Report	Code/AC Officer M. Dooly City Secretary P. Woodall
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**EXECUTIVE SESSION**

At 8:18 p.m., Mayor Dormier Council and specific staff convened into Executive Session to discuss the following:

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 §551.074 – Personnel Matters.

ITEM 3. *DISCUSSION/ACTION* – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Secretary.

B. *Reconvene into Regular (Open) Session*

Mayor Dormier and Council reconvened into Regular Session at 9:34 p.m. Mayor Dormier advised that no decisions were made in Executive Session. Motions made in open session followed:

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

PL5 Myers moved to approve a contract and appoint current City Secretary/Interim City Manager Pam Woodall as City Manager effective January 01, salary \$95,000, seconded by PL4 Hunt.

*No oppositions, no abstentions.*

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

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

No Action.

ITEM 3. *DISCUSSION/ACTION* – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Secretary.

PL4 Hunt moved to appoint Deputy City Secretary Glennell Miller as City Secretary, effective January 01, 2020, seconded by PL1 Huber.

*No oppositions, no abstentions.*

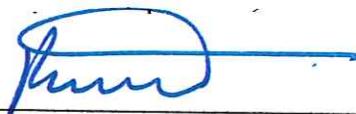
*VOTE: The motion to approve carried unanimously: 4-0.*

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

1. Mayor Dormier 2. PL1 Huber 3. PL2 Oberg 4. Mayor Pro Tem Griffin 5. PL4 Hunt 6. PL5 Myers	None None None Review code enforcement (downtown area) Thoroughfare Committee appointments None
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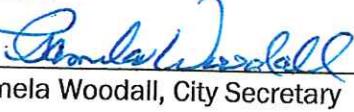
ADJOURNMENT

PL4 Hunt moved to adjourn the meeting of January 13, 2020, seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 9:37 p.m.



Richard Dormier, Mayor

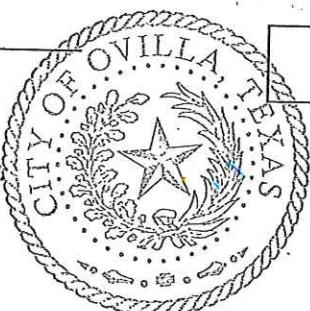
ATTEST:



Pamela Woodall, City Secretary

Approved February 10, 2020

Citizens forum sheet attached.  
Executive Session filed separately.



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



Place Four Council, Doug Hunt  
Place Five Council, Michael Myers  
Place Three Council/ Mayor Pro Tem, David Griffin

## 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: 1-13-2020 PHONE: 214-546-9532

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

NAME: Timmie Wade

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

ADDRESS: 606 Creekview Ct

CITY / ZIP: Ovilla 75154

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

I wish to address the Council during the Citizens Forum.

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

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

I do not wish to address the Council, but would like to register the following opinion.

(Circle one) FOR                    AGAINST

Comments: \_\_\_\_\_

Would you be interested in serving on an appointed board or commission of the City of Ovilla?

Yes  No

The City Council convenes in regular session on the second Monday of each month at 6:30 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 Four Council, Doug Hunt  
Place Five Council, Michael Myers  
Place Three Council/ Mayor Pro Tem, David Griffin*

# **WELCOME TO THE CITY OF OVILLA CITIZENS FORUM**

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**The form must be complete.**

DATE: 1/13/2020

PHONE: 972-217-6768

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

NAME: Sheila Domstead

**ORGANIZATION / DEPARTMENT:**

ADDRESS: 111 Meadowwood

CITY / ZIP: Willa, Tx 75154

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**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

(Circle one) FOR      AGAINST

Comments: I would like for live stream council meetings and board/committee meetings.

**Would you be interested in serving on an appointed board or commission of the City of Ovillo?**

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



Place Four Council, Doug Hunt  
Place Five Council, Michael Myers  
Place Three Council/ Mayor Pro Tem, David Griffin

## WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

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**The form must be complete.**

DATE: 1

PHONE: 972-257-5005

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

NAME: Dan MUCKLEROGY

ORGANIZATION / DEPARTMENT:       

ADDRESS: 608 GREEN MEADOWS

CITY / ZIP: 75154

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**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:       

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Yes  No

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