

Rachel Huber, Place One
Dean Oberg, Place Two

City of *OVILLA* City Council
Richard Dormier, Mayor
David Griffin, Place Three, Mayor Pro Tem

Doug Hunt, Place Four
Michael Myers, Place Five

Monday, August 10, 2020

105 S. Cockrell Hill Road, Ovilla, TX 75154
6:30 P.M.

Teleconference

AGENDA

NOTICE is hereby given of a Regular Meeting of the City Council of the City of Ovilla, to be held on Monday, August 10, 2020 at 6:30 P.M. via teleconference, for the purpose of considering the following items:

SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE:

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the CITY OF OVILLA will conduct the meeting scheduled at 6:30 PM, Monday, August 10, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There will be no public access to the location described above.]

This supplemental written notice, the meeting agenda, and the agenda packet, are posted online at www.cityofovilla.org

The public toll-free dial-in number to participate in the telephonic meeting is:

United States: 1-346-248-7799

Meeting ID: 940 5031 5920

If you would like to join the meeting with your computer, tablet, or smartphone:

<https://zoom.us/j/94050315920>

The public will be permitted to offer public comments as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request.

I. CALL TO ORDER

- Invocation – led by PL4 Hunt
- US. Pledge of Allegiance and TX Pledge – led by PL1 Huber

II. ANNOUNCEMENTS, PRESENTATIONS, COMMENTS

Proclamation:

1. Daughters of the American Revolution Constitution Week

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.

City of Ovilla City Council

Rachel Huber, Place One
Dean Oberg, Place Two

Richard Dormier, Mayor
David Griffin, Place Three, Mayor Pro Tem

Doug Hunt, Place Four
Michael Myers, Place Five

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.

1. Materials Testing Agreement with Fargo Engineering for Water Street Bridge Project
2. Eikon Consulting Group, Additional Services Request 2 for Water Street Bridge
3. Trinity River Authority Technical Services Fee Annual Agreement
4. TX Department of Transportation, Impact to 0.15 acres of Heritage Park
5. GovPilot - Master Subscription Agreement Annual Renewal
6. Minutes of the May 29, 2020 Special Council Meeting
7. Minutes of the June 08, 2020 Regular Council Meeting
8. Minutes of the June 18, 2020 Special Council Meeting
9. Minutes of the July 20, 2020 Special Council Meeting
10. Minutes of the July 22, 2020 Special Council Meeting

IV. REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION – Update on Boy Scout Eagle Project and possible City participation.
- ITEM 2. DISCUSSION/ACTION – Consideration of and action on ORDINANCE No. 2020-08 of the City of Ovilla, Texas, amending Appendix A, Article A4.000, Section A4.001 “building permit fees” by the addition of Section A4.005 of the Code of Ordinances of the City of Ovilla, Texas; providing fees and requirements for temporary fire hydrant meters.
- ITEM 3. DISCUSSION/ACTION – Consideration of and action on Resolution R2020-13 of the City Council of the City of Ovilla, Texas amending Section 5 of the City’s Purchasing Manual by increasing the amount of capital purchases and fixed assets; effective immediately.
- ITEM 4. DISCUSSION/ACTION – Review of the proposed Fiscal Year 2020-2021 Budget, discuss the preliminary determination of the tax rate, and direct staff as necessary.
- ITEM 5. DISCUSSION/ACTION – Consideration of and action to schedule a date for a public hearing and adoption on the proposed Fiscal Year 2020-2021 Budget.
- ITEM 6. DISCUSSION/ACTION – Consideration of and action on a proposed tax rate for the Fiscal Year 2020-2021 Budget and take a record vote.
- ITEM 7. DISCUSSION/ACTION – Consideration of and action to schedule a date for a public hearing on the proposed tax rate for Fiscal Year 2020-2021.
- ITEM 8. DISCUSSION/ACTION – Consideration of and action to schedule a date to adopt the proposed tax rate for Fiscal Year 2020-2021.
- ITEM 9. DISCUSSION/ACTION – Consideration of and action to approve a work order project submitted by Eikon Consulting Group for engineering and architectural designs for the renovation and completion of the existing police station, authorizing the Mayor to execute said documents.
- ITEM 10. DISCUSSION/ACTION – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

City of OVILLA City Council

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V. STAFF REPORTS

- Department Activity Reports / Discussion
 - Police Department Chief B. Windham
 - Fire Department Chief B. Kennedy
 - Public Works Departments J. Kuykendall
 - Administration
 - 1. Financials (non-reconciled) Finance Director Sharon Jungman
 - a) Monthly Municipal Court Report
 - 2. Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
 - 3. Administration Monthly Report City Manager P. Woodall
City Secretary G. Miller


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 August 10, 2020 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, on the 7th day of August 2020 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.


G Miller, City Secretary



DATE OF POSTING: Aug. 7, 2020 TIME: 1:00 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

PLEASE SILENCE ALL CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



PROCLAMATION

WHEREAS: September 17, 2020, marks the two hundred and thirty-third anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Richard A. Dormier by virtue of the authority vested in me as Mayor of the City of Ovilla do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Ovilla to be affixed this 10th day of AUGUST in the year of our Lord two thousand twenty.

Richard A. Dormier
Mayor of Ovilla

Attest

Glennell Miller
City Secretary

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

08.10.2020

Consent Items C1-C10

To
Honorable Mayor
and Council

Comments:

From
Staff

CC
Applicable
Departments

1. Materials Testing Agreement with Fargo Engineering for Water Street Bridge
2. Eikon Consulting Group, Additional Services Request 2 for Water Street Bridge
3. Trinity River Authority Technical Services Fee Annual Agreement
4. TX Department of Transportation, Impact to 0.15 acres of Heritage Park
5. GovPilot Master Subscription Agreement Renewal
6. Minutes of the May 29, 2020 Special Council Meeting
7. Minutes of the June 08, 2020 Regular Council Meeting
8. Minutes of the June 18, 2020 Special Council Meeting
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BACKGROUND AND JUSTIFICATION:

C1: Fargo Engineering Agreement

STAFF RECOMMENDATION:

Staff recommends approval

C2: Eikon Service Request 2/Water St bridge \$4,000

STAFF RECOMMENDATION:

Staff recommends approval

C3: TRA Technical Services Annual Agreement

STAFF RECOMMENDATION:

Staff recommends approval

C4: TxDot Impact to 0.15 acres of Heritage Park

STAFF RECOMMENDATION:

Staff recommends approval

C5: GovPilot Agreement Renewal

STAFF RECOMMENDATION:

Staff recommends approval

C6: Minutes 05.29.2020

STAFF RECOMMENDATION:

Staff recommends approval

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org



C7: Minutes 06.08.2020

STAFF RECOMMENDATION:

Staff recommends approval

C8: Minutes 06.18.2020

STAFF RECOMMENDATION:

Staff recommends approval

C9: Minutes 07.20.2020

STAFF RECOMMENDATION:

Staff recommends approval

C10: Minutes 07.22.2020

STAFF RECOMMENDATION:

Staff recommends approval



August 4, 2020

Pam Woodall, City Manager
City of Ovilla
105 S. Cockrell Hill Road
Ovilla, TX 75154

Subject: Recommendation for Construction Materials Testing Services (CMT) for
Water Street Bridge Improvements
EIKON Project #18138.09

Dear Pam,

On behalf of the City of Ovilla, we solicited proposals for CMT services for the above referenced project. We requested proposals from three (3) separate CMT firms and received the following:

Rank	Construction Materials Testing Firm	Estimated Cost
1	FARGO	\$3,875.00
2	Team Consultants	\$7,125.25
3	Henley-Johnston Associates	\$9,505.00

Statement of Qualification documents submitted by FARGO were reviewed and are in order. EIKON contacted the listed references and received positive feedback regarding their history, quality of work, and ongoing project engagements. FARGO has completed projects of similar size for other municipalities, contractors and developers in the DFW region. Based on our evaluation, FARGO appears to be qualified for this project.

We therefore recommend that FARGO be awarded the CMT contract in the amount of \$3,875.00

We appreciate the opportunity to work on this project and look forward to continuing work with you during the construction phase. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert M. Stengele".

Robert M. Stengele, PE
Director of Civil Engineering



Fargo Consultants, Inc.

Geotechnical Engineering ▪ Construction Materials Testing ▪ Environmental Services

Statement of Qualifications for Construction Material Testing, and Geotechnical Engineering Services

Prepared for The City Of Ovilla

July 30, 2020

Phone: 214-352-4100

Fax: 214-352-4811

www.fargotexas.com

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City of Ovilla
509 Main Street, 6th Floor, Room 623
Dallas, Texas 75202

Attention: Ms. Pamala Woodall



FARGO CONSULTANTS, INC. ("Fargo") is pleased to provide the attached Statement of Qualifications in response to the City of Ovilla. **Fargo is a Dallas, Texas based firm that was founded in 1999** committed to providing geotechnical engineering and construction material testing services of the highest level. **Our principals each have over 30 years of local experience**, and over 16 years, Fargo has built a reputation with both private and public sector clients for preparing thorough yet user-friendly reports in a timely and efficient manner.

Since its inception, Fargo has completed over 8,000 projects in the public and private sectors. **Fargo is staffed by a team of over 25 engineers, field technicians, and office personnel** with substantial experience in Dallas County, and is well versed in the soil conditions that are encountered here.

As a **locally-established company**, we emphasize timely communication with our clients in addition to providing experienced engineers who are experts in their fields. Our team is also well versed in working effectively within the stringent requirements that are of utmost importance when working with public agencies. For example, the City of Dallas uses Fargo's reporting package as the model for '311T' Reporting work. **Fargo's laboratory is certified by AMRL/AASHTO, and we participate in the quarterly CCRL Round Robin national volunteer evaluation of testing laboratories.**

Fargo would be proud to provide the City of Ovilla with outstanding service in the areas of construction materials testing and geotechnical engineering. We hope you find the following materials succinct, thoughtful, and informative. If anyone with the City of Ovilla has any questions, or if we may assist you in any way, do not hesitate to contact me directly at 972-243-6270, by e-mail at ec@dallasfargo.com, or by fax at 214-352-4811.

Sincerely,

E.C. Villalobos

Director – Business Development

On behalf of Fargo Consultants, Inc.

2324 Fabens Road, Dallas, TX 75229

Executive Summary



Fargo has the experience, equipment, and relationships to deliver Best-In-Class service to the City of Ovilla

After working as a Geotechnical Engineer for both large and small Dallas firms over 30+ years, Kevin Ranjbaran, P.E. founded Fargo with the goal of providing thoughtful, tailored geotechnical engineering services to clients that went above and beyond what he felt was available. In short, he founded FARGO because he wanted to 'GO FAR' for his clients. Shortly thereafter, he recruited Gary Moore, CET, an experienced materials testing manager known for his ability to troubleshoot and save clients time and money while getting the job done right. Together they bring **over 70 years of local experience** to the County of Dallas, and are actively involved in the day-to-day operations of Fargo. Over the last 16 years Fargo has grown to include three P.E.'s, two E.I.T.'s, as well as a full staff of qualified technicians and administrative support.

Located near the intersection of LBJ and I-35 in its **company-owned 14,000 square-foot purpose-built facility**, Fargo is well positioned to respond quickly whenever and wherever the County requires. Some of Fargo's **Geotechnical Engineering services** include preliminary due-diligence site evaluations, recommendations for the mitigation of expansive soils, foundation recommendations, pavement section design, ground water investigations, slope stability evaluations, evaluations of existing pavement and rehabilitation, evaluations and stabilization methods for high sulfate soils. **Materials Testing services** include observation and testing for concrete and asphalt, earthwork, fill and backfill, post-tensioned slabs, drilled piers, reinforcing steel, welds inspection, masonry construction, perimeter drain, subgrade injection and modification, and floor flatness and levelness.

We perform lab testing on-site and in-house. We have a **fleet of 20 GPS-monitored trucks** that can be expanded as necessary, enabling us to efficiently respond to the needs of the County. We have **dedicated dispatchers** who stands ready to schedule service at any time the County requires it, and remains in constant contact with technicians throughout the day to assist them with any questions that arise on the job. Our Senior Project Manager, Gary Moore, CET, oversees technicians and reviews reports for quality and accuracy. He will also liaise with County representatives to ensure they get the high level of service they require. For Geotechnical Engineering services, Fargo's Senior Geotechnical Engineer, Kevin Ranjbaran, P.E., reviews all reports. Moe Munim, MSCE, P.E., the Geotechnical Engineer, will also work with the County and all other entities when performing geotechnical explorations and preparing reports. The key members of the team have been working together anywhere from 5-16 years and are ready to GO FAR for the City of Ovilla. Fargo will subcontract all structural steel inspections through Structural Steel Inspectors of Texas, an M/WBE, HUB, and DBE certified firm. Additionally, Fargo will work with GM Enterprises, a DBE certified firm, to provide geotechnical drilling services. Fargo has been successfully working with both of these firms for over 10 years.

History of Meeting Deadlines



Since 1999, Fargo has developed a reputation for reliability by providing timely service

- Gary Moore, CET (Senior Project Manager) and Vik Singh E.I.T (Engineering Technician) will be the primary estimators for and bring over 40 years of combined experience in developing construction timelines to each and every job with the City of Ovilla.
- They are in-touch with all of the projects Fargo is involved with. Fargo holds weekly team meetings where all team members discuss any issues being encountered in the field.
 - For example, due to the boom in development in North Texas, concrete trucks are spread thin leading to delays during scheduled concrete pours. Our team understands this and can plan and react accordingly.
 - Additionally, we have been able to save clients significant time and money on projects through early cylinder breaks. If compressive strength is adequate, it can allow future phases of work to begin ahead of schedule.
- Having worked with the County of Dallas, as well as many other municipalities on both the budget development and reporting side, Fargo is set-up to handle the unique requirements of working with public organizations to keep projects on schedule.
- Technicians are required to fill out 'Standby Time' reports for every job they work. If there are issues with non-Fargo entities (concrete delivery, equipment failure, test failure, etc.) they are automatically compiled (see screenshot below) and can be used to notify the City of Ovilla in case there is an inefficiency that can be addressed. We have been able to notify project managers of slower-than-normal contractors because of our strong record keeping and communication.

Timestamp	Tech Name	Job Number	Cause (s) of Standby Time (Select all that Apply)	Estimate of total standby time (hours)	Additional Comments
11/6/2015 17:38	NEC [redacted] bak	4400	Compaction not ready, Delayed arrival of construction crew	2.5	
11/6/2015 17:48	[redacted]	4400	Equipment issue / breakdown, Waiting on City Inspection	3	The inspector left and came back 2 hours later. Also the water truck broke down
11/9/2015 9:39	[redacted]	4400	Compaction not ready, Rebar not ready	1	pier placement too slow
11/12/2015 18:31	[redacted]	4400	Nothing to Report		
11/16/2015 14:21	[redacted]	4400		2	stuck in mud
12/7/2015 14:55	[redacted]	4400	Nothing to Report	0	
12/5/2015 14:57	[redacted]	4400	Nothing to Report	0	

History of Operating Within Budget



Over the last two years, Fargo has completed over 90% of its jobs on- or under-budget

- All budgets will be reviewed by the team assigned to the City of Ovilla to ensure nothing is overlooked, and to make sure all key players are in-the-loop.
- Once a project begins it is monitored on a daily and weekly basis to make sure everything is going as planned, and if necessary, that the appropriate personnel are notified with enough time to make thoughtful decisions.
- All jobs are monitored to compare budget numbers to actual numbers. Every week the report is updated and reviewed to see which jobs might be going slower than estimated for any reason.
 - If such a job is identified, the County will be notified so that more detail can be provided and a course of action taken if necessary.
- If a change order is required, Fargo has dedicated, experienced finance and operations employees that will ensure all proper documentation is processed and submitted correctly and in a timely manner.

- Below is a small sample of jobs being tracked on a weekly basis. This will allow us to keep the City informed and up to speed.

Color Code (% of Total Proposal already Invoiced):

0-50%	50-70%	70-100%	100%+
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Proposal vs Actual Cost Comparison (12/09/15)

Job No.	Client Name	Job Name	City	Proposal Amt.	Invoiced Amt.	(\$) Diff.	% Invoiced	% Complete
M15-4569	Retail Pro...	Crossing	Frisco, TX	\$2...			65%	45%
M15-4535			Waxahachie, TX				54%	70%
M15-4300			McKinney, TX				79%	60%
M14-4122	Galaxy Develop...	...omes (Site Work)	Burleson, TX	\$2...			6%	10%

Doe Branch Wastewater Treatment Plant



The Doe Branch Water Reclamation Plant will process 8,000,000 gallons of water per day.

Fargo Consultants, Inc. was selected to provide Construction Materials Testing services and Quality Assurance for Doe Branch Water Reclamation Plant.

These services were provided during the construction of:

- Aeration Tanks
- Secondary Clarifiers
- Tertiary Filters
- Pump Stations
- UV Disinfection

Please see the following slide for additional Project Details.



Doe Branch Wastewater Treatment Plant



Location: Aubrey, TX

Completed: February 2015

Type of Project: Sanitary Sewer Line Installation (16,770 LF)

Services:

- Pier Observation
- Concrete Testing
- Concrete Compression
- Field Density Tests
- Grading

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** CDM Smith for Upper Trinity Regional Water District (UTRWD)
- **Contacts:**
 - Tom Synder (UTRWD) – 972-219-1228
 - Mark Gorthey (CDM Smith) – 972-960-4020



Bonnie View Road



As part of the City's \$1.02 Million Surface Transportation grant for improvements, 2,700 foot long, 96-inch diameter water main was installed along Bonnie View Road in Dallas, Texas.

Fargo Consultants provided materials testing including concrete testing, proctor analysis, and sieve analysis.

Please see the following slide for additional Project Details.



Bonnie View Road



Location: Dallas, Texas

Completed: March 2015

Type of Project: Roadway / Infrastructure (2,700 LF)

Services:

- Sampling and Testing Utility Backfill
- Field Density Test
- Concrete Testing
- Concrete Compression
- Proctor Analysis
- Sieve Analysis



Key Personnel - Role:

- Kevin Ranjbaran, P.E. – Project Oversight
- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** S.J. Louis as Contractor for City of Dallas Water Utilities Department (CODWUD)
- **Contacts:**
 - Floyd Walsh (COWUD) – 214-670-8109
 - Gary Bohuslav (S.J. Louis)



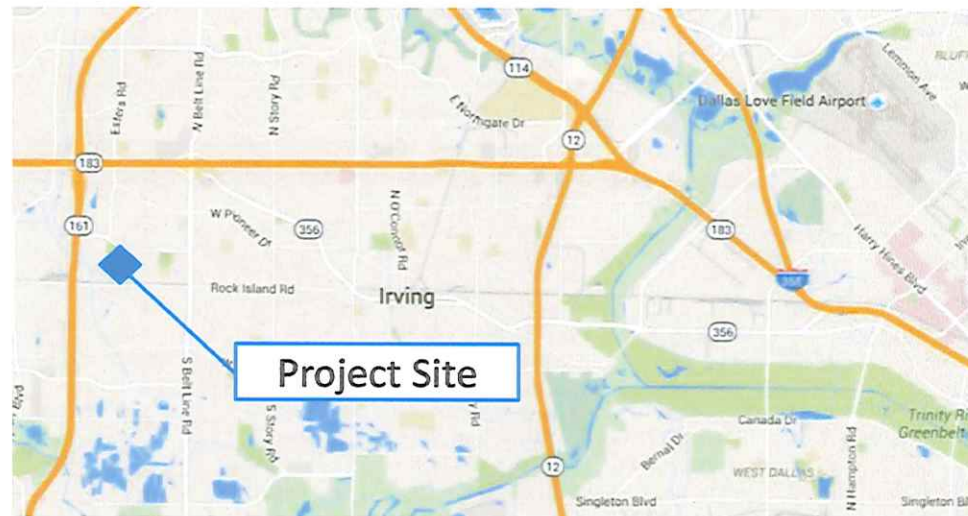
Estelle Creek-Weir Structure Replacement



This project consisted of the removal of an existing reinforced concrete weir structure, 24" concrete piers, structural concrete, gabion baskets and gabion mattress, rock riprap, and associated fill and grading for erosion repairs.



Please see the following slide for additional Project Details.



Estelle Creek-Weir Structure Replacement



Location: Irving, Texas

Completed: April 2015

Type of Project: Removal of existing concrete structure, concrete piers and associated fill and grading for erosion repairs.

Services:

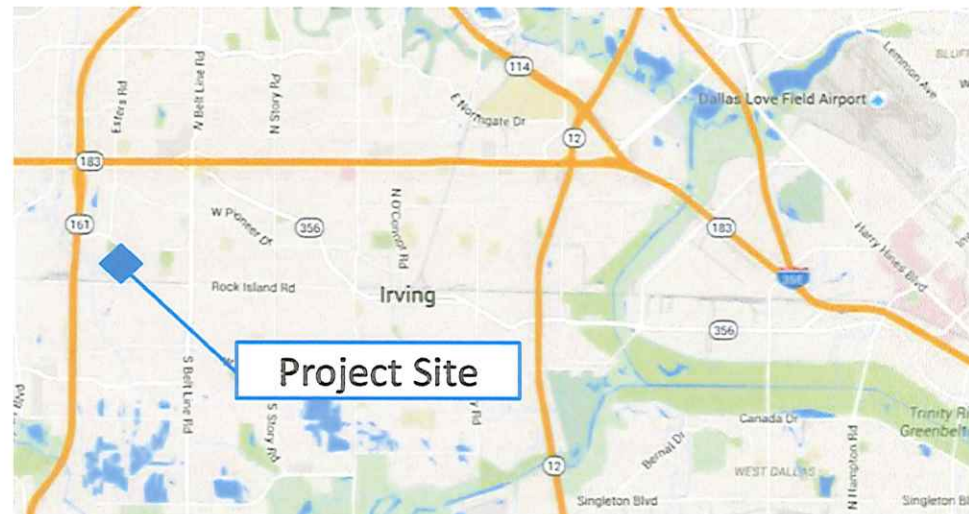
- Pier Observation
- Concrete Testing
- Field Density Test
- Concrete Compression
- Proctor Analysis
- Reinforced Steel Inspection

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** DCI Contracting for the Dallas County Flood Control District (DCFCD)
- **Contacts:**
 - Dhruv Pandya (DCFCD) – 214-671-0333
 - David Proctor (DCI Contracting) – 940-626-0022

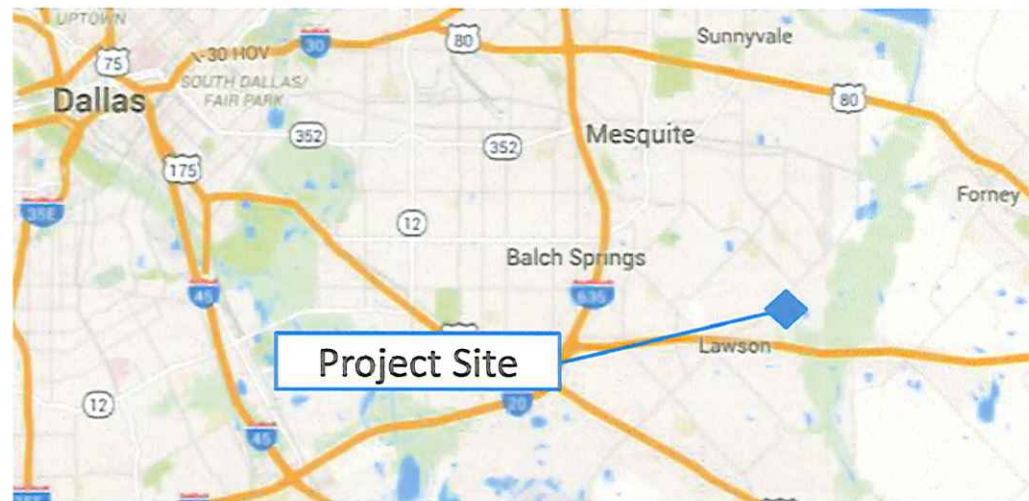


South Mesquite Waste Water Treatment Plant *FARGO*

The North Texas Municipal Water District (NTMWD), a conservation and reclamation district, provides treated water, wastewater, and solid waste service to over 1.6 million citizens living in North Texas. It currently serves a 2,200 square-mile service area located in nine counties adjacent to the north and east boundaries of Dallas, Texas, and comprises all of the territory of its 13 member cities (Allen, Farmersville, Forney, Frisco, Garland, McKinney, Mesquite, Plano, Princeton, Richardson, Rockwall, Royse City and Wylie).

Fargo was selected to provide materials testing services during electrical improvements to an existing facility. This was part of an expansion project from the NTMWD.

Please see the following slide for additional Project Details.



South Mesquite Waste Water Treatment Plant *FARGO*

Location: Mesquite, Texas

Completed: September 2013

Type of Project: Proposed Electrical Improvements

Services:

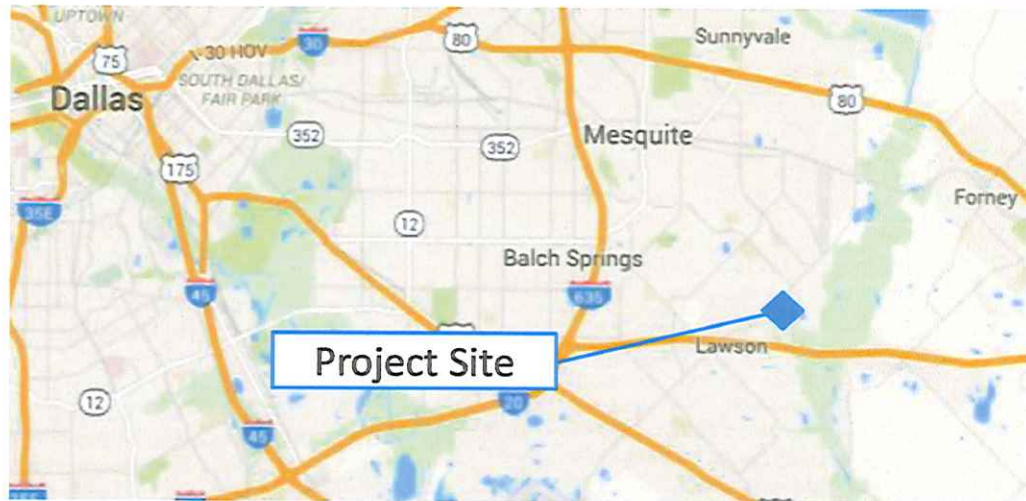
- Concrete Testing
- Atterberg Limits Test
- Field Density Test
- Concrete Compression
- Proctor Analysis

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** Archer Western Contractors for the North Texas Municipal Water District
- **Contacts:**
 - Don Fisher (NTMWD) – 972-442-5405
 - Clint Stafford (Archer Western) – 214-837-8019



Telephone Road

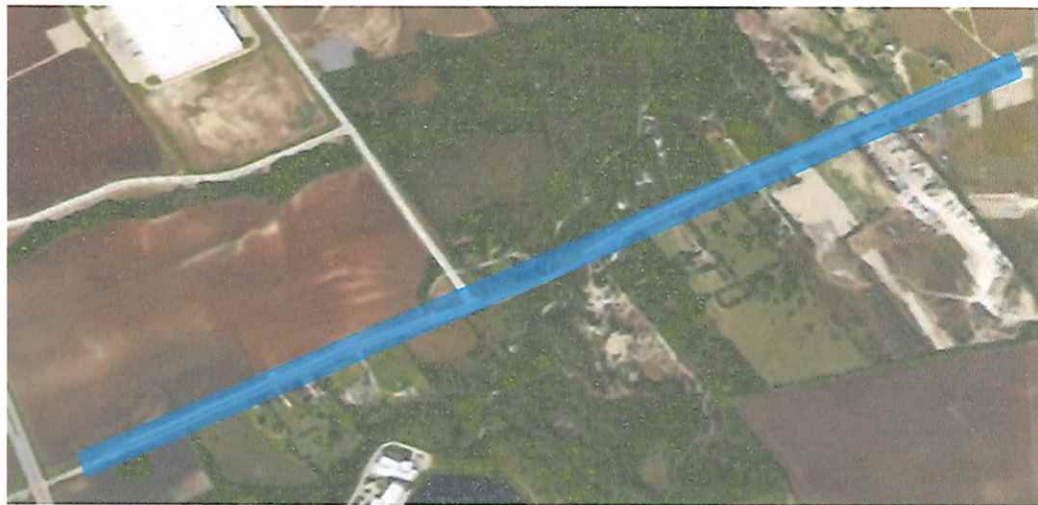
FARGO

This project consists of constructing and laying of new 96-inch diameter water transmission pipeline along Telephone Road for City of Dallas Public Works Department.

The project stretches for 7,000 Feet from Dallas Avenue to Bonnie View Road.

For the construction of this pipeline, Fargo was selected to provide the construction materials testing services for both the soil and concrete phases.

Please see the following slide for additional Project Details.



Telephone Road



Location: Dallas, TX

Completed: July 2015

Type of Project: Paving, Drainage, and Bridge Improvements (7,000 LF)

Services:

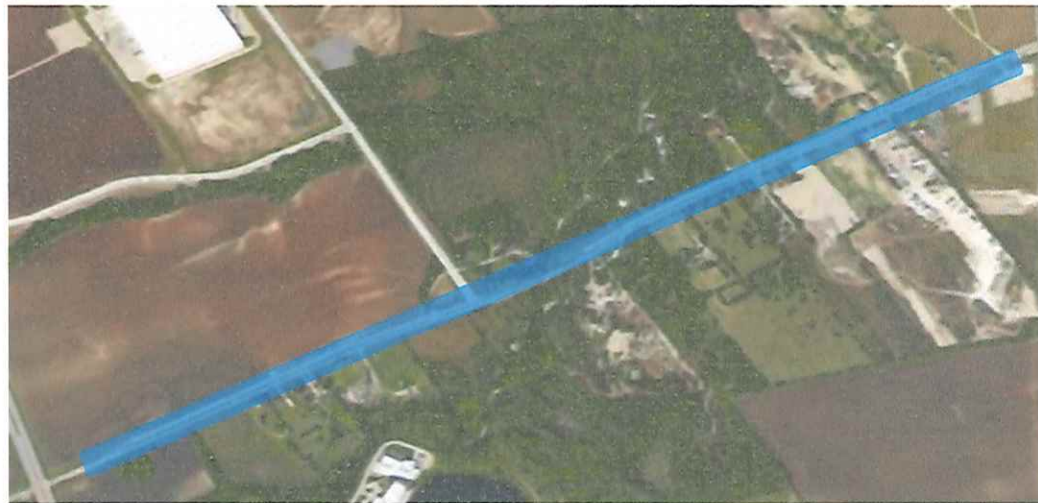
- Field Density Test
- Flowable Fill
- Concrete Testing
- Concrete Compression
- Proctor Analysis

Key Personnel - Role:

- Kevin Ranjbaran, P.E. – Project Oversight
- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Motiar Rahman, P.E. – Lab Testing, Report Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** S.J. Louis Construction for the City of Dallas Public Works Department (CODPWD)
- **Contacts:**
 - Floyd Walsh (CODPWD) – 214-670-8109
 - Gary Bohuslav (S.J. Louis) – 817-477-0320



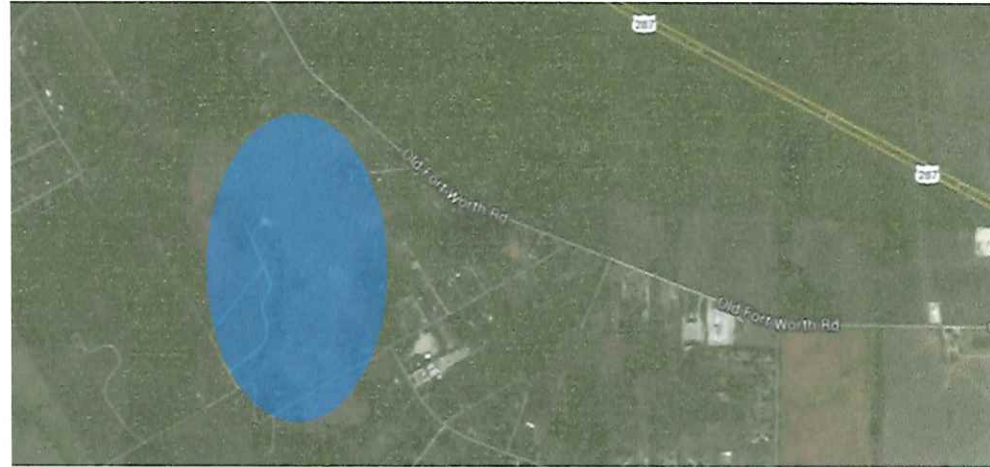
Mountain Creek Watershed Site



The purpose of this project was to provide municipal water storage for Ellis County as well as provide recreational development.

Fargo Consultants was selected to provide materials testing services for the repair of floodwater retarding structures as well as for the addition of a multi-purpose structure for the Dalworth Soil & Water Conservation District.

Please see the following slide for additional Project Details.



Mountain Creek Watershed Site



Location: Midlothian, Texas

Completed: September 2011

Type of Project: Embankment Repairs (1,800 LF)

Services:

- Concrete Testing
- Lime Treatment
- Embankment
- Field Density Test
- Concrete Compression
- Proctor Analysis
- Reinforced Steel Inspection

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** DCI Contracting for Ellis County Dalworth Soil & Water Conservation District (DSWCD)
- **Contacts:**
 - John Crawford (DSWCD) – 972-230-9644
 - Greg Sherman (DCI Contracting) – 940-626-0022



Village Creek Waste Water Treatment Plant *FARGO*

The Village Creek Water Reclamation Facility (Village Creek WRF) serves more than 880,000 people as well as numerous industries across 22 communities. This City of Fort Worth owned and operated plant is capable of processing 166 million gallons of wastewater each day. The service area consists of the majority of Tarrant County along with portions of Denton and Johnson counties.



Fargo provides testing during the removal and installation of new digestive mixers and construction of a co-digestive building.



Please see the following slide for additional Project Details.

Village Creek Waste Water Treatment Plant *FARGO*

Location: Fort Worth, Texas

Completed: March 2011

Type of Project: Removal and installation of new digestive mixers and construction of co-digestive building

Services:

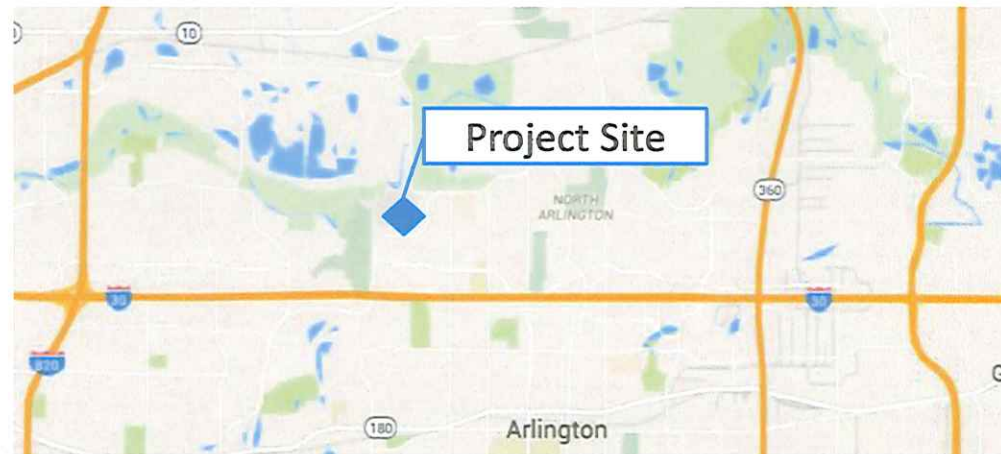
- Concrete Testing
- Concrete Compression
- Atterberg Limits Test
- Proctor Analysis
- Field Density Test

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T.– Project Estimation, Report Review

Client Information

- **Company:** Archer Western Contractors for the City of Fort Worth
- **Contacts:**
 - Andy Cronberg, P.E. (City of Fort Worth) – 817-392-8220
 - Robert Lisenby (Archer Western) – 810-239-1551



DFW Reclaimed Water Delivery System – DFW Airport



At a total cost of over \$12,000,000, the DFW Reclaimed Water Delivery System will re-use highly treated waste water to alleviate demand for potable water.

Approximate 18,000 feet of pipeline was installed, as well as a pump station, and millions of gallons of storage tanks.

With the expertise of qualified engineers and state approved technicians, Fargo Consultants, Inc. provided engineering and materials testing services for this project.

Please see the following slide for additional Project Details.



DFW Reclaimed Water Delivery System – DFW Airport



Location: Dallas, Texas

Completed: April 2011

Type of Project: Reclaimed Water Delivery System for the DFW Airport

Services:

- Concrete Testing
- Concrete Compression
- Atterberg Limits Test
- Reinforced Steel Inspection
- Proctor Analysis
- Field Density Test

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** S.J. Louis for DFW Airport Development & Engineering
- **Contacts:**
 - Cathleen Baulisch (DFW Airport) – 972-973-1758
 - Gary Bohuslav (S.J. Louis) – 817-477-0320



North McKinney Lift Station

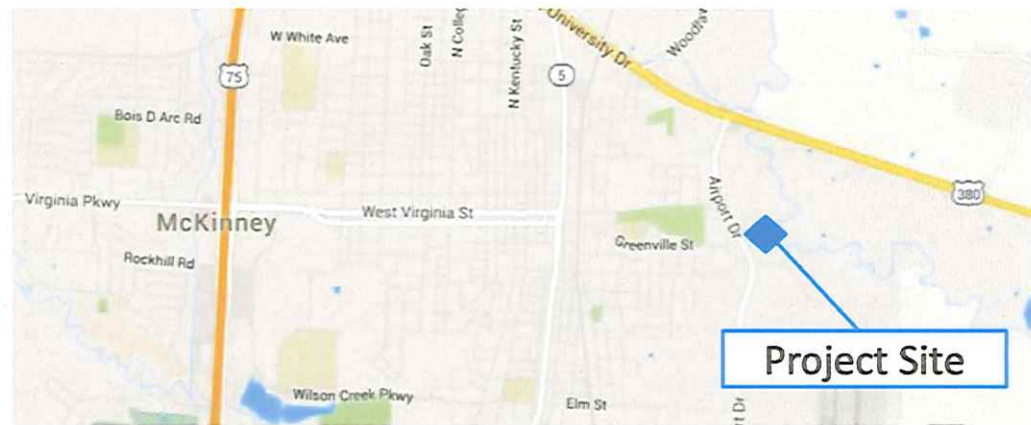


In order to support their growing infrastructure, the City of McKinney constructed additional wastewater facilities.

This project consisted of the installation of ~6.5 miles of a 60-inch diameter potable water pipeline and appurtenances, 3,500 feet of 36-inch diameter pipeline, and 650 feet of 24-inch pipeline. Additionally, the construction of a control valve vault was included in the scope of work.

Fargo Consultants was selected to perform the materials testing for this project.

Please see the following slide for additional Project Details.



North McKinney Lift Station



Location: McKinney, Texas

Completed: October 2011

Type of Project: Installation of lift station for the City of McKinney

Services:

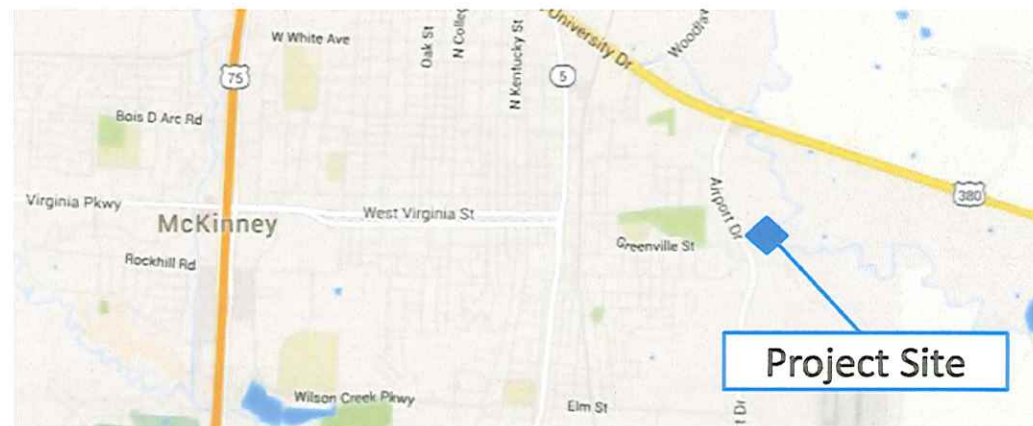
- Pier Observation
- Concrete Testing
- Concrete Compression
- Proctor Analysis
- Atterberg Limits Test

Key Personnel - Role:

- Gary Moore, CET – Project Manager, Coordinator, Test Review
- Moe Munim, MSCE, P.E. – Report Review/Preparation
- Vik Singh, E.I.T. – Project Estimation, Report Review

Client Information

- **Company:** DCI Contracting for North Texas Municipal Water District (NTMWD)
- **Contacts:**
 - James Kerr (NTMWD) – 972-442-5405
 - David Proctor (DCI Contracting) – 940-626-0022



Consultant Key Personnel/Resumes



Kevin Ranjbaran, P.E., President - Senior Geotechnical Engineer

Mr. Ranjbaran has over 30 years of experience in Geotechnical Engineering, Construction Materials Testing, Forensic Engineering, and Land Development. His responsibilities include the technical supervision, marketing, policymaking, and general oversight of all aspects of the company. Throughout his career Mr. Ranjbaran has held key positions in several major geotechnical firms in the DFW area. Mr. Ranjbaran earned a B.S. in Civil Engineering from the University of Missouri.

Current and Past Relevant Employment

- 1982 -1984 – American Testing Engineering Corporation
Kansas City, Kansas / Dallas, Texas
 - EIT, Laboratory and Field Supervisor
- 1984 -1988 - Alpha Testing, Inc., Dallas, Texas
 - Laboratory Manager/Staff Engineer
- 1988 -1993 - Maxim Engineers, Dallas, Texas
 - Geotechnical Project Engineer
- 1993 -1995 - Rone Engineers, Dallas, Texas
 - Geotechnical Engineer
- 1995-1999 - Fugro South, Dallas, Texas
 - Senior Geotechnical Engineer
- 1999-present - Fargo Consultants, Inc., Dallas, Texas
 - Principal Engineer and Founder

Relevant Projects

Duties include writing, reviewing, and communicating all relevant geotechnical report data, as well as serving as the advisor on all projects.

Waste Water Treatment Plant in Mesquite, TX completed in 2015

Performed Pier Observation, Compaction, Concrete and Structural Steel Testing
Client: Big Sky Construction – Jim McConn (927) 226-4704

The Dallas Zoo Water Line and Paving 311T in Dallas completed in 2015

Performed Subgrade/Paving Observation, Atterberg Limits, Compaction Testing
Client: Dallas Zoological Society – Doug Dykman (469) 554-7540

Wylie Economic Development – Warehouse completed in 2014

Performed Pier Observation, Gradation, Concrete Testing, Depth Check
Client: Pullium Construction – Tommy Pulliam (927) 442-8077

Farmers Branch Aquatic Center completed in 2015

Performed Pier Observation, Field Density, Concrete Testing
Client: Gallagher Construction – Cliff Claussen (927) 633-0564

Telephone Road – Water Line Installation in Dallas, TX completed in 2015

Performed Compaction, Sieve Analysis and Concrete Testing
Client: S.J. Louis Construction of Texas – Cody Sears (927) 226-4704



Consultant Key Personnel/Resumes

Gary R. Moore, CET - Senior Project Manager

Mr. Moore has over 30 years of experience in all phases of Construction Materials Testing performed in accordance with ASTM, TxDOT, the U.S. Army Corps of Engineers, and the Bureau of Reclamation Standards and Specifications. His experience includes field and laboratory testing of soil, concrete, asphalt, cement, lime treated soils and sub-grade modification. Mr. Moore's certifications include ACI, NICET (Level II), nuclear gauge operation, and Troxler electronics and he attended the University of Texas at Arlington.

Current and Past Relevant Employment

- 1981-1988 – Rone Engineering, Dallas, Texas
 - Field Technician
- 1988-2001 – Rone Engineering, Dallas, Texas
 - Senior Field Technician
- 2001-Present – Fargo Consultants, Inc., Dallas, Texas
 - Manager, Construction Materials Testing Services

Relevant Projects

Duties include monitoring job progress, reviewing field and lab reports, and communicating with clients and other relevant parties.

Waste Water Treatment Plant in Mesquite, TX completed in 2015
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Client: Big Sky Construction – Jim McConn (927) 226-4704

The Dallas Zoo Water Line and Paving 311T in Dallas completed in 2015
Performed Subgrade for Paving Observation, Atterberg Limits Tests, Compaction Testing
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Client: S.J. Louis Construction of Texas – Cody Sears (927) 226-4704

Consultant Key Personnel/Resumes



Mohammed (Moe) Munim, MSCE, P.E. - Geotechnical Engineer

Mr. Munim has over 15 years of experience in Geotechnical Engineering. His experience includes shallow and deep foundation, geotextiles for embankments, retaining walls, geotechnical site investigation, slope stability analysis, Atterberg limits, unconfined compression, soil swell/consolidation, triaxial, grain size analysis, permeability, direct shear and California Bearing Ratio (CBR) tests. Mr. Munim received his B.S. in Civil Engineering and M.S. in Civil/Geotechnical Engineering from Texas A&M University.

Current and Past Relevant Employment

- 1999-present - Fargo Consultants, Inc., Dallas, Texas
 - Principal Engineer

Relevant Projects

Duties include testing and interpreting lab and field data, writing geotechnical reports, and communicating findings.

Waste Water Treatment Plant in Mesquite, TX completed in 2015

Performed Pier Observation, Compaction, Concrete and Structural Steel Testing

Client: Big Sky Construction – Jim McConn (927) 226-4704

The Dallas Zoo Water Line and Paving 311T in Dallas completed in 2015

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Client: S.J. Louis Construction of Texas – Cody Sears (927) 226-4704

Consultant Key Personnel/Resumes



Motiar Rahman, P.E. - Senior Engineering Technician

Mr. Rahman has over 10 years of experience in various aspects of Geotechnical Engineering. His experience includes shallow and deep foundations, geotechnical site investigations, construction materials testing, soil movement related design parameters per the Post-Tensioning Institute (PTI) method. Laboratory testing experience includes: Atterberg limits, unconfined compression, soil swell/direct shear, and bridge approach embankment consolidation using finite element methods. Mr. Rahman received his B.S. in Civil Engineering from the University of Oklahoma.

Current and Past Relevant Employment

- 1996 -1997 – GEE Consultants, Inc., Dallas, Texas
 - Laboratory Manager/Staff Engineer
- 1997 -2000 – MBDS, LLC, Englewood, Colorado
 - Assistant Engineer
- 2000 -2001 – MBDS, LLC, Englewood, Colorado
 - Quality Control Engineer
- 2001-2013 – Texas CMT, Dallas, Texas
 - Civil Engineer EIT
- 2013-present - Fargo Consultants, Inc., Dallas, Texas
 - Project Engineer

Relevant Projects

Duties include assigning and performing tests in the lab and field, writing and editing reports, and ensuring progress is being made on schedule.

Waste Water Treatment Plant in Mesquite, TX completed in 2015

Performed Pier Observation, Compaction, Concrete and Structural Steel Testing
Client: Big Sky Construction – Jim McConn (927) 226-4704

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Client: S.J. Louis Construction of Texas – Cody Sears (927) 226-4704

Consultant Key Personnel/Resumes



Vikram (Vik) Singh, E.I.T. - Engineering Technician

Mr. Singh has seven years of experience in the fields of Geotechnical Engineering and Construction Materials Testing with an emphasis on ASTM and TxDOT procedure. His responsibilities include review of project specs, the briefing of field and laboratory technicians of project requirements, cost estimation, field visits, and the review of plans and test results. Mr. Singh received his B.S. in Civil Engineering from Punjab Technical University.

Current and Past Relevant Employment

- 2008-present - Fargo Consultants, Inc., Dallas, Texas
 - EIT, Construction Materials Testing Manager

Relevant Projects

Duties include estimating, monitoring job progress, coordination with technicians, report review and submission.

Waste Water Treatment Plant in Mesquite, TX completed in 2015
Performed Pier Observation, Compaction, Concrete and Structural Steel Testing
Client: Big Sky Construction – Jim McConn (927) 226-4704

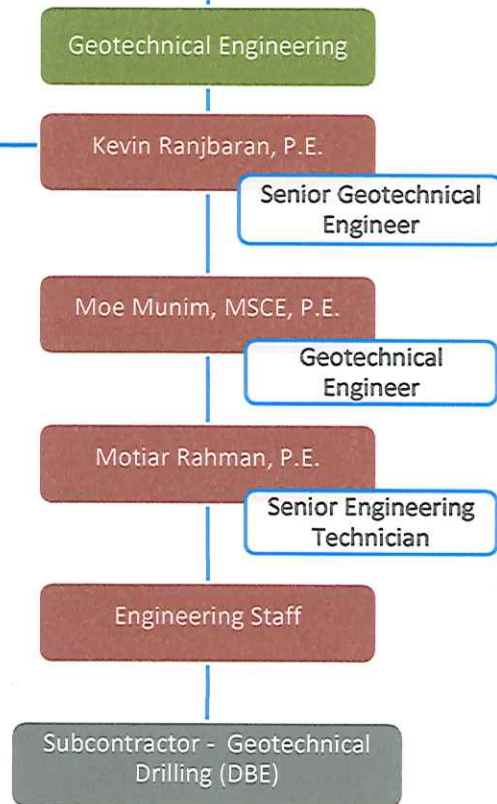
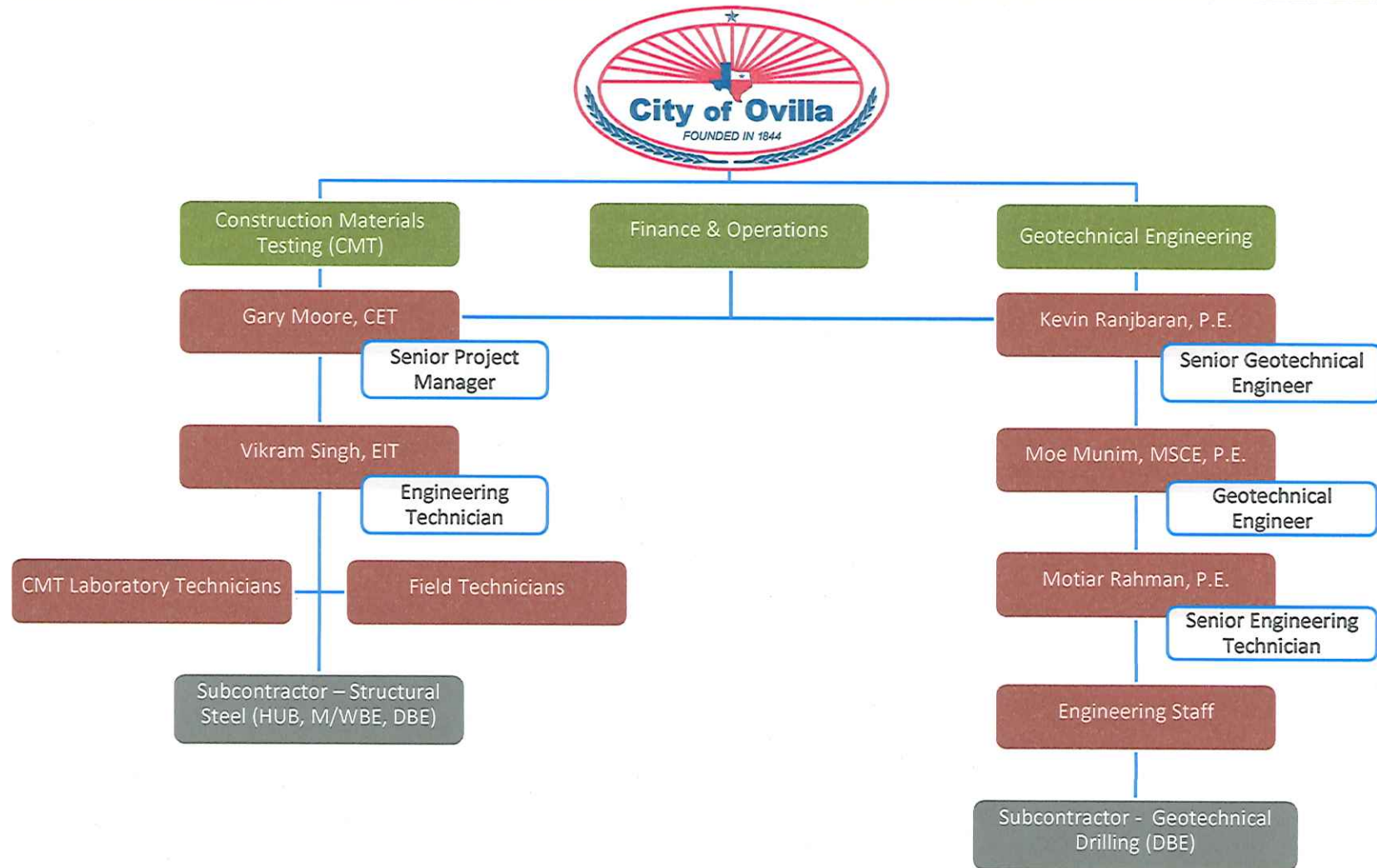
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Organizational Structure / Staffing Plan (Graphical)



Organizational Structure / Staffing Plan (Narrative)



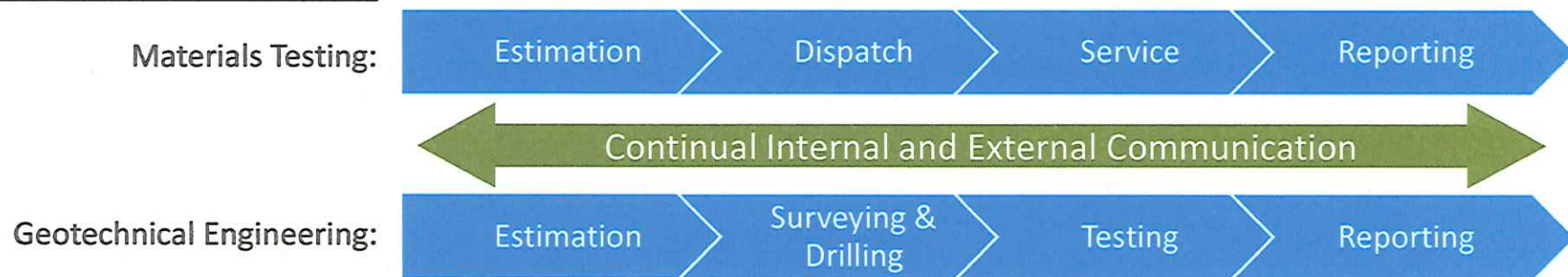
Fargo offers the County of Dallas a team of experienced professionals that have worked together for years

From the moment a request from the City of Ovilla comes to us, Fargo's team will be fully involved. The tight-knit nature of our team allows information to flow quickly between all parties, allowing us to respond faster and more accurately.

Fargo recognizes the importance of proper work scheduling during the construction process. We organize our work schedules through regular team meetings as well as by utilizing internal databases to share updates and progress on projects. This will allow us to stay in-tune with Dallas County's needs and prepare accordingly. Fargo understands the importance of prompt turnaround of geotechnical and materials testing reports. With this in mind, Fargo has developed automated delivery systems to send reports electronically to all relevant parties. All project related documents will be stored digitally in our database and can be accessed from any location for the duration of the project. This enables access to any project related document (our field reports, geotechnical reports etc.) at any time.

The key personnel assigned to projects with the County of Dallas will be readily available to respond to any project-related query or service upon request. Mobile phone numbers will be made available for after hours contact as well. Additionally, Fargo stands ready to schedule service late night and on weekends to make sure the County can meet its scheduling objectives. Fargo has always been able to meet project demands with well-trained, experienced personnel, and maintains relationships with subcontractors to ensure that additional trained personnel are available if necessary.

Information Flow-Diagram:



Equipment and Material on Hand to Comply With Requirements of SOQ and Contract



Fargo's in-house testing lab has been operating for 20 years and is AMRL/AASHTO certified

Name: Fargo Consultants, Inc.

Physical Address: 2324 Fabens Road, Dallas, Texas 75229

Owner: Kevin Ranjbaran

Years in Business: 20 years (est. 1999)

Size of Laboratory Facility: Fargo operates out of its own building, with over 10,000 square feet of lab and testing facilities.

Laboratory Certifications and Accreditations:

Fargo Consultants' laboratory is accredited by AASHTO Materials Reference Laboratory (AMRL) as well as licensed by the State of Texas. Our lab is inspected regularly for compliance with ASTM, TxDOT, and AASHTO testing procedures, and participates in the national Sample Proficiency Program. In addition, Fargo's quality control program has been reviewed and certified by AMRL through an on-site inspection of our policies and procedures. This ensures that our lab standards meet or exceed the industry in terms of quality control. We are certified in:

- Quality Management System (AASHTO R18)
- Sampling Aggregate (ASTM D75/ AASHTO T2)
- Material Finer than a 75- μ m Sieve (ASTM C117/AASHTO T11)
- Coarse Aggregate Specific Gravity and Absorption (ASTM C127/AASHTO T85)
- Abrasion of Coarse Aggregate (ASTM C131/AASHTO T96)
- Moisture Content of Aggregate by Oven Drying (ASTM C566/AASHTO T255)
- Reducing Samples of Aggregate to Test Size (ASTM C702/AASHTO T248)

Additionally, we regularly check our lab equipment and perform all necessary calibration as required, which is detailed on the following page.

Equipment and Material on Hand to Comply With Requirements of SOQ and Contract



Fargo takes pride in its testing facilities, and has the necessary equipment to meet the needs of Dallas County

Item	Quantity	Calibration Frequency	Last Calibration
Nuclear Density Gauge	11	Yearly	12/14/2015
Pressure Swell Machine	6	Yearly	9/14/2015
Balance	4	Yearly	8/21/2015
Bench Oven	3	Yearly	6/15/2015
Proctor Mold 4" ϕ	3	Yearly	6/15/2015
Sand Cone Apparatus	3	Yearly	8/21/2015
Concrete Compression Machine	2	Yearly	5/22/2015
Free Swell Machine (16 Cell Unit)	2	Yearly	9/14/2015
Manual Rammer	2	Yearly	6/15/2015
Unit Weight Buckets (1/2 cuft & 1/10)	2	Yearly	9/18/2015
Thermometers	2	Yearly	9/18/2015
Automatic Proctor Compactor	1	Yearly	12/14/2015
Forney L.A. Abrasion Machine	1	Yearly	5/22/2015
Gilson Mechanical Shaker	1	Yearly	3/12/2015

Item	Quantity	Calibration Frequency	Last Calibration
Tech Lab Sieve Shaker	1	Yearly	3/12/2015
Proctor Mold 6" ϕ	1	Yearly	6/15/2015
Full Set of Sieves (Fine Aggregate)	1	Yearly	9/18/2015
Full Set of Sieves (Coarse Aggregate)	1	Yearly	9/18/2015
Specific Gravity Pycnometer	1	Yearly	8/21/2015
Swiss Hammer	1	Yearly	2/5/2015
Slump Cone Set	15	Semi-Annually	10/23/2015
Concrete Pressure Meter Kit	10	Semi-Annually	8/5/2015
Concrete Roll-O-Meter Kit	4	Semi-Annually	10/23/2015
Liquid Limit Device	3	Semi-Annually	6/15/2015
Microwave Oven	3	N/A	N/A
Concrete Coring Machine	2	N/A	N/A
Shelby Tube Sample Extruder	2	N/A	N/A
Automatic Soil Grinder	1	N/A	N/A

Proposed Approach/Attention to Critical Issues and Resources Committed and Response Time for Each Project Proposal



Our team will approach each and every request from City of Ovilla with the same level of rigor, process, and attention as any other request we receive. Large or small, Fargo stands behind its commitment to GO FAR

Geotechnical Engineering

Our geotechnical studies begin with a site visit and exploration. The initial site visit is performed by a registered professional engineer to collect information about the site and to visually determine any adverse conditions that may be present at the site. After the site visit, an Engineer in Training or a senior engineering technician is assigned to stake the boring locations (if not surveyed by Client's representative) within the study area. The boring locations are marked using a GPS device. During the drilling and sampling phase of the project, field logging is performed by an Engineer in Training or a senior technician. After the samples are delivered to the laboratory and a visual examination of the samples is performed, laboratory tests are assigned by Mr. Moe Munim, MSCE, P.E. (Geotechnical Engineer). Based on the results of field and laboratory testing, Mr. Munim performs his analyses and prepares a geotechnical report. The report is then reviewed by Mr. Kevin Ranjbaran, P.E. (Senior Geotechnical Engineer) for quality assurance. After reviewing and making corrections, if any, both engineers sign the report.

Materials Testing

Our materials testing services are performed in accordance with the ASTM standards and/or other applicable standards. At the beginning of construction, we request a complete set of construction plans and project specifications. Upon review of the plans and specs, a project datasheet is prepared containing testing and observation frequencies and acceptance criteria of construction materials (such as compaction criteria during earthwork, placement of concrete, etc.). The datasheet is provided to the field technicians during the testing and observation services and made available through our custom-built internal web-application.

Technicians are scheduled and dispatched to job sites by their supervisor. Upon arrival at the site, technicians report to the project superintendent and perform testing and observation services as scheduled or as directed by the superintendent. Technicians are required to check in and out at job sites using our custom-built web-application so that all information is stored electronically and is easily accessible in our database. Superintendent is immediately informed by technician and/or supervisor of any discrepancies. Site visits by Gary Moore, CET (Senior Project Manager) and the project engineer are an important part of our quality assurance procedures. Field reports are reviewed by a registered engineer and/or our Materials Testing Manager and electronically distributed to the entities as directed by the client. At the completion of the project, a summary letter (describing the types of tests and items tested and/or observed) will be submitted to the client.

Proposed Approach/Attention to Critical Issues and Resources Committed and Response Time for Each Project Proposal



Fargo has developed its own internal web-application from the ground up, custom-built to address the issues facing a geotechnical and materials testing lab

- Engineers, managers, and technicians can look up job information and access plans **at the office or in the field**
- Enables **dynamic updates across jobs**. Fargo can respond to the changing needs of the City of Ovilla by immediately updating all relevant jobs to make sure the information gets to the right people
- Accessible internally and externally, from both **computers and mobile phones**
- Technicians are **scheduled and updated on a real-time basis** so even last-minute changes can be accommodated

Year: M14

Job No.: 4164

Client: [Dropdown]

Project: [Text Box]

☐ Time Sheet Req'd

City: Dallas

ADMIN

Wednesday, December 9, 2015

[View Listed Jobs on Google Earth](#)

Document Name (click to View)	File Type	Size	Upload Date
4164_Site_Grid.pdf	PDF	555,939	02/26/15 21:13
PT-1_(5-6-15).pdf	PDF	518,496	06/18/15 13:39
PT-10_(5-6-15).pdf	PDF	487,867	06/18/15 13:39
PT-11(5-6-15).pdf	PDF	496,901	06/18/15 13:41
PT-12_5FC5-14-15).pdf	PDF	417,857	06/18/15 13:41
PT-13_5FC_5-15-15).pdf	PDF	410,474	06/18/15 13:41
PT-14_6FC(5-28-15).pdf	PDF	441,735	06/18/15 13:41
PT-2_(5-6-15).pdf	PDF	455,061	06/18/15 13:39
PT-3.pdf	PDF	438,252	06/18/15 13:39

Date	Project no	Project	City	Time Service Needed	Service1	Service2	Service3	Service4	Specs	Comment	Lat/Lon	Technician
12/9/2015	4472		McKinney	8:30 AM	Pier Observation	Cylinders			https://goo.gl/NwbBzt	Bldg Pad	33.197780, -96.709470	
12/9/2015	4402		Dallas	PM	Density				https://goo.gl/gVPGHN	Storm Drain(40ft)Waterline, Sewer (Ready Now)	32.653038, -96.764735	
12/9/2015	4342		Wylie	AM	P/U Cyl.				https://goo.gl/NCICGP	**p/u 2 sets of 4 by ES(north west.)	33.015834, -96.504975	
12/9/2015	2864	Bo Garage	Dallas	3 PM	Density				https://goo.gl/76wrfBk	Alley; 311T	32.843142, -96.763366	
12/9/2015	4446		Rockwall	8 AM	Density					M/C House Pads	32.910942, -96.431558	

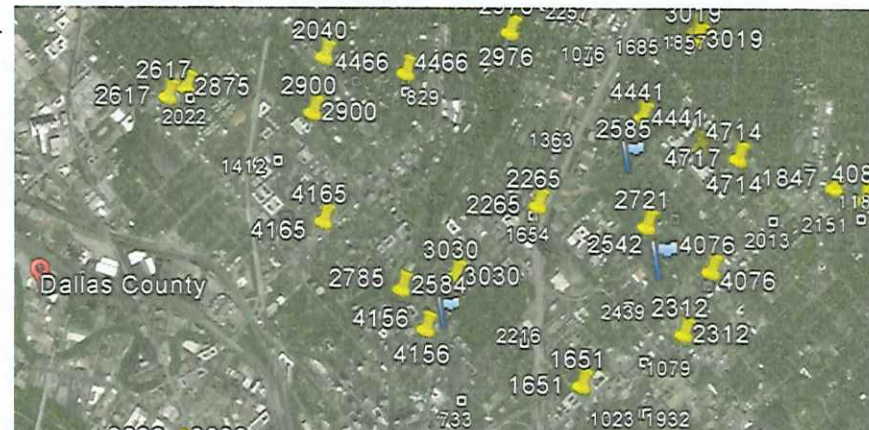
Proposed Approach/Attention to Critical Issues and Resources Committed and Response Time for Each Project Proposal



In addition to a sophisticated in-house web-application, Fargo utilizes a number of technologies to provide best-in-class service to the County of Dallas at no additional cost

Proprietary Subsurface Database

- Fargo has developed a **proprietary database of subsurface conditions** across North Texas, bringing together data from more than 8,000 jobs over 16 years
- This allows our engineers to instantly access a wealth of data on soils and **better anticipate the scope and needs of a project** with the City of Ovilla instantly

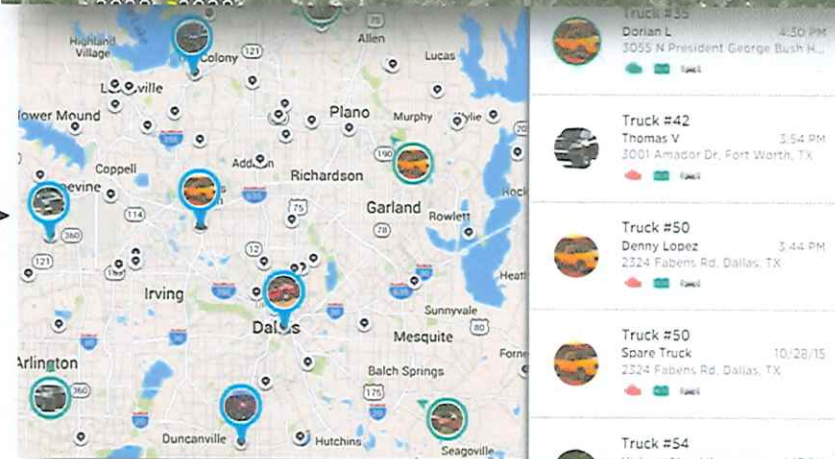


Online Service Requests (OSR's)

- Through www.fargotexas.com, the City of Ovilla or its contractors may **submit service requests electronically 24/7** instead of calling them in. Requests are compiled, scheduled and confirmed by our dedicated dispatchers
- This option is also available on smart-phones through our **mobile-optimized site** to allow easy submission of service requests from job sites

Fleet Tracking

- Fargo's fleet of owned trucks are **continuously tracked** using on-board GPS systems
- This allows efficient dispatching in real-time which can **save the City of Ovilla time and money** when jobs change last-minute
- It also allows Fargo to ensure that company assets are being used **safely and properly**, to the benefit of our clients





DESIGNING CONFIDENCE

ADDITIONAL SERVICES REQUEST #02

August 6, 2020

**Pam Woodall
City Manager
City of Ovilla
105 S. Cockrell Hill Road
Ovilla, Texas 75157
(972) 612-2762
PWoodall@cityofovilla.com**

**RE: Water Street Bridge Improvements
 EIKON Project No. 18138.09
 Work Order No. 2 Original Date: 02/05/2019**

Dear Pam:

As requested, EIKON is pleased to submit this proposal for professional services related to the above referenced project. Our explanation of scope alterations and fee are outlined below.

Description of Additional Requested Items

The project's additional services include bidding of alternate segmental concrete block retaining walls for both the City and County portions of the construction work to be performed. The successful low bidder, J & K Excavation, LLC, was awarded the contract that included the bid alternate. Additionally, the alternate bid also required the block wall design be signed and sealed by a structural engineer. EIKON is including additional fees for shop drawing review, as part of our Construction Administration services, to perform review(s) of the structural design of the segmental concrete block retaining walls for both sides of Red Oak Creek.

It is our understanding that the increase in construction administration fees and will be split and shared by the City and County. EIKON will invoice the City of Ovilla and fees will be reimbursed to the City by Ellis County.

Explanation of Scope Alterations

Through a bid alternate, the addition of segmental concrete block retaining walls is proposed to replace the City of Ovilla gabion retaining wall and Ellis County concrete retaining wall along the eroded Red Oak Creek banks as part of the Water Street Bridge project. EIKON prepared bid alternates during the bidding process and will review the structural designs supplied by the manufacturer's engineer. EIKON will also coordinate the review with both the City and County.

Schedule:

EIKON will complete the desired option within three weeks upon receiving the approved contract modification.

Fee:

- **Fee of Basic Services:**

Construction Administration Fee (City & County)

\$ 4,000

TOTAL

\$ 4,000

Reimbursable Fees to be invoiced at cost in accordance with original contract.

We anticipate a contract modification will be issued with signature.

City of Ovilla

Water Street Bridge Improvements

18138.09

EIKON

CLIENT

By:

Robert W. J. J. J.

By:

Name:

Robert M. Stengele, PE

Name:

Title:

Director of Civil Engineering

Title:

Date _____

August 6, 2020

Date:



3110.500.050.100

July 8, 2020

Ms. Glennell Miller
City Secretary
City of Ovilla
105 South Cockrell Hill Road
Ovilla, Texas 75154

Dear Ms. Miller:

Subject: Contract for Services - Fiscal Year 2021
Revised Technical Services Fee Schedule
Central Regional Wastewater System

The Trinity River Authority Board of Directors, in Board Action June 2020, approved the Technical Services Fee Schedule for Fiscal Year 2021 which is in connection with all contracting work relating to the analysis of water and wastewater, industrial inspections, and/or sampling services. According to our records, your current contract expired November 30, 2018. As in past years we propose to continue performing associated services to all Authority Contributing Parties under the provisions of a contract for services. Enclosed please find two (2) copies of the Trinity River Authority Contract for Services and Fee Schedules for Fiscal Year 2021 attached for your review and official authorization. Upon the City's approval for requested services between the City and Trinity River Authority, please return both notarized or sealed copies along with the Technical Services Fee Schedules for final execution to this office. After execution by the Authority's General Manager, one (1) original Contract for Services will be returned for your files unless otherwise noted by the City.

Please address and refer the correspondence regarding this matter to:

Trinity River Authority
Central Regional Wastewater System
6500 West Singleton Blvd.
Dallas, Texas 75212
Attention: Wm. B. Cyrus, Manager
Technical Services

July 8, 2020
FY-2021 Contract for Services
Page 2

To coordinate our efforts accordingly, the Authority requests the approval of the contract to begin on October 1, 2020, and terminate on date specified by the contracting party in Section VI. Please note that the contract may now be greater than one (1) year at the contracting party's preference.

Also enclosed are additional copies of our Board Approved Fiscal Year 2021 Services Fee Schedule for your use and files. The service fees are effective December 1, 2020 through November 30, 2021. Historically the fee schedule for these services is derived annually from the direct costs of performing each test, including manpower, materials, supplies, and equipment costs. Additionally, the cost associated with maintaining quality assurance is included in the cost of the test.

Should you have any questions concerning this contract or changes in fee schedule, please contact this office at your convenience.

Sincerely,

A handwritten signature in blue ink, reading "Wm. B. Cyrus". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

WM. B. CYRUS
Manager, Technical Services

BC/mlt
Enclosures

EXHIBIT A

TECHNICAL SERVICES FEE SCHEDULE

FOR

LABORATORY ANALYSES,

INDUSTRIAL INSPECTIONS

AND

INDUSTRIAL SAMPLING

FISCAL YEAR 2021

December 1, 2020 through November 30, 2021

NELAP CERTIFICATE T104704287-10-TX

CHEMICAL ANALYSES

Liquid Samples

Alkalinity:		Phosphorus:	
Total (*) (**)	\$13.00	Ortho (*)	\$15.50
		Total (*)	\$20.00
Biochemical Oxygen Demand:		Solids Testing (Gravimetric):	
5-Day (*)	\$34.90	Total (TS)	\$16.00
5-Day Carbonaceous (*)	\$38.00	Total Dissolved (TDS) (*)	\$27.00
5-Day Filtered (Dissolved)	\$48.00	Total Suspended (TSS) (*)	\$19.70
7-Day	\$44.00	Volatile Suspended (VSS) (*)	\$11.00
Extra Dilution (Each)	\$ 2.50	(after TSS)	
		Percent Solids, Total and Volatile	\$18.50
Chlorophyll "a"	\$23.00	Sulfate (*)	\$15.40
Chlorophyll "a" and Pheophytin	\$33.00		
Chemical Oxygen Demand (*)	\$22.00	Turbidity (*) (**)	\$9.50
Chloride (*)	\$15.40		
Conductance, Specific (*) (**)	\$10.50	UV254	\$25.00
Cyanide:		Mercury (*) (**)	\$30.00
Total (*)	\$56.00		
Amenable to Chlorination (*)	\$65.60		
Fluoride, Total (**)	\$15.40	Metals (EPA 200.8) (*) (**) (***):	\$16.00 ea.
Glycols	\$21.70		
Hardness (*) (**)	\$24.00	Aluminum	Lead
		Arsenic	Manganese
Nitrogen:		Antimony	Molybdenum
Ammonia (*)	\$20.00	Barium	Nickel
Ammonia by Distillation (*)	\$30.00	Beryllium	Selenium
Kjeldahl, Total (*)	\$28.00	Boron	Silver
Nitrate (*)	\$15.40	Cadmium	Thallium
Nitrite (*)	\$15.40	Chromium	Tin
Total	\$40.00	Cobalt	Titanium
		Copper	Vanadium
Oil and Grease (*)	\$70.00	Iron	Zinc
Organic Carbon:		Minerals (*):	\$16.00 ea.
Dissolved	\$23.00		
Total (*) (**)	\$15.75	Calcium	
		Magnesium	
pH (*)	\$11.30	Potassium (***)	
		Silica	
		Sodium	

Solid Samples

Ammonia (***)	\$28.50
Chemical Oxygen Demand	\$35.00
Nitrogen, Kjeldahl, Total	\$35.50
Phosphorus, Total (***)	\$24.25
pH (***)	\$21.00
Mercury (***)	\$66.50
Metals Preparation	\$35.00

NELAP Accreditation
 *Non-Potable Water
 **Drinking Water
 *** Solids

MICROBIOLOGICAL ANALYSES

Drinking Water:

Total Coliform (MMO/MUG) (**)	\$22.00
Heterotrophic Plate Count	\$22.00

Wastewater:

Coliform, Fecal (Membrane Filter (*))	\$20.00
Coliform, Fecal (MPN (***))	\$63.00
Coliform, Total (MPN-Q Tray)	\$21.35
E. Coli (MPN-Q Tray) (*)	\$21.35
Streptococcus, Fecal (Membrane. Filter) (*)	\$19.00
Heterotrophic Plate Count	\$22.00
Microscopic General Examination	\$25.00

TRACE ORGANIC (GC-GC/MS) ANALYSES

EPA 624 (*):

3-Day (unpreserved)	\$171.00
BTEX (only)	\$175.00
Trip Blanks	\$103.00
Geosmin/MIB	\$107.00

EPA 625 (*):

Total Semi-Volatiles	\$211.00
Semi-Volatile Trip Blank	\$181.00

Pesticides/PCB

EPA 608 (*):

Full List	\$343.00
Chlorinated Pesticides (only)	\$226.50
PCB (aqueous)	\$226.50

EPA 8082:

Polychlorinated Biphenyls (PCB)	\$165.36
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BY QUOTE

Chromium Hexavalent
Oil and Grease (solids)
Organophosphate Pesticide
Phenols
TCLP Metals
TCLP Organic Compounds
Total Petroleum Hydrocarbons (solids and liquids)

INDUSTRIAL PRETREATMENT SERVICES

SAMPLING

Composite Sample	\$ 210.00
Additional Composite Sample	\$ 105.00
Grab Sample	\$ 87.00
Additional Grab Sample	\$ 25.00
pH only	\$ 87.00
Field pH	\$ 29.00
Field Measurement	\$ 47.00
Sampling Event Cost for a Failed Sample	\$ 113.00
Industry Split Sample	\$ 29.00
Boat Fee	\$ 105.00
QA/QC Fee	\$ 23.00

PRETREATMENT ASSISTANCE

Inspection (permitted users)	\$ 700.00
Inspection (unpermitted users)	\$ 100.00
Permit Preparation (5yr permit)	\$2,000.00
Field Surveillance Event	\$1,063.00
Industrial User Survey Fee	Formula

Industrial User Survey Fee Formula:

(No. of Survey Entities¹ X \$3.75) + (No. of identified industrial users² X \$16.00)

Formula Footnotes:

¹ Users from the Texas Manufactures Guide List for Contracting Party's jurisdiction.

² Users that require further manufacturing process and discharge classification

PRETREATMENT SERVICES INCLUDE

- Grab Sampling
- Installation of Automatic Composite Samplers
- Field Testing Available
- Proper Field QA/QC
- Industry Split Sampling
- Sample Preservation
- Proper Chain of Custody
- Delivery to TRA Laboratory
- Sample Data Review with Report Summaries
- Appropriate Industrial User Pretreatment Classification
- Verification of Permit Application Data
- Chemical Inventory Review
- Permit Drafting
- Semiannual Report Review
- Appropriate Inspection Documentation
- Enforcement Guidance
- Consultation with Industries on Industrial Pretreatment

NELAP Accreditation
*Non-Potable Water
**Drinking Water
*** Solids

GENERAL SERVICE INFORMATION

1. Effective Date: December 1, 2020. All prices listed are per sample and subject to review.
2. All analyses are performed in accordance with "Standard Methods for the Examination of Water and Wastewater," 20th Edition, 1998 or most recent approved and/or EPA "Manual of Methods for Chemical Analysis of Water and Wastes," 1983 and the "3rd Edition of Solid Waste Manual SW 846."
3. Prices include a 10 percent charge added to the analyses cost to maintain the normal quality assurance program.
4. Standard turn-around time is considered 15 business days for most testing. Priority is half of the standard time. Customer requiring PRIORITY turn-around time will be billed at one and one-half (1 ½) times the routine rate. Customer requiring RUSH turn-around time, run immediately on the next or a special run, will be billed at two times the normal rate. It is recommended to call in advance of sample submission or inquire at the time of submission for estimated turn-around time.
5. The Laboratory will follow instructions as stated on the Chain-of-Custody submitted with samples. The Customer may be contacted by the lab representative on any variance issues and written instruction may be requested concerning the variance.
6. For EPA624 VOC 3 day analysis, do not lower the pH of the sample.
7. Sampling supplies will be provided upon request at a reasonable charge. Bacteriological sampling supplies are included in the cost of analyses.
8. Samples other than bacteriological samples should be delivered to the laboratory before 4:00 p.m. on weekdays. Samples cannot be accepted on weekends or holidays unless special arrangements are made in advance. Bacteriological samples should be delivered prior to 2:00 p.m. unless special arrangements are made in advance. For after-hour samples, please call and arrange for leaving in cold storage vault with analyses request form.
9. A monthly invoice for completed analyses is mailed the following month.
10. Laboratory hours are weekdays 7:00 a.m. to 4:30 p.m. To contact the lab about emergency samples use the number below.
11. Environmental Field, Engineering Field and Pretreatment Services office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. For after-hour emergencies, leave message with computer operator.
12. Environmental Field and Engineering Field Services are requested to be scheduled a minimum of 72 hours in advance.
13. Laboratory Certificate Number T104704287-10-2.

FOR MORE INFORMATION, CONTACT:

METRO: (972) 263-2251

FAX: (972) 975- 4414

WILLIAM B. CYRUS

**Manager
Technical Services**

JOHN DURBIN

**Manager
Collection System Group**

**CRAIG HARVEY
Laboratory Division
Chief**

**JENNIFER MOORE
Environmental Service
Coordinator**

**JACOB RODGERS
Technical Services
Engineer**

**CATHY SIEGER
Quality Assurance
Coordinator**

**NELAP Accreditation
*Non-Potable Water
**Drinking Water
*** Solids**

EXHIBIT B

CONTRACT FOR TECHNICAL SERVICES

I. CONTRACTING PARTIES

The Receiving Agency: City of _____, whose authorized address is:

_____.

The Performing Agency: Trinity River Authority of Texas, whose authorized address is 5300 South Collins, P. O. Box 240, Arlington, Texas 76004-0240, Attention: J. Kevin Ward, General Manager (or his designated representative).

II. STATEMENT OF SERVICES TO BE PERFORMED

In order to discharge the responsibilities associated with the enforcement of federal, state, and municipal regulations, the Receiving Agency requires services of a laboratory qualified to perform water and wastewater analysis, and of personnel to conduct industrial inspection and/or sampling services, such services detailed in Section A, Subsection(s) _____, below.

A. PERFORMANCE OF SERVICES

1. Non-Significant Industrial User Inspection and Classification Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform industrial user survey services and inspections for non-significant industrial users within the parameters listed on the attached schedule sheet and in accordance with the Receiving Agency's Industrial Waste Ordinances and Sewer Ordinances Numbers _____.

The Performing Agency shall perform all industrial user survey activities including organization of users to be surveyed utilizing the Texas Manufacturing Guide, notification to industrial users that require completion of the Receiving Agency's Industrial User Survey Form, industrial user inspections as needed, and proper classification and documentation of industrial users' discharge practices. Performing Agency will provide on behalf of the Receiving Agency updates to the Texas Commission on Environmental Quality (TCEQ) when required. Industrial user survey procedures are established by the Trinity River Authority to meet industrial discharge notification requirements found in the Texas Pollutant Discharge Elimination System Permits issued to the Trinity River Authority and in accordance with 40 CFR § 403.8. Documentation associated with the industrial user survey shall be maintained as required by EPA General Pretreatment Regulations, 40 CFR § 403.12.

2. Significant Industrial User Permit and Inspection Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform permitting and industrial inspection services for significant industrial users within the parameters listed on the attached schedule sheet.

The Performing Agency shall perform all Industrial Pretreatment Inspections, review permit applications and prepare for submittal Permits to Discharge Industrial Wastes

to the Sanitary Sewer in accordance with procedures established by the Trinity River Authority of Texas in accordance with 40 CFR § 403.8. Industrial Pretreatment Inspections, Application reviews and permit preparations and submittals shall be in compliance with the Receiving Agency's Industrial Waste Ordinances, Sewer Ordinance Numbers _____, and EPA General Pretreatment Regulations for Existing and New Sources. Records of Inspections, Applications and Permits shall be maintained as required by EPA General Pretreatment Regulations, 40 CFR § 403.12.

3. Industrial User Sampling Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform industrial user sampling services within the parameters listed on the attached schedule sheet and in accordance with the Receiving Agency's Industrial Waste Ordinances and Sewer Ordinance Numbers _____.

The Performing Agency shall perform all sample collections, sample preservation, and maintenance of chain-of-custody records in accordance to the approved procedures set forth in Test Methods for Evaluating Solid Waste, EPA Manual SW-846, Methods for Chemical Analysis of Water and Wastes, EPA Manual EPA-600/4-79-020, and the Handbook for Sampling and Sample Preservation of Water and Wastewater, EPA Manual EPA-600/4-82-029. The samples shall be properly collected, preserved and delivered by the Performing Agency to the Performing Agency's laboratory located at 6500 West Singleton Blvd., Dallas, Texas. When feasible, the Performing Agency will conduct flow or time composited sampling. When composited sampling is not feasible, grab sampling will be performed.

4. Analytical Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform analytical services within the parameters listed on the attached schedule sheet.

The Receiving Agency will collect samples and deliver them to the laboratory for analysis. It is understood that these samples will be properly collected and preserved in accordance with applicable sections of A Practical Guide to Water Quality Studies of Streams, Federal Water Pollution Control Administration publication and Methods for Chemical Analysis for Water and Wastes, EPA manual, as well as the latest edition of Standard Methods for the Examination of Water and Wastewater. Additionally, requirements set by the National Environmental Laboratory Accreditation Conference will be followed as mandated by the Texas Commission on Environmental Quality for state accreditation. A chain-of-custody procedure shall be maintained in the field and the laboratory in accordance with procedures to be established by the Receiving Agency. The Receiving Agency will furnish chain-of-custody.

The Performing Agency will perform all analyses according to the approved procedures set forth in Standard Methods for the Examination of Water and Wastewater, current edition or the latest edition of Methods for Chemical Analysis of Water and Wastes, EPA manual. Additionally, requirements set by the National Environmental Laboratory Accreditation Conference will be followed as mandated by the Texas Commission on Environmental Quality for state accreditation. Samples will be analyzed by these methods on the production basis, to include appropriate analytical quality assurance procedures. Records will be kept for documentation of the Performing Agency's quality assurance program and copies will be available to the Receiving Agency upon request. Unusual interferences and problems will be reported

to the Receiving Agency at its authorized address noted above. Research into specific techniques to overcome these difficulties will be undertaken when practical, and by mutual agreement. The chain-of-custody sheet submitted with each sample will designate the particular analysis or analyses to be made of each sample submitted. The laboratory will be operated in such a manner as to ensure the legal sufficiency of the sample handling; analytical and reporting procedures; and to remedy defects in the procedures should such be discovered.

The various laboratory personnel shall be directed upon receipt of written notice from the Receiving Agency 72 hours in advance, to appear and testify in enforcement actions. In such event, travel and per diem expenses for such employees shall be paid by the Receiving Agency. Travel and per diem for court appearances hereunder shall be based on current Texas law.

Receiving Agency may deliver to Performing Agency samples for analyses separate and apart from those samples collected by the Performing Agency. When the Receiving Agency delivers samples to the Performing Agency for analyses, the Receiving Agency shall indicate the nature and extent of the analysis it desires to be conducted. Performing Agency shall not be responsible for the manner of collection or chain-of-custody or sheets which are matters entirely outside Performing Agency's control. Performing Agency shall receive, log and perform such analyses of samples in accordance with that part of the chain-of-custody procedures identified as Transfer of Custody and Storage attached hereto.

Samples analyzed to maintain the normal quality assurance program which the Performing Agency presently maintains in its laboratory will be charged to the Receiving Agency at the same rate as submitted samples.

B. TERMINATION

Either party to this Contract may terminate the Contract by giving the other party thirty days' notice in writing at their authorized address as noted previously. Upon delivery of such notice by either party to the other and before expiration of the thirty-day period, the Performing Agency will proceed promptly to cancel all existing orders, contracts, and obligations which are chargeable to this Contract. As soon as practicable after notice of termination is given, the Performing Agency will furnish Receiving Agency an invoice for work performed under this Contract through its termination. The Receiving Agency will pay the Performing Agency for the work performed less all prior payments. Copies of all completed or partially completed reports, documents, and studies prepared under this Contract will be delivered by the Performing Agency to the Receiving Agency when and if this Contract is terminated prior to the completion of the prescribed work.

C. AMENDING THE CONTRACT

The parties hereto may alter or amend this Contract upon advance written agreement of both parties to exclude work being performed or to include additional work to be performed and to adjust the consideration to be paid hereunder by virtue of alterations or amendments.

III. BASIS FOR CALCULATING REIMBURSABLE COSTS

The financial basis for calculating reimbursable costs shall be as stated in Attachment A. Said Attachment A may be revised and updated annually by the Authority. Any revisions will be incorporated by reference herein. A cost analysis shall be prepared each year by the Trinity

River Authority of Texas and shall be approved by the Trinity River Authority of Texas Board of Directors prior to effective date of said revision.

The expenditures by the Trinity River Authority of Texas of funds paid to it under this Contract shall be subject to such State or Federal audit procedures as may be required by law and by accepted practices of the state or federal auditor, or both, if requested. The Trinity River Authority of Texas shall be responsible for maintaining books of account that clearly, accurately and currently reflect financial transactions. The financial records must include all documents supporting entries on the account records which substantiate costs. The Trinity River Authority of Texas must keep the records readily available for examination for a period of three years after the close of the last expenditure.

IV. CONTRACT AMOUNT

The total costs charged by the Authority to the Receiving Agency shall not exceed dollars (\$_____) per annum during the term of this Contract, unless mutually agreed by the parties hereto.

V. PAYMENT FOR SERVICES

The Performing Agency shall bill the Receiving Agency monthly for services performed. Charges for these services shall be based on the attached cost schedules.

The Receiving Agency shall pay the monthly billings of the Performing Agency within thirty days of their receipt.

VI. TERM OF CONTRACT

This Contract is to begin _____, 20____ and shall terminate _____, 20____, subject to Section II, paragraph B of this contract.

VII. INTERLOCAL AGREEMENT

Inasmuch as the Receiving Agency and the Performing Agency are political subdivisions of this state, and inasmuch as the testing of water and wastewater are critical to the maintenance of public health and such testing is therefore, a governmental function and service, this contract is entered into pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code.

Receiving Agency:

CITY OF _____

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____
(SEAL)

Performing Agency:

TRINITY RIVER AUTHORITY OF TEXAS

BY: _____

TITLE: GENERAL MANAGER

DATE: _____

ATTEST: _____
(SEAL)

CHAIN-OF-CUSTODY PROCEDURES

Sample Collection and Shipment

1. To the maximum extent achievable, as few people as possible should handle a sample.
2. Stream and effluent samples should be obtained using standard field sampling techniques and preservation procedures.
3. Chain-of-Custody sheets should be attached to each sample at the time it is collected. Sample containers must be appropriate for requested testing with appropriate preservation and legibly labeled. The tag or sheet contains basically laboratory (requested parameters) information; however, certain identifying items including City, City Code, Contact Name and Phone Number, Type Sample Matrix, Material Sampled, and Method of Preservation must be completed by the field personnel collecting the sample. In completing the Chain-of-Custody tag or sheet, care should be utilized to ensure that all necessary information is correctly and legibly entered onto the form. A black ballpoint with water proof ink should be used at all times.
4. During shipment, samples should be appropriately cooled. TRA lab receiving technician will check temperature.

Transfer of Custody and Storage

1. All samples should be handled by the minimum possible number of persons.
2. All incoming samples shall be received by the laboratory technician or his alternate, and logged into a database. Information to be entered into the database shall include the client sample number, date received, source, time(s) sampled, date(s) sampled, and analyses requested and comments from the Chain of Custody.
3. Promptly after logging, the custodian technician will distribute the sample to an analyst or place the sample in the secure sample vault, which will be locked at all times except when samples are removed or returned by analysts. The sample will be tracked internally in the lab.
4. Samples shall be kept in the sample storage security area at all times when not actually being used by analysts, such as during overnight absences. The technician shall ensure that heat-sensitive samples, or other sample materials having unusual physical characteristics, or requiring special handling, are properly stored and maintained.
5. A log of sample removal and replacement will be kept in the secure sample vault and be retained as a permanent record of the laboratory.
6. The original Chain of Custody and a Sample Evaluation/Variance record shall be sent by the laboratory to the appropriate Receiving Agency control point as part of the final data report.



4777 E Hwy 80, Mesquite, TEXAS 75150-6643 | (214)-320-6100 | WWW.TXDOT.GOV

07/30/2020

District: Dallas

County: Ellis

CSJ#: 1051-01-038 and 1051-01-052

Highway: FM 664

Project Limits: US 287 to Westmoreland Road

Section 4(f) Property: Heritage Park, City of Ovilla Designated Parkland

**SUBJECT: NOTIFICATION OF INTENT TO PURSUE *DE MINIMIS* TO SECTION 4(f)
(23 CRF 774.3(b))**

Pam Woodall – City Manager
City of Ovilla, Texas
105 Cockrell Hill
Ovilla, TX 75154

Dear Ms. Woodall:

In accordance with 23 CRF 774.3(b), we are seeking concurrence for the above referenced project, which will be carried out with Federal funds. This letter requests review and consultation concerning the determinations of significance and findings of no adverse effects within the project's area of potential effects (APE). The Texas Department of Transportation (TxDOT) also intends to pursue a Section 4(f) *de minimis*.

The environmental review, consultation, and other actions required by applicable Federal environmental laws for this project are being, or have been, carried-out by TxDOT pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated December 9, 2019, and executed by FHWA and TxDOT.

Introduction

TxDOT proposes to reconstruct, realign, and widen FM 664 from US 287 to Westmoreland Road for approximately 8.08 miles. Improvements would include the expansion of the current 2-lane rural roadway to a 4-lane urban roadway (ultimate 6-lanes) with a raised median to provide additional capacity and improve safety. Improvements would consist of 12-foot-wide travel lanes, and 14-foot-wide outside shared-use lanes, 6-foot sidewalks with American Disabilities Act curb ramps in both directions. Other improvements would include eliminating 90-degree turns along FM 664 between FM 1387 and Marshall Road. The proposed design speed is 40 miles per hour. The existing right of way (ROW) width would increase with the proposed project to the typical 150-foot ROW footprint. The proposed project is anticipated to require 87.18 acres of additional ROW and 0.61 acre of easement.

Mitigative actions taken to reach a no adverse effect determination are as follows:

- Added retaining walls along the southbound lanes 500 feet north and south of the Main Street intersection to minimize encroachments to the park.

- Maintained the existing design speed for the Main Street crossing to limit the fill in the area of the park.

Determination of No Adverse Effects and Certification of Section 4(f) *De Minimis*

Survey determined that the Heritage Park on which the **use** will take place has significance under the requirements of 23 CRF 774.3(b). In order to qualify for a Section 4(f) *de minimis*, it was established that the project activities will not adversely affect the activities, features, or attributes that make the property eligible for Section 4(f) protection.

The function of Heritage Park will not be impaired and its function will not cease. Nor will the project impair the function of the property as a whole. Therefore, these minor changes would have no adverse effect. The property would still possess its significance after the project is complete.

If you feel that TxDOT has met the above requirements and have no additional comments about the project, then please endorse this letter and return it to us by August 28, 2020. This endorsement will signify your concurrence that there is no adverse effect to the above property. Additional information about Section 4(f) requirements can be found at the following or you may request additional information from TxDOT:

[http://environment.fhwa.dot.gov/\(S\(1vyep545s3wmhuubnvexkmm2\)\)/4f/index.asp](http://environment.fhwa.dot.gov/(S(1vyep545s3wmhuubnvexkmm2))/4f/index.asp)

Conclusion

In accordance with 23 CRF 774.3(b), I hereby request your signed concurrence with the finding of no adverse effects. Furthermore, TxDOT determined that the proposed project activities meet the requirements of a *de minimis* finding under Section 4(f).

Thank you for your assistance with the federal review process. If you need further information, please call me at 214-320-6148.

Sincerely,

Mohammed Shaikh

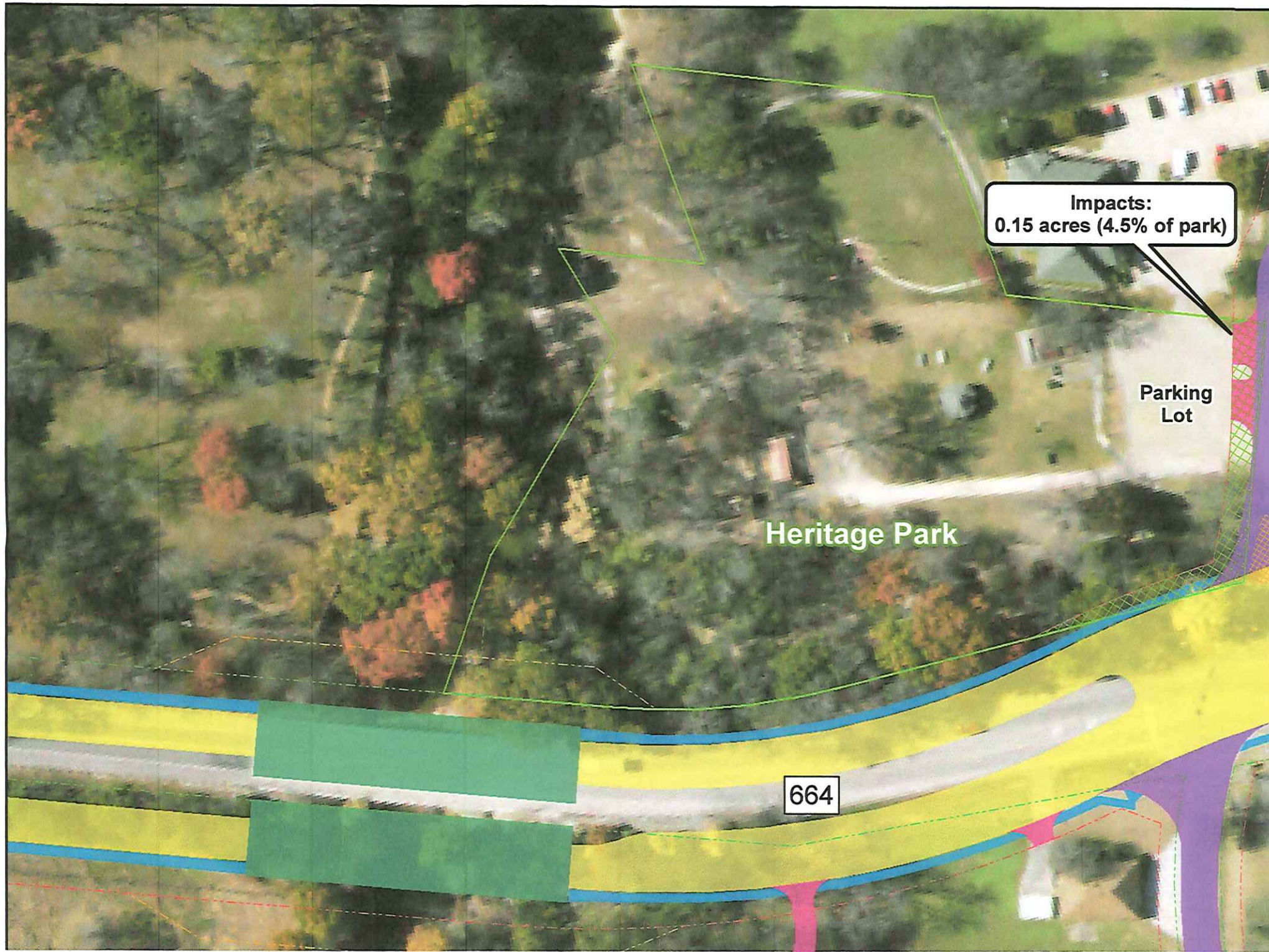
Mohammed Shaikh
Environmental Specialist
TXDOT Dallas District

Cc: Nelson Underwood, PE

Howard Gibbs, PE

Enclosures: Exhibit 1 – Heritage Park Aerial Proposed Right-of-Way

CONCUR: NO ADVERSE EFFECT DETERMINATION OF <i>DE MINIMIS</i> IMPACT UNDER SECTION 4(f) GUIDELINES	
NAME: _____ Pam Woodall - City Manager	DATE: _____



Impacts:
0.15 acres (4.5% of park)

Parking
Lot

Heritage Park

664

PROPOSAL / MASTER SUBSCRIPTION AGREEMENT

Prepared for:

Ovilla City, TX - Renewal of Services

Primary Contact

Dylan J. Kaplan

dylan@govpilot.com

Proposal Valid Through 2020-08-31



Overview of Services

GovPilot is a cloud-based government management platform developed exclusively for local government. We unify fragmented data and communication between employees, department heads and their administrators, resulting in an environment in which information flows freely and subject matter knowledge can be obtained within seconds. With a clear view of how well a department is operating, administrators, and department heads alike can make more educated decisions on the best course of action.

Leveraging Best Government Practices (BGP) from subject matter experts, GovPilot has developed a catalog of over 120 standard template modules as well as 3 premium services. GovPilot regularly checks the pulse of local governments and incorporates their feedback into the product, benefiting all of our customers!

GovPilot accommodates unlimited users, which allows governments to manage and share critical data throughout their organization, at no additional cost. This information can be shared 24/7 from the office, the field, or the employee's home.

Wherever the Community,
Whatever the Problem,
GovPilot offers a Solution.





Benefits of GovPilot

Employee & Elected Officials Benefit

- Customizable Dashboards to see the data that's important to you
- Remove communication and data silos
- Cut-down on call volume, walk-ins and other distractions
- Learn one platform, replace single-purpose software systems, IT doesn't need to support 10+ systems
- Drastically improve productivity through automated modules

Constituent Benefits

- Convenience of E- Commerce functionality – submit application and pay online
- Communicate concerns via Mobile App
- Access information and data via website, eliminating need to submit OPRA

Unlimited Users

- All employees and Elected Officials are eligible for login credentials

Preloaded Data

- Assessment Records, Municipal and Parcel Boundaries
- Foreclosure Filings

Cloud Based

- Access, manage and edit data from the office and in the field
- No scaling limitations, local server installation, burdensome maintenance costs or time-consuming software updates
- Data updates occur in real time, enabling office-based employees to collaborate with colleagues in the field via mobile device

Fields & Forms

- GovPilot works closely with assigned divisions and departments to modify the platform based on your unique needs
- Deploy flexible modules and forms integrated with pre-loaded data
- User-friendly, drag-and-drop interface
- Merge and log external data, attach documents, calendars, files and notes to individual property records with ease

GovPilot's Templated Modules Consist of 5 Main Components



Dashboard

Whether you are a typist, department head, city manager or elected official, GovPilot's dashboard allows you to retrieve the answers you need, quickly. The dashboard is customizable, allowing users to create shortcuts to their data, called "tiles". These tiles are doorways to filtered and sorted data sets. When clicked, each tile opens a different view. Arrange and add an unlimited number of tiles with unparalleled ease.

The dashboard features a sidebar with navigation options: Home, Modules, Recently Viewed, Map, Scheduler, My Tasks, Advanced Search, Reports, and Log. The main area displays a grid of tiles for different data sets:

- GovPilot Employees: 31 All Employees
- Construction Permit: 2 All Construction Permits
- Landlord Registration: 0 All Landlord Registrations
- Business Registration: 3 Business Category Grouping
- CCO: 4 All CCO
- Processes: 550 Everything
- Report a Concern: 7 Concerns by Department
- PTO Request: 418 PTO Days Left
- Dog License: 9 Dogs by Breed
- Vacant Property Regis...: 0 Open Registrations
- Dog License: 9 All Dog Licenses
- Open Records Request: 1 Open ORRA

Below the tiles is a "Recent Records" table:

Property	Form	Record Type	Reference	Status	Other	Property Address	Last Modified
45	1	Vacant Property Registration	VON-2019-00001	New		45 CHELSEA CT	3/31/2019 7:50:59 PM
45	1	Report a Concern	RAC-2019-00005	Open	Abandonment of Small Equip.	123 DIXIE HWY AVE	3/31/2019 7:57:57 PM
45	1	Rental Property Registration	RPR-2019-00001	Registered	EVANS, MICHAEL & THERESA	24 S MONTGOMERY AVE	3/31/2019 7:57:17 PM
45	1	Dog License	DG-2019-0003	Active	Biggie	24 S MONTGOMERY AVE	3/31/2019 7:55:49 PM
45	1	Construction Permit	GP-00305	Closed		24 S MONTGOMERY AVE	3/31/2019 7:55:06 PM
45	1	Construction Permit	GP-00333	Plan Review		100 ATLANTIC AVE	3/31/2019 7:52:31 PM
45	1	Dog License	DG-2019-0002	Active	DOGGY	101 S RALEIGH AVE	3/31/2019 6:24:12 PM



Property Profile

The cornerstone of our platform, this feature links all property-related data to a single property profile. See all building permits, violations and licenses associated with a property. Attach and take notes within the profile as well.

The Property Profile page for 24 S MONTGOMERY AVE, ATLANTIC CITY NJ 08401, displays a Google Street View image and a list of associated records. The records are categorized by form type:

- Construction Permit (1): Construction Permit (Cited) - 03/31/2019 07:54:45 PM
- Dog License (1): Dog License (Active) - 03/31/2019 07:55:49 PM
- Rental Property Registration (1): Rental Property Registration (Registered) - 03/31/2019 07:57:17 PM

On the right, a "Tax Assessment Information" table provides details:

OWNER COMPLETE NAME	EVANS, MICHAEL & THERESA
CITY VALUE	\$312,201.40
ASSESSMENT BUILDING	\$185,300.00
ASSESSMENT LAND	\$261,000.00
ASSESSMENT TOTAL	\$397,400.00
TAXES	\$13,559.03
TAX YEAR	2019
YEAR BUILT	1925
LAST SALE DATE	8/28/1997
LAST SALE PRICE	\$110,000.00
BLOCK 1	213
LOT 1	9
BUILDING DESCRIPTION	F25
PROPERTY & MAILING ADDRESS SAME	Y
PROPERTY MAILING ADDRESS	24 S MONTGOMERY AVE ATLANTIC CITY, NJ 08401
LAND DESCRIPTION	43X75
LOT SIZE	3223
LOT DEPTH	75
LOT WIDTH	43
PROPERTY AREA(SQFT)	0.074
BUILDING AREA(SQFT)	1776
TOTAL UNITS	1
PROPERTY ADDRESS	24 S MONTGOMERY AVE
MULTIPLE UNITS	N
SALE DOCUMENT	0618000200
ZONING	R-2



Digital Forms E-commerce Functionality

GovPilot's digital forms can significantly reduce the time your staff spends on data entry. Form data is routed directly into the GovPilot system, eliminating the redundant process of a government employee transferring constituent information from a PDF to the database. Constituents access, complete and submit digital forms through your government website. Form logic blocks submission until all required fields have been populated, which guarantees that your departments receive properly completed forms, every time.



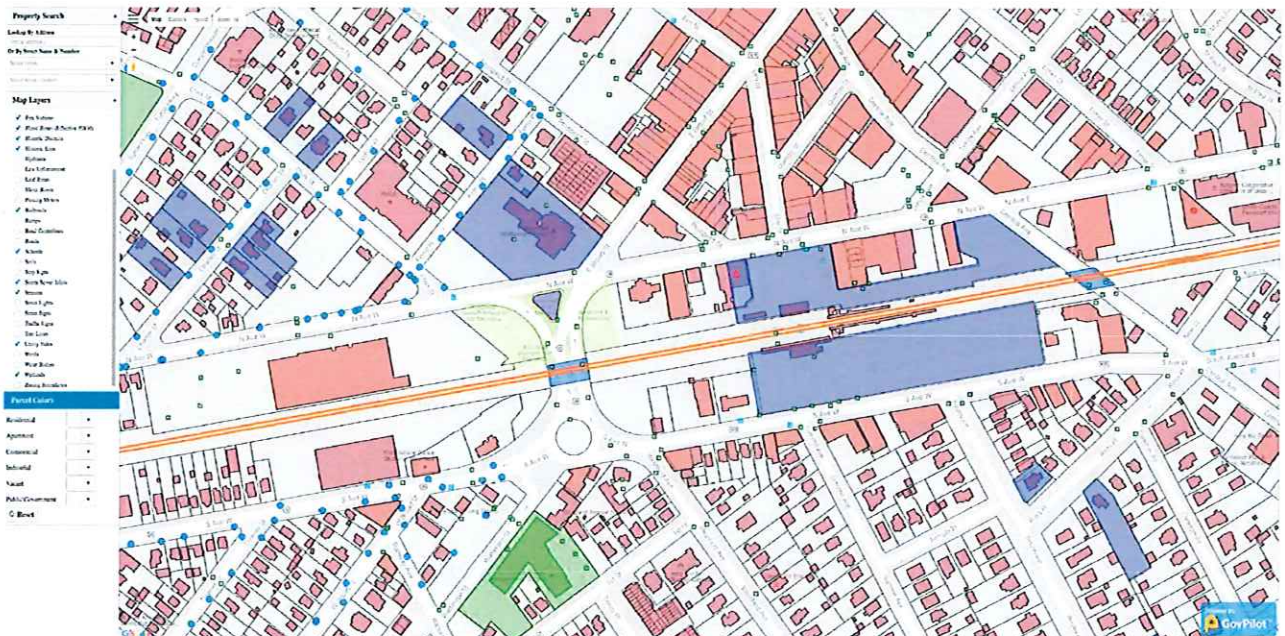
Automated Workflows

GovPilot's workflow engine reads data, calendar and user activity as triggers to automate the completion of a multitude of tasks, including the processing of public requests, licenses, applications, e-commerce transactions and internal administrative functions. Automated alerts notify employees of changes in project status and streamline post-submission correspondence with applicants. Workflows improve operational efficiency while promoting transparency and accountability among employees and departments.



Geographic Information System (GIS)

A picture is worth a thousand words. From cave paintings to emojis, graphic depiction is an integral part of how humans communicate and make sense of the world. When trying to identify patterns and otherwise understand your data—which could include thousands or even millions of variables—the ability to visualize that data is essential. GovPilot's user-friendly map grants ALL government employees the ability to harness the power of a geographic information system (GIS).





Service Order

Customer Name:	Ovilla City, TX - Renewal of Services	Billing Contact	Pam Woodall
Billing Address:	105 South Cockrell Hill Road	Phone	972-617-7262
City, State, Zip:	Red Oak, TX 75154 United States,	Email	pwoodall@cityofovilla.org
Prepared By:	Dylan J. Kaplan	Date:	Jul 17, 2020
Valid Through:	2020-08-31	Term:	60 Months
Bill Date:	09/01/2020	Effective Date:	09/01/2020

Annual Subscription

Subscription Level	List Price	Extended Price
Renewal of Existing Modules	\$7,500.00	\$7,500.00
Pet License, Report A Concern, Residential Building Permit		\$7,500.00
		Subtotal \$7,500.00
		Annual Subscription \$7,500.00

The [Master Subscription Agreement](#) between Client and PropertyPilot, LLC dba GovPilot (the "MSA"), as they each may be amended from time to time pursuant to the [MSA](#), are incorporated by reference in this Service Order. Capitalized terms not defined in this Service Order have the meaning given them in the [MSA](#).

The person signing below represents that he or she is authorized to sign this Service Order on behalf of Client and that Client accepts this Service Order subject to the terms in the [MSA](#).

<https://www.govpilot.com/master-subscription-agreement>

PropertyPilot, LLC dba GovPilot	Ovilla City, TX - Renewal of Services
Signature: 	Signature:
Name: James Delmonico	Name: Pam Woodall
Title: Chief Product Officer	Title: City Manager

08/05/2020

Date:

Date:

Data Import Restrictions

Please note that data will be imported **AS IS**. Any errors included in the data set will be compiled and provided back to the customer for correction. It is the responsibility of the customer to correct the data and resubmit it to GovPilot should they want it included in their data set.

Such errors may include, but are not limited to:

- Incorrect data type for the field
 - E.g., Email addresses in phone number fields / symbols in text and or number fields
- **For importing of data that is property related.** If there is no existing block and lot or parcel ID to link the record to, those records will not be imported.
 - The client can update those unique parcel identifiers and provide back to GovPilot should they wish to have those records in the system.

CITY OF OVILLA MINUTES

Friday May 29, 2020

Special City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 5:00 PM, Friday, May 29, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.]

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Special Council Meeting of the Ovilla City Council to order at 5:00 pm, with notice of the meeting duly posted.

The following City Council Members were on teleconference call:

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 participating Council Members, thus constituting a quorum. City Secretary, department directors and various staff were also on the teleconference call.

CALL TO ORDER

Mayor Pro Tem Griffin gave the invocation and PL5 Myers led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS

None

CITIZEN COMMENTS

None

CONSENT AGENDA

None

REGULAR AGENDA

ITEM 1. **DISCUSSION** – Review and discuss the City's municipal facility needs.

Mayor Dormier opened for discussion of what the needs may be for the city:

PL1 – Huber - shared her desire for Public Works to be in a more permanent building – and not a 'band aid'. Also, she expressed the need for expansion for the future.

PL3 Griffin – His desire would be to use the \$226k budgeted for Johnson Lane to move Public Works Department to the water tower. Adding a pole barn for the equipment, as well as gravel for the driveway. He would like to see containers with foaming insulation, and fencing. He mentioned the

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

1

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

septic system for the office building, a generator and parking lot leaving. That leave the balance for renovating the Police Department.

PL5 Myers – expressed his concern with drainage at the water tower, but thought it could be addressed and did like the idea of the move, he also addressed wanting to use the city purchased property at 708 Main Street for additional parking. He added, a 1000 square foot nice building framed with bricks could possibly be built by the water tower, as well as a shed for storage.

PL4 – Hunt – addressed the parking lot across from City Hall/Fire Department – did have questions on underground retention

The parking lot across from City Hall was discussed in further detail regarding being ADA Compliant, as well as getting plans together for it and the Public Works building to start the bidding process. The need for a new estimate on the parking lot, a pole barn estimate from Buyboard, and budget amendments would need to be addressed.

ITEM 2. DISCUSSION/ACTION – Review and discuss the City's street infrastructure.

Concerns mentioned by council were over why some streets were still not paved: Buckboard, Georgetown, Northwood, Oakwood, Willow Creek. The cul-de-sacs need attention and the request was to be paved in concrete. Cockrell Hill Road and Split Rock have subgrade coming through the pavement. It was discussed to move drainage money to fix the street, and to contact Texas Bit as well as Kyle Butler with Ellis County to fix bad spots, sealcoat and to restripe.

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 Public Works Director position.

B. Reconvene into Regular (Open) Session – 6:29 p.m.

REQUESTS FOR FUTURE AGENDA ITEMS:

Mayor Dormier – discussion on projects for EDC - salary update.

ADJOURNMENT

PL1 Huber moved to adjourn the special meeting of May 29, 2020 seconded by PL2 Oberg. There being no further business, Mayor Dormier adjourned the meeting at 6:33 p.m.

Recorded Vote:

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

2

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

PI1 Huber AYE
PL2 Oberg AYE
Mayor Pro Tem Griffin AYE
PL4 Hunt AYE
PL5 Myers AYE

Richard Dormier, Mayor

ATTEST:

Glennell Miller, City Secretary

Approved August 10, 2020

CITY OF OVILLA MINUTES

Monday, June 08, 2020

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:30 PM, Monday, June 08, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

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

PL4 Hunt gave the invocation and, Mayor Pro Tem Griffin 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:

Mrs. Dani Muckleroy – 608 Green Meadows- addressing Item 9

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.

1. Seasonal Mowing Contract with Mow Pro's, Ennis Texas.
2. Memorandum of Agreement between Lead Regional Advisory Council for Emergency Medical Task Force.
3. Minutes of the May 11, 2020 Regular City Council Meeting

PL2 Oberg made the motion to pull C1 for discussion and consideration and place as Item 14. PL5 Myers moved to approve the consent items #2 & #3 as presented. PL2 Oberg seconded the motion. No oppositions, no abstentions.

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Receive recommendation from the Boards and Commissions Appointment Review Committee and review the annual report to consider and act on volunteer board reappointments to serve another term on the Board of Adjustment and direct staff to solicit for new applicants.

Mayor Pro Tem Griffin moved to reappoint existing seats PL2, PL4 and to appoint applicant Steven Miner for the Board of Adjustment to Alternate position PL6 as presented, seconded by PL1 Huber.

No oppositions, no abstentions.

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

- ITEM 2. DISCUSSION/ACTION** – Receive recommendation from the Boards and Commissions Appointment Review Committee and receive the annual report to 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.

PL4 Hunt moved to reappoint existing seats PL1, PL3 and PL7 and to appoint applicant Brandon Collet for the Economic Development Corporation to position PL5 as presented, seconded by PL2 Oberg.

No oppositions, no abstentions.

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

- ITEM 3. DISCUSSION/ACTION** – Receive recommendation from the Boards and Commissions Appointment Review Committee and receive the annual report to 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.

PL2 Oberg moved to reappoint existing seats PL1, PL3 and PL5 and to appoint applicant Gary Jones for the Municipal Development District Board to position PL2 as presented, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

- ITEM 4. DISCUSSION/ACTION** Receive recommendation from the Boards and Commissions Appointment Review Committee and receive the annual report to 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.

PL5 Myers moved to reappoint existing seats PL2, PL4 and to appoint applicant Sheila Domstead for the Park Board Advisory Committee to position PL1 as presented, seconded by PL4 Hunt.

No oppositions, no abstentions.

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

- ITEM 5. DISCUSSION/ACTION** – Receive recommendation from the Boards and Commissions Appointment Review Committee and receive the annual report to 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.

PL4 Hunt moved to reappoint existing seats PL2, PL4 and PL6 for the Planning & Zoning Commission as presented, seconded by PL1 Huber.

No oppositions, no abstentions.

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

- ITEM 6. DISCUSSION/ACTION** – Consideration of and action to approve a proposed Budget Calendar for Fiscal Year 2020-2021 budget preparations.

PL1 Huber moved to approve the proposed Budget Calendar for Fiscal Year 2020-2021 budget preparations as presented, seconded by PL2 Oberg.

No opposition, no abstentions.

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

- ITEM 7. DISCUSSION/ACTION** – Consideration of and action to approve a design plan and cost estimate provided by Eikon Engineering for the relocation of the public works facility to the Elevated Storage Tower on Water Street.

There was much discussion regarding location of the equipment, as well as the building being a modular type metal building. Public Works was directed to get back in touch with Ramtech for estimates. They were also reminded to get the cost on 2 containers, pole barn specifications and estimates, and fencing as well.

No action was taken.

- ITEM 8. DISCUSSION/ACTION** – Consideration of and action to approve a design plan and cost estimate provided by Eikon Engineering for the City parking expansion, located at 701 W. Main Street.

Discussion started with the cost estimate being taken down to \$250,000. The concern was underground and detention, as well as having to cut out the road and would have to be done in 2 phases. The parking lot spaces were initially at 55 spaces but it was determined to be more cost effective to cut down that number.

Mayor Pro Tem Griffin moved to approve and proceed signing the contract for the city parking expansion with 55 parking spaces and remove irrigation and land scaping as presented, seconded by PL4 Hunt.

One opposition, no abstentions.

VOTE: The motion to approve carried unanimously: 4-1.

- ITEM 9. DISCUSSION/ACTION** – Consideration of and action to approve a design plan and cost estimate provided by Eikon Engineering for the Police Department Station expansion, located at 105 S. Cockrell Hill Road.

(This item was addressed before Item 8)

Citizen Dani Muckleroy @ 608 Green Meadows wanted to address council with her concerns. The first being that what was estimated would be too expensive for citizens and the second being that it was not good use of tax dollars. After hearing comments, the council proceeded to discuss options and concerns with staff as well as City Engineers Eikon. The cost of the estimated was questioned, however Mr. Stengel assured everyone it was only a rough estimate. The council members discussed how uncomfortable they were with the amounts and moving forward with this plan. The direction of the conversation was to move forward with Public Works being relocated first.

No action was taken

- ITEM 10. DISCUSSION/ACTION** – Consideration of and action declaring Police Unit 103, a 2010 Ford Crown Victoria Police Interceptor, as surplus property and determining the method of disposal or sale.

PL2 Oberg moved to approve surplus property as presented, seconded by PL5 Myers.

No opposition, no abstentions.

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

- ITEM 11. DISCUSSION/ACTION** – Consideration of and action to apply for CARES ACT-CRF (Coronavirus Relief Fund), authorizing the Mayor to execute the required documents.

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

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

PL5 Myers moved to approve applying for the CARES ACT-CRF as presented, seconded by PL2 Oberg.
No opposition, no abstentions.

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

ITEM 12. DISCUSSION – Review and discuss potential project(s) for the Economic Development Corporation.

Topic for discussion was the property that was purchased by the city at 708 W. Main. Several options were brought up of what uses could be done with the property. It was decided that the information and request would need to be taken to the EDC for their input and direction.

No action was taken

ITEM 13. DISCUSSION – Review and discuss public safety salary surveys.

Fire Chief Kennedy and Police Chief Windham provided salary comparisons from other municipalities locally and of cities of similar size and economic status. With the upcoming budget they wanted Mayor and Council to understand where Ovilla was with these surveys. Following lengthy discussion, staff was directed to return to the next meeting with an action item to reflect the following salary adjustments:

Fire Department:

- Captains \$25 hourly
- Paramedics \$22 hourly
- Basic firefighter \$17

Police Department:

- Officer \$51,000 annually
- Sergeant \$63,000
- Lieutenant \$ 69,300
- Tenured Master Officer an additional \$500 month (Puente)

No action taken

(At this time Place 1 Rachel Huber had to leave the meeting)

ITEM 14. DISCUSSION/ACTION – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

Consent Item #1 - Seasonal Mowing Contract with Mow Pro's, Ennis Texas was pulled from Consent for council to address. Much of the discussion was directed toward the city taking care of the mowing instead of contracting it out, however after agreeing to remove spraying the weeds of fence lines, Mayor Dormier called for a motion:

PL2 Oberg moved to approve Consent C1 Seasonal Mowing Contract with Mow Pro's Ennis, TX. with the spraying of fence lines for weed treatment removed. Seconded PL4 Hunt.

No opposition, no abstentions.

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

IV. STAFF REPORTS

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

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

- Department Activity Reports / Discussion
 - Police Department Chief B. Windham
 - Fire Department Chief B. Kennedy
 - Public Works J. Kuykendall, Public Works Director
 - 1. Water/wastewater
 - 2. Streets/Drainage/Parks
 - Administration
 - 1. Monthly Code/Animal Control Reports Code/AC Officer M. Dooly
 - 2. Monthly Municipal Court Report City Secretary G. Miller

V. **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**

1. *Cindy Jones Park – replacement of playground equipment – change CIP*

ADJOURNMENT

PL2 Oberg moved to adjourn the meeting of June 08, 2020 seconded by PL4 Hunt. There being no further business, Mayor Dormier adjourned the meeting at 9:43 p.m.

Richard Dormier, Mayor

ATTEST:

Glennell Miller, City Secretary

Approved August 10, 2020

CITY OF OVILLA MINUTES

Thursday June 18, 2020

Special City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a Special meeting at 4:30 PM, Thursday June 18, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.]

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 4:40 pm, with notice of the meeting duly posted.

The following City Council Members were present or on teleconference call:

Rachel Huber	Council Member, Place 1 (teleconference)
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 participating Council Members, thus constituting a quorum. City Secretary, department directors and various staff were also on the teleconference call.

CALL TO ORDER

PL5 Myers gave the invocation and PL4 Hunt led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS & COMMENTS

None

CITIZEN COMMENTS:

None

CONSENT AGENDA

1. ERCOT Official Consent and Ballot Form - Bylaws

PL4 Hunt made the motion to approve Consent Item as presented, seconded by PL5 Myers.
No oppositions, no abstentions.

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

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION** – Consideration of and action on public safety salaries, authorizing the city manager to execute pay authority increases effective with the upcoming payroll period.

CM Woodall explained the requested information that was discussed in the June 8, 2020 Council Meeting. The presentation showed the impact on the budget and proposal of how to pay for the increases. PL5 Myers asked for specifics on how the city would pay for the increases, she explained that unused expenditures from fiscal year budget 2019-2020. Also, the city will limit the Capital Purchases for fiscal year budget 2020-2021.

PL5 Myers made the motion to approve the city manager to execute public safety salary pay authority increases effective with the upcoming payroll period as presented. Seconded by Mayor Pro Tem Griffin. *No oppositions, no abstentions.*

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

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

- ITEM 2. DISCUSSION** – Review the maintenance needs and fiscal year budget for municipal parks.

Mayor Dormier commented on this agenda item being needed to clarify the needs for the Ovilla parks. He explained, there are several different avenues being discussed. Funding shows to agree with some ideas, but not with other ideas. The Mayor expressed if there was a possible need for changes in the budget, an action will need to be taken to amend the budget.

At this time, PL2 Oberg shared his desire of to take left over budgeted money from Ashburne Glen Park and Silver Spur Park to be used toward the restoration of Cindy Jones Park. He stated it is more centrally located and is also located near our much-used baseball fields. Much of the discussion was focused on which park and budgeted item could be amended. The council suggested this idea to go before our Park Board for recommendation. PL2 Oberg volunteered to sit in on the next Park Board meeting scheduled as a citizen to go over his personal thoughts regarding the parks.

No motion/discussion only.

- ITEM 3. DISCUSSION/ACTION** – Consideration of and action to authorize expenditures for municipal facilities.

The city manager went over the work that the Public Works Director has been researching trying to meet the need for their department's relocation. PW director Kuykendall talked about how moving public works to the water tower as discussed last meeting, would not be feasible due to all the additional costs associated with that. There is also crowding with all the storage of equipment and the negative image it would give to our citizens. His suggestion is the equipment could be stored at the tower and they can relocate Public Works off of Westlawn. The building suggested is a modular building

with a 50 year warranty of the siding. It is refurbished but has all new furnishings. The concept of the building was approved, but the location of the building will be further discussed.

Mayor Pro Tem Griffin made the motion to approve all as presented other than the location of the building. Seconded by PL2 Oberg.

No oppositions, no abstentions.

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

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

ITEM 4. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

None

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

Mayor Dormier: Parks addressed after Park Board Meeting

VIII. ADJOURNMENT

PL2 Oberg moved to adjourn the meeting of June 18, 2020 seconded by PL4 Hunt. There being no further business, Mayor Dormier adjourned the meeting at 5:30 p.m.

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

ATTEST:

Glennell Miller, City Secretary

Richard Dormier, Mayor

Approved August 10, 2020

CITY OF OVILLA MINUTES
Monday July 20, 2020
Special City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a Special meeting at 5:00 PM, Monday July 20, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.]

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier (via teleconference) called the Council Meeting of the Ovilla City Council to order at 5:00 pm, with notice of the meeting duly posted.

The following City Council Members were present or on teleconference call:

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 (teleconference)
Michael Myers	Council Member, Place 5

Mayor Dormier noted the participating Council Members, thus constituting a quorum. City Secretary, department directors and various staff were also on the teleconference call.

CALL TO ORDER

Mayor Pro Tem Griffin gave the invocation and PL5 Myers led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS & COMMENTS

None

CITIZEN COMMENTS:

None

CONSENT AGENDA

None

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Workshop and review of the preliminary Fiscal Year 2020-2021 Budget (General Fund) and direct staff as necessary.

City Manager Pam Woodall explained to the council that due to the circumstances, she and the city accountant have started the budget basically at a \$0 amount. She added that this budget is and extreme preliminary and they are starting from scratch.

Highlights discussed between staff and Council:

- No property taxes expected above the effective rate
- The need for a fund balance being unknown – do not have revenue totals

- Municipal offices restructuring
- Majority of increase in budget is with the general fund
- 3 % CPI
- expected 20% increase in Health Benefits
- TMRS decrease from 9.99% to 9.91%
- Social Security consideration
- Unemployment taxes needing to be a funded account
- Salaries in Police Department: additional increases
- ESD#2 & ESD#4 discussed
- Mowing contract in Streets budget

Discussion to continue during Budget meeting #2 July 22

ITEM 2. DISCUSSION/ACTION – Consideration of and action on a proposal submitted by Ellis County Precinct 4 for the road rehabilitate/reclaim and bar-ditches work to Buckboard, Georgetown and Silver Spur, authorizing the Mayor to execute said document(s).

Conversation at this time was directed toward the upgrade/rehab of the north half of streets George Town, Buck Board, Silver Spur as well as Kyle Butler with Ellis County including all bar-ditches, City Hall, Police Department and Public Works parking lot to be included in that work order.

PL2 Oberg made the motion to approve the reclaim/rebuild the north half of streets Georgetown, Silver Spur and Buckboard and to include all bar-ditches at \$15,2673.00. Seconded by PL4 Hunt.

No oppositions, no abstentions.

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

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

ITEM 3. DISCUSSION/ACTION – Review and consider Municipal Facility Improvements, directing staff as necessary.

The discussion was directed mainly to the parking lot that would surround the City Hall building, the Police Department building and future Public Works parking lot. Mr. Butler with Ellis County sent a quote for \$92,000 for the additional work to be done.

Mayor Pro Tem Griffin made the motion to approve the funding of \$92,000 between Ellis County and the City of Ovilla for the parking lot to be laid at City Hall, the Police Station and future Public Works building. Seconded by PL2 Oberg.

No oppositions, no abstentions.

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

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

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

VIII. ADJOURNMENT

PL1 Huber moved to adjourn the meeting of July 20, 2020 seconded by PL2 Oberg. There being no further business, Mayor Dormier adjourned the meeting at 6:50 p.m.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

ATTEST:

Glennell Miller, City Secretary

Richard Dormier, Mayor

Approved August 10, 2020

CITY OF OVILLA MINUTES
Wednesday July 22, 2020
Special City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a Special meeting at 5:00 PM, Wednesday July 22, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.]

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 5:00 pm, with notice of the meeting duly posted.

The following City Council Members were present or on teleconference call:

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

Mayor Dormier noted the participating Council Members, thus constituting a quorum. PL4 Doug Hunt was not in attendance. City Secretary, department directors and various staff were also on the teleconference call.

CALL TO ORDER

Mayor Pro Tem Griffin gave the invocation and PL5 Myers led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS & COMMENTS

None

CITIZEN COMMENTS:

None

CONSENT AGENDA

None

REGULAR AGENDA

ITEM 1. *DISCUSSION/ACTION* – Workshop and review of the preliminary Fiscal Year 2020-2021 Budget (Water/Sewer Fund and misc. funds) and direct staff as necessary.

City Accountant Sharon Jungman reiterated to all that the City was still waiting on the property/sales tax in order to calculate a better sense of where we are in the budget.

Highlights discussed between staff and Council:

- Dump Trucks – age, power, not able use to pass the CDL exam, gasoline engine
- Streets proposed: Elmwood, Northwood, Willowcreek by leaving \$338,300 in budget
- Parks: new equipment and disposing of old equipment

- Detail Sheet of line items on individual equipment, and all engineering for parks
- Porta-potties gone from park areas
- Project sheet for pavilion; estimates to get started
- Salaries were revisited for Police Department:
 - Chief position was funded up to 1.5%
 - Lieutenant was funded up to an additional 3%
 - (Tenured) Officer was funded up to an additional 3%
 - Administration/Support PD was funded up to 3%
- Pro-rating raises for new/promoted employees within that year
- Electronic water meters; AT&T money \$442,000 uses

No action

ITEM 2. **DISCUSSION/ACTION** – Review and consider Municipal Facility Improvements, directing staff as necessary.

Police Department building upgrades to existing building was discussed, and consensus was to begin work. Conversation directed to an estimated amount to bring the building up to ADA compliancy. Other discussion was the flag pole in front of Police Department being reestablished as well as ADA walkway requested that will need to be 10' (feet) wide.

At this time council requested next budget meeting to discuss revenues and expenses.

No action was taken

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

VIII. **ADJOURNMENT**

PL2 Oberg moved to adjourn the meeting of July 22, 2020 seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 8:20 p.m.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

Richard Dormier, Mayor

ATTEST:

Glennell Miller, City Secretary

Approved August 10, 2020

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

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

AGENDA ITEM REPORT

Item 1

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☒ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. None

ITEM 1. DISCUSSION/ACTION – Update on Boy Scout project and possible city participation.

Discussion / Justification:

Mr. Homuth would like to update the council on the information about his project. He would also like to address any questions the council may have on the project.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move

AGENDA ITEM REPORT

Item 2

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☒ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Ordinance No. 2020-08
2. Fire Hydrant Meter Application & Agreement Form

ITEM 2. DISCUSSION/ACTION – Consideration of and action on ORDINANCE No.2020-08 of the City of Ovilla, Texas, amending Appendix A, Article A4.000,Section A4.001 “building permit fees” by the addition of Section A4.005 of the Code of Ordinances of the City of Ovilla, Texas; providing fees and requirements for temporary fire hydrant meters.

Discussion / Justification:

It is in the best interest of the citizens of the City of Ovilla to establish regulations and fees for the rental, appropriate usage, return requirements, and costs associated with the rental of fire hydrant meters from the City.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to **approve/deny** ORDINANCE No.2020-08 of the City of Ovilla, Texas, amending Appendix A, Article A4.000,Section A4.001 “building permit fees” by the addition of Section A4.005 of the Code of Ordinances of the City of Ovilla, Texas; providing fees and requirements for temporary fire hydrant meters, as presented.

CITY OF OVILLA, TEXAS
ORDINANCE NO. 2020-08

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A, ARTICLE A4.000, SECTION A4.001 "BUILDING PERMIT FEES" BY THE ADDITION OF SECTION A4.005 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS; PROVIDING FEES AND REQUIREMENTS FOR TEMPORARY FIRE HYDRANT METERS; 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 finds and determines that it is in the best interest of the citizens of the City of Ovilla to establish regulations and fees for the rental, appropriate usage, return requirements, and costs associated with the rental of fire hydrant meters from the City.

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, OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS

Appendix A, Article A4.000 of the Code of Ordinances of the City of Ovilla is hereby amended by the addition of Section A4.005 to read as follows:

Sec. A4.005 Temporary Fire Hydrant Meters

- (a) Contractors and other entities and persons lawfully operating in the City of Ovilla may be allowed to make connections to the City's water system by opening a water and sewer account and renting a fire hydrant meter from the City. Each entity or individual is solely responsible for the rental equipment and its proper use within the City of Ovilla's water system and shall be bound by the terms of this ordinance and the City's Fire Hydrant Meter Application & Agreement.
- (b) Upon the City's acceptance of the properly completed Fire Hydrant Meter Application & Agreement and payment of the required deposit, the City will provide and install a temporary fire hydrant meter at requested locations, subject to the approval of the City.
- (c) Temporary fire hydrant meter fees are as follows:
Deposit: \$1,500.00
- (d) Damages: Costs for damages to a fire hydrant will be priced according to actual material and labor costs for repairs. Damages to meters and/or accessories are as follows:
Fire Hydrant Meter: \$781.00
Back Flow Preventer: \$496.00
Misc. Connectors or Parts: Actual Costs
Labor per hour: \$150.00

CITY OF OVILLA, TEXAS
ORDINANCE NO. 2020-08

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.

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

____ day of _____, 2020.

Richard Dormier, Mayor

ATTEST:

Glennell Miller, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

City of Ovilla, Texas
Fire Hydrant Meter Application & Agreement

Applicant Name: _____

Applicant's Responsible Representative: _____

Mailing Address: _____

Phone Number: _____ Driver's License Number: _____

Proposed Location/Address of Meter: _____

Hydrant Meter No. _____

Specify below what meter will be used for (to determine the degree of hazard):

Meter Use Requirements

1. The applicant listed above is authorized to use the fire hydrant meter assembly at the location and for the intended use specified above. At no time shall the meter assembly be used or operated by a third party without the consent of the City. Only City employees or their designated representatives are authorized to move, adjust, inspect, repair or test a meter assembly.
2. The applicant listed above will be held responsible and liable for any damages that occur to the meter, backflow assembly or fire hydrant, including protecting the meter in freezing weather. Any damages to the meter, backflow assembly or fire hydrant (while in the possession of the applicant) will result in the replacement cost of the meter or repairs of any damages, which will be deducted from the deposit.
3. The meter must have the backflow assembly attached at all times in accordance with State regulations. Removing or tampering with any part of the meter or backflow assembly, brass fittings, seals, tags, etc., shall result in the loss of deposit and removal of the meter assembly.
4. Fire hydrant meters that have a testable backflow assembly must have inspection tags attached for City inspections and must remain in place until the meter assembly is returned. If a double check valve or a reduced pressure zone assembly is assigned to a fire hydrant meter, the meter and assembly must be supported to prevent damage to the meter, brass connections or fire hydrant.
5. A proper fire hydrant wrench (spanner wrench) must be used to operate the hydrant.
Costs for damaged fire hydrant meter assemblies will be priced depending on the type of assembly and extent of damage. Damages to the fire hydrant will be priced accordingly.

Deposit: A deposit is required and will be applied to the final bill. Any overpayment will be refunded by check on the following months bill.

Fire Hydrant Meter: \$1,500.00

Damages

Fire hydrant Meter: \$781.00

Backflow Preventer: \$496.00

Misc. Connectors or Parts: Actual Cost

Labor per hour: \$150.00

A loss of deposit will result if any violation occurs.

The City must have free access to the meter at all times for inspection, testing or scheduled meter replacement. If access is denied or restricted at any time, the meter assembly will be removed and loss of deposit will result.

By signing below, the applicant has read and agrees to the above meter use requirements.

Signature of Applicant's Responsible Representative: _____

Printed Name: _____ Date: _____

FOR CITY USE ONLY:

Account Number: _____

Date Issued: _____ Beginning Reading: _____ Issued By: _____

Date Returned: _____ End Reading: _____ Received By: _____

Britton Meter Supply, Inc.

P. O. Box 813
Red Oak, Texas 75154

Estimate

Date	Estimate #
8/6/2020	2700

Name / Address
City of Ovilla 105 S. Cockrell, Suite 2 Ovilla, Texas 75154

			Project
Description	Qty	Cost	Total
3" H31-A1-A03-A1 Fire Hydrant Master Meter w/Standard Register w/couplings	1	781.05	781.05
2" 009 reduced pressure zone backflow preventers LF	1	496.68	496.68
2 1/2" FNST x 2" MIP	1	32.18	32.18
2 1/2" Male NST x 2" MIP	1	22.69	22.69
		Subtotal	\$1,332.60
Phone #	E-mail	Sales Tax (8.25%)	\$0.00
972-617-5255	brittonmetersupply@att.net	Total	\$1,332.60



Ovilla City Council

AGENDA ITEM REPORT

Item 3

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☒ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Resolution R2020-13

ITEM 3. DISCUSSION/ACTION – Consideration of and action on Resolution R2020-13 of the City Council of the City of Ovilla, Texas amending Section 5 of the City's Purchasing Manual by increasing the amount of capital purchases and fixed assets; effective immediately.

Discussion / Justification:

The City's Purchasing Manual addresses capital purchases and fixed assets at \$2,000. While staff has been preparing budget and reviewing inventory, it was addressed that assessing our capital items \$2,000 was low.

A capital expense is the cost of an asset that has usefulness over a period of years. Capital expenditures are usually items that include the purchase of buildings, large equipment (generator, crack-sealer, trailers, mowers, sirens, etc.) and city vehicles. These are major purchases that will be used in the future.

Operational expenses, although always inventoried, are useful day-to-day pieces of equipment that also may last years, but are not considered capital assets like a printer, taser, computer, radio.

Staff is suggesting increasing capital purchase items to \$5,000.

FINANCIAL IMPACT:

None

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to approve/deny Resolution R2020-13 of the City Council of the City of Ovilla, Texas amending Section 5 of the City's Purchasing Manual by increasing the amount of capital purchases and fixed assets as presented, effective immediately.

RESOLUTION NO. R2020-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AMENDING SECTION 5 OF THE CITY'S PURCHASING MANUAL BY INCREASING THE AMOUNT OF CAPITAL PURCHASES AND FIXED ASSETS FROM; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council previously adopted a Purchasing Manual and thereby established financial policies and procedures for municipal purchases; and

WHEREAS, Section 5 of the Purchasing Manual provides that a capital purchase is the purchase of any item or combination of items in excess of \$2,000; and

WHEREAS, Section 5 of the Purchasing Manual further provides that a "fixed asset" is any item or items costing \$2,000 or more with a useful life of greater than one year; and

WHEREAS, Section 5 of the Purchasing Manual further provides that all items purchased at the cost of \$2,000 or more and having a useful life of more than one year will be placed on the City's fixed asset list; and

WHEREAS, the City Council finds and determines that it is in the best interest of the efficient financial administration of the City to amend and increase the capital expenditure and fixed asset amount from \$2,000 to \$5,000.

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

SECTION 1. A capital purchase shall be the purchase of any item or combination of items costing \$5,000 or more.

SECTION 2. A fixed asset shall be any item or items purchased at a cost of \$5,000 or more.

SECTION 3. The City Secretary shall amend or cause to be amended Section 5 of the City's Purchasing Manual to read as follows:

SECTION 5: CAPITAL PURCHASES / FIXED ASSETS

1. Capital Purchase is any item or combination of items purchased at a cost of \$5,000 or more.
2. Fixed Asset is any item or items purchased at a cost of \$5,000 or more and with a useful life greater than one year.
3. All items purchased at a cost of \$5,000 or more and having a useful life in excess of one year will be placed on the fixed asset list. Each department will be required to monitor their inventory and be accountable for the location of the asset.

RESOLUTION NO. R2020-13

4. All capital items, regardless of the dollar amount, are to be purchased using the Purchasing Policy.

SECTION 4. All provisions of any and all other Resolutions of the City found to be in conflict with the provisions of this Resolution are hereby repealed, and all other provisions of such other Resolutions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 5. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution, which shall remain in full force and effect.

SECTION 6. This Resolution shall become effective immediately from and after its passage and approval.

PASSED, APPROVED and ADOPTED by the City Council of the City of Ovilla, Texas, this ____ day of _____, 2020.

Richard Dormier, Mayor

ATTEST:

Glennell Miller, City Secretary



Ovilla City Council

AGENDA ITEM REPORT

Item 4

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Proposed working budget FY2020-2021

ITEM 4. **DISCUSSION/ACTION** – Review of the proposed Fiscal Year 2020-2021 Budget, discuss the preliminary determination of the tax rate, and direct staff as necessary.

Discussion / Justification:

Budget Highlights

The presented documents/budget is not a balanced budget until staff receives feedback from Council on the tax rate and capital projects determination.

Capital Expenditures GENERAL FUND

- Police - \$251,380 for building remodel
- Park - \$125 Pavilion (EDC transfer) Founders Park
- Park - \$125,000 restrooms in Founders Park
- Park - \$26,000 Update restrooms at ball fields and complete park equipment
- Street - \$186,300 various streets on CIP List
- Street - \$35,000

Total - \$623,680 (Pavilion not included)

Capital Expenditures WATER/WW FUND

- Water - \$35,000 Separate storage for ammonia & chlorine chemicals (TCEQ requirements)
- Water - \$120,000 Electronic Meter Readers – Broadmoor only
- Water - \$100,000 Infrastructure
- Sewer - \$10,000 Cumberland Lift Sta and force main on 664
- Sewer - \$18,000 Trench Safety
- Sewer - \$85,000 dump truck

Total - \$368,000

Budget Restructuring:

- Staff began with a zero-budget balance, deleted duplicated account line-items and added various account codes to each department for more concise line-item explanation and proper coding.
- Impact Fees and special funds (LEOSE) can only be used for their intended purpose, therefore those funds are kept separately.

Across the board expenses items that affect multiple departments:

- Up to a 3% pay increase for employees having been employed with Ovilla at least one-year and not public safety employees that received increases in July 2020. (excluding those employees approved at the July Council meeting and those employees approved to receive partial pro-rated increases based on hire-date.)
- Healthcare increased approximately 8%. Staff proposes a different plan and different provider to remain as close to last year's cost as possible. The current provider/same plan increased 14%.
- Increased CPI solid waste provider and additional 30-homes projected
- TMRS decreased from 9.99% to 9.91%
- No increases to IT Computer Maintenance

INDIVIDUAL DEPARTMENT EXPENDITURE HIGHLIGHTS

Police

- Staffing increase proposed:
 - Add one police officer in March 2021
- Increased cost in Dispatch Contract: \$56,110 - FD 10% PD @ 90% \$50,499 (Split based on call history)
- Special Response Team (SWAT) \$16,750
- Building: refurbish to enclose the back end of the police station for added offices, training room and officer locker/storage. \$251,380

Fire

- No staffing changes proposed
- Increased cost in Dispatch Contract: \$56,100- FD 10% @\$5611, PD @ 90%

Public Works – For the first time in about 3-years, public works is working with a full staff of seasoned, experience and dedicated workers.

Street Department

- No staffing changes proposed
- Street rehabilitation to Northwood, Elmwood and Willowcreek - \$186,300
 - Various drainage work

Parks Department

- No staffing changes proposed
- Contract mowing - proposed funding another year
- Begin development of Founders Park with phase one of a pavilion \$125,000
- Upgrade restrooms at the ballfield \$6,000
- Install pre-cast restrooms in Founders Park \$125,000
- Land Improvements: sidewalk improvement through Heritage Park and from new PW building to city offices. \$15,000

Water/Sewer

- No staffing changes proposed
- Update job descriptions to better identify specific duties of the Water, Sewer, Street and Park Departments and outline necessary training for the specific fields. All approved positions are currently funded.

EDC

- Park Pavilion - \$125,000
- (Helped fund \$150,000 for Main Street Sanitary Sewer in current fiscal year.)

MDD – Committed last year \$250k for the Main Street Parking

Debt Service – Current Bond

REVENUE:

- The budget is estimated using the same rate of 0.66, however we have presented multiple choices. Last year Council approved a budget with a reduction in fund balance of \$893,128.
 - The projected increase in property tax revenue is from new improvements is \$80,126
 - Taxable value from new improvements in Ellis Co. \$11,7598,100
 - Taxable value from new improvements in Dallas Co. \$381,195
 - Total \$12,140,295
- There is a significant reduction in fines collected in the current year. The proposed estimated collections for FY20-21 are reduce by half.
- Impacts fees, residential building fees and water/wastewater were based on approximately 30-new homes.
- Water/sewer sales have maintained. (We are still not charging penalties or shutting off)

Street Maintenance Fund sales tax revenue for FY 21 is \$63,000

- The proposed General Fund budget will need to make use of Fund balance if any of the capital expenses are considered:

Senate Bill 2, 86th Legislature made several significant changes to the Truth & Taxation process.

TERMINOLOGY UPDATES:

Effective Rate	-	No-New-Revenue Rate
Rollback Rate	-	Voter Approval Tax Rate
M-&O	-	No-New M & O Rate

NEW – De minimis Rate is the rate equal to the sum of:

- A taxing unit's no-new revenue maintenance and operations rate;
 - The rate that when applied to a taxing current total value, will impose an amount of taxes equal to \$500,000, and
 - A taxing unit's current debt rate.

NEW – Unused increment rate – A taxing unit that did not use all of its revenue growth may bank that unused growth as long as the taxing unit averages below 3.5 percent of the voter-approval rate over three-years. For the 2020 tax year, the unused increment rate is zero.

What triggers an election?

- Any rate below voter approval tax rate requires no election.
- Above voter-approval tax rate but below de minimis rate
- Above voter-approval tax rate and above the de minimis rate

REVENUE THRESHOLD IN VOTER APPROVAL TAX RATE FOR CITIES IS 3.5% except for small taxing units and special taxing districts.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move to ...

STATE OF TEXAS
COUNTY OF ELLIS

PROPERTY TAX CODE,
SECTION 26.01(a-1)

**CERTIFIED ESTIMATE OF APPRAISAL RECORDS FOR:
CITY OF OVILLA**

I, Kathy A. Rodrigue, Chief Appraiser of the Ellis Appraisal District, do solemnly swear that I have made, or caused to be made, a diligent inquiry to ascertain all property in the district subject to appraisal by me and that I have included in the records all property that I am aware of, at an **ESTIMATED** appraised value determined as required by law.

I, Kathy A. Rodrigue, do hereby certify the estimated values are true and correct to the best of my knowledge:

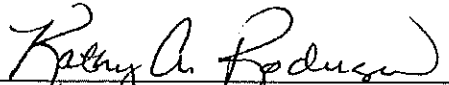
2020 Estimated Taxable Value Not Under Protest	\$	<u>375,778,651</u>
2020 Estimated Taxable Value Under Protest	\$	<u>29,180,284</u>
2020 Certified Estimate of Taxable Value	\$	<u>404,958,935</u>

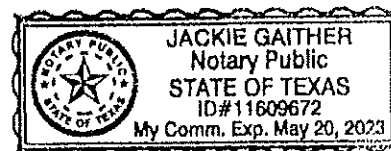
The following information is for taxing entities with a tax ceiling:

2020 Estimated Frozen Taxable Value	\$	<u>96,900,218</u>
2020 Estimated Transfer Adjustment	\$	<u>40,054</u>
2020 Estimated Freeze Adjusted Taxable Value	\$	
(This number is reduced from Total Taxable)		<u>308,018,663</u>
2020 Estimated Frozen Levy	\$	<u>494,760.89</u>

Please remember that the certified value is subject to change resulting from Appraisal Review Board action, correction of clerical errors, and the granting of late homestead, over 65, disabled and other exemptions.

Approval of the appraisal records by the Ellis Appraisal District Appraisal Review Board **did not occur by July 20, 2020.**


Kathy A. Rodrigue
Chief Appraiser



Sworn and Subscribed before me this 24th day of July, 2020.


Notary Public State of Texas

May 20, 2023
Commission Expires

General Fund Fund 100 Proposed Summary Budget Recap for FY2021

Department	Proposed Amount FY2021	Budget in FY 2020	Difference Between FY20 & FY21	Notes/Justifications
GF Revenue	3,767,685.00	4,957,059.00	(1,189,374.00)	\$893,128 in Reduction in Fund Balance in FY20 Budget
10 - Admin	(682,628.00)	(786,147.00)	103,519.00	
20- Police	(1,338,362.00)	(1,118,026.00)	(220,336.00)	FY20 budget had 115,500 for Vehicles, Salary increase in FY20
25 - Court	(97,403.00)	(202,883.00)	105,480.00	Contractual Services in FY19 108,770
30- Fire	(1,127,632.00)	(979,645.00)	(147,987.00)	Salary Increase in FY20
40- Comm. Serv.	(198,226.00)	(209,892.00)	11,666.00	
45 - Solid Waste	(277,221.00)	(258,553.00)	(18,668.00)	Increase in Households Serviced by CWD in FY21
50- Streets	(590,224.00)	(1,187,749.00)	597,525.00	Crack Sealer, Water St. Bridge & Road Projects in FY20
60- Parks	(453,980.00)	(184,164.00)	(269,816.00)	Pavillion and 2 sets of Restrooms
95- Reserve	0.00	(30,000.00)	30,000.00	
Net Change	(997,991.00)	0.00	(997,991.00)	

General Fund Revenue

100-General Fund	2019 Current	2020 Current	2021 Proposed	2021 Requested	% of Change	Notes/Justifications
Fines & Forfeitures						
100-4000510 Fines - Police	240,000.00	215,000.00	215,000.00	107,500.00	50.00%	Current year collections @ \$41,500 thru July
100-4000515 Warrants	0.00	0.00	0.00	0.00	0.00%	
100-4000520 Fines - Animal Control	456.00	300.00	300.00	150.00	50.00%	Current Year Collections @ \$0
100-4000525 Fines - Code Enforcement	8,949.00	4,800.00	4,800.00	4,800.00	100.00%	Current Year Collections @ \$0
100-4000535 Omni Reimbursement	2,868.00	2,200.00	2,200.00	2,200.00	100.00%	Current Year Collections @ 0
100-4000590 Misc Fines and Forfeitures	432.00	5,500.00	5,500.00	10,500.00	190.91%	Current Year Collections \$9,460
100-4000594 Child Safety, Dallas	0.00	0.00	0.00	400.00	0.00%	Current Year Collections \$318.00
Fines & Forfeitures Totals	252,705.00	227,800.00	227,800.00	125,550.00	55.11%	
Licenses-Permits-Fees						
100-4000210 Residential Building	60,000.00	60,000.00	60,000.00	72,000.00	120.00%	Current Year Collections \$36,100, Budget for 30 New homes in FY21 @ \$2400.00 Ea.
100-4000214 Misc Building Permits	25,000.00	25,000.00	25,000.00	35,000.00	140.00%	Current Year Collections @ \$32,930
100-4000230 Plan Review Fee	12,000.00	14,000.00	14,000.00	14,500.00	103.57%	Current Year Revenue @ \$7,515, Review Fees @ \$480 per home * 30 = 14,400
100-4000260 Alarm Permits	2,604.00	2,450.00	2,450.00	2,000.00	81.63%	Current Revenue \$1,825
100-4000270 Animal Tag Fees	3,706.00	2,900.00	2,900.00	1,000.00	34.48%	Current Year Rev.\$864.00
100-4000272 Impound Fees	2,751.00	2,100.00	2,100.00	1,000.00	47.62%	Current Year Rev. \$450
100-4000290 Misc Licenses and Permits	2,025.00	2,010.00	2,010.00	2,010.00	100.00%	Current Year Rev. \$1853.00
Licenses-Permits-Fees Totals	108,086.00	108,460.00	108,460.00	127,510.00	117.56%	
Other Revenue						
100-4000810 Heritage Day	29,000.00	29,000.00	29,000.00	25,000.00	86.21%	FY 19 Revenue was \$21,000.
100-4000815 Donations - Fire	0.00	0.00	0.00	0.00	0.00%	
100-4000816 Donations - Police	0.00	0.00	0.00	0.00	0.00%	
100-4000818 Lease Proceeds	0.00	0.00	0.00	0.00	0.00%	
100-4000820 Water Tower Lease	118,250.00	97,155.00	97,155.00	113,000.00	116.31%	Current Year \$94,000 Thru July, FY19 was at \$112,282
100-4000840 Interest Earned	7,560.00	7,560.00	7,560.00	18,500.00	244.71%	Current Year Rev. \$17,656
100-4000860 Grant Proceeds	0.00	0.00	0.00	0.00	0.00%	
100-4000861 ESD #2 Cert Grant	0.00	0.00	0.00	0.00	0.00%	

General Fund Revenue

100-General Fund	2019 Current	2020 Current	2021 Proposed	2021 Requested	% of Change	Notes/Justifications
100-4000885 Proceeds from Sale	0.00	0.00	0.00	0.00	0.00%	
100-4000890 Misc Other Revenue	3,500.00	3,500.00	3,500.00	5,000.00	142.86%	
100-4000900 Transfers In	0.00	0.00	0.00	0.00	0.00%	
100-4000928 4B-EDC Parks Mast	0.00	0.00	0.00	0.00	0.00%	
100-4000930 Admin. Rev. Rec. Fr	0.00	0.00	0.00	0.00	0.00%	
Other Revenue Totals	158,310.00	137,215.00	137,215.00	161,500.00	117.70%	
Services						
100-4000325 ESD #2	240,000.00	214,000.00	214,000.00	214,000.00	100.00%	Same
100-4000330 ESD #4	70,566.00	70,566.00	70,566.00	67,000.00	94.95%	Estimate from the Fire Chief
100-4000411 Copies and Maps	100.00	60.00	60.00	60.00	100.00%	Current Year Rev. @ \$44
100-4000415 Police Reports	150.00	100.00	100.00	100.00	100.00%	Current Year Rev. @ \$18
100-4000420 Park Lights	0.00	0.00	0.00	0.00	0.00%	
100-4000440 Oak Leaf Animal Co	2,100.00	1,870.00	1,870.00	1,000.00	53.48%	Current Year Rev. @ \$620
100-4000450 Subdivision Fees	0.00	0.00	0.00	0.00	0.00%	
100-4000455 Rough Proportionality	0.00	319,550.00	319,550.00	0.00	0.00%	Current Year Rev @ 0
100-4000460 Park Impact	0.00	0.00	0.00	0.00	0.00%	
100-4000480 Solid Waste (Garbage)	270,480.00	278,000.00	278,000.00	278,000.00	100.00%	
100-4000485 50/50 Sidewalk Program	1,250.00	12,500.00	12,500.00	2,500.00	20.00%	Current Year Rev. @ \$1900, FY19 @ 0
100-4000490 Misc Charges for Services	3,850.00	3,850.00	3,850.00	2,500.00	64.94%	Current Year Rev. @ \$2,065
Services Totals	588,496.00	900,496.00	900,496.00	565,160.00	62.76%	
Taxes						
100-4000105 Ad Valorem, Current	1,973,576.00	2,147,430.00	2,147,430.00	2,221,250.00	103.44%	Based on Current Tax Rate .66
100-4000110 Ad Valorem, Delinquent	0.00	0.00	0.00	10,000.00	0.00%	Entered Under Acct. # 100-40110 with \$9,066 current Rev.
100-4000113 Interest/Penalties -	7,000.00	7,000.00	7,000.00	500.00	7.14%	Current Rev. @ \$0
100-4000120 Sales Tax	220,700.00	240,500.00	240,500.00	260,215.00	108.20%	Current Fiscal Year total Sales Tax Est. @ \$520,430 with City portion @
100-4000125 Sales Tax - Street I	0.00	0.00	0.00	0.00	0.00%	
100-4000130 Franchise Tax	163,000.00	163,000.00	163,000.00	163,000.00	100.00%	FY19 @ \$164,900
Taxes Totals	2,364,276.00	2,557,930.00	2,557,930.00	2,654,965.00	103.79%	
Transfers						

General Fund Revenue

100-General Fund	2019 Current	2020 Current	2021 Proposed	2021 Requested	% of Change	Notes/Justifications
100-4000880 Transfer in from EDC	0.00	0.00	0.00	\$132,500.00	0.00%	Founders Park Pavilion \$125,000 & 7,500 in Admin. Costs
100-4000905 Weapons Purchase	11,730.00	11,730.00	11,730.00	0.00	0.00%	Current Rev. a negative \$320.44
100-4000920 Water Fund Security	0.00	0.00	0.00	0.00	0.00%	
100-4000925 Admin.Rev. received from 4B EDC	82,500.00	112,500.00	112,500.00	0.00	0.00%	Current Rev. is 0. FY19 Rev. @ 70.00
100-4000940 Admin.Rev. Rec. from MDD	500.00	500.00	500.00	500.00	100.00%	
100-4000945 Transfer in - Bldg Security	7,300.00	7,300.00	7,300.00	0.00	0.00%	Current Rev. is 0 . Bat Security is being paid out of Fund 140 Court Security
100-4000990 Reduction in Fund Balance	580,655.00	893,128.00	0.00	0.00	0.00%	
Transfers Totals	682,685.00	1,025,158.00	132,030.00	133,000.00	12.97%	
Revenue Totals	4,154,558.00	4,957,059.00	4,063,931.00	3,767,685.00	76.01%	

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justification
100-10-0055751	Council Discretionary	\$5,502.00	\$10,000.00	\$28.06	\$10,000.00	\$6,000.00	60.00%	Combined 54222 and 54225 to this account
100-10-51110	City Manager	\$84,295.00	\$83,648.00	\$62,115.41	\$83,648.00	\$73,388.00	87.73%	75% to Admin GF and 25% to Admin W&S Fund
100-10-51115	City Secretary	\$50,213.00	\$52,118.00	\$25,235.80	\$52,118.00	\$53,682.00	103.00%	75% to Admin GF and 25% to Admin W&S Fund
100-10-51117	City Accountant	\$41,766.00	\$43,202.00	\$22,384.22	\$76,000.00	\$57,855.00	133.92%	75% to Admin GF and 25% to Admin W&S Fund
100-10-51120	Admin Support/DCS	\$28,682.00	\$30,445.00	\$15,531.48	\$30,445.00	\$37,518.00	123.23%	75% to Admin GF and 25% to Admin. W&S Fund. DCS and up to 3% increase
100-10-51130	Public Works Director	\$0.00	\$41,500.00	\$3,115.29	\$37,500.00	\$35,700.00	86.02%	50% to Admin GF and 50% to Admin. W&S Fund
100-10-51405	Support Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$17,160.00	0.00%	50% to Admin GF and 50% to Admin. Comm. Serv.
100-10-51490	Overtime	\$1,410.00	\$600.00	\$2,030.10	\$600.00	\$500.00	83.33%	
100-10-52110	Group Insurance	\$32,912.00	\$34,890.00	\$7,823.66	\$34,890.00	\$37,343.00	107.03%	Received new estimates
100-10-52135	TMRs	\$26,318.00	\$31,891.00	\$15,003.52	\$31,891.00	\$26,000.00	81.53%	9.91 for 9 months & 9.99 for 3 months
100-10-52160	Worker's Compensation	\$426.00	\$720.00	\$892.63	\$1,000.00	\$735.00	102.08%	Based on TML Workers Comp Audit
100-10-52170	Payroll Taxes	\$3,901.00	\$4,660.00	\$3,078.06	\$4,660.00	\$4,660.00	100.00%	
100-10-52180	Unemployment Taxes	\$1,000.00	\$1,000.00	(\$61.72)	\$1,000.00	\$14,000.00	1400.00%	27% of base pay. At some time in the past 5 years the city elected to not pay quarterly but to pay as incurred.
100-10-52190	Auto Allowance	\$4,800.00	\$4,800.00	\$0.00	\$4,800.00	\$0.00	0.00%	Currently not given
100-10-52196	Indiv. Membership Dues	\$2,260.00	\$1,950.00	\$449.00	\$1,950.00	\$2,300.00	117.95%	Yellow Rose, TMCCP, GTOT, GFOAT, TMLHR, CM assoc., SHRM
100-10-52210	Tax Assessing & Collecting Fees	\$2,400.00	\$2,400.00	\$1,865.00	\$2,400.00	\$2,400.00	100.00%	Ellis County Accessor-Collector Fee
100-10-52220	Tax Appraisal Fee	\$18,887.00	\$18,887.00	\$26,538.28	\$18,887.00	\$19,000.00	100.60%	Ellis & Dallas County quarterly tax appraisal charges
100-10-52230	Legal Fees	\$15,545.00	\$35,000.00	\$10,535.00	\$35,000.00	\$35,000.00	100.00%	
100-10-52240	Audit	\$8,150.00	\$7,650.00	\$500.00	\$7,650.00	\$8,000.00	104.58%	increased based on software change
100-10-52250	Accounting	\$0.00	\$2,000.00	\$31,593.00	\$2,000.00	\$5,000.00	250.00%	Consultant assistance with Bank Recons
100-10-52260	Engineering Fees	\$17,776.00	\$15,000.00	\$30,593.99	\$15,000.00	\$35,000.00	233.33%	Miracle Farms, Broadmoor Estates, Bryson Manor, Police Station, Founders Park, City offices, Park Impact fee update
100-10-52310	Consultant Fees	\$3,000.00	\$10,000.00	\$207.30	\$10,000.00	\$25,000.00	250.00%	Comprehensive Land Use Plan
100-10-52510	Maintenance Agreements	\$0.00	\$400.00	\$0.00	\$400.00	\$550.00	137.50%	Al's pest control
100-10-52530	Custodial Service Contract	\$4,128.00	\$4,128.00	\$2,922.84	\$4,128.00	\$6,000.00	145.35%	\$500 monthly - city will take over
100-10-52535	Mowing Service Contract	\$0.00	\$5,760.00	\$0.00	\$5,760.00	\$0.00	0.00%	moved to Park Department
100-10-52540	IT - Computer Maintenance	\$60,000.00	\$65,000.00	\$43,880.30	\$65,000.00	\$65,000.00	100.00%	NetGenius and Intermedia, Waiting to see if there will be any increase
100-10-52610	Election - Payroll	\$0.00	\$850.00	\$0.00	\$850.00	\$0.00	0.00%	Being done by County
100-10-52620	Election - Supplies	\$6,322.00	\$2,500.00	\$360.85	\$2,500.00	\$2,500.00	100.00%	Continue contract with Ellis County
100-10-52650	Codification Book Update	\$4,625.00	\$3,600.00	\$375.00	\$3,600.00	\$3,600.00	100.00%	Codify and annual website fee
100-10-53110	Office Supplies	\$12,600.00	\$10,000.00	\$7,993.12	\$10,000.00	\$10,000.00	100.00%	
100-10-53140	Uniforms	\$350.00	\$350.00	\$177.77	\$350.00	\$350.00	100.00%	
100-10-53410	Supplies - Custodial	\$967.00	\$1,500.00	\$1,070.70	\$1,500.00	\$1,500.00	100.00%	
100-10-53460	Miscellaneous	\$2,000.00	\$2,000.00	\$2,040.81	\$2,000.00	\$2,500.00	125.00%	funerals, staff mtgs, City luncheons
100-10-54210	Travel - Local	\$1,000.00	\$500.00	\$52.18	\$500.00	\$250.00	50.00%	COVID
100-10-54220	Professional Development	\$8,978.00	\$6,550.00	\$5,619.74	\$6,550.00	\$6,500.00	99.24%	TMCCP-Cathy and G, GFOAT for Sharon
100-10-54222	Professional Develop - Council	\$2,867.00	\$1,300.00	\$437.36	\$1,300.00	\$0.00	0.00%	Moved to 55751
100-10-54225	City Council Meal Expense	\$2,780.00	\$2,200.00	\$690.84	\$2,200.00	\$0.00	0.00%	Moved to 55751
100-10-55240	Computer - Software	\$32,591.00	\$19,300.00	\$20,302.58	\$19,300.00	\$30,000.00	155.44%	Fund View, Civic Plus, Adobe & Blackboard, GOVPilot
100-10-55310	Copier Expense	\$4,476.00	\$4,476.00	\$3,202.00	\$4,476.00	\$5,000.00	111.71%	Ricoh lease
100-10-55320	Printing & Postage -Newsletters	\$3,010.00	\$7,734.00	\$1,608.74	\$7,734.00	\$4,800.00	62.06%	quarterly newsletters
100-10-55330	Printing - Forms	\$346.00	\$1,500.00	\$170.15	\$1,500.00	\$1,500.00	100.00%	business cards, stationary, W-2 and checks, nameplates
100-10-55410	Telephone	\$2,325.00	\$1,533.00	\$2,212.50	\$1,533.00	\$2,500.00	163.08%	Fusion, Advanced Telecom
100-10-55415	Cellular Phone	\$1,450.00	\$1,500.00	\$1,194.63	\$1,500.00	\$2,500.00	166.67%	Pam, Glennell, Sharon,
100-10-55417	Internet	\$3,120.00	\$3,300.00	\$2,599.77	\$3,300.00	\$3,300.00	100.00%	Fusion
100-10-55420	Wireless Cards	\$912.00	\$920.00	\$607.84	\$920.00	\$950.00	103.26%	I-Pads, (City Mgr. and City Sec.)
100-10-55450	Electricity	\$3,270.00	\$4,800.00	\$2,198.61	\$4,800.00	\$4,800.00	100.00%	Gexa- no known increases
100-10-55520	Repairs - Buildings	\$2,989.00	\$2,000.00	\$3,856.09	\$2,000.00	\$4,000.00	200.00%	General Repairs
100-10-55540	Repairs - Machinery & Equipment	\$500.00	\$400.00	\$285.00	\$400.00	\$400.00	100.00%	Appliances, shredders
100-10-55590	Repairs - Other	\$1,634.00	\$1,200.00	\$1,055.78	\$1,200.00	\$4,000.00	333.33%	painting, A/C and heat, plumbing, sprinkler in back, Renovating Public Works offices for storage

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justification
100-10-55610	Insurance - Property	\$2,249.00	\$2,100.00	\$1,387.28	\$2,100.00	\$2,322.00	110.57%	Received new rates from TML
100-10-55620	Insurance - Liability	\$1,292.00	\$850.00	\$2,616.55	\$850.00	\$380.00	44.71%	Received new rates from TML
100-10-55630	Insurance - Fidelity Bond	\$300.00	\$300.00	\$250.00	\$300.00	\$350.00	116.67%	TML Rates - every three years
100-10-55635	Public Officials Surety Bonds	\$0.00	\$2,250.00	\$71.00	\$2,250.00	\$100.00	4.44%	Council, Mayor, G, Pam, Sharon notary
100-10-55705	Postage	\$6,756.00	\$6,900.00	\$3,899.03	\$6,900.00	\$5,000.00	72.46%	Certified mail (BOA)
100-10-55710	Cash - Over/Short	\$10.00	\$10.00	\$0.00	\$10.00	\$10.00	100.00%	
100-10-55725	Records Management Expense	\$964.00	\$1,500.00	\$952.00	\$1,500.00	\$1,200.00	80.00%	based on box count
100-10-55730	City - Memberships	\$2,797.00	\$2,500.00	\$2,482.63	\$2,500.00	\$2,500.00	100.00%	TML, SGR, ONCOR Steering, NCTCOG, ERCOT, TX Comptroller (procurement) Red Oak Chamber,
100-10-55740	Legal Notices/Advertisement	\$8,175.00	\$9,000.00	\$6,406.22	\$9,000.00	\$7,000.00	77.78%	
100-10-55752	Employment Screening	\$400.00	\$400.00	\$470.00	\$400.00	\$300.00	75.00%	3 new hires: background and drug screening
100-10-55753	Solicitor Screening	\$200.00	\$250.00	\$16.00	\$250.00	\$250.00	100.00%	
100-10-55760	Bank Service Charge	\$175.00	\$175.00	\$2,667.35	\$175.00	\$175.00	100.00%	t-tech return checks, credit card fees (AVR) and Global payments
100-10-55764	Filing Fees	\$500.00	\$650.00	\$665.71	\$650.00	\$800.00	123.08%	budgets, plats (Broadmoor Est. & Miracle Farms, replats
100-10-55765	Miscellaneous	\$2,638.00	\$3,000.00	\$460.29	\$3,000.00	\$0.00	0.00%	don't use
100-10-56440	Machinery & Equipment	\$3,900.00	\$1,000.00	\$7,746.97	\$1,000.00	\$1,000.00	100.00%	scanners, computers, laptops, HR cabinet (fire proof)
100-10-56465	Furniture	\$3,000.00	\$2,500.00	\$1,893.90	\$2,500.00	\$2,500.00	100.00%	
100-10-59025	Rough Proportionality Credit	\$0.00	\$165,000.00	\$0.00	\$0.00	\$0.00	0.00%	This account should be a Revenue
		\$545,839.00	\$786,047.00	\$396,358.21	\$650,125.00	\$682,628.00		
	Amounts changed since Original Budget							
	Corrected account numbers.							
	Items to review							
	Items waiting to see if there are any increases							
	Strategic Plan	2022 Renewal						
	Com Plan	2021						
	Park Impact Fees	2021						
	Develop Founders Park	2021						
	Terry Morgan - Code Review	Maybe						
	Police	20,000						
	Water Sewer Impact Fees	in Water Admin						
	664-	75000						

Account #	Description	Type	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-20-0052355	Contract Labor - Individual	Expense	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	printout shows we started with 1000 - CM recommends removal
100-20-0052395	Contractual Services Other	Expense	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	100.00%	Moved to 100-20-52395
100-20-51120	Police Chief	Expense	\$78,764.00	\$81,335.00	\$63,592.62	\$82,400.00	\$83,636.00	101.50%	1.5% Increase Per City Council
100-20-51143	Command Staff	Expense	\$60,800.00	\$63,156.00	\$50,188.77	\$69,300.00	\$71,379.00	103.00%	3% includes previous midyear
100-20-51150	Certification Pay	Expense	\$2,400.00	\$2,400.00	\$1,846.00	\$2,400.00	\$3,600.00	150.00%	600 Geiser, 600 Breedlove
100-20-51405	Support Staff	Expense	\$32,694.00	\$33,700.00	\$23,716.80	\$33,700.00	\$34,715.00	103.01%	3% increase for Police Admin.
100-20-51408	Sergeant	Expense	\$98,551.00	\$99,204.00	\$83,087.30	\$99,204.00	\$126,000.00	127.01%	previous midyear
100-20-51410	Patrol	Expense	\$259,059.00	\$272,850.00	\$222,387.34	\$272,850.00	\$333,500.00	122.23%	prev mid + 7% Ortegon, +1 additional Patrol Officer in March
100-20-51412	Patrol Part Time	Expense	\$20,500.00	\$20,500.00	\$2,537.50	\$20,500.00	\$9,600.00	46.83%	
100-20-51415	Certification Pay	Expense	\$902.00	\$3,900.00	\$2,030.85	\$3,900.00	\$9,900.00	253.85%	6000 Puente
100-20-51490	Overtime	Expense	\$16,000.00	\$16,000.00	\$1,436.33	\$16,000.00	\$2,000.00	12.50%	
100-20-52110	Group Insurance	Expense	\$94,520.00	\$99,800.00	\$27,612.93	\$99,800.00	\$91,281.00	91.46%	Received new estimates.
100-20-52135	TMRS	Expense	\$53,973.00	\$56,200.00	\$45,407.89	\$56,200.00	\$65,600.00	116.73%	9.99 for 3 months, 9.91 for 9 months
100-20-52160	Worker's Compensation	Expense	\$12,605.00	\$12,605.00	\$9,534.87	\$12,605.00	\$24,479.00	194.20%	Received new rates from TML
100-20-52170	Payroll Taxes	Expense	\$9,484.00	\$9,779.00	\$6,575.31	\$9,779.00	\$9,575.00	97.91%	
100-20-52196	Membership Dues	Expense	\$443.00	\$443.00	\$436.00	\$443.00	\$470.00	106.09%	IACP, TxPCA, NTxPCA (Chief only)
100-20-52356	Gingerbread House	Expense	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	100.00%	
100-20-52380	Dispatch	Expense	\$50,350.00	\$50,350.00	\$41,598.00	\$50,350.00	\$57,984.00	115.16%	dispatch increase
100-20-52385	Jail Expense	Expense	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	100.00%	
100-20-52390	Special Response Team	Expense	\$16,000.00	\$16,750.00	\$8,250.00	\$16,750.00	\$16,750.00	100.00%	SWAT - \$7500 per
100-20-52395	Contractual Services Other	Expense	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	100.00%	
100-20-52530	Custodial Service Contract	Expense	\$2,820.00	\$2,820.00	\$1,294.42	\$2,820.00	\$2,820.00	100.00%	
100-20-52540	Computer Maintenance	Expense	\$700.00	\$700.00	\$0.00	\$700.00	\$200.00	28.57%	new monitor for MS
100-20-52560	Internet Subscriptions	Expense	\$1,350.00	\$1,350.00	\$0.00	\$1,350.00	\$1,350.00	100.00%	TCLEDDS (330), TLO trans union (54 month)
100-20-52675	National Night Out	Expense	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00	100.00%	no change
100-20-53110	Office Supplies	Expense	\$1,350.00	\$1,350.00	\$970.27	\$1,350.00	\$1,350.00	100.00%	
100-20-53140	Uniforms	Expense	\$8,500.00	\$8,500.00	\$1,419.52	\$8,500.00	\$8,500.00	100.00%	x3, leather, weapons, nameplates, patches, etc.
100-20-53170	Evidence Gathering	Expense	\$1,000.00	\$1,000.00	\$668.28	\$1,000.00	\$2,000.00	200.00%	costs are increasing (marijuana testing). Use of private labs
100-20-53410	Supplies - Custodial	Expense	\$800.00	\$800.00	\$606.37	\$800.00	\$800.00	100.00%	
100-20-54210	Travel - Local	Expense	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,500.00	150.00%	LEMIT in Waco for Chief

Account #	Description	Type	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-20-54220	Professional Development	Expense	\$7,585.00	\$6,925.00	\$2,466.26	\$6,925.00	\$6,925.00	100.00%	Identity theft, De-escalation, Supervisory, etc.
100-20-54235	Ammo	Expense	\$1,150.00	\$1,000.00	\$0.00	\$1,000.00	\$1,700.00	170.00%	rifle rounds
100-20-54270	Vehicle Expenses	Expense	\$22,000.00	\$26,000.00	\$16,437.20	\$26,000.00	\$26,000.00	100.00%	Gas for Vehicles
100-20-55220	Computer- Equipment	Expense	\$50,528.00	\$23,741.00	\$7,101.67	\$23,741.00	\$6,000.00	25.27%	4,360 yearly sub for Ticket writers (starts 21-22). 2 laptops for patrol (2076 each)
100-20-55240	Computer - Software & Maint.	Expense	\$18,000.00	\$18,600.00	\$18,054.00	\$18,600.00	\$19,940.00	107.20%	LEADS 1271, CTY 1783, CRIMES 16500, Evertel 384
100-20-55310	Copier Expense	Expense	\$1,224.00	\$1,224.00	\$810.67	\$1,224.00	\$1,224.00	100.00%	
100-20-55330	Printing - Forms	Expense	\$256.00	\$450.00	\$150.00	\$950.00	\$950.00	100.00%	impounds, red tags, criminal trespass, business cards, thank you, Christmas
100-20-55350	Printing - Other	Expense	\$500.00	\$500.00	\$135.47	\$500.00	\$0.00	0.00%	delete this account
100-20-55410	Telephone	Expense	\$1,500.00	\$1,500.00	\$996.92	\$1,500.00	\$1,800.00	120.00%	Fusion and Advanced Telecom
100-20-55415	Cellular Phone	Expense	\$1,188.00	\$1,188.00	\$1,032.28	\$1,188.00	\$1,500.00	126.26%	Verizon (3 @ 41.35 Per Month)
100-20-55417	Internet - PD	Expense	\$1,920.00	\$1,920.00	\$1,422.19	\$1,920.00	\$3,000.00	156.25%	Fusion.
100-20-55420	Wireless Cards	Expense	\$2,280.00	\$2,780.00	\$1,853.91	\$2,280.00	\$2,740.00	120.18%	I-Pad and Air Cards (6 @ 37.99 Ea.per month)
100-20-55450	Electricity	Expense	\$4,500.00	\$4,500.00	\$2,551.57	\$4,500.00	\$4,500.00	100.00%	Gexa- no known increases
100-20-55520	Repairs - Building	Expense	\$5,000.00	\$5,000.00	\$222.50	\$5,000.00	\$256,380.00	5127.60%	(5k original budget plus 251,380 for building remodel)
100-20-55540	Repairs- Machinery & Equipment	Expense	\$1,000.00	\$1,000.00	\$201.16	\$1,000.00	\$1,000.00	100.00%	taser, body cameras, weapons, etc.
100-20-55550	Repairs - Vehicles	Expense	\$10,000.00	\$12,000.00	\$10,694.00	\$12,000.00	\$12,000.00	100.00%	
100-20-55610	Insurance - Property	Expense	\$1,950.00	\$1,950.00	\$2,618.16	\$1,950.00	\$2,155.00	110.51%	Received new TML rates
100-20-55620	Insurance - Liability	Expense	\$5,348.00	\$5,348.00	\$4,019.82	\$5,348.00	\$2,385.00	44.60%	Received new TML rates
100-20-55640	Insurance - Vehicle	Expense	\$4,908.00	\$4,908.00	\$2,377.85	\$4,908.00	\$4,874.00	99.31%	Received new TML rates
100-20-55742	Public Relations	Expense	\$594.00	\$550.00	\$0.00	\$550.00	\$550.00	100.00%	
100-20-55745	Weapons Purchase Plan	Expense	\$3,380.00	\$6,000.00	\$0.00	\$6,000.00	\$5,000.00	83.33%	
100-20-55752	Employment Screening	Expense	\$1,550.00	\$1,550.00	\$0.00	\$1,550.00	\$1,550.00	100.00%	
100-20-55765	Miscellaneous	Expense	\$1,460.00	\$1,500.00	\$698.83	\$1,500.00	\$1,500.00	100.00%	awards, dispatch appreciation, manuals, recruiting, range supplies, flowers, etc.
100-20-56440	Machinery & Equipment	Expense	\$8,100.00	\$9,300.00	\$2,699.00	\$9,300.00	\$7,000.00	75.27%	FLOCK (2640), pistols, taser, body cameras
100-20-56445	Personal Protective Equipment	Expense	\$2,600.00	\$2,600.00	\$0.00	\$2,600.00	\$4,200.00	161.54%	Windham, Kreltow, Breedlove, New (900 each, increase of about \$150) +600 level IV for new hire
100-20-57450	Vehicles	Expense	\$75,000.00	\$115,500.00	\$114,493.98	\$0.00	\$0.00	0.00%	
	Totals		\$1,063,086.00	\$1,119,026.00	\$787,234.81	\$1,010,735.00	\$1,338,362.00		

Account #	Description	Type	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
	Corrected account number								
	Items waiting to see if there are any price increases								
Updated amounts									

GF 100 Dept. 25 Court

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-25-51140	Municipal Judge	\$11,110.00	\$11,445.00	\$6,335.00	\$11,445.00	\$9,000.00	78.64%	633.50 monthly plus 2 extra for trials
100-25-51405	Municipal Court Clerk	\$40,149.00	\$0.00	\$35,839.02	\$47,736.00	\$47,736.00	100.00%	Brought to mid-range on pay scale last year. No increase this year. Change acct. from 100-25-0051400
100-25-51420	Jury Fees	\$200.00	\$500.00	\$896.16	\$500.00	\$250.00	50.00%	\$6 per jury person / 2 annually Moved from 100-25-0051420
100-25-51425	City Prosecutor	\$11,970.00	\$12,330.00	\$5,089.62	\$12,330.00	\$10,000.00	81.10%	Nichols... travel, copies (\$170 hourly)
100-25-51490	Overtime	\$3,600.00	\$3,900.00	\$1,032.90	\$3,900.00	\$200.00	5.13%	Flex most of the time
100-25-52110	Group Insurance	\$8,050.00	\$8,500.00	\$1,997.79	\$8,500.00	\$8,299.00	97.64%	Received new Estimates
100-25-52135	TMRS	\$2,970.00	\$4,434.00	\$3,783.72	\$4,434.00	\$4,885.00	110.17%	9.99% for 3 months, 9.91% for 9 months
100-25-52160	Worker's Compensation	\$107.00	\$107.00	\$91.64	\$107.00	\$184.00	171.96%	Received new Estimates
100-25-52170	Payroll Taxes	\$1,485.00	\$1,521.00	\$1,033.87	\$1,521.00	\$1,600.00	105.19%	
100-25-52196	Membership Dues	\$60.00	\$75.00	\$0.00	\$75.00	\$130.00	173.33%	TCCA and TMCA
100-25-52350	Contract Labor - Company	\$600.00	\$600.00	\$0.00	\$600.00	\$600.00	100.00%	Interpreter
100-25-52375	Comptroller - Fees	\$96,000.00	\$96,000.00	\$0.00	\$0.00	\$0.00	0.00%	Fees to Comptroller are accrued in a liability account and paid to the state out of that same account
100-25-53110	Office Supplies	\$200.00	\$200.00	\$199.85	\$200.00	\$200.00	100.00%	same
100-25-53140	Uniforms	\$100.00	\$250.00	\$0.00	\$250.00	\$250.00	100.00%	uniform shirts, sweaters
100-25-54210	Travel - Local	\$25.00	\$150.00	\$35.84	\$150.00	\$100.00	66.67%	
100-25-54220	Professional Development	\$50.00	\$100.00	\$0.00	\$100.00	\$225.00	225.00%	TCCA training
100-25-55240	Computer Software	\$2,750.00	\$2,750.00	\$3,720.70	\$2,570.00	\$3,900.00	151.75%	Credit card /fund accounting /Court software and cash receipting software & Adobe License
100-25-55350	Printing - Other	\$850.00	\$850.00	\$430.66	\$850.00	\$500.00	58.82%	Court Jackets
100-25-55620	Insurance - Liability	\$210.00	\$210.00	\$217.75	\$210.00	\$94.00	44.76%	Received new estimate from TML
100-25-55765	Miscellaneous	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	100.00%	No change
100-25-55768	Collection Agency Fees	\$9,315.00	\$9,873.00	\$5,712.28	\$9,873.00	\$8,000.00	81.03%	Perdue, Brandon, Fielder
100-25-55772	Warrant Fee - Omni	\$8,264.00	\$8,264.00	\$432.00	\$8,264.00	\$1,200.00	14.52%	State Payments Avg. \$300 per Quarter

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
	Totals	\$198,115.00	\$162,109.00	\$66,848.80	\$113,665.00	\$97,403.00		
	Changes made since last reviewed							
	Corrected account numbers.							
	Items waiting to see if there are any increases							

GF 100 Dept. 30 Fire

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Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-30-51125	Fire Chief	\$42,642.00	\$42,789.00	\$33,912.54	\$42,789.00	\$61,808.00	144.45%	Pay increase that was passed in June 2020
100-30-51135	Deputy Chief/Fire Marshall	\$25,753.00	\$26,526.00	\$22,008.38	\$26,526.00	\$48,376.00	182.37%	Pay increase that was passed in June 2020
100-30-51140	Fire Captains	\$74,710.00	\$79,630.00	\$49,519.16	\$79,630.00	\$102,500.00	128.72%	Pay increase that was passed in June 2020
100-30-51150	Officer in Charge and Holiday	\$11,648.00	\$12,648.00	\$10,454.00	\$12,648.00	\$12,648.00	100.00%	Officer In Charge Pay at \$1.00/Hour Holiday Pay at \$8.00/Hour
100-30-51440	Firefighters	\$334,178.00	\$358,459.00	\$262,002.76	\$358,459.00	\$462,240.00	128.95%	Pay increase that was passed in June 2020
100-30-51442	Firefighter - Event	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	100.00%	EMS Standby for City Special Events i.e. Heritage Day, Music in the Park etc. Moved from Acct. # 100-30-0051442
100-30-51485	Volunteer Incentive Program	\$18,070.00	\$23,100.00	\$23,535.00	\$23,100.00	\$35,000.00	151.52%	Increase due to more Dual Certified Volunteers
100-30-52110	Group Insurance	\$13,962.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Not Needed
100-30-52135	TMRS	\$27,012.00	\$6,876.00	\$5,945.39	\$6,876.00	\$10,920.00	158.81%	Chief and Deputy Chief Only
100-30-52137	Volunteer Retirement	\$5,200.00	\$5,200.00	\$0.00	\$5,200.00	\$5,200.00	100.00%	TESRS
100-30-52160	Worker's Compensation	\$11,940.00	\$11,940.00	\$14,209.15	\$11,940.00	\$27,697.00	231.97%	In case someone gets hurt, Increased
100-30-52170	Payroll Taxes	\$34,570.00	\$37,054.00	\$28,351.42	\$37,054.00	\$45,861.00	123.77%	Increase due to pay increase approved in June 2020
100-30-52196	Membership Dues	\$2,200.00	\$3,500.00	\$2,660.00	\$3,500.00	\$3,500.00	100.00%	Costco, Fire Chief Organizations, etc.
100-30-52310	Consultant Fees	\$1,500.00	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00	200.00%	Increase for the Grant Writer Fee
100-30-52380	Dispatch	\$15,150.00	\$20,000.00	\$5,246.00	\$20,000.00	\$15,000.00	75.00%	Dispatch Contract = \$56,110 (90% P.D. 10% F.D.) Radios = \$16,800 (45 Radios @ \$373.33/Radio)
100-30-52385	Emergency Transport Service	\$75,268.00	\$88,334.00	\$31,779.50	\$88,334.00	\$97,418.00	110.28%	\$20,000 Base Contract Per Capita Value is increased by 5% every year FY20-21 It is \$17.46 Multiplied by 4434 population
100-30-52510	Maintenance Agreements	\$11,134.00	\$10,000.00	\$4,766.60	\$10,000.00	\$10,000.00	100.00%	Pest Control, Fire Alarm, Air Test, Generator, Bay Doors
100-30-52570	Warning System Maintenance	\$2,500.00	\$25,529.00	\$0.00	\$17,500.00	\$6,020.00	34.40%	4 Storm Sirens Maintenance and Software Maintenance
100-30-52580	Generator Maintenance	\$3,120.00	\$2,120.00	\$1,911.62	\$2,120.00	\$2,120.00	100.00%	Service performed by Clifford Power
100-30-52675	National Night Out	\$350.00	\$350.00	\$0.00	\$350.00	\$350.00	100.00%	Food for National Night Out
100-30-53110	Office Supplies	\$1,000.00	\$1,000.00	\$493.60	\$1,000.00	\$1,000.00	100.00%	Pencils, Pens, Dry Erase Markers, etc.
100-30-53140	Uniforms	\$5,000.00	\$6,000.00	\$2,954.19	\$6,000.00	\$6,000.00	100.00%	2 - T Shirts, 1 - Polo, 1 - Ball Cap / Employee @ \$100 allowance / Employee (50) each year 10 Jackets per year @ \$100 each
100-30-53160	Medical Supplies	\$8,000.00	\$8,000.00	\$3,380.75	\$8,000.00	\$5,000.00	62.50%	Changing protocols so we will not have as much med supply in stock
100-30-53165	Medical Support	\$1,000.00	\$1,000.00	\$499.02	\$1,000.00	\$1,000.00	100.00%	Rehab Supplies for Rehab 755
100-30-53170	Evidence Gathering	\$800.00	\$1,000.00	\$849.65	\$1,000.00	\$1,000.00	100.00%	Fire Marshal Tools and Supplies

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-30-57440	Capital Machinery & Equipment	\$0.00	\$0.00	\$37,041.82	\$0.00	\$0.00	0.00%	
100-30-57450	Vehicles	\$0.00	\$55,000.00	\$53,777.09	\$0.00	\$0.00	0.00%	
	Totals	\$949,432.00	\$979,645.00	\$694,575.28	\$924,645.00	\$1,127,632.00		
					Difference	\$147,987.00		

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-40-51135	ACO/Code Enforcement Officer	\$50,998.00	\$52,757.00	\$40,423.47	\$52,757.00	\$53,750.00	101.88%	up to 3%
100-40-51140	Permit Clerk - Code	\$28,743.00	\$19,090.00	\$15,418.68	\$19,090.00	\$17,160.00	89.89%	
100-40-51143	ACO/Code split position	\$17,973.00	\$21,175.00	\$0.00	\$21,175.00	\$23,057.00	108.89%	half Josh - (Street dept) To Help with Animal Control & Code
100-40-51190	Overtime	\$7,500.00	\$7,875.00	\$5,890.66	\$7,875.00	\$6,500.00	82.54%	Heritage Day, not as many calls due to Covid but will include the employee that helps part-time
100-40-51415	Certification Pay					\$600.00	0.00%	Certification Requested for Dooly for Code and Animal
100-40-52110	Group Insurance	\$16,235.00	\$25,108.00	\$7,844.55	\$25,108.00	\$16,597.00	66.10%	Received new estimate
100-40-52135	TMRS	\$10,292.00	\$11,774.00	\$8,108.90	\$11,774.00	\$10,000.00	84.93%	9.99 @ 3 months, 9.91 @ 9 months
100-40-52160	Worker's Compensation	\$483.00	\$483.00	\$324.18	\$483.00	\$1,036.00	214.49%	Increase due to Josh being under the Street Dept. with a higher WC Rate.
100-40-52170	Payroll Taxes	\$3,709.00	\$1,720.00	\$682.44	\$1,720.00	\$1,500.00	87.21%	
100-40-52190	License	\$625.00	\$750.00	\$230.00	\$750.00	\$750.00	100.00%	continue: TDLR has offered extensions due to COVID. Code, Animal, DR Septic, CDL, Water, Wastewater, VECTOR spraying, working on ICC license
100-40-52315	Contract Building Inspections	\$43,800.00	\$43,800.00	\$29,896.36	\$43,000.00	\$43,000.00	100.00%	No change
100-40-52370	Impound Fees	\$2,300.00	\$2,530.00	\$1,250.00	\$2,300.00	\$2,300.00	100.00%	No change
100-40-52680	Environmental Testing	\$300.00	\$3,500.00	\$0.00	\$3,500.00	\$1,500.00	42.86%	testing costs
100-40-52683	Septic Tank Fee to State	\$100.00	\$100.00	\$10.00	\$100.00	\$100.00	100.00%	\$20 to state per license for each issue
100-40-52685	Clean up Day	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	100.00%	gloves, hard hats, food, drinks. Moved from 100-40-0052685
100-40-52687	Abatement Nuisance	\$8,188.00	\$1,200.00	\$0.00	\$1,200.00	\$2,000.00	166.67%	storage, legal notices, abatement
100-40-53110	Office Supplies	\$150.00	\$150.00	\$319.15	\$150.00	\$1,500.00	1000.00%	chair, desk, file cabinet for new office
100-40-53120	Animal Care	\$150.00	\$800.00	\$0.00	\$800.00	\$500.00	500.00%	vet charges for injured animal, malnourished animals

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-40-53122	Pet Supplies	\$800.00	\$800.00	\$818.51	\$800.00	\$800.00	100.00%	same
100-40-53140	Uniforms	\$600.00	\$1,000.00	\$419.36	\$1,000.00	\$1,000.00	100.00%	PPE, boots, hats, gloves, vest
100-40-53460	Miscellaneous	\$200.00	\$400.00	\$356.25	\$400.00	\$500.00	125.00%	waters, batteries
100-40-54210	Travel - Local	\$200.00	\$300.00	\$249.12	\$300.00	\$300.00	100.00%	most classes online, bank runs, Costco
100-40-54220	Professional Development	\$400.00	\$600.00	\$474.00	\$600.00	\$800.00	133.33%	Code, Animal Control, DR, Wastewater
100-40-54270	Vehicle Expenses	\$3,000.00	\$4,000.00	\$922.80	\$4,000.00	\$1,800.00	45.00%	gasoline, maint cost, dash cam
100-40-55240	Computer - Software	\$5,250.00	\$5,250.00	\$0.00	\$5,250.00	\$7,500.00	142.86%	GovPilot subscription
100-40-55330	Printing - Forms	\$400.00	\$400.00	\$0.00	\$400.00	\$400.00	100.00%	door hangers, misc. signs (zoning)
100-40-55415	Cellular Phone	\$1,074.00	\$1,074.00	\$484.15	\$1,074.00	\$1,020.00	94.97%	cell phone @ \$540 and iPad \$480
100-40-55610	Insurance - Property	\$10.00	\$10.00	\$23.91	\$10.00	\$11.00	110.00%	Received new estimate from TML
100-40-55620	Insurance - Liability	\$183.00	\$183.00	\$157.33	\$183.00	\$82.00	44.81%	Received new estimate from TML
100-40-55640	Insurance - Vehicle	\$63.00	\$63.00	\$156.83	\$63.00	\$63.00	100.00%	Received new estimate from TML
100-40-55765	Miscellaneous	\$400.00	\$400.00	\$227.81	\$400.00	\$0.00	0.00%	combined with 53460 - do not use
100-40-56440	Machinery & Equipment	\$1,500.00	\$2,500.00	\$1,111.66	\$2,500.00	\$2,000.00	80.00%	catch poles, truck equipment, snake poles, cages, catch pens, pliers, wire cutters
	Totals	\$205,726.00	\$209,892.00	\$115,800.12	\$208,862.00	\$198,226.00		
	Corrected Account Number							
	Items waiting to see if there are any increases							
	Changes made since last reviewed							

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-45-55465	Solidwaste Pickup (Garbage)	\$246,240.00	\$258,553.00	\$160,303.97	\$258,553.00	\$277,221.00	107.22%	Increase to 1,581 Residential Houses per Year @ 14.61 per month plus commercial @ 40.11 per month. (Currently @ 1551 Residents)
	corrected increase from anticipated 50 new homes to 30 new homes							

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-50-51133	Street Supervisor				\$53,623.00	\$53,623.00		Position reclassified in 2020, no increase.
100-50-51415	Maintenance Crew	\$30,101.00	\$63,201.00	\$18,551.11	\$63,201.00	\$85,915.00	135.94%	Josh (50%), Dawson, Dwight
100-50-51450	Certification pay				\$600.00	\$600.00		Cert pay for two employees
100-50-51490	Overtime	\$1,928.00	\$3,000.00	\$1,338.69	\$3,000.00	\$4,800.00	160.00%	12 hrs Heritage Day, 8-Clean-up, 3 weekly w/average of pay)
100-50-51500	On Call	\$600.00	\$1,200.00	\$200.00	\$1,200.00	\$1,885.00	157.08%	Approx \$471 per emp averaged between 4
100-50-52110	Group Insurance	\$7,994.00	\$16,739.00	\$3,320.26	\$16,739.00	\$20,746.00	123.94%	652 per month for medical & dental per person=7.824.00 per year. Rec new rates
100-50-52135	TMRS	\$3,092.00	\$6,273.00	\$1,993.19	\$6,273.00	\$8,725.00	139.09%	
100-50-52160	Worker's Compensation	\$1,547.00	\$1,547.00	\$697.86	\$1,547.00	\$8,841.00	571.49%	Received new rates- Street rates are the highest
100-50-52170	Payroll Taxes	\$459.00	\$942.00	\$285.91	\$942.00	\$1,275.00	135.35%	
100-50-52190	License	\$122.00	\$122.00	\$111.00	\$122.00	\$211.00	172.95%	Johnny (and I CDL)
100-50-52260	Engineering Fees	\$29,063.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%	664 widening
100-50-52280	NCTCOG- SWMP Fees	\$0.00	\$3,500.00	\$100.00	\$3,500.00	\$500.00	14.29%	drainage
100-50-52535	Mowing Service Contract	\$0.00	\$11,520.00	\$0.00	\$11,520.00	\$0.00	0.00%	moved to Park
100-50-52620	Emergency Clean Up	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	100.00%	Storms
100-50-53110	Office Supplies	\$100.00	\$150.00	\$39.90	\$150.00	\$200.00	133.33%	slight increase with full staff and report requirements
100-50-53140	Uniforms	\$790.00	\$1,200.00	\$1,120.86	\$1,200.00	\$2,400.00	200.00%	\$600 per person - full staff
100-50-53420	Supplies - Street Signs	\$1,500.00	\$2,000.00	\$246.80	\$2,000.00	\$2,000.00	100.00%	replacements
100-50-53460	Miscellaneous	\$300.00	\$300.00	\$380.78	\$300.00	\$300.00	100.00%	No change
100-50-54220	Professional Development	\$500.00	\$500.00	\$78.94	\$500.00	\$1,500.00	300.00%	traffic safety at \$500 x 3
100-50-54270	Vehicle Expenses	\$6,000.00	\$6,000.00	\$2,974.09	\$6,000.00	\$6,000.00	100.00%	No change
100-50-55350	Printing - Other	\$350.00	\$350.00	\$0.00	\$350.00	\$0.00	0.00%	Remove
100-50-55450	Electricity	\$45,743.00	\$48,000.00	\$27,261.41	\$48,000.00	\$47,000.00	97.92%	
100-50-55520	Repairs - Building	\$500.00	\$500.00	\$45.37	\$500.00	\$200.00	40.00%	
100-50-55540	Repairs - Machinery & Equipment	\$2,691.00	\$2,500.00	\$953.58	\$2,500.00	\$2,500.00	100.00%	No change

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-50-55550	Repairs - Vehicles	\$2,500.00	\$2,500.00	\$1,683.74	\$2,500.00	\$2,500.00	100.00%	No change
100-50-55555	Crack Sealing	\$0.00	\$68,000.00	\$2,250.00	\$68,000.00	\$30,000.00	44.12%	Have plenty material stored
100-50-55560	Repairs -Street Maint.& Repairs	\$50,000.00	\$50,000.00	\$5,604.76	\$50,000.00	\$50,000.00	100.00%	No \$\$ change-Work on Johnson Ln, Cockrell Hill Rd
100-50-55565	Repairs - Infrastruct Drainage	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	100.00%	No change-culvert work
100-50-55575	Repairs - 50/50 Sidewalk Program	\$2,500.00	\$25,000.00	\$0.00	\$25,000.00	\$10,000.00	40.00%	This is sufficient. Moved from acct. # 100-50-0055575.
100-50-55590	Repairs - Other	\$1,643.00	\$1,500.00	\$109.20	\$1,500.00	\$0.00	0.00%	Not needed
100-50-55620	Insurance - Liability	\$1,787.00	\$1,787.00	\$1,049.15	\$1,787.00	\$797.00	44.60%	Received new estimate from TML
100-50-55640	Insurance - Vehicle	\$3,168.00	\$3,168.00	\$2,583.19	\$3,168.00	\$3,146.00	99.31%	Received new estimate from TML
100-50-55752	Employment Screening	\$252.00	\$100.00	\$80.00	\$100.00	\$160.00	160.00%	2 screenings if necessary
100-50-56440	Machinery & Equipment	\$2,500.00	\$95,000.00	\$49,526.53	\$95,000.00	\$2,500.00	0.00%	
100-50-56445	Personal Protective Equipment	\$300.00	\$300.00	\$278.49	\$300.00	\$600.00	200.00%	Gloves, safety glasses, waiters, vests
100-50-56490	Other	\$850.00	\$850.00	\$462.25	\$850.00	\$0.00	0.00%	Not needed-move to repairs
100-50-57450	Vehicle					\$35,000.00		Vehicle for Streets
100-50-57460	Infrastructure	\$214,661.00	\$410,000.00	\$0.00	\$410,000.00	\$186,300.00	45.44%	Willow Creek, Northwood, Elmwood,
100-50-57463	Infrastructure - Water Street Bridge	\$0.00	\$305,000.00	\$445.91	\$0.00	\$0.00	0.00%	Hopefully complete in 19-20 FY
	Totals	418,541.00	1,137,749.00	123,772.97	886,972.00	590,224.00		
	Infrastructure breakdown					\$92,000.00		parking overlay and PW parking/Paid 19-20
	Add account					\$60,000.00		storage at pump sta/ Paid 19-20
	Changes made since last meeting					\$75,300.00		Oakwood
						\$97,100.00		Duncanville Rd
						\$87,500.00		Elmwood & Northwood
						\$23,500.00		Willow Creek Court
						\$22,300.00		Highridge Court

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
						\$122,400.00		Thorntree
						\$80,000.00		Crack seal \$30k and drainage \$50k-various- on CIP
						?		Cockrell Hill Road
						\$660,100.00		
						\$186,300.00		

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-60-51405	Support Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
100-60-51415	Maintenance Crew	\$31,343.00	\$31,200.00	\$27,803.20	\$31,200.00	\$40,415.00	129.54%	Ainsley - Includes 2.25% increase - certification CPSI
100-60-51490	Overtime	\$1,500.00	\$1,500.00	\$1,846.77	\$1,500.00	\$1,200.00	80.00%	Approximately 40 hours
100-60-51500	On Call	\$500.00	\$600.00	\$350.00	\$600.00	\$400.00	66.67%	52 weeks on-call divided by all PW employees
100-60-52110	Group Insurance	\$7,994.00	\$8,475.00	\$1,988.67	\$8,475.00	\$8,300.00	97.94%	Received new rates.
100-60-52135	TMRS	\$3,192.00	\$3,236.00	\$3,010.96	\$3,236.00	\$3,200.00	98.89%	
100-60-52160	Worker's Compensation	\$1,547.00	\$1,547.00	\$697.86	\$1,547.00	\$2,310.00	149.32%	Received new rates from TML
100-60-52170	Payroll Taxes	\$459.00	\$473.00	\$436.12	\$473.00	\$600.00	126.85%	
100-60-52196	Individual Membership				\$125.00	\$125.00	100.00%	Park memberships
100-60-52260	Engineering				\$0.00	\$12,500.00	100.00%	Founders Park
100-60-52490	Rental - Other	\$3,000.00	\$3,000.00	\$2,273.55	\$3,000.00	\$1,500.00	50.00%	rented portable restrooms/goal is to have them gone by mid-year
100-60-52535	Mowing Service Contract	\$0.00	\$28,800.00	\$1,805.00	\$28,800.00	\$43,000.00	149.31%	moved all mowing to Parks
100-60-52680	Heritage Day	\$16,443.00	\$15,000.00	\$3,181.92	\$15,000.00	\$15,000.00	100.00%	continue with no change
100-60-52690	Special Events	\$5,352.00	\$5,000.00	\$324.25	\$5,000.00	\$5,000.00	100.00%	continue with no change, for Movie in the Park, Music in the Park
100-60-53140	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%	Added acct to Park
100-60-53410	Supplies - Custodial	\$698.00	\$2,000.00	\$8.69	\$2,000.00	\$2,000.00	100.00%	with expectation that restrooms will re-open/also include additional restrooms
100-60-53460	Miscellaneous	\$300.00	\$300.00	\$390.39	\$300.00	\$300.00	100.00%	continue with no change
100-60-54220	Professional Development	\$0.00	\$0.00		\$500.00	\$500.00	100.00%	continued training
100-60-54270	Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%	Truck and materials assigned to Parks

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
100-60-55450	Electricity	\$6,167.00	\$8,300.00	\$2,739.18	\$8,300.00	\$8,300.00	100.00%	ballfields and parks
100-60-55520	Repairs - Building	\$250.00	\$250.00	\$0.00	\$250.00	\$250.00	100.00%	continue with no change
100-60-55530	Repairs-Imp Other Than Bldgs	\$1,500.00	\$1,500.00	\$1,407.62	\$1,500.00	\$1,500.00	100.00%	Sand, gravel, fire ant killer
100-60-55610	Insurance - Property	\$265.00	\$265.00	\$216.46	\$265.00	\$293.00	110.57%	Received new estimates from TML
100-60-55620	Insurance - Liability	\$556.00	\$418.00	\$357.47	\$418.00	\$187.00	44.74%	Received new estimates from TML
100-60-55765	Miscellaneous	\$300.00	\$300.00	\$295.65	\$300.00	\$8,000.00	2666.67%	sports field maintance
100-60-56410	Land Improvements	\$6,800.00	\$4,000.00	\$2,474.95	\$4,000.00	\$10,000.00	250.00%	crushed granite walkways, irrigation
100-60-56440	Machinery & Equipment	\$2,000.00	\$62,000.00	\$0.00	\$0.00	\$10,000.00	0.00%	commercial furnishings (benches, trash cans, signage, etc.) at 4 Parks -
100-60-57420	Buildings				\$0.00	\$250,000.00		Pavilion in Founders Park- (\$125K EDC) new Park restrooms
	Transfer in from EDC							for the Pavilion \$125K
100-60-57440	Machinery & Equipment	\$6,000.00	\$6,000.00	\$272.56	\$0.00	\$26,000.00	0.00%	Bathroom updated at Ball fields, Cindy Jones Park playground
	Totals	\$96,166.00	\$184,164.00	\$51,881.27	\$116,789.00	\$453,980.00		
Add engineering costs to Park								
	Items waiting to see if there is a price increase							
	Corrected/added Account Number							
	Changed from 07/22							

Water & Sewer Fund 200 Proposed Summary Budget Recap for FY2021

Department	Proposed Amount FY2021	Budget in FY 2020	Difference Between FY20 & FY21	Notes/Justifications
W&S Revenue	1,429,850.00	1,717,392.00	(287,542.00)	Reduction in Fund Balance in FY20 of \$197,928
70 - Admin	(257,239.00)	(243,472.00)	(13,767.00)	Engineering in FY21 for Parking lots, 664 Utilities & W&WW Study
75- Water	(1,081,063.00)	(1,061,162.00)	(19,901.00)	Infrastructure Water for Water lines for 664 & New Loop Lines
80- Sewer	(495,927.00)	(412,758.00)	(83,169.00)	Dump Truck Budgeted for FY21 \$85,000
Net Change	(404,379.00)	0.00	(404,379.00)	

City of Ovilla
Budget Report
2020 - 2021 Fiscal Year Working Budget

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200 - Water And Utilities Fund	2019 Current	2020 Current	2021 Working	2021 Proposed	% Change	Notes/Justifications
Other Revenue						
200-4000840 Interest Earned	2,900.00	2,900.00	2,900.00	50.00	1.72%	Current Rev. @ 6.25
200-4000871 Capital Contrib-Main St. Sewer	64,232.00	0.00	0.00	0.00	0.00%	
200-4000875 Water Tower Lease AT&T	542,228.00	0.00	0.00	0.00	0.00%	
200-4000890 Misc Other Revenue	0.00	70,000.00	70,000.00	70,000.00	100.00%	Current Rev. @ \$88,410, Listed as Insur. Proceeds
200-4000900 Developer Contributions	0.00	0.00	0.00	0.00	0.00%	
Other Revenue Totals	609,360.00	72,900.00	72,900.00	70,050.00	96.09%	
Services						
200-4000460 Water Sales	821,726.00	823,000.00	823,000.00	846,400.00	102.84%	Current Rev. @ \$726,944. 30ty additional Homes expected @ \$65 Avg. per month= 23,400
200-4000461 Sewer Service	399,708.00	410,569.00	410,569.00	401,400.00	97.77%	Current Rev. @ \$331,068. FY19 actual was \$350,508, 30ty Addl. Homes
200-4000465 Water & Sewer Penalties	17,985.00	17,895.00	17,895.00	15,000.00	83.82%	Current Rev. @ \$12,763, the City is currently not charging since March.
200-4000471 Reconnect Fees	5,400.00	5,400.00	5,400.00	5,000.00	92.59%	Current Rev. @ \$3,836
200-4000472 Meters	3,700.00	3,700.00	3,700.00	4,000.00	108.11%	Current Rev. @ \$3,936
200-4000473 Connect Fees	3,000.00	3,000.00	3,000.00	3,000.00	100.00%	Current Rev. @ \$2,175
Services Totals	1,251,519.00	1,263,564.00	1,263,564.00	1,274,800.00	100.89%	
Transfers						
200-4000880 Capital Rec Fee	37,500.00	33,000.00	33,000.00	85,000.00	0.00%	Current Rev. @ \$20,000. Estimate 30 new homes with cap. Recovery fee @ \$2500 each= \$75000.00
200-4000915 Transfer In	0.00	150,000.00	150,000.00	0.00	0.00%	Nothing in Current year or FY19
200-4000990 Reduction in Fund Balance	213,294.00	197,928.00	0.00	0.00	0.00%	
Transfers Totals	250,794.00	380,928.00	183,000.00	85,000.00	42.94%	
Revenue Totals	2,111,673.00	1,717,392.00	1,519,464.00	1,429,850.00	83.26%	

Water Sewer Fund 200 Dept. 70 Admin.

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Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
200-70-0059002	Capital Imprv Wtr/Swr Reserve	\$49,700.00	\$30,000.00	\$0.00	\$0.00		0.00%	Invalid Account Numbers
200-70-0059003	Capital Improv. Sewer Reserve	\$0.00	\$0.00	\$0.00	\$0.00		0.00%	Invalid Account Numbers
200-70-0059010	Administrative Reserves	\$2,783.00	\$2,783.00	\$0.00	\$2,783.00		0.00%	Invalid Account Numbers
200-70-0570905	Restricted Water Tower Debt Service	\$542,228.00	\$0.00	\$0.00	\$0.00		0.00%	Invalid Account Numbers. In FY2019 Budget but not used.
200-70-51110	City Manager	\$27,038.00	\$27,838.00	\$10,961.52	\$27,838.00	\$25,888.00	93.00%	
200-70-51115	City Secretary	\$16,738.00	\$17,373.00	\$8,234.64	\$17,373.00	\$17,894.00	103.00%	
200-70-51117	Finance Accountant	\$13,922.00	\$14,401.00	\$0.00	\$19,000.00	\$19,285.00	101.50%	
200-70-51120	Admin. Support/DCS	\$9,561.00	\$10,149.00	\$0.00	\$10,149.00	\$12,506.00	123.22%	
200-70-51130	Public Works Director	\$72,092.00	\$41,500.00	\$20,798.95	\$37,500.00	\$35,700.00	95.20%	1% increase
200-70-51415	Certification Pay	\$0.00	\$600.00	\$23.08	\$600.00	\$600.00	100.00%	Certs for PW Director
200-70-52100	Employee Benefits	\$0.00	\$0.00	\$195.50	\$0.00	\$200.00	0.00%	New Benefits Membership Fee
200-70-52110	Group Insurance	\$8,193.00	\$8,375.00	\$2,001.10	\$8,375.00	\$8,300.00	99.10%	Received new Estimates
200-70-52135	TMRs	\$6,201.00	\$4,119.00	\$2,926.55	\$4,119.00	\$11,125.00	270.09%	Based on 25% of All Admin. Salaries
200-70-52160	Worker's Compensation	\$2,421.00	\$1,547.00	\$1,301.76	\$1,547.00	\$2,310.00	149.32%	Based only on Public Works Director- Rec new estimate
200-70-52170	Payroll Taxes	\$919.00	\$602.00	\$421.58	\$602.00	\$1,625.00	269.93%	Based on all Admin Salaries
200-70-52240	Audit	\$8,150.00	\$8,150.00	\$500.00	\$8,150.00	\$8,150.00	100.00%	Waiting on New Estimates
200-70-52250	Accounting	\$900.00	\$900.00	\$0.00	\$900.00	\$900.00	100.00%	
200-70-52260	Engineering Fees	\$0.00	\$40,000.00	\$8,236.57	\$40,000.00	\$85,000.00	212.50%	Parking lot(s), 664 utilities, W&WW Impact Fee Study
200-70-52310	Consultant Fees	\$3,500.00	\$3,500.00	\$0.00	\$3,500.00	\$5,000.00	142.86%	Impact fees update
200-70-52535	Mowing Service Contract	\$0.00	\$11,520.00	\$0.00	\$11,520.00	\$0.00	0.00%	moved to Parks
200-70-53110	Office Supplies	\$800.00	\$1,000.00	\$1,253.59	\$1,000.00	\$1,500.00	150.00%	
200-70-53410	Supplies - Custodial	\$200.00	\$200.00	\$750.00	\$200.00	\$1,000.00	500.00%	5 offices, showers, bathrooms
200-70-54210	Travel - Local	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	100.00%	
200-70-54220	Professional Development	\$750.00	\$750.00	\$0.00	\$750.00	\$1,000.00	133.33%	Conference-TX Drinking Water
200-70-55230	Computer-Maintenance & Repairs	\$1,571.00	\$1,500.00	\$1,028.52	\$1,500.00	\$2,000.00	133.33%	pc's
200-70-55240	Computer - Software	\$2,500.00	\$2,500.00	\$4,371.34	\$2,500.00	\$2,500.00	100.00%	
200-70-55350	Printing - Other	\$250.00	\$250.00	\$0.00	\$250.00	\$250.00	100.00%	door hangers, business cards

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
200-70-55410	Telephone	\$1,350.00	\$1,350.00	\$1,394.20	\$1,350.00	\$1,500.00	111.11%	
200-70-55415	Cellular Phone	\$1,360.00	\$1,360.00	\$569.73	\$1,360.00	\$600.00	44.12%	city assigned cell Intermedia increase & Fusion, added Aircard for I-Pad
200-70-55417	Internet	\$1,930.00	\$1,930.00	\$1,650.24	\$1,930.00	\$2,956.00	153.16%	
200-70-55705	Postage	\$6,225.00	\$6,225.00	\$3,601.03	\$6,225.00	\$6,500.00	104.42%	Monthly water bills & annual TCEQ
200-70-55740	Advertising	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	0.00%	Not needed
200-70-55760	Bank Service Charge	\$250.00	\$250.00	\$0.00	\$250.00	\$250.00	100.00%	T-tech credit card fees/Pace
200-70-55765	Miscellaneous	\$100.00	\$2,500.00	\$411.72	\$2,500.00	\$2,500.00	100.00%	employee appreciations, waters, gatorade for trucks, canisters
200-70-56440	Machinery & Equipment	\$0.00	\$0.00	\$0.00	\$0.00		0.00%	
200-70-58215	Admin. Exp. to General Fund	\$0.00	\$0.00	\$0.00	\$0.00		0.00%	
	Totals	\$781,932.00	\$243,472.00	\$74,570.01	\$214,071.00	\$257,239.00		
	Changes made since orginal issued							
	Waiting on Estimates							

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Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
200-75-51133	Supervisor	\$41,848.00	\$48,663.00	\$28,033.79	\$53,623.00	\$53,623.00	100.00%	Pay frozen this year
200-75-51190	Overtime/Supervisor	\$2,000.00	\$2,200.00	\$116.01	\$1,000.00	\$100.00	10.00%	
200-75-51405	Support Staff	\$34,655.00	\$28,048.00	\$18,745.16	\$28,048.00	\$34,279.00	122.22%	Customer Service Rep-\$16
200-75-51415	Maintenance Crew	\$41,382.00	\$80,600.00	\$25,938.08	\$75,000.00	\$74,240.00	98.99%	Randall-19 plus 3%, Dustin plus .75%
200-75-51430	Seasonal Crew	\$7,641.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
200-75-51450	Certification Pay	\$1,200.00	\$1,800.00	\$692.40	\$1,800.00	\$1,200.00	66.67%	Daniel, Randall
200-75-51490	Overtime	\$2,600.00	\$1,600.00	\$2,147.04	\$1,600.00	\$2,500.00	156.25%	
200-75-51500	On Call	\$1,200.00	\$1,800.00	\$750.00	\$1,800.00	\$800.00	44.44%	52 weeks
200-75-52110	Group Insurance	\$32,243.00	\$34,185.00	\$5,530.97	\$34,185.00	\$33,193.00	97.10%	Received new estimates
200-75-52135	TMRS	\$14,087.00	\$16,564.00	\$8,426.06	\$16,564.00	\$16,500.00	99.61%	
200-75-52160	Worker's Compensation	\$4,628.00	\$3,243.00	\$2,643.57	\$3,243.00	\$4,804.00	148.13%	Received new estimate from TML
200-75-52170	Payroll Taxes	\$2,469.00	\$2,560.00	\$1,519.30	\$2,560.00	\$2,560.00	100.00%	
200-75-52190	Licenses	\$222.00	\$222.00	\$222.00	\$222.00	\$222.00	100.00%	Daniel renewal this year
200-75-52350	Contract Labor - Company	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%	
200-75-52380	Dispatch	\$4,650.00	\$2,300.00	\$0.00	\$2,300.00	\$0.00	0.00%	Divided between Police & Fire
200-75-52420	Rental - Machinery & Equipment	\$250.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	100.00%	trackhoe rental
200-75-52580	Water Testing	\$3,100.00	\$4,200.00	\$1,414.50	\$4,200.00	\$3,100.00	73.81%	testing equipment supplies
200-75-52590	TCEQ Fees	\$3,500.00	\$3,500.00	\$3,094.95	\$3,500.00	\$3,500.00	100.00%	Permit fees
200-75-53140	Uniforms	\$2,400.00	\$2,400.00	\$586.93	\$2,400.00	\$3,000.00	125.00%	5 PW employees -includes PPE and Customer Service Rep
200-75-53460	Miscellaneous	\$300.00	\$350.00	\$174.45	\$350.00	\$350.00	100.00%	
200-75-54220	Professional Development	\$750.00	\$1,000.00	\$471.00	\$1,000.00	\$2,500.00	250.00%	Water conference, utility safety and traffic safety

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
200-75-54270	Vehicle Expenses	\$8,000.00	\$8,000.00	\$3,731.01	\$5,000.00	\$5,000.00	100.00%	gasoline, basic upkeep for veh and equipment
200-75-55230	Computer-Maintenance & Repairs	\$6,490.00	\$4,500.00	\$0.00	\$4,500.00	\$1,000.00	22.22%	
200-75-55240	Computer - Software	\$8,625.00	\$8,625.00	\$0.00	\$8,625.00	\$8,000.00	92.75%	upgrades, licenses, GIS, shapefiles, electronic reading of meters
200-75-55300	Printing Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
200-75-55310	Copier Expense	\$3,000.00	\$3,200.00	\$0.00	\$3,200.00	\$1,300.00	40.63%	lease contract
200-75-55350	Printing - Other	\$2,500.00	\$2,500.00	\$1,443.40	\$2,500.00	\$0.00	0.00%	not needed
200-75-55415	Cellular Phone	\$188.00	\$300.00	\$197.70	\$300.00	\$600.00	200.00%	PW Supervisor city assigned
200-75-55450	Electricity	\$19,350.00	\$27,000.00	\$10,735.47	\$27,000.00	\$30,000.00	111.11%	towers, new buiding, pole barn
200-75-55460	Water, wholesale	\$407,000.00	\$400,000.00	\$189,160.77	\$400,000.00	\$400,000.00	100.00%	increased rate from 2.0936 to 2.2107 per 1000
200-75-55540	Repairs- Machinery & Equipment	\$7,000.00	\$5,500.00	\$823.27	\$5,500.00	\$0.00	0.00%	
200-75-55550	Repairs - Vehicles	\$2,000.00	\$2,000.00	\$784.99	\$2,000.00	\$1,500.00	75.00%	upkeep, tires, etc.
200-75-55570	Inventory Expense	\$22,650.00	\$11,500.00	\$3,356.11	\$11,500.00	\$11,500.00	100.00%	
200-75-55580	Water Chemical Expense	\$8,500.00	\$9,500.00	\$5,268.98	\$9,500.00	\$9,500.00	100.00%	
200-75-55590	Repairs - Other	\$2,000.00	\$3,000.00	\$472.32	\$3,000.00	\$2,000.00	66.67%	
200-75-55610	Insurance - Property	\$3,112.00	\$3,200.00	\$3,249.01	\$3,200.00	\$3,537.00	110.53%	Received new rates from TML
200-75-55620	Insurance - Liability	\$1,268.00	\$1,307.00	\$2,259.66	\$1,307.00	\$583.00	44.61%	Received new rates from TML
200-75-55640	Insurance - Vehicle	\$1,985.00	\$1,985.00	\$1,376.62	\$1,985.00	\$1,972.00	99.35%	Received new rates from TML
200-75-55752	Employment Screening	\$150.00	\$150.00	\$241.00	\$150.00	\$300.00	200.00%	
200-75-56440	Machinery & Equipment	\$7,500.00	\$16,500.00	\$2,408.83	\$2,500.00	\$2,500.00	100.00%	
200-75-56490	Other	\$500.00	\$500.00	\$230.86	\$500.00	\$500.00	100.00%	

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications
200-75-57420	Buildings					\$35,000.00	0.00%	Separate Storage for Ammonia & Chlorine Chemicals per TCEQ Regulations electronic meter readers- Broadmoor Estates only
200-75-57440	Machinery & Equipment	\$0.00	\$0.00	\$0.00	\$400,000.00	\$120,000.00	30.00%	
200-75-57470	Infrastructure - Water	\$4,000.00	\$75,000.00	\$3,614.07	\$75,000.00	\$100,000.00	133.33%	
200-75-58225	Admin. Expense to Debt Fund	\$110,490.00	\$108,460.00	\$0.00	\$108,460.00	\$108,300.00	99.85%	Water Dept. Contribution to Bond Debt
	Totals	\$835,933.00	\$930,962.00	\$331,360.28	\$1,327,122.00	\$1,081,063.00		
Updates since 07/22/2020								

Water Sewer Fund Dept. 80 Sewer

6/29/2020 3:05:36 PM

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications	
200-80-51405	Support Staff	\$19,465.00	\$28,048.00	\$15,873.26	\$28,048.00	\$0.00	0.00%	Moved to GF Admin for Permit Clerk	
200-80-51415	Maintenance Crew	\$42,193.00	\$44,445.00	\$38,815.44	\$54,080.00	\$54,351.00	122.29%	Construction, Inspector Manager	
200-80-51450	Certification Pay	\$1,210.00	\$1,210.00	\$692.40	\$1,210.00	\$600.00	49.59%	Jesus	
200-80-51490	Overtime	\$3,805.00	\$2,100.00	\$3,541.88	\$2,100.00	\$2,100.00	100.00%		
200-80-51500	On Call	\$600.00	\$650.00	\$350.00	\$650.00	\$400.00	61.54%	52 weeks at one employee	
200-80-52110	Group Insurance	\$8,064.00	\$8,548.00	\$2,006.49	\$8,548.00	\$8,300.00	97.10%	Received new estimates	
200-80-52135	TMRS	\$5,903.00	\$7,155.00	\$5,334.70	\$7,155.00	\$5,500.00	76.87%		
200-80-52160	Worker's Compensation-Sewer	\$3,861.00	\$3,242.00	\$2,643.29	\$3,242.00	\$2,310.00	71.25%	Received new rates from TML	
200-80-52170	Payroll Taxes	\$871.00	\$1,046.00	\$901.90	\$1,046.00	\$1,200.00	114.72%		
200-80-52190	Licenses	\$150.00	\$150.00	\$222.00	\$150.00	\$333.00	222.00%	two licenses plus Dooly	
200-80-52350	Contract Labor - Company	\$900.00	\$2,000.00	\$0.00	\$10,000.00	\$10,000.00	500.00%	Cumberland Forest lift station, force main on 664	
200-80-52515	Sardis Collection Expense	\$9,618.00	\$1,500.00	\$200.00	\$1,800.00	\$1,800.00	120.00%	CUT OFFS (3 per month)	
200-80-52590	TCEQ Fees - Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%		
200-80-53140	Uniforms	\$600.00	\$600.00	\$395.08	\$600.00	\$600.00	100.00%	1 employee	
200-80-53460	Miscellaneous	\$500.00	\$500.00	\$260.00	\$500.00	\$500.00	100.00%		
200-80-54220	Professional Development	\$500.00	\$500.00	\$0.00	\$1,000.00	\$1,000.00	200.00%	On-line classes for renewal hours required	
200-80-54270	Vehicle Expense	\$1,200.00	\$1,200.00	\$196.87	\$1,200.00	\$1,200.00	100.00%	gasoline, oil change, repairs	
200-80-55450	Electricity	\$3,000.00	\$3,000.00	\$4,612.88	\$5,000.00	\$5,000.00	166.67%		
200-80-55463	TRA Wastewater Treatment	\$253,800.00	\$277,098.00	\$203,455.00	\$284,550.00	\$284,550.00	102.69%	anticipate 5% increase	
200-80-55510	Repairs - Land Improvements	\$2,000.00	\$2,000.00	\$1,578.67	\$2,000.00	\$2,000.00	100.00%		
200-80-55540	Repairs - Machinery & Equipment	\$6,000.00	\$6,000.00	\$622.53	\$6,000.00	\$6,000.00	100.00%	Cumberland Forest lift station new panel	
200-80-55570	Inventory Expense	\$3,100.00	\$3,000.00	\$2,829.74	\$3,000.00	\$3,000.00	100.00%		
200-80-55590	Repairs - Other	\$600.00	\$600.00	\$209.02	\$0.00	\$0.00	0.00%	Not needed	
200-80-55610	Insurance - Property	\$65.00	\$65.00	\$547.44	\$65.00	\$1,050.00	1615.38%	Received new estimate from TML	
200-80-55620	Insurance - Liability	\$950.00	\$950.00	\$348.00	\$950.00	\$425.00	44.74%	Received new estimate from TML	
200-80-55640	Insurance - Vehicle	\$551.00	\$551.00	\$178.49	\$551.00	\$548.00	99.46%	Received new estimate from TML	

Account #	Description	2018-2019 Budget	2019-2020 Budget	Current YTD Actual	2020-2021 Proposed	2020-2021 Requested	% Change	Notes/Justifications	
200-80-55752	Employment Screening	\$100.00	\$100.00	\$80.00	\$160.00	\$160.00	160.00%	accident review/applicants	
200-80-57440	Machinery & Equipment	\$0.00	\$16,500.00	\$1,700.00	\$18,000.00	\$18,000.00	109.09%	trench safety	
200-80-57450	Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00	0.00%	Dump Truck	
	Total	\$490,698.00	\$412,758.00	\$287,595.08	\$441,605.00	\$495,927.00			
	Changes made since last meeting								

Fund 110 - Leose

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
110-4000860	Grant Proceeds	0.00	0.00	0.00	0.00	1,100.00	0.00%	Changed the grant funds rec'd from 110-4000990
110-4000990	Reduction in Fund Balance	1,152.00	1,200.00	1,185.40	1,100.00	0.00	0.00%	
	Total	1,152.00	1,200.00	1,185.40	1,100.00	1,100.00	0.00%	
110-21-9104245	Education and Training	1,152.00	1,200.00	0.00	1,200.00	1,100.00	91.67%	
	Total	1,152.00	1,200.00	0.00	1,200.00	1,100.00	91.67%	

**Fund 120 -
Street Maintenance**

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
120-4000125	Sales Tax - Street Improvement	52,739.00	54,320.00	36,493.26	54,320.00	63,000.00	115.98%	Increased based on current Sales Tax Receipts
120-4000840	Interest Earned	100.00	100.00	0.00	100.00	0.00	0.00%	No Interest recorded in FY20 or FY19
120-4000915	Transfer In	214,661.00	0.00	0.00	0.00	0.00	0.00%	
	Total	267,500.00	54,420.00	36,493.26	54,420.00	63,000.00	115.98%	
120-55-57460	Infrastructure	267,500.00	46,000.00	0.00	0.00	0.00	0.00%	
120-55-59001	Reserve for Contingency	0.00	8,420.00	0.00	8,420.00	63,000.00	748.22%	
	Total	267,500.00	54,420.00	0.00	8,420.00	63,000.00	748.22%	

Fund 130 - Court Technology

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
130-4000550	Municipal Court Technology	5,424.00	4,900.00	1,357.84	4,900.00	2,000.00	40.82%	Current Year rev. @ \$1,357, FY19 was \$2,859
	Total	5,424.00	4,900.00	1,357.84	4,900.00	2,000.00	40.82%	
130-26-55240	Computer - Software	3,780.00	4,500.00	0.00	4,500.00	2,000.00	44.44%	
130-26-59001	Reserve for Contingency	1,644.00	400.00	0.00	400.00	0.00	0.00%	
	Total	5,424.00	4,900.00	0.00	4,900.00	2,000.00	44.44%	

Fund 140 - Court Security

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
140-4000551	Municipal Court Security	4,068.00	3,600.00	1,154.98	3,600.00	1,500.00	41.67%	FY20 Rev. is at \$1,154, FY 19 Rev @ \$2,144
	Total	4,068.00	3,600.00	1,154.98	3,600.00	1,500.00	41.67%	
140-27-55782	Court Security Expense	964.00	1,200.00	995.85	1,200.00	1,200.00	100.00%	Bat Security is \$80 per month
140-27-59001	Reserve for Contingency	3,104.00	2,400.00	0.00	2,400.00	300.00	12.50%	
	Total	4,068.00	3,600.00	995.85	3,600.00	1,500.00	41.67%	

Fund 150 - Equipment Replacement Fund

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
150-4000915	Transfer In	70,913.00	30,000.00	0.00	30,000.00	0.00	0.00%	FY19 12,598.04 was Trans. In, nothing in FY20
150-40890	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	70,913.00	30,000.00	0.00	30,000.00	0.00	0.00%	
150-23-56450	Vehicles - PD	55,000.00	0.00	0.00	0.00	0.00	0.00%	
150-23-0058210	Transfers In	15,913.00	0.00	0.00	0.00	0.00	0.00%	
150-23-57451	Vehicle PD	0.00	16,000.00	0.00	0.00	0.00	0.00%	
150-23-57452	Vehicle FD	0.00	14,000.00	0.00	0.00	0.00	0.00%	
	Total	70,913.00	30,000.00	0.00	0.00	0.00	0.00%	

Fund 250 - Water Wastewater Infrastructure Improvement Fee

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
250-4000478	Infrastructure Improvement Fee	68,724.00	69,538.00	56,865.94	69,538.00	65,000.00	93.47%	Collected \$56,866 in FY20, Collected 65,725 in FY19. This is the \$3.80 Improvement Fee on each month's water Bill per household.
	Total	68,724.00	69,538.00	56,865.94	69,538.00	65,000.00	93.47%	
250-85-0059010	Administrative Reserves	68,724.00	69,538.00	(3.80)	69,538.00	65,000.00	93.47%	Consolidated Cash in this fund currently has a balance of \$122,614.10
	Total	68,724.00	69,538.00	(3.80)	69,538.00	65,000.00	93.47%	

Fund 300 - Capital Projects Fund

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
300-4000990	Reduction in Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00%	
300-4000840	Interest Earned - Texpool	0.00	0.00	0.00	0.00	0.00	0.00%	
300-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
300-4000850	Interest Earned - Prosperity	260.00	260.00	0.01	260.00	0.00	0.00%	.01 of interest went in FY20 & \$1254 went in in FY19
300-4000840	Interest Earned - Texstar	10.00	10.00	0.00	10.00	0.00	0.00%	
	Total	270.00	270.00	0.01	270.00	0.00	0.00%	
300-87-0059010	Reserves:5879010 - Admin Reserves	270.00	270.00	0.00	270.00	0.00	0.00%	
300-87-0057400	Capitalized Assets	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	270.00	270.00	0.00	270.00	0.00	0.00%	

Fund 400 - Debt Fund

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	Working Amount	2020-2021 Requested	% Change	Notes/Justifications
400-4000930	Admin.Rev.Rec.Fr Water & Sewer	0.00	0.00	0.00	0.00	0.00	0.00%	
400-4000840	Interest Earned	550.00	550.00	107.13	550.00	550.00	100.00%	
400-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
400-40113	Taxes:4000114 - Interest/Penalties - I & S	0.00	0.00	1,472.53	0.00	0.00	0.00%	
400-40105	Taxes:4000106 - Ad Valorem, Current I&S New/Imp	463,910.00	468,990.00	446,030.16	468,990.00	461,700.00	98.45%	
400-4000915	Transfer In	110,490.00	108,460.00	0.00	108,460.00	108,300.00	99.85%	.19% of Total Debt Pmt. For FY21 is paid for by the W&S fund
400-40915	Transfer-In	0.00	0.00	0.00	0.00	0.00	0.00%	
400-40110	Ad Valorem Tax Delinquent	0.00	0.00	2,749.88	0.00	0.00	0.00%	
	Total	574,950.00	578,000.00	450,359.70	578,000.00	570,550.00	98.71%	
400-15-57940	2011 Bond Issue Interest	174,450.00	162,450.00	162,450.00	162,450.00	150,000.00	92.34%	
400-15-57935	2011 Bond Issue Principal	400,000.00	415,000.00	415,000.00	415,000.00	420,000.00	101.20%	
400-15-57930	Paying Agent Fees	500.00	550.00	0.00	550.00	550.00	100.00%	Agent Fee was \$400 in FY19
400-15-0057900	Long-Term Debt	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	574,950.00	578,000.00	577,450.00	578,000.00	570,550.00	98.71%	

Fund 500
Municipal Development District

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Proposed Amount	2020-2021 Requested	% Change	Notes/Justifications
500-4000840	Interest Income	600.00	600.00	1,201.63	600.00	600.00	100.00%	
500-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-4000120	Sales tax	50,500.00	53,025.00	45,135.84	53,025.00	53,025.00	100.00%	
500-4000100	Taxes	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-4000990	Reduction in Fund Balance	0.00	247,475.00	0.00	0.00	0.00	0.00%	
	Total	51,100.00	301,100.00	46,337.47	53,625.00	53,625.00	17.81%	
500-10-9109015	Administrative Reserves	48,628.00	48,628.00	0.00	48,628.00	48,628.00	100.00%	
500-10-9109000	Reserves	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-10-9105600	Insurance	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-10-9103110	Office Supplies	100.00	100.00	0.00	100.00	100.00	100.00%	
500-10-9103100	General Supplies	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-10-9102240	Audit	1,600.00	1,600.00	0.00	1,600.00	1,600.00	100.00%	
500-10-9102200	Special Services	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
500-10-9105620	Insurance - Liability	272.00	272.00	277.99	272.00	272.00	100.00%	
500-10-9109216	Capital Improvements	0.00	250,000.00	12,500.00	250,000.00	250,000.00	100.00%	
500-10-9109215	Admin. Expense to General Fund	500.00	500.00	0.00	500.00	500.00	100.00%	
500-10-56200	Insurance-Liability	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
	Total	51,100.00	301,100.00	12,777.99	301,100.00	301,100.00	100.00%	

Fund 600
4B - EDC

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
600-4000990	Reduction in Fund Balance	244,324.00	264,300.00	0.00	0.00	0.00	0.00%	
600-4000840	Interest Income	2,100.00	1,600.00	1,818.54	1,600.00	5,200.00	325.00%	
600-4000100	Taxes	0.00	0.00	0.00	0.00	0.00	0.00%	
600-4000120	Sales tax	106,000.00	116,600.00	72,986.48	116,600.00	125,000.00	107.20%	Increase based on current Collections
600-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	352,424.00	382,500.00	74,805.02	118,200.00	130,200.00	34.04%	
600-10-8105320	Printing Expense	300.00	300.00	0.00	300.00	300.00	100.00%	
600-10-8104220	Professional Development	1,600.00	2,500.00	906.25	1,500.00	2,500.00	100.00%	
600-10-8104210	Travel Expense	1,200.00	2,500.00	0.00	500.00	2,500.00	100.00%	
600-10-8103110	Office Supplies	100.00	200.00	0.00	200.00	200.00	100.00%	
600-10-8109015	Administrative Reserves	15,000.00	2,000.00	0.00	2,000.00	0.00	0.00%	Nothing Spent in FY19 or FY20
600-10-8102230	Legal Fees	500.00	500.00	0.00	500.00	500.00	100.00%	
600-10-8105705	Postage	100.00	100.00	0.00	100.00	500.00	500.00%	Mailers cost at least \$500 for Postage
600-10-8105620	Insurance - Liability	272.00	300.00	222.94	300.00	320.00	106.67%	
600-10-0055746	Grant	13,000.00	25,000.00	0.00	25,000.00	0.00	0.00%	Zero Spent in FY19 & FY20 under this account number.
600-10-58215	Transfers Out	64,232.00	7,500.00	0.00	7,500.00	132,500.00	1766.67%	\$7,500 for Admin Expenses + \$125,000 for Pavilion
600-10-8107485	Water Street Sewer	150,000.00	15,000.00	0.00	0.00	0.00	0.00%	
600-10-8109216	Park Pavilion	0.00	75,000.00	0.00	0.00	0.00	0.00%	
600-10-8109217	Park Equipment Improvement	0.00	30,000.00	0.00	0.00	0.00	0.00%	
600-10-8109218	Branding & Way Finding	0.00	24,000.00	0.00	0.00	0.00	0.00%	
600-10-8109220	Waste Water Line Project	0.00	150,000.00	0.00	0.00	0.00	0.00%	
600-10-8109219	Monument Signs	12,000.00	30,000.00	0.00	0.00	0.00	0.00%	
600-10-8102240	Audit	1,600.00	4,800.00	0.00	4,800.00	4,800.00	100.00%	
600-10-8105730	Memberships	4,720.00	5,300.00	1,635.00	5,300.00	5,300.00	100.00%	

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
600-10-8105740	Advertising	5,300.00	7,500.00	0.00	7,500.00	5,000.00	66.67%	
600-10-8109215	Admin. Expense to General Fund	82,500.00	0.00	0.00	0.00	0.00	0.00%	
600-10-55746	Grant Expense	0.00	0.00	5,000.00	0.00	5,000.00	0.00%	EDC Incentive Given to Thomas Waits in FY20 for Improvements to Pickard Garage
	Total	352,424.00	382,500.00	7,764.19	55,500.00	159,420.00	41.68%	

Fund 700 - Park Impact Fund

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
700-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
700-4000460	Charges for Services:4000460 - Park Impact	8,613.00	8,613.00	4,683.28	8,613.00	10,000.00	116.10%	Each new Home accessed a Fee of \$334.52 towards Parks. FY20 rev is @ \$4,683, FY19 Rev was \$11,373. FY21 based on 30ty new homes.
700-4000400	Charges for Services	0.00	0.00	0.00	0.00	0.00	0.00%	
700-4000900	Reduction of Fund Balance	0.00	38,405.00	0.00	0.00	0.00	0.00%	
700-4000840	Other Revenue:4000840 - Interest Earned	180.00	100.00	0.02	100.00	100.00	100.00%	
700-40840	Interest Income	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	8,793.00	47,118.00	4,683.30	8,713.00	10,100.00	21.44%	
700-60-0059035	Reserves:5609035 - Park Impact Reserves	5,618.00	5,618.00	0.00	5,618.00	10,100.00	152.61%	
700-60-57440	Capitalized Assets:5607440 - Capital Machinery & Equipment	1,675.00	40,000.00	0.00	0.00	0.00	0.00%	
700-60-56410	Minor Capital Outlay:5606410 - Land Improvements	500.00	500.00	0.00	500.00	0.00	0.00%	
700-60-0056400	Minor Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00%	
700-60-55765	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	8,793.00	47,118.00	0.00	7,118.00	10,100.00	21.44%	

Fund 800 - Water Utilities Impact Fee

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
800-4000990	Reduction in Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00%	
800-4000880	Transfer In - Water Impact	0.00	0.00	0.00	0.00	0.00	0.00%	
800-4000840	Other Revenue:4000840 · Interest Earned	0.00	0.00	0.10	0.00	0.00	0.00%	
800-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
800-4000477	Charges for Services:4000477 · Sewer Impact Fee	54,756.00	54,756.00	24,092.42	54,756.00	65,705.00	0.00%	Sewer Impact is \$2,190.22 for a 3/4 " meter. With an estimated 30ty new homes
800-4000476	Charges for Services:4000476 · Water Impact Fee	0.00	0.00	16,855.76	0.00	63,000.00	0.00%	Water Impact is \$2,106.97 for a 3/4" meter at an estimated 30ty new homes
800-4000400	Charges for Services	0.00	0.00	0.00	0.00	0.00	0.00%	
800-40880	Transfer In-Water Impact	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total Revenue	54,756.00	54,756.00	40,948.28	54,756.00	128,705.00	0.00%	
800-XX-8510450	Due from Water and Sewer Fund	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8510400	Due From General Fund	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8520160	Sewer Impact Fees:8520160 · Prosperity - Sewer Impact 8699	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8520155	Sewer Impact Fees:8520155 · Texstar - Sewer Impact 3540	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8520000	Sewer Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8510100	Water Impact Fees #2322:8510100 · Cash - Water Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00%	
800-XX-8510000	Water Impact Fees #2322	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	0.00	0.00	0.00	0.00%	
800-85-0059030	Reserves:5859030 · Sewer Impact Fees Reserve	54,756.00	54,756.00	0.00	0.00	128,705.00	0.00%	
800-85-0059000	Reserves	0.00	0.00	0.00	0.00	0.00	0.00%	
800-85-57470	Capitalized Assets:5857470 · Water Lines	0.00	0.00	0.00	0.00	0.00	0.00%	
800-85-0057400	Capitalized Assets	0.00	0.00	0.00	0.00	0.00	0.00%	
800-85-57471	Capital Outlay Water Lines	0.00	0.00	0.00	0.00	0.00	0.00%	
800-85-8510400	Due From General Fund	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	54,756.00	54,756.00	0.00	0.00	128,705.00	0.00%	
800-86-52310	Contractual Services:5862310 · Consultant Fees	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	0.00	0.00	0.00	0.00%	
800-80-0056230	Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00%	

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
800-80-55765	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	0.00	0.00	0.00	0.00%	
800-75-58215	Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total Expenses	54,756.00	54,756.00	0.00	0.00	128,705.00		

Fund 930 - Police Dept. Special Fund

8/7/2020 8:44:39 AM

Account #	Account Description	2018-2019 Current	2019-2020 Current	Current YTD	2020-2021 Working Amount	2020-2021 Requested	% Change	Notes/Justifications
930-4000880	Reduction of Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00%	
930-4000815	Gifts	0.00	0.00	1,020.00	0.00	800.00	0.00%	
930-4000800	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	1,020.00	0.00	800.00	0.00%	
930-23-0055735	Official Functions	0.00	0.00	0.00	0.00	0.00	0.00%	
930-23-0055700	Other Expense	0.00	0.00	0.00	0.00	800.00	0.00%	
930-23-52690	Special Expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00%	
930-23-0052600	Special Expenses	0.00	0.00	0.00	0.00	0.00	0.00%	
	Total	0.00	0.00	0.00	0.00	800.00	0.00%	



Advanced Metering Infrastructure

August 2020

Frequently Asked Questions (FAQ)

What is AMI?

- Advanced metering infrastructure (AMI) is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and their metering equipment. AMI Meters transmits readings over a private, secure wireless network.

Is Advanced Metering new technology?

- No. Approximately 50% of all meters in America are Advanced "Smart" meters. They have been around for more than 30 years.

How does Advanced Metering benefit me?

- The new metering will allow the City of Ovilla to reduce the labor cost associated with reading the meters. The additional meter data will enable the City of Ovilla to better communicate with the customer regarding their water consumption patterns, detect abnormal consumption due to leaks, faucets running etc. and the City of Ovilla will be able to help the customer use water more efficiently.

Do AMI meters use radio frequency communications? Is it safe?

- Yes. They do use a radio frequency to send data from the meter to the utility billing department. All communication equipment used for the AMI system complies with federal licensing requirements and is considered safe. According to the California Council on Science and Technology, when installed properly and maintained, they result in much smaller levels of radio frequency exposure than many existing common household electronic devices, like cell phones, microwave ovens and baby monitors. Radio Frequency (RF) fields from AMI meters have been studied and found to emit very low fields and then only intermittently. Any exposure to humans would be extremely small. There are no known adverse biological effects from these small fields. To provide some perspective, under typical operating conditions, an individual meter would transmit for approximately 45 minutes over a 20-year operating life. This should provide significantly less RF exposure than a single cellular phone call of the same length.



Why is the City of Ovilla installing new meters?

- The water meters used in the City of Ovilla's system need replacement. A decision to install smart meters instead of standard meters which required walking through back yards is consistent with what most utilities in America are doing. AMI meters represent a significant improvement over previous metering technology. These AMI meters will allow the City of Ovilla Utilities to have better billing and consumption data.



When will the project begin and end?

- The project is estimated to begin in _____. As new meters are changed out, the system will begin reading them using the two way system.

Who will be doing the work associated with the meter change?

- The City of Ovilla has contracted with a company called **PMI Construction** who specializes in projects like this where there is a complete meter change out. All contracted employees will have an identification badge or tag.

Will you need to enter property?

- Yes. The water meter in your home or business will need to be replaced. These are most often found in the meter box located on your property.

Will I be notified prior to any meter installations at my home or business?

- Yes. The installation company PMI or the City Ovilla, will contact you upon their arrival to change the water meter. They will knock on your door and provide an informational flyer.

How long should the meter replacement take to complete at my home?

Water: The installation of a residential water meter typically takes 30 minutes. Larger commercial meters can take longer.

Will my service be interrupted during installations?

Yes, PMI and the City of Ovilla will make every effort to notify anyone at home during the installation that service will be interrupted. A door hanger will also be left at each address notifying of service interruption.

Are you going to invoice me for the new meters?

- No, we are not. The cost to replace meters is paid by the City of Ovilla.



How secure will the new meters be?

- The meter display is visible for customers to be able to check their consumption, just like the old ones. All other information and data stored in the meter is secure and the meter is sealed. Data stored inside the meter is usage and location data only. No personal information (i.e. Customer's information) is stored inside of a meter.

**Will a meter reader still need to visit to read the meter?**

- The City of Ovilla staff will not be on site to read meters monthly but will continue to need access to the meter for periodic safety and quality assurance testing as well as inspections and maintenance.

Will this affect meter reader jobs?

- No, not for existing personnel. Our meter readers are being retrained to be meter technicians and will continue to be a vital part of our Customer Service & Billing Department. The AMI project has allowed the city to maintain existing staff levels even with the growth in meters over the last couple years and will continue to help defer or delay the need to add staff.

Will I continue to be billed the same way?

- The monthly utility bill will look the same. The consumption period will reflect the actual calendar month of the utility bill.

AMI OBJECTIVES

- 1) Provides remote and near-continuous monitoring for water system problems. We realize that we can get pre-emptive prioritization and management of emergency maintenance issues using data-driven insights.
- 2) Adds the ability to locate and quantify customer leaks past the meter for water conservation purposes.
- 3) Provides capabilities to use data and analysis tools to make informed observations about customer behaviors and water usage patterns to improve water conservation in the distribution system as well as in customer homes or facilities.
- 4) Allows the City to bill water use 12-times per year on a 30/31-day billing interval rather than being subject to the challenges of managing the scheduling of walking meter-reading routes. Inconsistent meter read intervals is a routine customer complaint. Attaining consistent meter reading intervals is achievable using AMI.
- 5) Decreases the potential for meter reading errors by either touch read or manual input reading.
- 6) Provides customers the verifiable assurance that meter reads are done monthly, not averaged between several months, and that the reads were obtained “automatically” by AMI infrastructure; or entered “manually” by a meter services technician should AMI fail. The system retains the many monthly read data points for analysis beyond bill preparation.
- 7) Provides a customer website, or user portal; iOS, Windows and Android based access to a user portal that enhances water use monitoring, allows consumption, data analysis, provides leak alerts, provides high use alerts, provides tamper alerts, and other innovative software capabilities.



HydroPro Solutions, Inc

907 Rockmoor Dr.
Georgetown, Texas 78626
Phone 512 940 5980 Fax 877 246.4314

DATE August 4, 2020
Quotation #
Salesperson: Cory Dobbie

To: James Kuykendall
City of Ovilla
105 S Cockrell Hill Rd
Ovilla TX 75154
972-617-7262

Quotation valid until:
Prepared by: Cory Dobbie

Qty	Product No	Description	Unit Cost	AMOUNT
1	K-19991630	Allegro Base Station Kit F3-F4	\$32,500.00	\$32,500.00
1	Absolute	Installation of Base Station On City Owned Tower	\$ 22,450.00	\$22,450.00
1	RSS-HAR-A-MDM	Harmony Enterprise Management Software (MDM)	\$ 15,000.00	\$15,000.00
1	RSS-HAR-A-TR3	Harmony Software System Training	\$ 6,750.00	\$6,750.00
1	RSS-HAR-A-BSI	Harmony Billing System Integration	\$ 7,500.00	\$7,500.00
85	B12-A31-A15-0101A-1	5/8X3/4 BLMJ Water Meter W/Allegro UTG	\$ 245.00	\$20,825.00
85	Installation	Up to 4 photos with Data Transfer to Billing and Portal	\$ 65.00	\$5,525.00
1	Hydro	Project Management	\$ 4,000.00	\$4,000.00
TOTAL				\$114,550.00

PLEASE NOTE: Delivery of this quote is 3-5 business days from receipt of an official order. This quotation is valid for 120 days.
We reserve the right to amend prices after this period.

Shipping is ESTIMATED in this quote.

A 2% processing fee will be applied for all credit card purchases.

All invoices are due Net 30 per HydroPro Solutions standard terms and conditions

THANK YOU FOR YOUR BUSINESS!

Broadmore only



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Qty	Product No	Description	Unit Cost	AMOUNT
1	K-19991630	Allegro Base Station Kit F3-F4	\$ 32,500.00	\$32,500.00
1	Absolute	Installation of Base Station On City Owned Tower	\$ 22,450.00	\$22,450.00
1	RSS-HAR-A-MDM	Harmony Enterprise Management Software (MDM)	\$ 15,000.00	\$15,000.00
1	RSS-HAR-A-TR3	Harmony Software System Training	\$ 6,750.00	\$6,750.00
1	RSS-HAR-A-BSI	Harmony Billing System Integration	\$ 7,500.00	\$7,500.00
320	B12-A31-A15-0101A-1	5/8X3/4 BLMJ Water Meter W/Allegro UTG	\$ 245.00	\$78,400.00
320	Installation	Up to 4 photos with Data Transfer to Billing and Portal	\$ 65.00	\$20,800.00
1	Hydro	Project Management	\$ 4,000.00	\$4,000.00
TOTAL				\$187,400.00

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537,500.⁰⁰
Total Cost with out B.M.E



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Qty	Product No	Description	Unit Cost	AMOUNT
320	B12-A31-A15-0101A-1	5/8X3/4 BLMJ Water Meter W/Allegro UTG	\$ 245.00	\$78,400.00
320	Installation	Up to 4 photos with Data Transfer to Billing and Portal	\$ 65.00	\$20,800.00
1	Hydro	Project Management	\$ 4,000.00	\$4,000.00
1	RSS-HAR-F-110	Harmony Fixed Base Annual Hosting	\$ 3,850.00	\$3,850.00
1	RHS-ALL-F-BS-SS	Base Station Annual Maintenance	\$ 6,000.00	\$6,000.00
TOTAL				\$113,050.00

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Qty	Product No	Description	Unit Cost	AMOUNT
320	B12-A31-A15-0101A-1	5/8X3/4 BLMJ Water Meter W/Allegro UTG	\$ 245.00	\$78,400.00
320	Installation	Up to 4 photos with Data Transfer to Billing and Portal	\$ 65.00	\$20,800.00
1	Hydro	Project Management	\$ 4,000.00	\$4,000.00
1	RSS-HAR-F-110	Harmony Fixed Base Annual Hosting	\$ 3,850.00	\$3,850.00
1	RHS-ALL-F-BS-SS	Base Station Annual Maintenance	\$ 6,000.00	\$6,000.00
1	RSS-MWA-B	Customer Engagment Portal One Time Charge	\$11,000.00	\$11,000.00
TOTAL				\$124,050.00

PLEASE NOTE: Delivery of this quote is 3-5 business days from receipt of an official order. This quotation is valid for 120 days.

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Quotation valid until:
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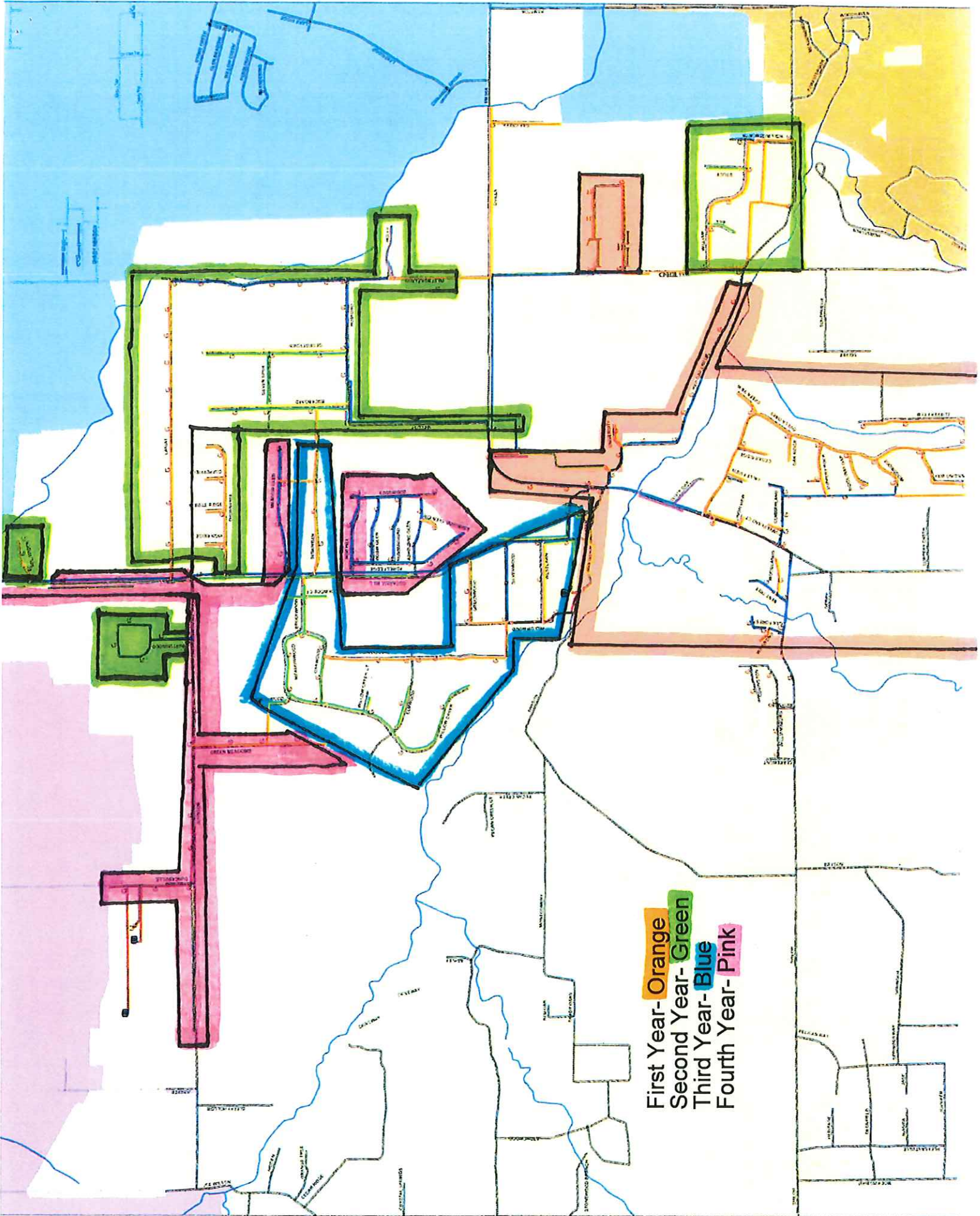
Qty	Product No	Description	Unit Cost	AMOUNT
320	B12-A31-A15-0101A-1	5/8X3/4 BLMJ Water Meter W/Allegro UTG	\$ 245.00	\$78,400.00
320	Installation	Up to 4 photos with Data Transfer to Billing and Portal	\$ 65.00	\$20,800.00
1	Hydro	Project Management	\$ 4,000.00	\$4,000.00
1	RSS-HAR-F-110	Harmony Fixed Base Annual Hosting	\$ 3,850.00	\$3,850.00
1	RHS-ALL-F-BS-SS	Base Station Annual Maintenance	\$ 6,000.00	\$6,000.00
TOTAL				\$113,050.00

PLEASE NOTE: Delivery of this quote is 3-5 business days from receipt of an official order. This quotation is valid for 120 days.

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THANK YOU FOR YOUR BUSINESS!



First Year-Orange
Second Year-Green
Third Year-Blue
Fourth Year-Pink



Ovilla City Council

AGENDA ITEM REPORT

Item 5

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Excerpt of LCG 102

ITEM 5. DISCUSSION/ACTION – Consideration of and action to schedule a date for a public hearing and adoption on the proposed Fiscal Year 2020-2021 Budget.

Discussion / Justification:

BACKGROUND

Chapter 102 (102.006) of the Local Government Code requires that the governing body to hold a public hearing on the proposed budget. The hearing date shall be a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk and before the governing body makes its tax levy. The public hearing allows the taxpayer's an opportunity to express their views.

The Budget calendar set August 17 for the hearing. Based on posting requirements, staff is requesting to move the hearing and adoption be set for Monday, August 31, 2020.

Recommendation / Staff Comments:

Staff recommends August 31 for hearing and approval.

Sample Motion(s):

I move to set August 31 for the FY2020-2021 Budget public hearing and adoption for Monday, August 31 at 5:30 pm.

statement required to be included in the proposed budget under Section 102.005(b).

ITEM 5

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 2, eff. September 1, 2007.

Sec. 102.0065. SPECIAL NOTICE BY PUBLICATION FOR BUDGET HEARING. (a) The governing body of a municipality shall publish notice before a public hearing relating to a budget in at least one newspaper of general circulation in the county in which the municipality is located.

(b) Notice published under this section is in addition to notice required by other law, except that if another law requires the governing body to give notice, by publication, of a hearing on a budget this section does not apply.

Newspaper Aug 12

HEARING 31st

budget

(c) Notice under this section shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

adopt

(d) Notice under this section must include, in type of a size at least equal to the type used for other items in the notice, any statement required to be included in the proposed budget under Section 102.005(b).

Added by Acts 1993, 73rd Leg., ch. 268, Sec. 24, eff. Sept. 1, 1993.

Amended by Acts 2001, 77th Leg., ch. 402, Sec. 9, eff. Sept. 1, 2001.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 924 (H.B. 3195), Sec. 3, eff. September 1, 2007.

Sec. 102.007. ADOPTION OF BUDGET. (a) At the conclusion of the public hearing, the governing body of the municipality shall take action on the proposed budget. A vote to adopt the budget must be a record vote.

(b) The governing body may make any changes in the budget that it considers warranted by the law or by the best interest of the municipal taxpayers.

(c) Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code, or other law.

(d) An adopted budget must contain a cover page that includes:



Ovilla City Council

AGENDA ITEM REPORT

Item 6

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Tax rate schedule
2. Explanation of new Truth-In-Taxation terminology and calculations

ITEM 6. DISCUSSION/ACTION – Consideration of and action on a proposed tax rate for the Fiscal Year 2020-2021 Budget and take a record vote.

Discussion / Justification:

BACKGROUND

Based on the Texas Property Tax Code, The Council must propose a rate for the FY 2021 Budget if it intends to fund that budget with tax revenue. The tax rate is split into two parts. The first part is the maintenance and operation rate or commonly referred to as the M&O rate and the second is the debt rate or I&S rate.

The M&O rate is used to fund the day to day operations and is unrestricted revenue in the general fund. The Debt rate is used to fund any bonds payments from bonds that have been issued by the City. The Council will approve the final rate after it adopts the budget for 2021.

The Rate is calculated by Ellis County Tax and verified by city staff. The City has several rates they can propose for the Budget.

NEW TERMINOLOGY	Rates	Revenue Generated	FORMERLY REFERRED
No-New Revenue	0.6318	2,635,305	Effective Rate
Current Rate	0.6600	2,728,282	Last Year's Rate
Increased Rate	0.6800	2,794,222	
Voter Approval Rate	0.7154	2,802,794	Rollback Rate

M&O RATE:

The proposed M&O rate 0.5200. The Final M&O rate that is adopted must be equal to or lower than what is proposed.

DEBT RATE

The I&S rate from prior year is 0.1187 and is proposed this year at 0.1400 to cover the debt payments.

One public hearing on the tax rate must be held to receive public comment on the tax rate.

RECOMMENDED CITY COUNCIL ACTION:

Propose a rate to fund the adopted budget for Maintenance & Operation 0.5200

Propose a debt rate for I&S Debt of 0.1400 for Interest and Sinking.

FINANCIAL IMPACT:

1. If Council proposes the No-New Rate of 0.6318 Ad Valorem Revenue will decrease by \$14,472, as compared to prior year at \$0.6600.
2. If Council proposes the Voter Approval Rate (formerly rollback rate) of 0.6826 Ad Valorem Revenue will increase by \$167,489.
3. If Council proposes the Proposed Increased Rate of 0.6600 Ad Valorem Revenue will increase by \$92,976.

Please review options before making the motion.

THIS MOTION REQUIRES A ROLL-CALL VOTE

REQUIRED LANGUAGE TO PROPOSE THE 2020-2021 TAX RATE.

THE MOTION MUST BE MADE AS FOLLOWS:

Proposed rate options for motion:

If the No-New Rate is proposed:

I move that the Council hereby propose the 2021 No New Tax Rate of 0.6318 with a Maintenance and Operation rate of 0.4918 and a debt rate of 0.1400 per \$100 of assessed valuation.

If the Same Rate as last year is proposed:

I move that the Council hereby propose the 2021 Increased Tax Rate of 0.6600 with Maintenance and Operation rate of 0.5200 and a debt rate of 0.1400 per \$100 of assessed valuation.

If the Increased Rate is proposed:

I move that the Council hereby propose the 2021 Increased Tax Rate of 0.6800 with Maintenance and Operation rate of 0.5400 and a debt rate of 0.1400 per \$100 of assessed valuation.

If the Voter Approval Rate (formerly rollback) is proposed:

I move that the Council hereby propose the 2021 Voter Approval Tax Rate of 0.6826 with Maintenance and Operation rate of 0.5426 and a debt rate of 0.1400 per \$100 of assessed valuation.

RECORD VOTE:

PLACE 1/HUBER _____

PLACE 4/HUNT _____

PLACE 2/OBERG _____

PLACE 5/MYERS _____

PLACE 3/GRIFFIN _____

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

Proposed Tax Rate Schedule for FY2021

Options

1 NNR Rate (No New Revenue) 0.6318

	Rate	I&S	M&O
Tax Rate	0.6318	0.1400	0.4918
Dollar Amount	2,635,305.36	461,700.00	2,173,605.36

2 Same Rate as Last Year 0.6600

	Rate	I&S	M&O
Tax Rate	0.66	0.1400	0.5200
Dollar Amount	2,728,281.60	461,700.00	2,266,581.60

Increase over NNR 92,976.24

3 Increase Rate 0.6800

	Rate	I&S	M&O
Tax Rate	0.68	0.1400	0.5400
Dollar Amount	2,794,222.19	461,700.00	2,332,522.19

Increase over .66 Same Rate 65,940.59

4 Voter Approval Rate 0.6826

	Rate	I&S	M&O
Tax Rate	0.6826	0.1400	0.5426
Dollar Amount	2,802,794.47	461,700.00	2,341,094.47

increase over .68 Rate 8,572.28

Last Year Rate FY2020

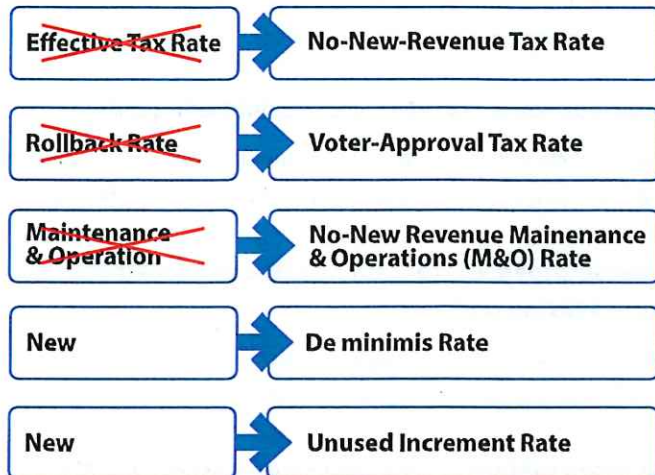
	Rate	I&S	M&O
Tax Rate	0.66	0.11817	0.54183
Dollar Amount	2,649,777.00	504,627.00	2,145,151.00

Note - M&O is usually budgeted at 98% to allow for uncollected taxes

Introducing a New TNT (Truth-In Taxation)

New Terminology and Calculations

Senate Bill 2, 86th Legislative Session made several significant changes to the truth-in-taxation process. Below is new terminology and calculations from this legislation.



Under S.B.2, the calculation now looks like this:

(1) "NO-NEW-REVENUE TAX RATE"

means a rate expressed in dollars per \$100 of taxable value calculated to the following formula:

$$\text{NO-NEW-REVENUE} = \frac{(\text{LAST YEAR'S LEVY} - \text{LOST PROPERTY LEVY})}{(\text{CURRENT TOTAL VALUE} - \text{NEW PROPERTY VALUE})}$$

(2) "VOTER-APPROVAL TAX RATE"

means a rate expressed in dollars per \$100 of taxable value calculated to one of the following applicable formulas:

(A) For a special taxing unit:

$$\text{VOTER-APPROVAL TAX RATE} = (\text{NO-NEW REVENUE M\&O RATE} \times 1.08) + \text{CURRENT DEBT}$$

(B) For a taxing unit other than a special taxing unit:

$$\text{VOTER-APPROVAL TAX RATE} = (\text{NO-NEW-REVENUE M\&O RATE} \times 1.035) + \text{CURRENT DEBT RATE} + \text{UNUSED INCREMENT RATE}$$

What adopted tax rates trigger an election or petition?

ADOPTED TAX RATE IS:

BELOW voter-approval tax rate	No election required
ABOVE voter-approval tax rate but BELOW de minimis rate	Voters may petition for an election
ABOVE voter-approval tax rate; Taxing unit does not calculate a de minimis rate	Election required
ABOVE voter-approval tax rate and ABOVE the de minimis rate	Election required

Revenue Threshold in Voter-approval Tax Rate

(or threshold over which voters must approve tax increases)

Taxing Unit	Voter-Approval Tax-Rate	Effective Date
Cities / Counties	3.5%	Jan. 1, 2020
Special Taxing Units*	8%	No Change
School Districts	2.5%	Sept. 1, 2020

*Hospitals, Junior Colleges and Special Districts with M&O tax rate of 2.5 cents or less

Where can I find more information?

Information is typically obtained from the resources below, but may be different for your organization.

What information is available from my appraisal district?

1. Certified taxable values
2. Property value under protest
3. New real property and improvement value
4. Value of property lost
5. Captured appraisal values for tax increment financing (TIFs)
6. Property known, but not certified
7. Property with tax ceiling

What information is available from my governing body?

1. Debt information
2. Unencumbered fund balance
3. TIF payments
4. Amount if transferring a function
5. Sales tax spent for no-new-revenue maintenance and operations
6. Enhanced indigent health care information
7. Criminal justice mandate information

What information is available from Texas Comptroller of Public Accounts?

1. Railroad rolling stock value
2. Sales tax information (if applicable)

What information is available from collectors?

1. Refund information
2. Excess collections

Terms and Definitions

No-new-revenue tax rate

(Last year's levy minus lost property levy) divided by (current total value minus new property value).

Voter-approval tax rate for a special taxing unit

Voter-approval tax rate equals (no-new-revenue maintenance and operations tax rate times 1.08) plus current debt rate.

Voter-approval tax rate for a taxing unit other than a special taxing unit

(No-new-revenue maintenance and operations tax rate times 1.035) plus current debt plus unused increment rate.

No-new-revenue maintenance and operations rate

(Last year's levy minus last year's debt minus last year's junior college levy) divided by (current total value minus new property value).

De minimis rate

The rate is equal to the sum of:

- (A) a taxing unit's no-new-revenue maintenance and operations rate;
- (B) the rate that when applied to a taxing current total value, will impose an amount of taxes equal to \$500,000, and
- (C) a taxing unit's current debt rate.

Unused increment rate

A taxing unit that did not use all of its revenue growth may bank that unused growth as long as the taxing unit averaged below 3.5 percent of the voter-approval rate over three years. For the 2020 tax year, the unused increment rate is zero.

For more information, visit our website:
comptroller.texas.gov/taxes/property-tax

Texas Comptroller of Public Accounts
Publication #98-1080
May 2020



AGENDA ITEM REPORT

Item 7

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Excerpt from Tax Code

ITEM 7. DISCUSSION/ACTION – Consideration of and action to schedule a date for a public hearing on the proposed Tax Rate for Fiscal Year 2020-2021.

Discussion / Justification:

BACKGROUND:

New laws for public hearing and tax rate adoption were in place January 2020 -

The Tax Code, Section 26.05(d) states that the governing body of a taxing unit may not adopt a tax rate that exceeds the lower of the voter approval tax rate or the no-new revenue rate as provided by this chapter until the governing body has held a public hearing on the proposed tax rate.

A public hearing required by 26.05 may not be held before the 5th day after the date the notice is given. The hearing should be on a weekday that is not a public holiday.

The City Secretary and the Tax Office will post notice of a hearing on August 29. Staff proposed Council set the public hearing date to be September 04, 2020, 2:00 pm, for the tax rate. If adoption does not occur immediately after the public hearing, another meeting to adopt the tax rate will occur no more than 7-days following the hearing.

Recommendation / Staff Comments:

Staff recommends the public hearing for the proposed tax rate to be September 04, at 2:00 pm.

Sample Motion(s):

I move to schedule September 04, 2020 at 2:00 pm for the required public hearing on the proposed Tax Rate for Fiscal Year 2020-2021.

Sec. 26.06. NOTICE, HEARING, AND VOTE ON TAX INCREASE. Tax PH

(a) A public hearing required by Section 26.05 may not be held before the fifth day after the date the notice of the public hearing is given. The hearing must be on a weekday that is not a public holiday. The hearing must be held inside the boundaries of the unit in a publicly owned building or, if a suitable publicly owned building is not available, in a suitable building to which the public normally has access. At the hearing, the governing body must afford adequate opportunity for proponents and opponents of the tax increase to present their views.

(b) The notice of a public hearing may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper, and the headline on the notice must be in 24-point or larger type.

(b-1) If the proposed tax rate exceeds the no-new-revenue tax rate and the voter-approval tax rate of the taxing unit, the notice must contain a statement in the following form:

"NOTICE OF PUBLIC HEARING ON TAX INCREASE

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state."

(b-2) If the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate of the taxing unit, the notice must contain a statement in the following form:

"NOTICE OF PUBLIC HEARING ON TAX INCREASE

"PROPOSED TAX RATE \$ _____ per \$100

"NO-NEW-REVENUE TAX RATE \$ _____ per \$100

"VOTER-APPROVAL TAX RATE \$ _____ per \$100

"The no-new-revenue tax rate is the tax rate for the (current tax year) tax year that will raise the same amount of property tax revenue for (name of taxing unit) from the same properties in both the (preceding tax year) tax year and the (current tax year) tax year.



Ovilla City Council

AGENDA ITEM REPORT

Item 8

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

Justification

1. Excerpt from Tax Code

ITEM 8. DISCUSSION/ACTION – Consideration of and action to schedule a date to adopt the proposed tax rate for Fiscal Year 2020-2021.

Discussion / Justification:

BACKGROUND

In accordance with the Truth in Taxation laws of the State of Texas the governing body shall set the date they plan to adopt the final tax rate. A strict timetable must be followed once it holds a public hearing.

Tax Code 26.05 state that the governing body must adopt a tax rate before the late of September 30 or the 60th day after the date the certified appraisal roll is received by the taxing unit.

Tax code 26.06 (e) state that a meeting to vote on the tax rate may not be held later than the seventh day after the public hearing, must be on a weekday and not a holiday. It is allowable to adopt the tax rate in the meeting following the public hearing.

Publication of Hearing – August 29, 2020

Public Hearing – September 04 (no earlier than the 5th day after the public hearing)

Adoption – may not be held later than the 7th day after the date of the public hearing (if not adopted the same date following the public hearing).

Staff recommends the adoption of the tax rate be held on Friday, September 04, 2020, at 2:00 pm.

Recommendation / Staff Comments:

Staff recommends to set the adoption of the tax rate to be Friday, September 04, 2020 at 2:00 pm.

Sample Motion(s):

I move to schedule Friday, September 04, 2020, at 2:00 pm, to adopt the proposed tax rate for Fiscal Year 2020-2021.

shall announce at the public hearing the date, time, and place of the meeting at which it will vote on the proposed tax rate.

(e) A meeting to vote on the tax increase may not be held later than the seventh day after the date of the public hearing.

The meeting must be held inside the boundaries of the taxing unit in a publicly owned building or, if a suitable publicly owned building is not available, in a suitable building to which the public normally has access.

By August 7 or as soon thereafter as practicable, the county assessor-collector shall post on the website the tax rate calculation forms described by Subsection (d-1)(1) for the current tax year.

Tax Assessor
Meeting



Ovilla City Council

AGENDA ITEM REPORT

Item 9

Meeting Date: August 10, 2020

Department: Administration/Police Department

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☒ NO ☐ N/A

Submitted by: Staff

Amount: \$ N/A

Attachments:

1. Eikon Work Order for the Police Station Project
2. Concept Plan

Agenda Item / Topic:

ITEM 9. DISCUSSION/ACTION – Consideration of and action to approve a work order project submitted by Eikon Consulting Group for engineering and architectural designs for the renovation and completion of the existing police station, authorizing the Mayor to execute said documents.

Discussion / Justification:

Eikon is submitting a work order for the layout and cost estimates of the police station project. The work order will be presented at the Council meeting.

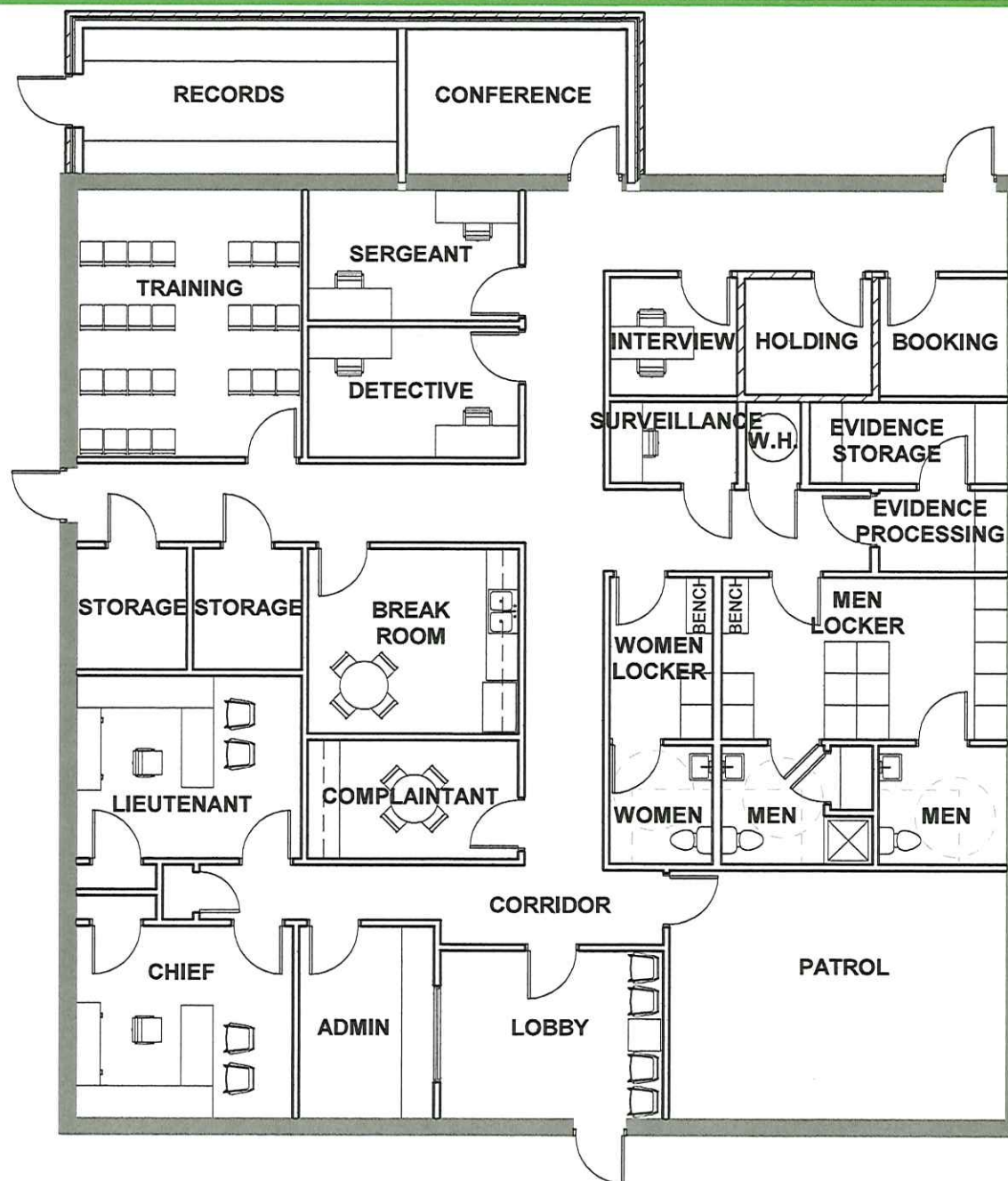
Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny approve a work order project submitted by Eikon Consulting Group for engineering and architectural designs for the renovation and completion of the existing police station, authorizing the Mayor to execute said documents.

CITY OF OVILLA POLICE STATION



CONCEPTUAL FLOOR PLAN
JULY 30, 2020

SCALE 1/8" = 1'-0"

These drawings are not for construction purposes and intended for aesthetic design intent only. The designs shown are the property of EIKON LLC © Copyright 2020 and are not to be used or disclosed, in whole or in part, except in accordance with a contract, license, or agreement in Consulting Group, LLC. This document is released for the purpose of interim review under the authority of James B. Beiers 26854, T

Items for floor plan Police Station

Conceptual floor plan for the PD.

Particular items needed in the bid are:

- Generator
- Exhaust vent for the property room
- Lockers (see below link) (electricity and vented)
- HVAC system
- Shower for women's locker room.
- Shelving for storage room
- Shelving for evidence room
- Work station in evidence room for processing evidence.
- Shelving for records retention
- Outfitting of break room with appliances. (full size refrigerator)
- Toilet in holding cell
- Hardened locker room for storm shelter
- Replace flooring in existing portion of building



Ovilla City Council

AGENDA ITEM REPORT

Item 10 – Item(s) pulled from consent agenda

Meeting Date: August 10, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted by: Staff

Amount: N/A

Attachments:
None
Agenda Item / Topic:
ITEM 10. <i>DISCUSSION/ACTION</i> – Consideration of any item(s) pulled from the Consent Agenda 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
Pam Woodall, City Manager

Subject: Police Department Monthly Activity Report

Calls For Service	July 2020	July 2020 YTD	July 2019	July 2019 YTD
Accident	5	36	4	46
Alarms	8	96	22	122
Arrest	4	27	4	42
Assault/Assualt FV	6	9	4	9
Assists	71	507	79	586
Building / House Security Check	803	4975	674	4601
Burglary	0	2	0	0
Burglary of Motor Vehicle	0	1	0	2
Criminal Mischief	0	4	0	3
Disturbance	12	87	9	74
Neighborhood Check	1061	7648	1074	8451
Other Calls for Service	99	579	74	642
Suspicious Person	4	29	5	47
Suspicious Vehicle	24	138	22	96
Theft	3	7	2	7
Traffic Assignment/School Enforcement	33	161	16	125
TOTAL CALLS FOR SERVICE	2133	14306	1989	14853

Volunteer and Reserve Officer Hours	42	83	38.5	115.5
Average Response Time (Minutes)	3.23	4.2133333	3.33	3.804714
Total Citations	17	149	44	502
Total Traffic Stops	115	801	266	1927
Traffic Stop Disposition Warning	97	655	226	1461
Traffic Stop Disposition Citation	16	144	40	451
PERCENT OF STOPS RECEIVING CITATIONS	13.9	18.0	15.0	23.4

STAFFING

Full Time Sworn	10
Full Time Civillian	1
Part Time Sworn	3
Reserve Officer	1
Total Staffing	15

July 2020	TO	August 2020	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	106268	106417	149	
117	96,195	96,800	605	2 new tires, tires mounted
216	28,580	29,070	490	repair and swap tires, inspection & registration and oil change
119	29,911	32,390	2,479	4 tires for Unit, oil change and alignment
120	14,284	15,540	1,256	recall issue fixed/ oil change
220	14,706	17,023	2,317	recall issue fixed/ oil change

Ovilla Fire Department July Monthly Report



Fire Chief Brandon Kennedy

105 S. Cockrell Hill Road
Ovilla Texas, 75154
cityofovilla.org

Mission Statement

The mission of the Ovilla Fire Department is to provide services designed to protect citizens and property of the City of Ovilla and outlying areas. All persons and or departments requesting assistance from the Ovilla Fire Department because of the adverse effects of fire, medical emergencies, or hazardous conditions created by man or nature will be dealt with in a professional manner, consistent with the economic capability of the community.

Summary of Staffing for the Department

- Currently the Department has 1 Firefighter Paramedic position open.
- Currently the Department has 0 Firefighter Basic position open.
- Currently the Department has 2 Volunteer Firefighter position open.
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 22 Firefighter Paramedics
 - 8 Firefighter EMT-Basics
 - 10 Volunteer Firefighters
 - Total Staffing of 47 out of 50 positions
- Of the Volunteers on staff,
 - 2 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic and or Paramedic
 - 2 have just their Fire Certs
 - 3 have just their EMT- 2 - Basic and 1 - Paramedic
 - 3 Volunteers do not have any Certification at this time.

Grants Report

- Have turned in five Texas Forestry Service Grants, waiting for notification of award
 - 01/23/2018 applied for a bunker gear grant that we are still waiting to hear if awarded
 - 01/23/2018 applied for a Brush Truck Chassis grant that we are still waiting to hear if awarded
 - 08/29/2019 applied for a Skid Unit to be placed onto Brush Truck Chassis if awarded
 - 01/23/2018 applied for a Brush Truck grant that we are still waiting to hear if awarded
 - RECEIVED \$8,050 from TFS for Insurance Reimbursement Grant
- AFG Grant for PPE was submitted on 03/12/2020, unknown on award notification date

Summary of Events for the Department

- July was slightly busier than June, with a total of 68 calls through dispatch and several public service calls that were not dispatched. These come from a resident calling the station phone and needing 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 if they purchase the detector and or batteries, we will be happy to assist them.
- Siren Testing complete, and all are working properly.
- COVID-19 Monitoring
- FD ran a total of 2 possible COVID-19 calls in June, with 4 of these being in the City Limits. They are "possible" due to a positive screening result through our dispatch questionnaire process. *This does not mean that they have or will test positive at the emergency room.*

Summary of Staffing for the Month

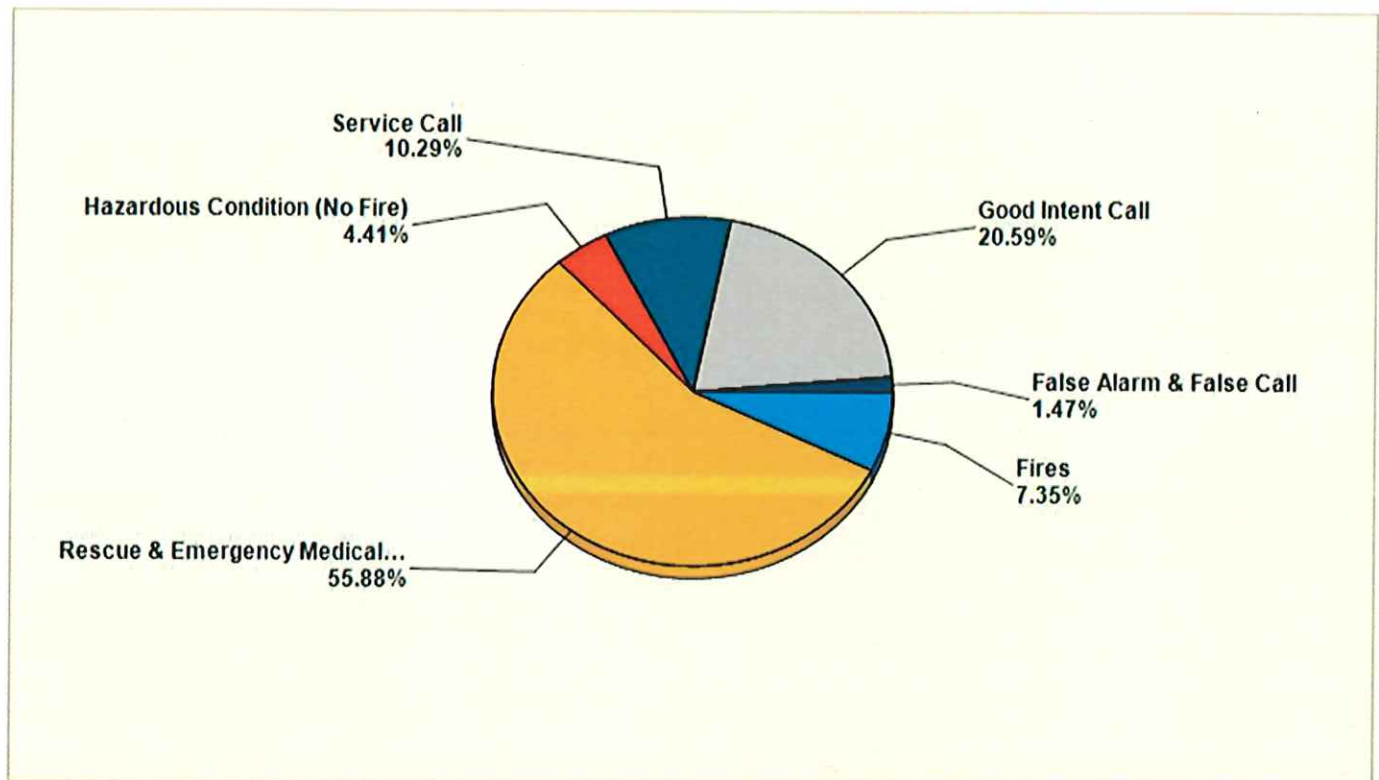
- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month
- 7 Days a week we have 2 – 12-hour shifts that are covered by volunteers (0800 – 2000) and (2000 – 0800)
- **59 / 62** Volunteer shifts were covered, and these 59 shifts we had 4 personnel on the Engine

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

- 16 Consults
- 8 Meetings
- Back-Up for Ovilla PD
- QCI reports

Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE		# INCIDENTS
EMS		38
FIRE		30
TOTAL		68
MUTUAL AID		
Aid Type		Total
Aid Given		11
Aid Received		3
OVERLAPPING CALLS		
# OVERLAPPING		% OVERLAPPING
13		19.12
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:07:58	0:09:34
AVERAGE FOR ALL CALLS		0:08:12
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:48	0:01:26
AVERAGE FOR ALL CALLS		0:01:49
AGENCY		AVERAGE TIME ON SCENE (MM:SS)
Ovilla Fire Department		21:15

Breakdown by Major Incident Type

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	7.35%
Rescue & Emergency Medical Service	38	55.88%
Hazardous Condition (No Fire)	3	4.41%
Service Call	7	10.29%
Good Intent Call	14	20.59%
False Alarm & False Call	1	1.47%
TOTAL	68	100%

Average 1.25 fires per week

Average 2.19 calls per day

Average 17.00 calls per week

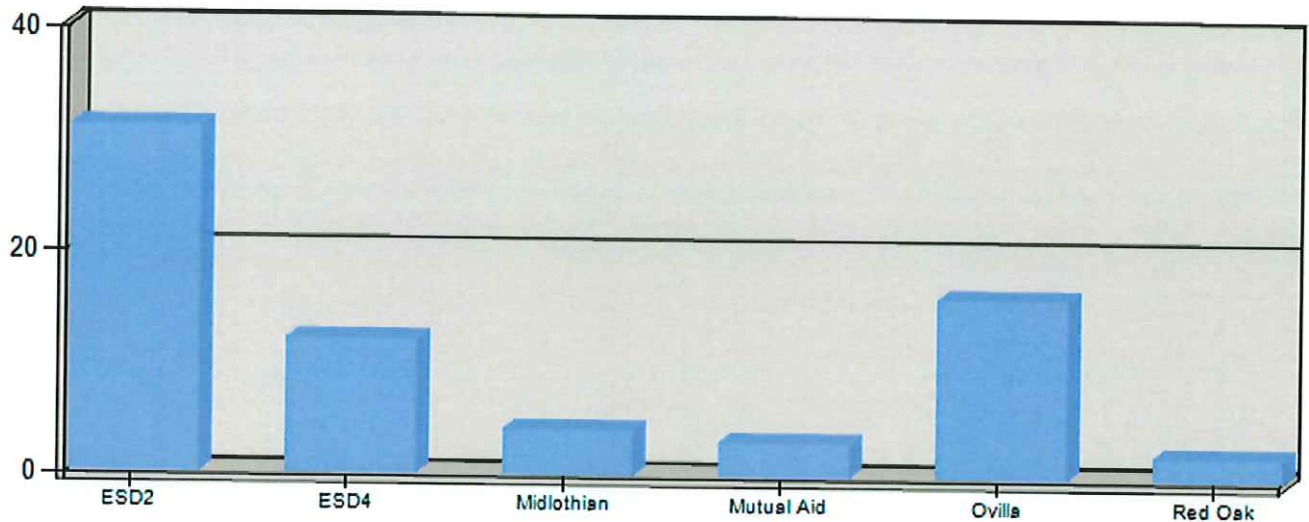
C701 Responses | 03

C702 Responses | 10

Number of Overlapping Calls | **13**

Total Ovilla Fire Department Runs | 68

Breakdown by Districts



District	July	June
ESD2 - ESD #2	31	26
ESD4 - ESD #4	12	8
Midlothian - Midlothian City Limits	4	3
Mutual Aid - Mutual Aid	3	4
Ovilla - City Limits	16	26
Red Oak - Red Oak City Limits	2	3
TOTAL:	68	65

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	July	June
Mutual Aid - Mutual Aid	21.72	13.22
Midlothian - Midlothian City Limits	15.85	14.44
ESD4 - ESD #4	10.92	5.83
ESD2 - ESD #2	8.5	7.31
Ovilla - City Limits	4.78	5.31
	8.07	6.15

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	July	June
AIDAU	1:02	N/A
B701	1:10	1:56
C701	1:10	0:42
C702	1:11	1:31
E701	1:51	1:43
E702	1:46	N/A
R755	6:10	1:42
S701	1:59	N/A
AVERAGE TURNOUT TIME:	2:02	1:30

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 an average turn out time of 1:30 over 90% of our calls.

Incident Count Per Apparatus

APPARATUS	# of INCIDENTS
AIDAU	1
B701	2
C701	3
C702	10
E701	49
E702	2
R755	3
S701	1

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	Fuel Expenses	Maintenance Expenditures
B701	59,300	59,423	123	\$ 27.33	\$ 7.00
B702	4,119	4,137	18	\$ 64.69	\$ -
C701	32,090	32,296	206	\$ 45.02	\$ -
C702	972	1,250	278	\$ 57.61	\$ -
S701	107,202	107,404	202	\$ 30.03	\$ 834.56
E701	21,638	22,069	431	\$ 295.24	\$ 14,921.38
E702	30,017	30,261	244	\$ 402.29	\$ -
E703	-	-	0	\$ -	\$ -
R755	20,506	20,603	97	\$ 80.16	\$ 192.40
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ 201.15	\$ -
Totals for the Month			1,599	\$ 1,203.52	\$ 15,955.34



TO: Honorable Mayor and City Council Members, City Manager- Pam Woodall,
Public Works Director- James Kuykendall

FROM: Daniel Durham – Water/Wastewater Superintendent

TOPIC: Water/Wastewater Monthly Report for July,2020

**Water/Wastewater Staffing: Superintendent-1 / Crew Leader-1 /
Maintenance Worker-1**

WORK ORDERS

- 49 total Work Orders completed for the month of July ,2020

**Gov Pilot Reporting
Balances**

	New	Completed	Remaining
Water/Wastewater			
Dept -	49	47	2

WATER

- Gallons pumped from DWU 25.649.000 MG, Retail Billed 18.758.400 MG, Retail Unbilled 29.400 k, Builder metered 4.6 k, Maintenance flushing 732.380 k,
- Daily water sampling and pump station site check. (State Requirement)
- Daily monitoring of CL2 & NH3 feed rate and ratio of 5/1 check. (State Requirement)
- NAP Nitrification Action Plan performed daily @ 5 distribution locations. (State Requirement)
- Flushed NAP Nitrification Action Plan sample site areas if need to stay within baseline levels. (State Requirement)
- monthly TCEQ BACTI water samples collected and sent to lab. (State Requirement)
- Performed calibration checks on chlorine meter & HACH SL1000 meter (State Requirement)
- Flushed dead end mains & Flushed for system residuals of .50MG/L or lower. (State Requirement)
- Read monthly water meters.
- Completed monthly repairs list for replacing meter lids and boxes.



WASTEWATER

- Daily site checks and maintenance at Highland Meadows Lift Station. (State Requirement)
- Daily site checks and maintenance at Cumberland Lift station. (State Requirement)
- Daily site checks and maintenance Heritage lift station. (State Requirement)
- Cleaned all lift stations and wet wells.



Vehicle & Equipment Usage

July, 2020

Item #	Description	Mileage				Hours		
		Begin	End	Accrued		Begin	End	Accrued
1	2017 F250 4x4	17318	17,930	7.2				
2	2015 2500 HD Silverado	49214	50,021	80.7				
3	2011 3500HD Silverado	58736	59,184	44.8				
4	2008 2500HD Silverado	88722	89,270	54.8				
6	2008 1500 Silverado	119592	120,110	51.8				
7	2001 C6500 Dump Truck	19234	19,432	19.8				
8	1999 International Patch Truck		Out of Service					
9	1998 Ford Dump Truck	55417	In Shop					
10	New Holland Skid LS60					1326.5	1342.6	16.1
11	1999 Kubota Tractor					1010.3	1010.6	.3
12	1992 Ford Tractor					1090.4	1090.9	.5
13	310K John Deere Backhoe					2190.3	2225.8	35.5
14	Ingersoll Mobil Air Compress					1326.1	1326.1	0
15	Jet Machine					508	508	0
16	Vac Machine 2017					125.4	128.5	3.8
17	Boomag 900-50 packer					195.0	195.5	.5
18	2016 Exmark					358.5		.0
19	2013 Exmark					493.9		.0
20	2004 Exmark					1066.7		.0
21	JCB Backhoe					100.1	104.2	4.1
22	Kubota Mini Excavator					59.9	84.5	24.6
23	Crafco Crack Sealer					75.2	77.4	2.2

July 2020

Streets and Parks Department

Streets/Drainage

- Pothole Johnson Ln
- Pick up and haul fallen tree 700 block of Cockrell Hill- Rac 2020-01504
- Install parking Sign and pole for fire dept Rac 2020 01514, Install employee of the month sign and pole Rac 2020 01515
- Dig out alligator spot by fire dept. bays compact with road base and prep for asphalt over lay road base patch with hot mix asphalt rac 2020 01531
- Fix 4" water leak 900 block Cockrell Hill
- Fix 4" water leak 914 Cockrell Hill Rac 2020 01546
- Help read monthly meters Rac 2020 01523
- Crack seal cracks Ovilla Oaks North of Woodridge Rac 2020 01497
- Fix 4" main leak elevated tower
- Pick up brush pile and haul off 800 E. Main Rac 2020-01547
- Hauled off brush pile from fallen tree limb 610 Westmoreland
- Cut down broken cedar tree limb and hauled off 913 Red Oak Creek Rac 2020-01585
- Haul off brush pile from fallen tree 915 Cockrell Hill Rac 2020-01583
- Mow and weed eat right of way 744-A Cockrell Hill Rac 2020-01579
- Saw cut alligator spot Cockrell Hill @ Suburban prep for asphalt over lay Rac 2020-01590

July 2020

- Asphalt patch driveway from previous water leak 914 Cockrell Hill Rac 2020-01567
- Georgetown @ Silver Spur dig out alligator spot and prep for asphalt overlay Rac 2020-01561
- Remove fallen tree off roadway Bryson Ln Rac 2020-01608
- Unclog culvert Cockrell Hill @ Water St, fill in hole from sewer tie in behind kovals property to correct drainage from heavy rain Rac 2020-01609
- Install eye bolts on 14ft trailer to mount water tank, water pump, walk behind saw Rac 2020-01610
- Drop off F250 service truck at Gillette Automotive to have overload springs installed Rac 2020-01616

July 2020

Parks

- Mowing and ground keeping city parks
- Mowing and ground keeping city hall and city owned property performed by mow pros
- Mow right of way South Westmoreland, mow and weed eat right of way by Water St. bridge
- Clean restrooms Heritage Park

Administrative

- Trim shrubs and pull weeds city hall Rac 2020-01592
- Pull up parking blocks police dept and city hall to have sidewalks and city hall building, Etc. milled around Rac 2020-01611
- Remove down spouts from gutters city hall to have building milled around Rac 2020-01626



Date: August 10,2020

To: Honorable Mayor and Council Members

**Subject: Transactions over \$5,000 From
October 1,2019 thru July 30, 2020**

From:

Sharon Jungman – Finance Director

City of Ovilla
Transaction Detail Report
10/1/2019 - 7/31/2020

8/5/2020 09:12 AM

100 - General Fund

Account 100-10-52250

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
4/17/2020	4/17/2020	AP Invoice		Auditor Reconciliations	5,021.25	0.00	5,021.25
Total					5,021.25	0.00	

100 - General Fund

Account 100-10-52260

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
3/5/2020	3/5/2020	AP Invoice		Water Street Bridge	7,353.04	0.00	7,353.04
Total					7,353.04	0.00	

100 - General Fund

Account 100-10-55240

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/31/2020	7/31/2020	AP Invoice		Annual SW Subscription for AP and GL	5,250.00	0.00	5,250.00
Total					5,250.00	0.00	

100 - General Fund

Account 100-20-52380

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/11/2019	10/11/2019	AP Invoice		Semi-Annual Invoice for Communications c	20,475.00	0.00	20,475.00
10/17/2019	10/17/2019	AP Invoice		COMMUNICATIONS CONTRACT 1 OF 2	20,475.00	0.00	40,950.00
Total					40,950.00	0.00	

100 - General Fund

Account 100-20-52390

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/23/2019	10/23/2019	AP Invoice		SRRG/SRT Annual Membership fee	8,250.00	0.00	8,250.00
Total					8,250.00	0.00	

100 - General Fund

Account 100-20-55240

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/31/2019	11/7/2019	AP Invoice		CRIMES SOFTWARE MAINT AND SUPPORT	15,000.00	0.00	15,000.00
Total					15,000.00	0.00	

100 - General Fund

Account 100-20-55550

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
5/29/2020	5/29/2020	AP Invoice		Repairs to Unit 119	6,608.13	0.00	6,608.13
Total					6,608.13	0.00	

100 - General Fund

Account 100-20-57450

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/30/2019	12/12/2019	AP Invoice		2020 VIN 110066 AND VIN 109309	112,830.00	0.00	112,830.00
Total					112,830.00	0.00	

100 - General Fund

Account 100-30-52385

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
12/31/2019	1/16/2020	AP Invoice		EMS 123119 1ST QTR MED TRANSPORT	15,889.75	0.00	15,889.75
5/7/2020	5/7/2020	AP Invoice		EMS 2nd Qtr. Payment	15,889.75	0.00	31,779.50
Total					31,779.50	0.00	

100 - General Fund

Account 100-30-55545

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/31/2020	7/31/2020	AP Invoice		E701 Annual Preventative Manitenance	5,495.27	0.00	5,495.27
Total					5,495.27	0.00	

100 - General Fund

Account 100-30-57440

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
3/5/2020	3/5/2020	AP Invoice		rescue tools	30,745.00	0.00	30,745.00
5/22/2020	5/22/2020	AP Invoice		Microwave Radio for Water Tower	6,296.82	0.00	37,041.82
Total					37,041.82	0.00	

100 - General Fund

Account 100-30-57445

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
5/22/2020	5/22/2020	AP Invoice		Software Upgrade for Warning Siren Equipr	14,307.82	0.00	14,307.82
5/22/2020	5/22/2020	AP Invoice		Warining Siren Control Cabinet	8,946.00	0.00	23,253.82
Total					23,253.82	0.00	

100 - General Fund

Account 100-30-57450

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
1/29/2020	1/29/2020	AP Invoice		FIRE DEPT. F-250 VIN LEC49351	34,635.00	0.00	34,635.00
4/3/2020	4/3/2020	AP Invoice		Emergency Equip. upfit on F250	19,027.09	0.00	53,662.09
Total					53,662.09	0.00	

100 - General Fund

Account 100-45-55465

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/30/2019	12/6/2019	AP Invoice		SOLID WASTE	22,353.64	0.00	22,353.64
12/31/2019	1/10/2020	AP Invoice		TRASH SERVICE	22,870.85	0.00	45,224.49
3/5/2020	3/5/2020	AP Invoice		Refuse Service	22,783.19	0.00	68,007.68
3/5/2020	3/5/2020	AP Invoice		Refuse Service	22,812.41	0.00	90,820.09
4/9/2020	4/9/2020	AP Invoice		Trash Pickup for March 2020	22,870.85	0.00	113,690.94
5/7/2020	5/7/2020	AP Invoice		Trash Service	22,812.41	0.00	136,503.35
6/5/2020	6/5/2020	AP Invoice		Trash Service	22,914.68	0.00	159,418.03

7/9/2020	7/9/2020	AP Invoice	Trash Pick up for June	22,943.90	0.00	182,361.93
Total				182,361.93	0.00	

100 - General Fund

Account 100-50-0053405

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
1/21/2020	1/21/2020	AP Invoice		DRAIN OUTLET AT WEST END OF WESTLAV	9,315.00	0.00	9,315.00
Total					9,315.00	0.00	

100 - General Fund

Account 100-50-56440

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
12/19/2019	12/19/2019	AP Invoice		MINI EXCAVATOR KX 033-4R1A SN 14059	43,300.58	0.00	43,300.58
Total					43,300.58	0.00	

100 - General Fund

Account 100-50-57420

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/21/2020	7/21/2020	AP Invoice		50% Progress Billing on 28 X 70 Modular B	53,250.00	0.00	53,250.00
Total					53,250.00	0.00	

100 - General Fund

Account 100-50-57440

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/24/2020	7/24/2020	AP Invoice		Concrete Saw 24" 35HP Gas	6,370.00	0.00	6,370.00
Total					6,370.00	0.00	

200 - Water And Utilities Fund

Account 200-75-55460

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/27/2019	11/27/2019	AP Invoice		WATER	13,997.64	0.00	13,997.64
12/12/2019	12/12/2019	AP Invoice		WATER - 10/31/2019-11/27/2019	21,735.76	0.00	35,733.40
1/29/2020	1/29/2020	AP Invoice		WATER	24,746.35	0.00	60,479.75
2/27/2020	2/27/2020	AP Invoice		Dallas Water utilities purchase	24,729.60	0.00	85,209.35
3/23/2020	3/23/2020	AP Invoice		wholesale water purchase	20,869.00	0.00	106,078.35
4/17/2020	4/17/2020	AP Invoice		Water Service 3/6 to 4/3/20	19,968.76	0.00	126,047.11
5/18/2020	5/18/2020	AP Invoice		Water Purchase 4-4 to 5-4-30	29,138.72	0.00	155,185.83
6/19/2020	6/19/2020	AP Invoice		Water Purchase from 5-5 to 6-2-2020	33,974.94	0.00	189,160.77
7/17/2020	7/17/2020	AP Invoice		Water purchase From 6-4 to 7-2-2020	52,233.23	0.00	241,394.00
Total					241,394.00	0.00	

200 - Water And Utilities Fund

Account 200-75-57470

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/2/2020	7/2/2020	AP Invoice		SBS Underground Inc.	9,800.00	0.00	9,800.00
Total					9,800.00	0.00	

200 - Water And Utilities Fund

Account 200-75-57475

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
1/31/2020	2/7/2020	AP Invoice		MAIN ST. SANITARY SEWER IMPROVEMENT	32,875.70	0.00	32,875.70
3/23/2020	3/23/2020	AP Invoice		Main Street Sanitary Sewer	47,099.10	0.00	79,974.80
4/3/2020	4/3/2020	AP Invoice		Main Street Sanitary Sewer	60,385.80	0.00	140,360.60
5/18/2020	5/18/2020	AP Invoice		Progress Pmt. for Main St. Sanitary Sewer	72,150.60	0.00	212,511.20
6/1/2020	6/1/2020	AP Invoice		Final Pmt. for Main St. Sanitary Sewer	16,522.58	0.00	229,033.78
Total					229,033.78	0.00	

200 - Water And Utilities Fund

Account 200-80-55463

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
12/12/2019	12/12/2019	AP Invoice		DECEMBER	29,065.00	0.00	29,065.00
12/19/2019	12/19/2019	AP Invoice		JANUARY	29,065.00	0.00	58,130.00
1/29/2020	1/29/2020	AP Invoice		FEBRUARY	29,065.00	0.00	87,195.00
2/27/2020	2/27/2020	AP Invoice		Operations and Maint. Debt Ser	29,065.00	0.00	116,260.00
3/27/2020	3/27/2020	AP Invoice		Sewage Treatment for April 2020	29,065.00	0.00	145,325.00
4/17/2020	4/17/2020	AP Invoice		Sewage Treatment for May	29,065.00	0.00	174,390.00
5/18/2020	5/18/2020	AP Invoice		Sewer treatment for June	29,065.00	0.00	203,455.00
7/2/2020	7/2/2020	AP Invoice		Sewer Treatement for July	29,065.00	0.00	232,520.00
7/17/2020	7/17/2020	AP Invoice		Sewage Treatment for August	14,065.00	0.00	246,585.00
Total					246,585.00	0.00	

400 - Debt Service Fund

Account 400-15-57935

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
7/31/2020	7/31/2020	AP Invoice		2011 Bond Prin. Pmt.	415,000.00	0.00	415,000.00
Total					415,000.00	0.00	

400 - Debt Service Fund

Account 400-15-57940

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
1/23/2020	1/23/2020	AP Invoice		1537276 INTEREST	81,225.00	0.00	81,225.00
7/31/2020	7/31/2020	AP Invoice		2011 Bond Int. Pmt.	81,225.00	0.00	162,450.00
Total					162,450.00	0.00	

900 - Employee Benefit Trust Fund

Account 900-90-52110

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/18/2019	11/1/2019	AP Invoice		UHC	13,647.98	0.00	13,647.98
Total					13,647.98	0.00	



Date: August 10,2020

To: Honorable Mayor and Council Members

**Subject: Financial Statement Summaries for
October 2019 thru July 2020**

(With Unreconciled Bank Statements)

From:

Sharon Jungman – Finance Director

City of Ovilla
Financial Statement
As of July 31, 2020

8/5/2020 9:07 AM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	7,557.30	0.00	0.00%	(7,557.30)
Taxes	981.02	213,081.22	(212,100.20)	2,300,763.23	2,557,930.00	89.95%	257,166.77
Licenses-Permits-Fees	7,277.37	9,037.54	(1,760.17)	80,743.89	108,460.00	74.45%	27,716.11
Services	100,769.35	75,024.44	25,744.91	425,496.49	900,496.00	47.25%	474,999.51
Fines & Forfeitures	2,792.14	18,975.74	(16,183.60)	56,091.25	227,800.00	24.62%	171,708.75
Other Revenue	7,954.06	11,431.35	(3,477.29)	293,903.90	137,215.00	214.19%	(156,688.90)
Transfers	0.00	85,396.31	(85,396.31)	(320.44)	1,025,158.00	(0.03%)	1,025,478.44
Revenue Totals	<u>119,773.94</u>	<u>412,946.60</u>	<u>(293,172.66)</u>	<u>3,164,235.62</u>	<u>4,957,059.00</u>	<u>63.83 %</u>	<u>1,792,823.38</u>
Expense Summary							
Personnel	135,797.54	137,151.17	(1,353.63)	1,295,472.38	1,646,427.00	78.68%	350,954.62
Employee Benefits	34,526.41	34,748.54	(222.13)	239,095.38	417,134.00	57.32%	178,038.62
Special Services	3,201.87	6,744.26	(3,542.39)	100,494.76	80,937.00	124.16%	(19,557.76)
Contractual Services	14,056.48	32,976.33	(18,919.85)	154,245.97	395,774.00	38.97%	241,528.03
Not Categorized	8,395.49	0.00	8,395.49	44,470.06	0.00	0.00%	(44,470.06)
Operating Services	12,025.53	9,826.25	2,199.28	67,048.11	116,347.00	57.63%	49,298.89
Special Expenses	3,285.97	2,899.38	386.59	13,069.73	34,800.00	37.56%	21,730.27
Repairs - Bldg & Machinery	18,111.46	12,401.55	5,709.91	69,361.40	148,850.00	46.60%	79,488.60
Professional Development	1,047.77	2,593.13	(1,545.36)	20,160.78	31,125.00	64.77%	10,964.22
Software & Computer Equipment	5,568.39	6,777.00	(1,208.61)	57,695.23	81,341.00	70.93%	23,645.77
Other Expense	3,164.61	5,300.92	(2,136.31)	29,100.03	63,622.00	45.74%	34,521.97
Minor Capital Outlay	13,025.90	23,323.73	(10,297.83)	105,543.29	281,568.00	37.48%	176,024.71
Capital Outlay	72,080.49	74,264.11	(2,183.62)	301,430.67	891,500.00	33.81%	590,069.33
Long Term Debt	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Reserve	0.00	16,250.00	(16,250.00)	0.00	195,000.00	0.00%	195,000.00
Rentals	271.91	250.00	21.91	2,545.46	3,000.00	84.85%	454.54

City of Ovilla
Financial Statement
As of July 31, 2020

8/5/2020 9:07 AM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Supplies	4,340.91	8,647.87	(4,306.96)	43,961.79	103,800.00	42.35%	59,838.21
Printing Expense	1,357.97	1,731.98	(374.01)	10,108.51	20,784.00	48.64%	10,675.49
Utilities	31,019.19	29,935.32	1,083.87	250,312.58	359,184.00	69.69%	108,871.42
Insurance	17,858.46	3,321.98	14,536.48	46,756.93	39,866.00	117.29%	(6,890.93)
Transfers	0.00	0.00	0.00	13,426.82	0.00	0.00%	(13,426.82)
Vehicle Expenses	3,322.14	3,832.33	(510.19)	31,509.65	46,000.00	68.50%	14,490.35
Professional Services	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>382,458.49</u>	<u>412,975.85</u>	<u>(30,517.36)</u>	<u>2,895,809.53</u>	<u>4,957,059.00</u>	<u>58.42 %</u>	<u>2,061,249.47</u>

City of Ovilla
Financial Statement
As of July 31, 2020

8/5/2020 9:07 AM

110 - LEOSE	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Transfers	0.00	99.96	(99.96)	0.00	1,200.00	0.00%	1,200.00
Revenue Totals	0.00	99.96	(99.96)	0.00	1,200.00	0.00 %	1,200.00
Expense Summary							
Professional Development	0.00	99.96	(99.96)	0.00	1,200.00	0.00%	1,200.00
Expense Totals	0.00	99.96	(99.96)	0.00	1,200.00	0.00 %	1,200.00

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120 - Street Improvement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	0.00	4,524.85	(4,524.85)	36,493.26	54,320.00	67.18%	17,826.74
Other Revenue	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Transfers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	0.00	4,533.18	(4,533.18)	36,493.26	54,420.00	67.06 %	17,926.74
Expense Summary							
Capital Outlay	0.00	3,831.80	(3,831.80)	0.00	46,000.00	0.00%	46,000.00
Reserve	0.00	701.38	(701.38)	0.00	8,420.00	0.00%	8,420.00
Expense Totals	0.00	4,533.18	(4,533.18)	0.00	54,420.00	0.00 %	54,420.00

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130 - Court Technology	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	59.42	408.17	(348.75)	1,353.84	4,900.00	27.63%	3,546.16
Revenue Totals	59.42	408.17	(348.75)	1,353.84	4,900.00	27.63 %	3,546.16
Expense Summary							
Software & Computer Equipment	0.00	374.85	(374.85)	0.00	4,500.00	0.00%	4,500.00
Reserve	0.00	33.32	(33.32)	0.00	400.00	0.00%	400.00
Expense Totals	0.00	408.17	(408.17)	0.00	4,900.00	0.00 %	4,900.00

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140 - Court Security	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	52.17	299.88	(247.71)	1,150.08	3,600.00	31.95%	2,449.92
Revenue Totals	52.17	299.88	(247.71)	1,150.08	3,600.00	31.95 %	2,449.92
Expense Summary							
Other Expense	79.95	99.96	(20.01)	995.85	1,200.00	82.99%	204.15
Reserve	0.00	199.92	(199.92)	0.00	2,400.00	0.00%	2,400.00
Expense Totals	79.95	299.88	(219.93)	995.85	3,600.00	27.66 %	2,604.15

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150 - Equipment Replacement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Transfers	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00 %	30,000.00
Expense Summary							
Reserve	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Minor Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay	0.00	2,500.00	(2,500.00)	0.00	30,000.00	0.00%	30,000.00
Expense Totals	0.00	2,500.00	(2,500.00)	0.00	30,000.00	0.00 %	30,000.00

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200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	44.81	0.00	0.00%	(44.81)
Services	164,088.03	105,255.27	58,832.76	1,285,306.54	1,263,564.00	101.72%	(21,742.54)
Other Revenue	0.00	6,075.00	(6,075.00)	88,417.99	72,900.00	121.29%	(15,517.99)
Transfers	0.00	32,728.11	(32,728.11)	20,000.00	380,928.00	5.25%	360,928.00
Revenue Totals	<u>164,088.03</u>	<u>144,058.38</u>	<u>20,029.65</u>	<u>1,393,769.34</u>	<u>1,717,392.00</u>	<u>81.16 %</u>	<u>323,622.66</u>
Expense Summary							
Personnel	25,467.36	29,406.99	(3,939.63)	201,645.01	353,025.00	57.12%	151,379.99
Employee Benefits	7,047.90	7,626.80	(578.90)	43,149.17	91,558.00	47.13%	48,408.83
Special Services	3,260.00	4,087.50	(827.50)	11,996.57	49,050.00	24.46%	37,053.43
Contractual Services	0.00	1,734.93	(1,734.93)	1,500.00	20,820.00	7.20%	19,320.00
Not Categorized	0.00	0.00	0.00	4,977.38	0.00	0.00%	(4,977.38)
Operating Services	1,193.27	766.48	426.79	6,152.72	9,200.00	66.88%	3,047.28
Special Expenses	0.00	0.00	0.00	1,324.38	0.00	0.00%	(1,324.38)
Professional Development	624.99	204.14	420.85	1,095.99	2,450.00	44.73%	1,354.01
Software & Computer Equipment	5,344.72	1,426.88	3,917.84	10,744.58	17,125.00	62.74%	6,380.42
Other Expense	2,812.88	776.99	2,035.89	7,646.63	9,325.00	82.00%	1,678.37
Minor Capital Outlay	799.97	1,416.12	(616.15)	3,439.66	17,000.00	20.23%	13,560.34
Capital Outlay	16,499.88	19,458.87	(2,958.99)	252,041.73	221,700.00	113.69%	(30,341.73)
Reserve	0.00	11,765.63	(11,765.63)	0.00	141,243.00	0.00%	141,243.00
Rentals	0.00	124.95	(124.95)	0.00	1,500.00	0.00%	1,500.00
Supplies	1,207.55	420.79	786.76	4,627.60	5,050.00	91.64%	422.40
Printing Expense	1,277.00	495.72	781.28	2,761.19	5,950.00	46.41%	3,188.81
Utilities	97,621.66	59,313.91	38,307.75	509,397.65	712,038.00	71.54%	202,640.35
Repairs - Bldg & Machinery	4,971.85	3,591.01	1,380.84	20,917.48	43,100.00	48.53%	22,182.52
Insurance	4,514.44	671.36	3,843.08	12,473.66	8,058.00	154.80%	(4,415.66)

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200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Long Term Debt	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Vehicle Expenses	575.76	766.40	(190.64)	4,503.64	9,200.00	48.95%	4,696.36
Expense Totals	<u>173,219.23</u>	<u>144,055.47</u>	<u>29,163.76</u>	<u>1,100,395.04</u>	<u>1,717,392.00</u>	<u>64.07 %</u>	<u>616,996.96</u>

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250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	5,659.97	5,792.51	(132.54)	55,515.87	69,538.00	79.84%	14,022.13
Revenue Totals	<u>5,659.97</u>	<u>5,792.51</u>	<u>(132.54)</u>	<u>55,515.87</u>	<u>69,538.00</u>	<u>79.84 %</u>	<u>14,022.13</u>
Expense Summary							
Reserve	0.00	5,792.51	(5,792.51)	(3.80)	69,538.00	(0.01%)	69,541.80
Expense Totals	<u>0.00</u>	<u>5,792.51</u>	<u>(5,792.51)</u>	<u>(3.80)</u>	<u>69,538.00</u>	<u>-0.01 %</u>	<u>69,541.80</u>

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300 - Capital Projects Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Revenue	0.00	22.50	(22.50)	0.01	270.00	0.00%	269.99
Transfers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	<u>0.00</u>	<u>22.50</u>	<u>(22.50)</u>	<u>0.01</u>	<u>270.00</u>	<u>0.00 %</u>	<u>269.99</u>
Expense Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Reserve	0.00	22.50	(22.50)	0.00	270.00	0.00%	270.00
Personnel	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>0.00</u>	<u>22.50</u>	<u>(22.50)</u>	<u>0.00</u>	<u>270.00</u>	<u>0.00 %</u>	<u>270.00</u>

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400 - Debt Service Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Taxes	0.00	39,066.86	(39,066.86)	450,252.57	468,990.00	96.00%	18,737.43
Other Revenue	0.00	45.83	(45.83)	107.13	550.00	19.48%	442.87
Transfers	0.00	9,034.71	(9,034.71)	0.00	108,460.00	0.00%	108,460.00
Revenue Totals	<u>0.00</u>	<u>48,147.40</u>	<u>(48,147.40)</u>	<u>450,359.70</u>	<u>578,000.00</u>	<u>77.92 %</u>	<u>127,640.30</u>
Expense Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Long Term Debt	496,225.00	48,147.39	448,077.61	577,450.00	578,000.00	99.90%	550.00
Reserve	0.00	0.00	0.00	117,787.44	0.00	0.00%	(117,787.44)
Personnel	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Expense	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>496,225.00</u>	<u>48,147.39</u>	<u>448,077.61</u>	<u>695,237.44</u>	<u>578,000.00</u>	<u>120.28 %</u>	<u>(117,237.44)</u>

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500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Taxes	0.00	4,416.98	(4,416.98)	45,135.84	53,025.00	85.12%	7,889.16
Other Revenue	0.00	50.00	(50.00)	1,201.63	600.00	200.27%	(601.63)
Transfers	0.00	20,622.92	(20,622.92)	0.00	247,475.00	0.00%	247,475.00
Revenue Totals	0.00	25,089.90	(25,089.90)	46,337.47	301,100.00	15.39 %	254,762.53
Expense Summary							
Reserve	0.00	4,094.00	(4,094.00)	0.00	49,128.00	0.00%	49,128.00
Insurance	207.99	22.67	185.32	277.99	272.00	102.20%	(5.99)
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Special Services	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
Supplies	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Professional Development	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Expense	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay	12,500.00	20,833.33	(8,333.33)	12,500.00	250,000.00	5.00%	237,500.00
Expense Totals	12,707.99	25,091.66	(12,383.67)	12,777.99	301,100.00	4.24 %	288,322.01

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600 - 4B Economic Development Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Taxes	0.00	9,712.78	(9,712.78)	72,986.48	116,600.00	62.60%	43,613.52
Other Revenue	0.00	133.28	(133.28)	1,818.54	1,600.00	113.66%	(218.54)
Transfers	0.00	22,016.19	(22,016.19)	0.00	264,300.00	0.00%	264,300.00
Revenue Totals	0.00	31,862.25	(31,862.25)	74,805.02	382,500.00	19.56 %	307,694.98
Expense Summary							
Other Expense	0.00	3,157.90	(3,157.90)	1,635.00	37,900.00	4.31%	36,265.00
Not Categorized	0.00	0.00	0.00	5,000.00	0.00	0.00%	(5,000.00)
Insurance	152.94	24.99	127.95	222.94	300.00	74.31%	77.06
Reserve	0.00	791.35	(791.35)	0.00	9,500.00	0.00%	9,500.00
Special Services	0.00	441.51	(441.51)	0.00	5,300.00	0.00%	5,300.00
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Supplies	0.00	16.66	(16.66)	0.00	200.00	0.00%	200.00
Professional Development	0.00	416.50	(416.50)	906.25	5,000.00	18.13%	4,093.75
Printing Expense	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
Capital Outlay	0.00	27,000.00	(27,000.00)	0.00	324,000.00	0.00%	324,000.00
Expense Totals	152.94	31,873.91	(31,720.97)	7,764.19	382,500.00	2.03 %	374,735.81

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700 - Park Impact Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Services	0.00	717.75	(717.75)	4,683.28	8,613.00	54.37%	3,929.72
Other Revenue	0.00	3,208.75	(3,208.75)	0.02	38,505.00	0.00%	38,504.98
Transfers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	0.00	3,926.50	(3,926.50)	4,683.30	47,118.00	9.94 %	42,434.70
Expense Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay	0.00	3,332.00	(3,332.00)	0.00	40,000.00	0.00%	40,000.00
Reserve	0.00	551.50	(551.50)	0.00	6,618.00	0.00%	6,618.00
Other Expense	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Minor Capital Outlay	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Expense Totals	0.00	3,925.17	(3,925.17)	0.00	47,118.00	0.00 %	47,118.00

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800 - Water And Utilities Impact Fee Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Services	0.00	4,563.00	(4,563.00)	40,948.18	54,756.00	74.78%	13,807.82
Other Revenue	0.00	0.00	0.00	0.10	0.00	0.00%	(0.10)
Transfers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	0.00	4,563.00	(4,563.00)	40,948.28	54,756.00	74.78 %	13,807.72
Expense Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Repairs - Bldg & Machinery	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Reserve	0.00	4,563.00	(4,563.00)	0.00	54,756.00	0.00%	54,756.00
Other Expense	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Personnel	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	0.00	4,563.00	(4,563.00)	0.00	54,756.00	0.00 %	54,756.00

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900 - Employee Benefit Trust Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Revenue	0.00	0.00	0.00	66,598.15	0.00	0.00%	(66,598.15)
Transfers	0.00	0.00	0.00	13,426.82	0.00	0.00%	(13,426.82)
Revenue Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>80,024.97</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(80,024.97)</u>
Expense Summary							
Employee Benefits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,304.92</u>	<u>0.00</u>	<u>0.00%</u>	<u>(14,304.92)</u>
Expense Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,304.92</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(14,304.92)</u>

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930 - Police Department Special Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Revenue	0.00	0.00	0.00	1,020.00	0.00	0.00%	(1,020.00)
Transfers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Revenue Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,020.00</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(1,020.00)</u>
Expense Summary							
Special Expenses	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Professional Development	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Reserve	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Personnel	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Supplies	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Repairs - Bldg & Machinery	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Expense	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Minor Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00 %</u>	<u>0.00</u>

Ovilla Municipal Court Report

FY-2019-2020	Total Traffic Cases Filed	City 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	46	0	\$10,187.47	\$7,350.53	\$2,836.94	22	7	19	8	14	0	1
November	56	0	\$12,295.30	\$8,316.10	\$3,979.20	44	14	27	5	7	1	0
December	70	1	\$10,798.30	\$6,929.79	\$3,868.51	21	17	22	8	3	1	0
January	48	4	\$13,905.70	\$8,988.24	\$4,917.46	23	14	26	5	30	0	0
February	74	0	\$16,873.82	\$11,026.24	\$5,847.58	0	26	27	11	10	0	0
March	9	1	\$14,124.03	\$10,169.54	\$3,954.49	47	18	25	14	21	2	0
April	1	0	\$3,662.67	\$2,976.32	\$686.35	0	3	7	9	15	0	0
May	11	3	\$1,882.00	\$1,277.94	\$604.06	0	0	3	2	9	0	0
June	15	0	\$5,317.73	\$4,168.15	\$1,149.58	0	5	8	7	10	0	0
July	16	0	\$5,305.90	\$3,935.93	\$1,369.97	0	12	8	1	20	0	0
August												
September												
Totals	346	9	\$94,352.92	\$65,138.78	\$29,214.14	157	116	172	70	139	4	1

2018-2019 FY

July	45	2	\$14,500.00	\$10,271.27	\$4,228.73	29
FY Totals	784	13	\$164,796.54	\$105,694.54	\$59,102.00	314

Staffing

Full Time Court Clerk	1
Full Time Deputy Court Clerk	1
Judge	1
Prosecutor	1

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

To: Mayor Richard Dormier
 Ovilla City Council
 City Manager Ms.Pam Woodall

Subject: **Code Enforcement Monthly Report**

	July.2020	July.2020 YTD	July.2019	
Calls For Service				
Complaint (Nuis 23 Permit 8,Parking 5)	36	179	59	
Follow up (Nuis 23 Permit 8 Park 5)	36	193	64	
Door Notice (Nui - 0 Permit 0 Parking)	0	40	43	
Mail Notice (Parking 5 nuisance 11 perm 5)	21	105	14	
Posted Property (nuisance 4)	4	18	6	
Court	\$0	\$566	\$0.00	
Citizen Contacts	57	123	72	
Permits Reviewed	26	136	24	
Permits Issued	30	92	20	
Inspections	32	176	47	
Nuisance Abated by City 4 debris	4	8	3	
Nuisance Signs (Garage sale-18 business 21)	39	206	53	
Board of Adjustment 1 approval	1	4	3	

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

To: Mayor Richard Dormier
Ovilla City Council
City Manager Ms.Pam Woodall

Subject: **Animal Control Monthly Report**

	July,2020	July.2020 YTD	July.2019	
Calls For Service				
Complaint (Regist-7 At Large 6)	13	183	35	
Follow up	13	203	39	
Door Notice (Regis-0, Bark 0 at large 0)	0	69	23	
Impounded Animal (Dog 2)	2	29	7	
Animal welfare check	4	47	11	
Impound Results (Transport 1 Ret to own 1)	2	29	7	
Impound fee collected	\$35.00	\$405.00	115	
Court 0	\$0.00	\$150.00	0	
Citizen Contacts	15	148	37	
Animal registration \$84	7	50	12	
Registration Letter Mailed	13	129	18	
Nuisance Letter barking 2	0	16	3	
Animals released 2 Poss,2 snake,2 armad	6	14	2	
Deceased removed	19	144	26	
Oak Leaf -	0	2	2	
Traps Checked Out	2	21	6	

July 2020

Permit Report

Fence – 4

Swimming Pool – 4

Accessory Building – 9

OSSF (Septic Tank) - 1

Flatwork (Sidewalk Driveway) - 4

Plumbing – 6

HVAC – 2

Permit denied – 2 Accessory Building – square footage , 1 fence - front building line

HONORABLE MAYOR AND CITY COUNCIL OF OVILLA
Administration Monthly Report
City Manager - City Secretary

ADMINISTRATION, front office, and HR –

1. Municipal Court working on outstanding cases from the March Docket that was put on hold (COVID-19), started holding Zoom Court.

BOARDS AND COMMISSIONS –

Board of Adjustment: Met by teleconference in July.

Park Board Advisory Committee: met in August – agreed on mid-year budget and 20-21 budget recommendations for council consideration.

CURRENT AND PLANNED DEVELOPMENT PROJECTS-

Residential:

- Bryson Manor Phase III – is currently underway.
- Broadmoor Estates- broke ground.
- Miracle Farms – Development is on hold.

Infrastructure:

- Water Street Bridge-
- Parking lot expansion at 701 W. Main, legal notice posts August 22/29
- Refurbish city hall parking lot, police parking

Misc.

- Working with Brittain & Crawford, LLC to update our map and establish the Historic District.
- Parks Department is working to upgrade listed parks in the budget and begin Cindy Jones rehabilitation.
- Finance to send out RFQ for audit
- Relocation of Public Works new building was delivered on Friday August 7, moving of the records retention storage and expansion of Police Station.



BUILDING PERMITS JULY 2020

Date Issued	Applicant First Name	Applicant Last Name	Property Address	Date Approved	Permit Number	Description of Work	Valuation Bldg	Valuation Bldg w Land	BV Project No	Fee Building Permit	Fee Capital Recovery	Fee Fire Meter	Fee Park Impact	Fee Plan Review	Fee Sewer Connection	Fee Sewer Impact	Fee Water Impact	Fee Water Meter Cost	Fees Due	Living Sq Ft	Total Sq Ft	Property County
7/1/2020	ROBERT	WALLIS	215 WILLOW CREEK LN	4/17/2020	2020-0441	REPLACE PART OF RETAINING WALL WITH CONCRETE BLOCKS & FENCE ON TOP	1500	0		50	0	0	0	0	0	0	0	0	50	0	0	ELLIS
7/1/2020	TEXSUN POOLS		133 SUBURBAN DR	6/9/2020	2020-0504	INSTALL PLAY POOL AND DECKING	37000	0		558.47	0	0	0	0	0	0	0	0	558.47	0	0	ELLIS
7/31/2020	SPLASHAWAY POOL & SPA LLC		104 OAKWOOD LN	6/19/2020	2020-0517	INSTALL GUNITE SWIMMING POOL	35000	0	2020-010950	536.59	0	0	0	0	0	0	0	0	536.59	0	0	ELLIS
7/14/2020	GLENDA	CURRY	142 CLAREMONT DR	6/26/2020	2020-0524	IN-GROUND GUNITE SWIMMING POOL & SPA	65000	0	2020-011393	815.03	0	0	0	0	0	0	0	0	815.03	0	0	ELLIS
7/1/2020	ERIC	SNYDER	303 OVILLA OAKS DR	6/26/2020	2020-0527	18'8" x 17'6" Gable patio cover per plans 15'6" x17'8" balcony deck w/rails outdoor living shade area	13000	0	2020-011391	40	0	0	0	0	0	0	0	0	40	0	332	ELLIS
7/1/2020	ROBERT	SQUIRES	621 EDGEWOOD LN	7/1/2020	2020-0531	FENCE ON NORTH SIDE	5000	0		25	0	0	0	0	0	0	0	0	25	0	0	ELLIS
7/30/2020	RACHEL & JON	KING	505 FOREST EDGE LN	7/7/2020	2020-0532	INSTALL COVERED OUTDOOR KITCHEN	25000	0	2020-012053	1200	0	0	0	0	0	0	0	0	1200	0	0	ELLIS
7/1/2020	RACHEL & JON	KING	505 FOREST EDGE LN	7/1/2020	2020-0533	PARKING AND BASKETBALL COURT	4000	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/9/2020	JIMMIE	DALE	325 COVINGTON LN	7/1/2020	2020-0535	install 8.4 tankless water heater	5600	0		100	0	0	0	0	0	0	0	0	100	0	0	ELLIS
7/7/2020	NORRIS & PAULA	THOMAS	109 ASHBURNE GLEN LN	7/6/2020	2020-0537	REPLACE OLD FENCE	9076	0		25	0	0	0	0	0	0	0	0	25	0	0	ELLIS
7/24/2020	BILL	HILEMAN	7010 JUDY DR	7/13/2020	2020-0538	INSTALL GUNITE SWIMMING POOL SIDEWALKS - ADDITIONAL CONCRETE IN BACKYARD BEHIND FENCE GATES	35000	0	2020-012505	536.59	0	0	0	0	0	0	0	0	536.59	0	0	ELLIS
7/8/2020	DALE	KURTZ	208 WILLIAMSBURG LN	7/7/2020	2020-0539		0	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/31/2020	CONLY	HOUCK II	711 GEORGETOWN RD	7/28/2020	2020-0540	Pour a 5' concrete slab measuring 30' x 40'; erect pre-fabricated green metal building with metal roof on slab with 2 10 foot roll-up doors and one standard entry door; wired for electricity (no plumbing) detached garage/shop	20000	0	2020-013682	346.69	0	0	0	0	0	0	0	0	346.69	0	0	ELLIS
7/9/2020	JIMMIE	DALE	202 THORNTREE DR	7/9/2020	2020-0541	replace 50 gallon electric water heater in the hall closet	2186	0		100	0	0	0	0	0	0	0	0	100	0	0	ELLIS
7/10/2020	JOHN	PUENTE	748 COCKRELL HILL RD	7/10/2020	2020-0543	ACCESSORY BUILDING	6600	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/17/2020	DEVON	ALLEN	422 JOHNSON LN	7/16/2020	2020-0544	Backyard pavilion 23'9 x 12'3 Composite deck with 2 x 6 pressure treated joist 16" on center (approx. 7" above ground) concrete blocks under each joist down center, corners will be tied to 6x6 posts set in ground min. 2' with 4 - 6" concrete under for piers, that will be supporting a pergola and a pavilion. 12 x 12 pavilion with 6 x 6 posts, 4 x 12 beams, 2 x 8 rafters, 1 x 6 decking, shingles to match house. 11'6 x 12' pergola with 6 x 6 posts, 4 x 12 beams, 2 x 8 joists 2' max. on center, 2 x 4 slats 6" on center. Post to beams connections; connected with two 5/16" x 6" grk rss lag screws. Beam to beam connections; two 3/8" x 8" grk rss lag screws. 3 1/4' Angle gussets on every other rafter to beam connection. 290 sf.	21436	21436		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/23/2020	MATT	DULWORTH	741 WESTMORELAND RD	7/22/2020	2020-0550	INSTALLING NEW AEROBIC SEPTIC SYSTEM	6000	0		275	0	0	0	0	0	0	0	0	275	0	0	ELLIS
7/22/2020	MORRIS	KELLEY	180 JOHNSON LN	7/22/2020	2020-0552	REPLACE HVAC SYSTEM	15811	0		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
7/31/2020	ABRAHAM	SBYTI	115 ASHBURNE GLEN LN	7/31/2020	2020-0553	INSTALL 3.5 TON HORIZ SLAB EVAP COIL FOR U/S UNIT.	1620	0		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
7/23/2020	SHANDRA	MOULTON	741 WESTMORELAND RD	7/23/2020	2020-0554	INSTALL 500 GAL PROPANE TANK	2500	0		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
7/29/2020	FLNN	GENOVESE	101 OAK FOREST LN	7/29/2020	2020-0557	POUR 4" CONCRETE FOUNDATION & CONSTRUCT GARDEN SHED	5000	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/29/2020	FLYNN	GENOVESE	101 OAK FOREST LN	7/28/2020	2020-0558	FORM & POUR CONCRETE SLAB 4" THICK WITH 3/8 REBAR REINFORCEMENT ON 24" GRID OR SMALLER	2200	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/30/2020	LINDA	EVANS	131 SUBURBAN DR	7/30/2020	2020-0559	Place 10X16 Utility Shed In Back Yard	3000	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/29/2020	FLYNN	GENOVESE	101 OAK FOREST LN	7/28/2020	2020-0560	POUR 4" CONCRETE FOUNDATION AND CONSTRUCT STORAGE SHED 18X14	3500	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/30/2020	JOHNSON	DANIEL	704 E HIGHLAND RD	7/30/2020	2020-0561	REPLACE WATER HEATER	1600	0		100	0	0	0	0	0	0	0	0	100	0	0	ELLIS
7/28/2020	DAVID	GATTO	112 BENT TREE LN	7/28/2020	2020-0562	INSTALL NEW WATER HEATER	1520	0		100	0	0	0	0	0	0	0	0	100	0	0	ELLIS
7/30/2020	ROBERTO	VILLANUEVA	204 BROOKWOOD CT	7/30/2020	2020-0563	ADDITION TO DRIVEWAY	1000	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/30/2020	CHRIS	MARTINEZ	607 BUCKBOARD ST	7/30/2020	2020-0564	PRIVACY	1500	0		25	0	0	0	0	0	0	0	0	25	0	0	ELLIS
7/30/2020	CHRIS	MARTINEZ	607 BUCKBOARD ST	7/30/2020	2020-0565	COVER PARKING 30X20X9 ATTACHED TO GARAGE, ALL META STRUCTURE	1800	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
7/30/2020	LARRY	SORIA	113 CLAREMONT DR	7/30/2020	2020-0566	REPLACE WATER HEATER	640	0		100	0	0	0	0	0	0	0	0	100	0	0	ELLIS

REPORT A CONCERN JULY 2020

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
	105 COCKRELL HILL RD RD	7/27/2020	7/27/2020	7/27/2020		Public works to start vehicle and equipment inspections daily
Administration	105 COCKRELL HILL RD RD	7/13/2020	7/13/2020		7/13/2020	There is an envelope to go to Councilmember Huber ASAP - (before 10 am) 201 Willow Wood In G's office Thank you.
Administration	105 COCKRELL HILL RD RD	7/22/2020	7/22/2020		7/22/2020	Trim bushes and weed eat weeds in front of city hall and P.W. offices
Animal Services	226 LARIAT TRL	7/20/2020	7/20/2020		7/20/2020	horse loose, Pio Lopez put back in fence
Code Enforcement	618 GREEN MEADOWS LN	7/1/2020	7/2/2020	7/2/2020		FENCE CONTRUCTION VIOLATE POLES TO BE ON INSIDE
Code Enforcement	204 THORNTREE DR	7/8/2020	7/9/2020	7/9/2020	7/14/2020	BRUSH PILED
Code Enforcement	317 SHADOW WOOD TRL	7/9/2020	7/10/2020	7/10/2020	7/14/2020	BRUSH PILED ON PROPERTY
Code Enforcement	205 COCKRELL HILL RD	7/10/2020	7/13/2020	7/13/2020	7/21/2020	grass brush
Code Enforcement	203 WINDING WAY CT	7/14/2020	7/16/2020	7/16/2020	7/29/2020	CAR PARKED IN YARD
Code Enforcement	305 WILLOW WOOD LN	7/15/2020	7/17/2020	7/17/2020	8/4/2020	TRAILER PARKING LONGER THAN 48 HOURS
Code Enforcement	305 WILLOW WOOD LN	7/15/2020	7/17/2020	7/17/2020	8/4/2020	TRAILER PARKING IN YARD
Code Enforcement	HOLLY LN	7/15/2020	7/17/2020	7/17/2020	7/29/2020	HIGH GRASS & WEEDS
Code Enforcement	103 HOLLY LN	7/15/2020	7/17/2020	7/17/2020		VEHICLE PARKING IN YARD
Code Enforcement	103 HOLLY LN	7/15/2020	7/17/2020	7/17/2020		TRAILER PARKING IN YARD
Code Enforcement	323 WILLOW CREEK LN	7/15/2020	7/16/2020	7/16/2020		BRUSH PILED
Code Enforcement	744-A COCKRELL HILL RD	7/16/2020	7/16/2020		7/16/2020	744-A Cockrell Hill Rd need to mow the right of way and weed eat around utility poles
Code Enforcement	607 MEADOW LARK DR	7/17/2020	7/17/2020	7/17/2020		PARKING IN YARD
Code Enforcement	140 SUBURBAN DR	7/22/2020	7/22/2020	7/22/2020		TRAILER PARKING LONGER THAN 48 HOURS
Code Enforcement	140 SUBURBAN DR	7/22/2020	7/22/2020	7/22/2020		NUISANCE OUTSIDE STORAGE
Code Enforcement	505 FOREST EDGE LN	7/24/2020	7/27/2020	7/27/2020	7/30/2020	Payment or arrangements for payment have NOT been made. 7-27-2020 gm NSF check was given for permit issued \$1200 customer was called and on record they would bring cash to cover check plus the \$30 NSF fee. They sent an additional check to cover from another bank. CM instructed to shut down construction until cash collected. M. Dooly was asked to follow thru on that - he contact BV for no inspections until cleared by him, and contacted homeowner Rachel. She said she would call and make arrangements - but let him know that was not the original agreement. Instructed again to shut down. gm
Code Enforcement	110 LARIAT TRL	7/24/2020	7/24/2020	7/30/2020		Possible operation of B&B at this residence.
Code Enforcement	116 LARIAT TRL	7/24/2020	7/24/2020	7/24/2020		FENCE CONSTRUCTION WITHOUT PERMIT
Code Enforcement	803 COCKRELL HILL RD	7/27/2020	7/27/2020	7/27/2020		SIGN CONSTRUCTED WITHOUT A PERMIT
Code Enforcement	110 LARIAT TRL	7/27/2020	7/27/2020	7/27/2020		Home Occupation Violation
Code Enforcement	118 LARIAT TRL	7/31/2020	8/3/2020	8/3/2020		FENCE CONSTRUCTED WITHOUT A PERMIT
Code Enforcement	107 SILVERWOOD DR	8/4/2020	8/4/2020	8/4/2020		CAR PARKING IN YARD
Code Enforcement	107 SILVERWOOD DR	8/4/2020	8/4/2020	8/4/2020		BRUSH PILED

Drainage	7051 PLUM CT	7/28/2020	7/28/2020			Continued concerns resulting from water run off coming from adjacent home built by Lillian Homes. Complainant's pool is under water. Lillian has not done as promised in building 94 ft retaining wall - per meeting with Lillian Homes rep Gary.
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Facilities	105 COCKRELL HILL RD RD	7/6/2020	7/6/2020			PLEASE INSTALL THE TWO SIGNS IN THE TWO PARKING SPACES IN FRONT OF THE FIRE DEPARTMENT FOR THE FIRE CHIEF AND DEPUTY FIRE CHIEF.
Facilities	105 COCKRELL HILL RD RD	7/6/2020	7/6/2020		7/6/2020	need to install pole and employee of the month sign
Facilities	105 COCKRELL HILL RD RD	7/16/2020	7/16/2020			There are ants in/around the night deposit box.
Facilities	105 COCKRELL HILL RD RD	7/28/2020	7/28/2020			Please take down the information regarding fireworks on the Marquee Please keep the `see city website for updates` posted ****MARQUEE NEEDS TO SAY `SEE CITY WEBSITE FOR UPDATES` ABOVE THE WEBSITE ADDRESS, PLEASE*****
Facilities	105 COCKRELL HILL RD RD	7/31/2020	7/31/2020		7/31/2020	Pull off down spouts off gutters around city hall
Facilities	1930 DUNCANVILLE RD	8/3/2020	8/3/2020			Thompson Construction is doing a 2' mill around City hall, Police dept. around sidewalks City Hall building Etc. for smooth transitions for the overlaying of parking lots

Garbage	721 WESTMORELAND RD	7/15/2020	7/17/2020	7/17/2020		TRASH IS TO BE IN SECURE CONTAINER
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Parks	105 COCKRELL HILL RD RD	7/6/2020	7/7/2020	7/6/2020	7/7/2020	Assist CM with completion of move to another office: Hang boards on walls, replace door knob and lock. (No key located for original lock) Also, repair broken drawer handle.
Parks	105 COCKRELL HILL RD RD	7/15/2020	7/15/2020			Need to pick up brush pile from tree trimming Heritage Park
Parks	105 COCKRELL HILL RD RD	7/15/2020	7/15/2020		7/15/2020	Repair the Heritage historical marker at 664.

Street Department	105 COCKRELL HILL RD RD	7/1/2020	7/1/2020	7/1/2020	7/2/2020	Tree fell a few weeks ago around the 700 Block of Cockrell Hill Road. It is in the r-o-w and needs removal.
Street Department	105 COCKRELL HILL RD RD	7/7/2020	7/10/2020			Need to dig out broken rut spot by fire dept bays and back fill with road base and pack. Prep for overlay of hot mix asphalt
Street Department	705 OVILLA OAKS DR	7/13/2020	7/13/2020			Received multiple reminders from PL4 Hunt that Ovilla Oaks has many cracks in the road.
Street Department	800 E MAIN ST	7/14/2020	7/14/2020		7/15/2020	Need to pick up and haul off brush pile from fallen tree (800 E. Main)
Street Department	SHILOH RD	7/15/2020	7/15/2020			7211 Shiloh end of culvert was ran over that crosses shiloh due to car accident and the delineator sign was knocked down need to reset sign and jack up the end of culvert the best as possible
Street Department	GEORGETOWN RD	7/16/2020	7/16/2020		7/24/2020	At the intersection of Georgetown and Silver Spur North side of road need to dig out buckled section of road and patch
Street Department	914 COCKRELL HILL RD	7/16/2020	7/17/2020			RESIDENT STATED ASPHALT MISSING FROM HIS DRIVE WAY AFTER THE CITY CAME OUT TO FIX A LEAK.

Street Department	913 RED OAK CREEK DR	7/16/2020	7/16/2020	7/16/2020		Home owner requests visit , tree at street dead possible falling tree hazard 469-223-5196 Floyd
Street Department	144 WATER ST	7/18/2020	7/18/2020			No trespassing sign - was taken down by unknowns and tacky message left on pole.
Street Department	915 COCKRELL HILL RD	7/20/2020	7/20/2020			Mr. .Cormier called this date and stated that a tree in the ROW had fallen onto his fence and part of the street.
Street Department	105 COCKRELL HILL RD RD	7/20/2020	7/21/2020			need to preform a street study and rate city streets on there condition
Street Department	105 COCKRELL HILL RD RD	7/20/2020	7/20/2020			Need to mow right of ways Westmoreland, Red Oak Creek, back stretch of Cardinal & Meadowlark, Hosford, Malloy, Johnson Ln, Cockrell Hill, East Highland, drainage ditch on Thorn Tree and Brookwood, Bryson Rd by water st bridge
Street Department	915 COCKRELL HILL RD	7/21/2020	7/21/2020		7/21/2020	Need to pick up and haul off broken tree
Street Department	913 RED OAK CREEK DR	7/21/2020	7/21/2020			Need to cut down and haul off cedar tree that's hanging low over road
Street Department	WATER ST	7/22/2020	7/22/2020		7/22/2020	Mow right of way by Water St bridge where temporary stop sign are located
Street Department	COCKRELL HILL RD	7/22/2020	7/22/2020		7/23/2020	Cockrell hill @ Suburban saw cut alligator section of road to be dug out for asphalt overlay
Street Department	105 COCKRELL HILL RD RD	7/28/2020	7/28/2020		7/31/2020	Install eye bolts on 14' trailer to ratchet down water container, water pump and walk behind cutting saw
Street Department	105 COCKRELL HILL RD RD	7/28/2020	7/28/2020			Call in that a tree had fallen on Bryson Lane. Caller was not certain exactly where she was other than it was somewhere on Bryson Lane. She was on Water Street...
Street Department	121 WATER ST	7/28/2020	7/28/2020			Unclog culvert by the stop sign corner of Cockrell Hill @ Water st fill in hole from sewer tie in to correct drainage from flowing through Ms. Koval property
Street Department	105 COCKRELL HILL RD RD	7/30/2020	7/30/2020		7/30/2020	Pull up parking blocks at police station, city hall
Street Department	105 COCKRELL HILL RD RD	7/30/2020	7/30/2020			Drop off Ford F250 service truck at Gillette automotive to have overload springs installed
Street Department	201 WILLOW WOOD LN	7/31/2020	7/31/2020			MS Huber would like speed humps on Willowwood. She advised that police have issued citations but the speeding continues.
Street Department	SHILOH RD	8/3/2020	8/3/2020		8/3/2020	Need to patch potholes on Shiloh Rd
Street Department	105 COCKRELL HILL RD RD	8/3/2020	8/3/2020			need to relocate Equipment from city hall compound to ground storage facilities Kubota Tractor, Ford Tractor, JCB, Green air compressor/jack hammer
Street Department	105 COCKRELL HILL RD RD	8/4/2020	8/5/2020			Extend off of existing sidewalk north side of police station 5' and back towards the west to the new public works parking lot (excavate sidewalk and form)
Street Department	SHILOH RD	8/4/2020	8/4/2020		8/4/2020	At the intersection of Ovilla Rd and Shiloh west bound shoulder is a large rut need to fill in with road base
Street Department	281 JOHNSON LN	8/4/2020	8/4/2020			patch pot hole 281 Johnson Ln

Water/Wastewater	115 ROBIN GLEN LN	7/1/2020	7/1/2020		7/2/2020	High bill Please get reading
Water/Wastewater	307 COCKRELL HILL RD	7/1/2020	7/1/2020		7/2/2020	Resident called very concerned about high water bill. Please get a reading. He will be home tomorrow.
Water/Wastewater	113 WESTLAWN DR	7/1/2020	7/1/2020		7/2/2020	PLEASE GET READING LOCK BOX TODAY ***JULY 1***
Water/Wastewater	104 GREENWOOD DR	7/2/2020	7/2/2020		7/2/2020	Reread please
Water/Wastewater	405 OVILLA OAKS DR	7/2/2020	7/2/2020		7/6/2020	Re read meter

Water/Wastewater	281 JOHNSON LN	7/2/2020	7/2/2020		7/6/2020	PLEASE REREAD METER & TEST METER/CHECK FOR LEAK
Water/Wastewater	104 GREENWOOD DR	7/2/2020	7/2/2020		7/2/2020	PLEASE TEST METER...LAST READING WAS 1519.9 JULY 2
Water/Wastewater	913 RED OAK CREEK DR	7/2/2020	7/2/2020			Home owner called possible water leak
Water/Wastewater	115 CUMBERLAND DR	7/6/2020	7/6/2020		7/7/2020	Re read
Water/Wastewater	105 COCKRELL HILL RD RD	7/7/2020	7/7/2020	7/7/2020	7/7/2020	Deliver meter box to PL2 residence - place on his front porch.
Water/Wastewater	105 COCKRELL HILL RD RD	7/8/2020	7/8/2020		7/14/2020	PLACED METER BOOKS IN PW BOX PLEASE START READINGS ON JULY 15TH
Water/Wastewater	101 ROBIN GLEN LN	7/13/2020	7/13/2020		7/14/2020	Needs new meter lid cover
Water/Wastewater	324 WILLOW CREEK LN	7/14/2020	7/14/2020	7/14/2020	7/15/2020	Received a call that the front yard was flooded and water was running out of the meter box.
Water/Wastewater	102 BROOKWOOD CT	7/14/2020	7/14/2020		7/15/2020	PLEASE GET READING, SHUT OFF & LOCK BOX...THANKS!
Water/Wastewater	105 COCKRELL HILL RD RD	7/16/2020	7/16/2020	7/16/2020		PLEASE SEE ATTACHED LIST FOR JULY 2020 REREADS/REPAIR LIST
Water/Wastewater	100 HUMMINGBIRD LN	7/20/2020	7/20/2020		7/23/2020	PLEASE GET READING ***JULY 23***
Water/Wastewater	764 JOHNSON LN	7/21/2020	7/22/2020		7/31/2020	PLEASE GET READING FOR NEW CUSTOMER ***AUG 1ST***
Water/Wastewater	136 WATER ST	7/22/2020	7/22/2020		7/23/2020	PLEASE GET READING FOR NEW CUSTOMER ***JULY 23****
Water/Wastewater	111 LARIAT TRL	7/31/2020	7/31/2020		7/31/2020	PLEASE GET REREAD, CUSTOMER STATING BILL IS HIGHER THAN USUAL
Water/Wastewater	634 E HIGHLAND RD	7/31/2020	7/31/2020		7/31/2020	PLEASE GET REREAD
Water/Wastewater	201 WILLOW WOOD LN	7/31/2020	7/31/2020			Approximately a year ago, culvert and ditch work was conducted along Westlawn to Willow Wood. MS Huber has advised that work was never completed and would like to see that happen.
Water/Wastewater	405 OVILLA OAKS DR	8/3/2020	8/4/2020			PLEASE GET FINAL READING FOR CUSTOMER ON ***AUGUST 21***
Water/Wastewater	764 JOHNSON LN	8/4/2020	8/4/2020			PLEASE GET READING ON ***AUGUST 10TH*** CUSTOMER HAD TO CHANGE CLOSING DATE
Water/Wastewater	610 WILLIAM DR	8/4/2020	8/4/2020			PLEASE GET READING FOR NEW CUSTOMER AUGUST 4TH**