

# 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

Monday, September 14, 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, September 14, 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, September 14, 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](http://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: 960 7573 3193

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

<https://zoom.us/j/96075733193>

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

#### 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. Fiscal Year Scheduled Council Meetings and annual holidays.
2. Proposal from Fargo consultants to conduct testing on the Main Street Parking Lot project.
3. Resolution No. R2020-15 Atmos rate increase denial settlement.
4. TxDot contractor TNP Request for Temporary ROW @ Parcel 147- 625 W. Main
5. Special Budget Meeting Minutes 2020.08.17

## IV. REGULAR AGENDA

- ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-16 accepting the Annual Financial Audit Report prepared by Yeldell, Wilson, Wood and Reeve, P.C., for the year ended September 30, 2019.
- ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-17 of the City Council of the City of Ovilla, Texas, authorizing the mayor to award and execute Main Street Parking Lot Expansion project by and between the City of Ovilla and Leland Bradlee Construction, Inc.
- ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on a variance for a building line encroachment requested by the property owners, Larry and Loretta Causey, at 605 Clinton Street, being Lot 3, Block A, in the Highland Meadow Subdivision.
- ITEM 4. **DISCUSSION/ACTION** – Consideration of and action on a Meritorious Exception, Chapter 3, Section 3.06.012 Granting of Exceptions of the Ovilla Code of Ordinances, filed by Mary Cavanaugh, representative and President of the Ashburne Glen Homeowners Association to place two 18"X 24" informational pole signs for entryways to the subdivision at Cockrell Hill Road and Ashburne Glen Lane, and Cockrell Hill Road and Nob Hill, Ovilla, Ellis County, Texas.
- ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on TML Ballot for the TML Risk Board of Trustees.
- ITEM 6. **DISCUSSION** – Discuss and review staff's plans for the reopening of the city facilities.
- ITEM 7. **DISCUSSION** – Discuss and review status and condition of 101 Oakwood Lane.
- ITEM 8. **DISCUSSION** – Discuss and review status and condition of 705 West Main Street.
- ITEM 9. **DISCUSSION** – Discuss and consider the planning for the Annual Christmas Tree Lighting event.
- ITEM 10. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

## V. STAFF REPORTS

- Department Activity Reports / Discussion
  - Police Department
  - Fire Department

Chief B. Windham  
Chief B. Kennedy

# 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

- 
- |  |                                 |
|--|---------------------------------|
| • 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 Reports              | 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).

### A. Convene into Executive Session.

Closed session pursuant to Section §551.071 of the Texas Government Code

ES Item 1. Consultation with the City Attorney on a matter in which the City Attorney's duty of confidentiality to the City, pursuant to the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, clearly conflicts with the provisions of the Texas Open Meetings Act.

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

ES ITEM 2. DISCUSSION/ACTION – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the City Manager.

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

### B. Reconvene into Regular (Open) Session

## 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 September 14, 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](http://www.cityofovilla.org), on the 11th day of September 2020 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.

  
G Miller, City Secretary



DATE OF POSTING: 9.11.2020 TIME: 5:45 am/pm  
DATE TAKEN DOWN: \_\_\_\_\_ TIME: \_\_\_\_\_ am/pm

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



09.4.2020

## Consent Items C1-C5

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To  
Honorable Mayor  
and Council

From  
Staff

1. Fiscal Year scheduled Council Meetings and annual holidays
2. Proposal from Fargo Consultants to conduct testing on the Main Street Parking lot project
3. Resolution No. R2020-15 Atmos rate increase denial settlement
4. TxDOT's contractor TNP request for Temporary ROW @ Parcel 147 - 625 W. Main
5. Special Budget Meeting Minutes 2020.08.17

CC  
Applicable  
Departments

### BACKGROUND AND JUSTIFICATION:

C1: FY Council Meetings schedule & annual holidays

**STAFF RECOMMENDATION:** Staff recommends approval

C2: Fargo Consultants Testing on Main Street Parking Lot Project

**STAFF RECOMMENDATION:** Staff recommends approval

C3: Resolution No. 2020-15 Atmos rate increase denial settlement.

**STAFF RECOMMENDATION:** Staff recommends approval

C4: TNP Request for ROW

**STAFF RECOMMENDATION:** Staff recommends approval

C5: Minutes 2020.08.17

**STAFF RECOMMENDATION:** Staff recommends approval

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

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





## FY 2020-2021 Scheduled Council Meetings

Meeting dates may be subject to revision, rescheduling or the calling of a Special Council Meeting should the City Council of Ovilla have the need.

Tuesday, October 13, 2020

Monday, November 09, 2020

Monday, December 14, 2020

Monday, January 11, 2021

Monday, February 08, 2021

Monday, March 08, 2021

Monday, April 12, 2021

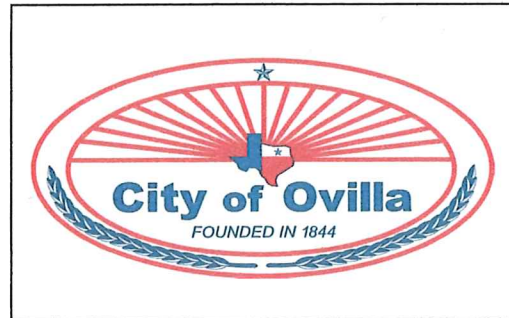
Monday, May 10, 2021  
General Election – TBD  
Canvass Election – TBD

Monday, June 14, 2021

Monday, July 12, 2021  
Budget Meetings – TBD

Monday, August 09, 2021  
Budget Meetings – TBD

Monday, September 13, 2021



### Ovilla City Council Members

Mayor Richard Dormier

Place 1	Rachel Huber
Place 2	Dean Oberg
Place 3	David Griffin
Place 4	Doug Hunt
Place 5	Mike Myers

All City Council meetings are posted and conducted in accordance with the Open Meetings Act, Chapter 551 of the Local Government Code.

**2020 - 2021**  
***Fiscal Year Calendar & Holidays***

Columbus Day	Monday	October 12, 2020
Veteran's Day	Wednesday	November 11, 2020
Thanksgiving Holiday	Thursday Friday	November 26, 2020 November 27, 2020
Christmas Holiday	Thursday Friday	December 24, 2020 December 25, 2020
New Year's Holiday	Friday	January 1, 2021
Martin Luther King Day	Monday	January 18, 2021
Presidents' Day	Monday	February 17, 2021
Good Friday (Easter)	Friday	April 2, 2021
Memorial Day	Monday	May 25, 2021
Independence Day Holiday	Friday	July 03, 2021
Labor Day	Monday	September 7, 2021
<b>*Heritage Day</b>	<b>Saturday</b>	<b>September 25, 2021</b>

Personal Days!

**Approved by Council during the September 14, 2020 Council Meeting**

**\*Not a Holiday-Special Calendar Days**



**RESOLUTION NO. R2020-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2020 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.**

WHEREAS, the City of Ovilla, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the



RESOLUTION NO. R2020-15

Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about March 31, 2020, Atmos Mid-Tex filed its 2020 RRM rate request with ACSC Cities based on a test year ending December 31, 2019; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2020 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$90 million applicable to ACSC Cities with an Effective Date of December 1, 2020; and

WHEREAS, ACSC agrees that Atmos plant-in-service is reasonable; and

WHEREAS, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

WHEREAS, the two month delayed Effective Date from October 1 to December 1 will save ACSC ratepayers approximately \$9 million off new rates imposed by the attached tariffs (Exhibit A), the impact on ratepayers should approximate the reasonable value of the rate filing found by the ACSC Consultants' Report, which was \$81 million; and

WHEREAS, the attached tariffs (Exhibit A) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Exhibit B); and

WHEREAS, the settlement agreement establishes an amortization schedule for regulatory liability prepared by Atmos Mid-Tex (Exhibit C); and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications;

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

**Section 1.** That the findings set forth in this Resolution are hereby in all things approved.

**Section 2.** That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$90 million for ACSC Cities represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2020 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

**Section 3.** That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

**Section 4.** That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Exhibit A, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$90 million from customers in ACSC Cities, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

**Section 5.** That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Exhibit B, attached hereto and incorporated herein.

**Section 6.** That subject to any future settlement or decision regarding the balance of Excess Deferred Income Tax to be refunded to ratepayers, the amortization of regulatory liability shall be consistent with the schedule found in Exhibit C, attached hereto and incorporated herein.

**Section 7.** That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2020 RRM filing.

**Section 8.** That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

**Section 9.** That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Section 10.** That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

**Section 11.** That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after December 1, 2020.

**Section 12.** That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General



RESOLUTION NO. R2020-15

Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue,  
Suite 1900, Austin, Texas 78701.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
OVILLA, TEXAS, BY A VOTE OF \_\_\_\_ TO \_\_\_\_, ON THIS THE 14th DAY OF SEPTEMBER  
2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

2557/32/8108360



## Request for Temporary Right of Entry

August 28, 2020

Highway: FM 664  
Project Limits: US 287 to Westmoreland RD.  
CSJ: 1051-01-038 & 1051-01-1052  
County: Ellis

BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED NO. 7019 2970 0000 2828 2069

City of Ovilla  
105 Cockrell Hill Rd Suite 2  
Ovilla, TX 75154

Property Description: Parcel 147 625 W Main St Midlothian TX

Dear Madam or Sir:

The Texas Department of Transportation (TxDOT) proposes to make roadway improvements to FM 664 at the location referenced above. In order to make these roadway improvements, Teague, Nail & Perkins (TNP) and other personnel are under contract to provide professional services for the project. We respectfully request permission to enter onto your property to perform said services for the purpose indicated. Our field personnel will make every effort to avoid disturbing the property or interfering with any operations within the property. **Granting this permission of access to your property does not surrender any property rights by you, the owner.**

Please complete the enclosed form and return it in the enclosed self-addressed, stamped envelope.

Should you have any questions, please contact Jennifer Addison at 346-353-9585 or Brad Odom at Brad.Odom@txdot.gov. Your response in this matter is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy A. Frost", written over a horizontal line.

Timothy A. Frost, RPLS  
Project Manager  
TNP



Survey Authorization  
Highway: FM 664  
Project Limits: US 287 to Westmoreland RD.  
CSJ: 1051-01-038 & 1051-01-1052  
County: Ellis

Property Description: Parcel 147 625 W Main St Midlothian TX

**Please Sign and Return This Page**

Permission is hereby granted/denied to the Texas Department of Transportation, its employees or agents, and TNP to access to my property for said purposes only.

Permission is Granted

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Permission is Denied

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner's Name (print)

\_\_\_\_\_

Owner's Phone No. \_\_\_\_\_

Special Comments/Instructions (i.e. no longer own property, gate information, lessee or tenant, contact name, livestock, address, and phone number, etc):



**CITY OF OVILLA MINUTES**  
**Monday, August 17, 2020**  
**Special City Council Budget 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, Monday, August 17, 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	Absent
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 present and on the teleconference call.

**CALL TO ORDER**

PL2 Oberg gave the invocation and PL5 Myers led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

**ANNOUNCEMENTS, PRESENTATIONS, COMMENTS**

None

**CITIZEN COMMENTS:**

None

**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. Ellis Countywide Radio System User Interlocal Agreement
2. Minutes July 13, 2020 Regular City Council Meeting
3. Minutes August 10, 2020 Regular City Council Meeting
4. Corrected Minutes May 29, 2020 Special City Council Meeting

PL4 Hunt moved to approve all consent items as presented, seconded by PL5 Myers.  
*No oppositions, no abstentions.*

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

**Recorded Vote:**

**PI1 Huber ABSENT**

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

**REGULAR AGENDA**

ITEM 1. DISCUSSION/ACTION – Review and consider the proposed Fiscal Year 2020-2021 Budget, and direct staff as necessary.

Addressed:

- Staff presenting a balanced budget following directives from Council at the August 10, 2020 Council meeting, highlighting the capital expenditures removed:

**Capital Expenditures removed GENERAL FUND**

- Police - \$251,380 for building remodel
- Park - \$125,000 Park restrooms at Founders Park
- Street - \$162,800 Northwood, Oakwood, Elmwood
- Police - \$28,404 approximately for an additional officer position at mid-year

**Total - \$567,180 pulled from GF Budget**

**Capital Expenditures removed WATER/WW FUND**

- Water Admin - \$40,000 engineering reduced
- Water - \$120,000 Electronic Meter Readers – Broadmoor only
- Sewer - \$85,000 dump truck

**Total - \$245,000 pulled from Water/WW Fund**

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

*One opposition/abstentions.*

***VOTE: The motion to approve carried: 3-1***

Recorded Vote:

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

ITEM 2. DISCUSSION/ACTION – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

*None*

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

*None*

**ADJOURNMENT**

PL2 Oberg moved to adjourn the meeting of August 10, 2020 seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 9:46 p.m.

Recorded Vote:

PI1 Huber ABSENT  
PL2 Oberg AYE

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

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

Mayor Pro Tem Griffin AYE  
PL4 Hunt AYE  
PL5 Myers AYE

ATTEST:

\_\_\_\_\_  
Glennell Miller, City Secretary

\_\_\_\_\_  
Richard Dormier, Mayor

*Approved September 14, 2020*





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 1

Meeting Date: September 14, 2020

Department: Finance

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☐ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Staff

#### Attachments:

1. Resolution R2020-16
2. Annual Financial Audit

#### Agenda Item / Topic:

**ITEM 1.** DISCUSSION/ACTION – Consideration of and action on Resolution R2020-16 accepting the Annual Financial Audit Report prepared by Yeldell, Wilson, Wood and Reeve, P.C., for the year ended September 30, 2019.

#### Discussion / Justification:

Mr. Danny Strunc, with Yeldell, Wilson, Wood and Reeve, P.C., will present, review and answer questions on the Annual Financial Report for the City's fiscal year ended September 30, 2019.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to approve/deny Resolution R2020-16 accepting the Annual Financial Audit Report prepared by Yeldell, Wilson, Wood and Reeve, P.C., for the year ended September 30, 2019.

RESOLUTION NO. R2020-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS ACCEPTING THE ANNUAL FINANCIAL AUDIT REPORT FOR THE YEAR ENDED SEPTEMBER 30, 2020, PREPARED BY YELDELL, WILSON, WOOD AND REEVE, P.C.

**WHEREAS**, Section 103.001. of the Local Government Code requires a municipality to have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit, and;

**WHEREAS**, Section. 1.05.003. Audit of City Funds. The Code of Ordinances of the City of Ovilla in accordance to the Local Government Code, Section 103.001, requires the city audit to be performed by a licensed certified public accountant and filed with the city secretary within one hundred and twenty (120) days after the last day of each fiscal year.

**WHEREAS**, the City of Ovilla has an agreement with Yeldell, Wilson, Wood and Reeve, PC, to conduct and manage their annual audits and prepare financial statements.

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OVILLA:**

Section 1.

The City Council of the City of Ovilla hereby approves and accepts the Annual Financial Audit Report for the year ended September 30, 2020, prepared by Yeldell, Wilson, Wood and Reeve, P.C.

Section 2.

A copy of the said Annual Financial Audit Report is attached hereto as Exhibit "A" and made a part hereof for all purposes.

*PASSED, APPROVED, AND RESOLVED this 14 day of September 2020.*

APPROVED: \_\_\_\_\_

Richard Dormier, **MAYOR**

ATTEST: \_\_\_\_\_

Glennell Miller, **CITY SECRETARY**



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 2

Meeting Date: September 14, 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

#### Attachments:

1. Eikon recommendation
2. Resolution R2020-17

#### Agenda Item / Topic:

**ITEM 2. DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-17 of the City Council of the City of Ovilla, Texas, authorizing the mayor to award and execute Main Street Parking Lot Expansion project by and between the City of Ovilla and Leland Bradlee Construction, Inc.

#### Discussion / Justification:

On August 20, 2020 Notice was posted for sealed bids for the Main Street Parking Expansion. A pre-bid meeting was conducted on September 03 and the bid opening occurred on September 08. Twelve sealed bids were opened. The low bidders were reviewed by Eikon are under budget. This project was approved in the FY2019-2020 Budget, funded by the Municipal Development District. (\$250,000)

#### Mayor Comments:

The Mayor would like the city council to consider adding approximately 90 SY of 10' concrete trail to the project to extend the trail from the sidewalk at the police station to the entrance of the park. This would cost approximately \$5000 based on the unit prices in the low bid.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to approve/deny Resolution R2020-17 of the City Council of the City of Ovilla, Texas, authorizing the mayor to award and execute Main Street Parking Lot Expansion project by and between the City of Ovilla and Leland Bradlee Construction, Inc.



DESIGNING CONFIDENCE

September 11, 2020

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

Subject: Bid Tabulation and Recommendation of Award for  
Ovilla City Hall Parking Lot Improvements  
EIKON Project #18138.21

Dear Pam,

The City of Ovilla received twelve (12) bids on September 8, 2020 for the construction of the above referenced project. A bid tabulation was prepared and is attached for your reference. As indicated in the attached bid tabulation, Home Run Construction, LLC. was the lowest bidder with a bid price of \$220,369.93 which includes the bid alternate.

The bids received ranged from \$220,369.93 to \$386,360.89. The three low bids were grouped within 4% of each other as shown below. The engineer's estimate is \$223,900.

Bid Rank	Bidder	Base Bid	Base Bid + Alternate
1	Home Run Construction, LLC	\$218,082.33	\$220,369.93
2	Leland Bradlee Construction, Inc.	\$220,727.00	\$223,307.00
3	J & K Excavation, LLC	\$223,896.38	\$228,896.42

Other items of note in checking the bid documents and preparing the bid tabulation include:

- NTXDS, Inc. did not provide unit prices for their bid and failed to provide a bid bond;
- AUI Partners submitted errors in their unit price calculations and the written amounts were used to arrive a bid total;
- Wall Enterprises had a minor math error in their bid; and
- Don Smith Concrete, LLC also had three math errors contained in their bid.

Therefore, any math errors and totals were adjusted accordingly in the tabulation.

Bid documents submitted by Home Run Construction, LLC were thoroughly checked and are in order. EIKON contacted the enclosed references and received positive feedback regarding their work experience, history and quality of work; however, they are a new start-up company formed in June of 2020. Joseph Yentes of Home Run Construction, LLC., has completed projects of similar size for other municipalities in the region, but as employed with different company. Per Joseph, the company has bonding capability up to \$3 million dollars. Additionally, being a new company, and they have minimal ongoing commitments. The firm's address is listed in Midlothian, Texas. Based on our evaluation, the



September 11, 2020

lowest bidder appears to be qualified for this project. Home Run Construction has indicated they are available for an interview if the City deems it necessary.

Regarding the bid alternate for this project, the alternate consists of installation of a concrete trail on private property immediately east of the projects site. We recommend the City of Ovilla pursue a public access easement and a letter of permission for the trail extension from the adjacent landowner.

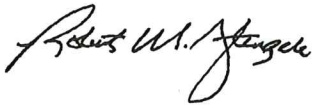
**We therefore recommend that Home Run Construction, LLC. be awarded the contract in the amount of \$220,369.93, which includes the bid alternate.**

Alternatively, The City of Ovilla may elect to award the project to the second low bidder as their company has been around for over 30 years and has accomplished work of similar magnitude for municipalities. We checked their references as well and received favorable input. They are located in Longview, Texas.

**If the City opts to award the project to the second low bidder: Leland Bradlee Construction be awarded the contract in the amount of \$223,307.00, which includes the bid alternate.**

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,



**Robert M. Stengele, PE**  
Director of Civil Engineering  
**EiKON Consulting Group**  
P (940) 458.7503  
C (817) 403.9390  
[rstengele@eikoncg.com](mailto:rstengele@eikoncg.com)  
[www.eikoncg.com](http://www.eikoncg.com)





## RESOLUTION NO. R2020-17

\* \* \* \*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AUTHORIZING THE MAYOR TO AWARD AND EXECUTE MAIN STREET PARKING LOT EXPANSION PROJECT BY AND BETWEEN THE CITY OF OVILLA AND LELAND BRADLEE CONSTRUCTION, INC.

**WHEREAS**, the City of Ovilla published for sealed bids in accordance with Chapter 252 of the Texas Local Government Code and received and publicly opened those bids on September 08, 2020 for the Main Street Parking Lot Expansion Project; and

**WHEREAS**, the City's professional engineering firm, Eikon, Inc LLP, has reviewed submitted bids and prepared a letter of recommendation to award a construction contract agreement that includes the alternate bid for a total amount of \$223,307.00; and

**WHEREAS**, this meeting is open to the public as required by law, and public notice of the time, place, and purpose of this meeting was given as required by the Texas Open Meetings Act, Chapter 551, Government Code.

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

**SECTION 1.** That the City Council authorizes the Mayor to execute construction contract documents total amount that includes the alternate bid \$223,307.00 for the Main Street Parking Lot Expansion project and;

**SECTION 2.** That this resolution shall take effect from and after its passage, and it is so resolved.

**Passed, Approved and Adopted** by the City Council of the City of Ovilla, Texas, this 14 day of September 2020.

APPROVED:

\_\_\_\_\_  
Richard Dormier, MAYOR

ATTEST:

\_\_\_\_\_  
Glennell Miller, CITY SECRETARY



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 3

Meeting Date: September 14, 2020

Department: Code Enforcement

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Mike Dooly, Code Enforcement

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Deputy City Secretary

#### Attachments:

1. Email request from owner
2. Application Packet with Survey

#### Agenda Item / Topic:

**ITEM 3. DISCUSSION/ACTION** – Consideration of and action on a variance for a building line encroachment requested by the property owners, Larry and Loretta Causey, at 605 Clinton Street, being Lot 3, Block A, in the Highland Meadows Subdivision.

#### Discussion / Justification:

Larry and Loretta Causey filed miscellaneous appeals to the Ovilla Code of Ordinances with Mr. Dooly. Two variances will be presented to the Board of Adjustment regarding:

1. Size of the building exceeds Code allowance
2. Front facing garage/Accessory building

Based on the size of the garage intended, Mr. Causey is requesting a building line encroachment of about 3 foot into the easement at the back of his property. There are no utility lines back there. There is currently an accessory building at the back of the property. Mr. Causey advised he would remove that building prior to installing his requested garage.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to approve/deny the request for a variance for a building line encroachment (3 ft into the easement at the back of his property) requested by the property owners, Larry and Loretta Causey, at 605 Clinton Street, being Lot 3, Block A, in the Highland Meadows Subdivision.

## Glennell Miller

---

**From:** Glennell Miller  
**Sent:** Thursday, August 6, 2020 11:39 AM  
**To:** 'Shane Causey'  
**Subject:** RE: 3' encroachment into utility easement @ 605 Clinton Street

Thank you very much!  
I will pass the information on and get back to you with further instructions.  
Have a great day!

**Glennell Miller**  
**City Secretary**  
City of Ovilla  
972.617.7262

*"The important thing is that we stick together!" - Buzz Lightyear*

---

**From:** Shane Causey <shane.causey@yahoo.com>  
**Sent:** Thursday, August 6, 2020 11:37 AM  
**To:** Glennell Miller <gmiller@cityofovilla.org>  
**Cc:** Mike Dooly <MDooly@cityofovilla.org>  
**Subject:** 3' encroachment into utility easement @ 605 Clinton Street

To whom it may concern,

My name is Shane Causey and I reside at 605 Clinton Street in Ovilla, TX 75154. I have applied for and been denied permit for an out building on my property. Permit # 2020-0546. I am formally requesting to be placed on the agenda of The City council for September 14th, 2020. I would like to seek about the permission to encroach three feet into the rear utility easement of my property.

Thank you,

Shane Causey  
214-793-8106



## Accessory Building Permit Checklist

DATE 7-16-2020

OWNER Causey Larry + Loretta

ADDRESS 605 Clinton St.

1. Permit Signed by property owner ☒ Yes ☐ No
2. Use of building garage for vehicles and tools
3. Plot plan with survey stamp ☒ Yes ☐ No
4. Building Material ☒ Brick ☐ Stone ☐ Hardiplank ☐ Wood ☐ Other
5. Roof Material \_\_\_\_\_
6. Door Facing 90' from front of property ☐ Yes ☒ No
7. Height no taller than main dwelling or 25' ☐ Yes ☒ No
8. Location of Building
  - a. 100 ft from front property line ☐ Yes ☒ No
  - b. 5 feet from side property lines ☒ Yes ☐ No
  - c. Behind Rear plane of house ☒ Yes ☐ No
9. Septic tank/aerobic sprinkler spray location ☐ Yes ☒ No
10. Electricity ☒ Yes ☐ No
11. Plumbing ☐ Yes ☐ No
12. Number of buildings on property \_\_\_\_\_
13. Size of property .3651 Acre
14. Total square footage 946 Total square footage allowed 500 sq ft.
15. Variance required ☒ Yes ☐ No

*utility easement encroach*

Approved ☒ Denied ☐ Reason

DATE 7-16-2020

NAME Mike Dany

*Bob-Sant*

- 1. Door facing front.*
- CC 2. utility easement encroachment*
- 3. over square footage allowed*
- 4. DETACHED*



## Residential Building Permit Application

Building Permit Number: _____		Valuation: <u>\$ 70,000</u>	
Zoning: _____		Valuation w/land: <u>\$ 320,000</u>	
Project Address: <u>605 CLINTON ST</u>			
Lot: <u>3</u>	Subdivision: <u>A</u>	Subdivision: <u>HIGHLAND MEADOW</u>	
Project Description: NEW SFR <input type="checkbox"/> SFR REMODEL/ADDITION <input type="checkbox"/> SPECIFY OTHER: _____ PLUMBING/ELECTRICAL <input checked="" type="checkbox"/> FLATWORK <input checked="" type="checkbox"/> SPRINKLER <input type="checkbox"/> SWIMMING POOL <input type="checkbox"/> ACCESSORY BUILDING <input checked="" type="checkbox"/> FENCE <input type="checkbox"/>			
Proposed Use: <u>Garage for vehicles &amp; tools</u>			
Description of Work: <u>ADD 2 CAR Garage made to match House as close as possible</u>			
Area Square Feet: _____	Covered _____	Number of stories: <u>1</u>	
Living: <u>0</u>	Garage: <u>750</u>	Porch: <u>196</u>	Total: <u>946</u>

Homeowner's name: <u>LARRY S CAUSEY</u>			
Address: <u>605 CLINTON ST</u>			
Phone Number: <u>214 793 8106</u>	Home Number: _____	Mobile Number: <u>214 793 8106</u>	

General Contractor	Contact Person: <u>SHANE CAUSEY</u>	Phone Number: <u>214 793 8106</u>	Contractor License Number: _____
Mechanical Contractor	Contact Person: _____	Phone Number: _____	Contractor License Number: _____
Electrical Contractor	Contact Person: <u>LARRY P CAUSEY</u>	Phone Number: <u>972 790-0707</u>	Contractor License Number: <u>E82D</u>
Plumber/Irrigator	Contact Person: _____	Phone Number: _____	Contractor License Number: _____

☒ I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

**\*NOTE \*\* While your project may be approved and permitted by the City, you should check your deed restrictions and HOA requirements before applying for a permit. Obtaining a permit from the City does not ensure your right to commence a project. The City does not reference or enforce HOA restrictions and/or requirements.**

Signature of Applicant: [Signature] Date: \_\_\_\_\_

## OFFICE USE ONLY:

Approved by: _____	Date approved: _____
City Manager: _____	Date approved: _____

Plan Review Fee: _____	Receipt # _____	Total Fees: _____
Building Permit Fee: _____		Issued Date: _____
Park Impact Fee: _____		<b>Expires: 180 Days</b>
Capital Recovery Fee: _____	<u>shane.causey@yahoo.com</u>	Issued By: _____
Fire Meter: _____		
Water Meter Cost: _____		
Water Impact: _____		
Sewer Connection Fee: _____		BV Project # _____
Sewer Impact: _____		





# Residential Building Permit Application

## City of Ovilla

105 S. Cockrell Hill Rd., Ovilla, TX 75154  
Phone: (972) 617-7262 | Fax: (972) 515-3221

<b>Building Permit #</b>	2020-0546	<b>Valuation:</b>	\$70,000.00
<b>Zoning:</b>		<b>Valuation w/</b>	\$0.00
		<b>Land:</b>	
<b>Project Address:</b>	605 CLINTON ST		
<b>Lot:</b>	<b>Block:</b> A	<b>Subdivision:</b>	
<b><u>Project Description:</u></b>			
New SFR		Flatwork	
Plumbing/Electrical		Accessory Building	Yes
Swimming Pool		Sprinkler	
SFR Remodel/Addition		Fence	
Roof			
Other		Specify Other:	
<b>Proposed Use:</b>	Garage for Vehicle and Tools		
<b>Description of Work:</b>	2 car garage made to match house with electricity		
<b><u>Area Square Feet:</u></b>			
<b>Living:</b>		<b>Garage:</b>	<b>Covered Porch:</b>
<b>Total:</b>	0.00		
<b># of Stories:</b>			

### **Homeowner Details**

**Name:** LARRY S & LORETTA J CAUSEY  
**Address:** 605 CLINTON ST, OVILLA, TX 75154  
**Phone # Email:**

### **Applicant Details**

**Applicant Type:** Owner  
**Name:** SHANE CAUSEY  
**Address:** ,  
**Phone # (214) 793-8106 Email:**

**General Contractor Details**

License #

Name:

Phone # Email:

**Mechanical Contractor Details**

License #

Name:

Phone # Email:

**Electrical Contractor Details**

License # E820

Name: LARRY CAUSEY

Phone # (972) 790-0707 Email:

**Plumber/Irrigator Details:**

License #

Name:

Phone # Email:

---

Applicant's Signature***Office Use Only:***

Approved By :		Date approved:	
City Manager:		Date Approved:	

Plan Review Fee: \$0.00

Total Fees: \$0.00

Building Permit Fee: \$0.00

Issued Date:

Park Impact Fee: \$0.00

Expiry Date:

Capital Recovery Fee: \$0.00

Issued By:

Fire Meter: \$0.00

BV Project #

Water Meter Cost: \$0.00

Water Impact: \$0.00

Sewer Connection Fee: \$0.00

Sewer Impact: \$0.00

000 0047 E 139.32

TRANSFORMER  
BOX

15' UTILITY EASEMENT

5.3'

3'

30

14x14

EASEMENT  
(INSIDE)

LOT 3  
BLOCK A

3/32

25

Doodle

28.2'

8.0'

12.9'

5.1'

29.8'

23.1'

6.3'

26.0'

BRICK RESIDENCE

N 27°52'25" W  
142.67'

LOT 2

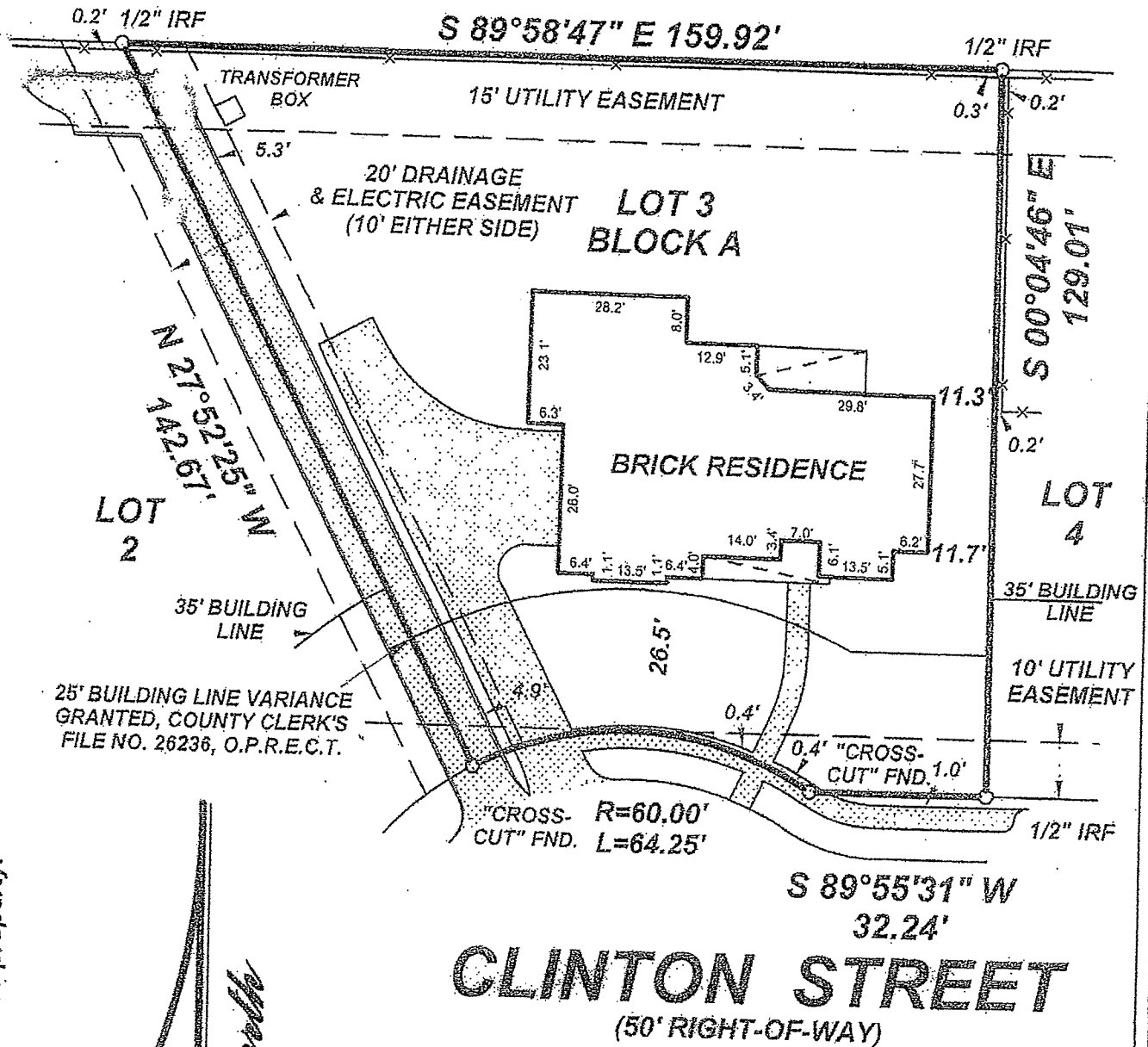
14.0' 3.4' 7.0'

3/32  
3/32

# SURVEY PLAT

This is to certify that I have, this date, made a careful and accurate survey on the ground of the property located at 605 Clinton Street, LOT 3, BLOCK "A", HIGHLAND MEADOW, an Addition to the City of Ovilla, Ellis County, Texas, according to the Plat thereof recorded in Cabinet F, Slide 40, Plat Records, Ellis County, Texas.

The property shown hereon is located in Zone "X" according to Community Panel Number 48139C0080 D, of the U. S. Department of Housing and Urban Development Flood Hazard Boundary Map Dated January 20, 1999.



Note: Easements as recorded in Volume 602, Page 208 and Volume 1277, Page 208, Deed Records, Ellis County, Texas, do not to the best of my knowledge and belief affect the herein described property.

This survey is hereby accepted and approved

*Jerry S. Causey*  
purchaser

purchaser

date

This survey was performed exclusively for the parties in connection with the G. F. Number shown hereon and is licensed for a single use. This survey remains the property of the





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 4

Meeting Date: September 14, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Mike Dooly, Code Enforcement

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Code

#### Attachments:

1. Permit Application with photos

#### Agenda Item / Topic:

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on a Meritorious Exception, Chapter 3, Section 3.06.012 Granting of Exceptions of the Ovilla Code of Ordinances, filed by Mary Cavanaugh, representative and President of the Ashburne Glen Homeowners Association to place two 18"X 24" informational pole signs for entryways to the subdivision at Cockrell Hill Road and Ashburne Glen Lane, and Cockrell Hill Road and Nob Hill, Ovilla, Ellis County, Texas.

#### Discussion / Justification:

Section 3.06 of the Ovilla Code of Ordinance prohibits placement of signs on public property.

Applicant representative Mary Cavanaugh, President of and representative for the Ashburne Glen HOA submitted a request for a Meritorious Exception to place two "welcome" pole signs at the subdivisions two entrances. Setbacks have not been determined for compliance with the Ovilla Code.

Sign description: 18"X24" "welcome" pole signs

Materials: metal

Duration: It is unknown if the applicant expects to leave the signs permanently.

Current Zoning: R-15

There are numerous restrictions in the Ovilla Code regarding the placement of the pole sign at a subdivision entrance.

#### Excerpts from Ovilla Code: Section 3.06

##### **Sec. 3.06.003 Placement of Signs**

Restrictions. No person, firm, corporation or other entity shall erect, place or cause to be erected or place any sign on public property, including but not limited to, signs attached to any public utility pole or structure, streetlight, tree, fence fire hydrant, bridge, curb, sidewalk, park bench, in a public right-of-way...

##### **Sec. 3.06.006 Pole and monument signs not to be used in combination**

((b) Pole and monument signs shall not be used in combination on the same premises. Each premises shall be permitted only one pole sign or one monument sign. A pole sign or monument sign may be used in combination with other permanent signs listed in the schedule for permanent signs.



**Sec. 3.06.010 Subdivision signs**

(a) Signs identifying a residentially zoned subdivision are permitted in the city and for a residential subdivision in the city's extraterritorial jurisdiction, subject to the following restrictions:

- (1) Subdivision signs shall be monument signs; and
- (2) Shall not exceed thirty-two square feet for each face, and six feet in height.

(b) Two subdivision signs shall be permitted for each entrance to the subdivision, with no more than one sign per side of the street.

**Sec. 3.06.012 Granting of exceptions**

(a) Generally. It is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this article and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.

(b) Request for exception. Upon request of an interested party, the city council, upon recommendation by the administrative official, shall hear and shall seriously and fairly consider a request for a meritorious exception under this section.

**Recommendation / Staff Comments:**

**Sample Motion(s):**

I move to approve/deny a Meritorious Exception request filed by Mary Cavanaugh to place two 18"X24" informational pole signs for entryways to the subdivision at Cockrell Hill Road and Ashburne Glen Lane, and Cockrell Hill Road and Nob Hill, Ovilla, Ellis County, Texas, authorizing the City Manager to execute, as presented.



# Residential Building Permit Application

## City of Ovilla

105 S. Cockrell Hill Rd., Ovilla, TX 75154  
Phone: (972) 617-7262 | Fax: (972) 515-3221

<b>Building Permit #</b>	2020-0599	<b>Valuation:</b>	\$0.00
<b>Zoning:</b>		<b>Valuation w/</b>	\$0.00
		<b>Land:</b>	
<b>Project Address:</b>	COCKRELL HILL AND ASHBURNE GLEN LN		
<b>Lot:</b>	<b>Block:</b>	<b>Subdivision:</b>	
<b><u>Project Description:</u></b>			
New SFR		Flatwork	
Plumbing/Electrical		Accessory Building	
Swimming Pool		Sprinkler	
SFR Remodel/Addition		Fence	
Roof			
Other	Yes	<b>Specify Other:</b>	SIGN
<b>Proposed Use:</b>	SIGN		
<b>Description of Work:</b>	INSTALL 18 X 24 INFORMATIONAL SIGN FOR ENTRYWAY TO SUBDIVISION		
<b><u>Area Square Feet:</u></b>			
<b>Living:</b>		<b>Garage:</b>	<b>Covered Porch:</b>
<b>Total:</b>	0.00		
<b># of Stories:</b>			

### **Homeowner Details**

**Name:** ASHBURNE GLEN HOA  
**Address:** ,  
**Phone #** (469) 530-5251 **Email:**

### **Applicant Details**

**Applicant Type:** Agent  
**Name:** MARY CAVANAUGH  
**Address:** ,  
**Phone #** (469) 530-5251 **Email:**

section 306 (f) Placement of Sign

Type of sign - NOT Allowed

Denied *may*

**General Contractor Details**

License #

Name:

Phone # Email:

**Mechanical Contractor Details**

License #

Name:

Phone # Email:

**Electrical Contractor Details**

License #

Name:

Phone # Email:

**Plumber/Irrigator Details:**

License #

Name:

Phone # Email:

---

Applicant's Signature***Office Use Only:***

Approved By :		Date approved:	
City Manager:		Date Approved:	

Plan Review Fee: \$0.00

Building Permit Fee: \$60.00

Park Impact Fee: \$0.00

Capital Recovery Fee: \$0.00

Fire Meter: \$0.00

Water Meter Cost: \$0.00

Water Impact: \$0.00

Sewer Connection Fee: \$0.00

Sewer Impact: \$0.00

Total Fees: \$60.00

Issued Date:

Expiry Date:

Issued By:

BV Project #



# Building Permit

City of Ovilla

---

105 S. Cockrell Hill Rd., Ovilla, TX 75154  
Phone: (972) 617-7262 | Fax: (972) 515-3221

Permit No. 2020-0599

**Location:** COCKRELL HILL AND ASHBURNE GLEN LN

**Description:** INSTALL 18 X 24 INFORMATIONAL SIGN FOR ENTRYWAY TO SUBDIVISION

**Owner:** ASHBURNE GLEN HOA

**Date Issued:**

**Building Inspector:** \_\_\_\_\_

**This Permit To Be Posted In Conspicuous Place On Site**

# City of Ovilla

SIGNS

Phone: (972) 617-7262

Fax: (972) 515-3221

Residential Building

Building Permit Number:	Valuation:
Zoning:	Valuation w/land:
Project Address:	Corner of Cockrell Hill + Ashburne Glen Ln
Lot:	Subdivision: Ashburne Glen
Project Description:	NEW SFR <input type="checkbox"/> SFR REMODEL/ADDITION <input type="checkbox"/> SPECIFY OTHER: - Signs
	PLUMBING/ELECTRICAL <input type="checkbox"/> FLATWORK <input type="checkbox"/> SPRINKLER
	SWIMMING POOL <input type="checkbox"/> ACCESSORY BUILDING <input type="checkbox"/> FENCE
Proposed Use:	informational signs for entryway
Description of Work:	install signs 18x24" sign
Area Square Feet:	
Living:	Garage: Covered Porch: Total:

Homeowner's name:	Ashburne Glen HOA
Address:	by Mary Cavanaugh - President
Phone Number:	469-530-5251
Home Number:	
Mobile Number:	

General Contractor	Contact Person	Phone Number
Mechanical Contractor	Contact Person	Phone Number
Electrical Contractor	Contact Person	Phone Number
Plumber/Irrigator	Contact Person	Phone Number

( ) I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of la type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to viola other state or local law regulating construction or the performance of construction.

**\*\*NOTE \*\*** While your project may be approved and permitted by the City, you should check your deed restrictio before applying for a permit. Obtaining a permit from the City does not ensure your right to commence a projec or enforce HOA restrictions and/or requirements.

Signature of Applicant: Mary Cavanaugh, president Date: 8/25/2020

## OFFICE USE ONLY:

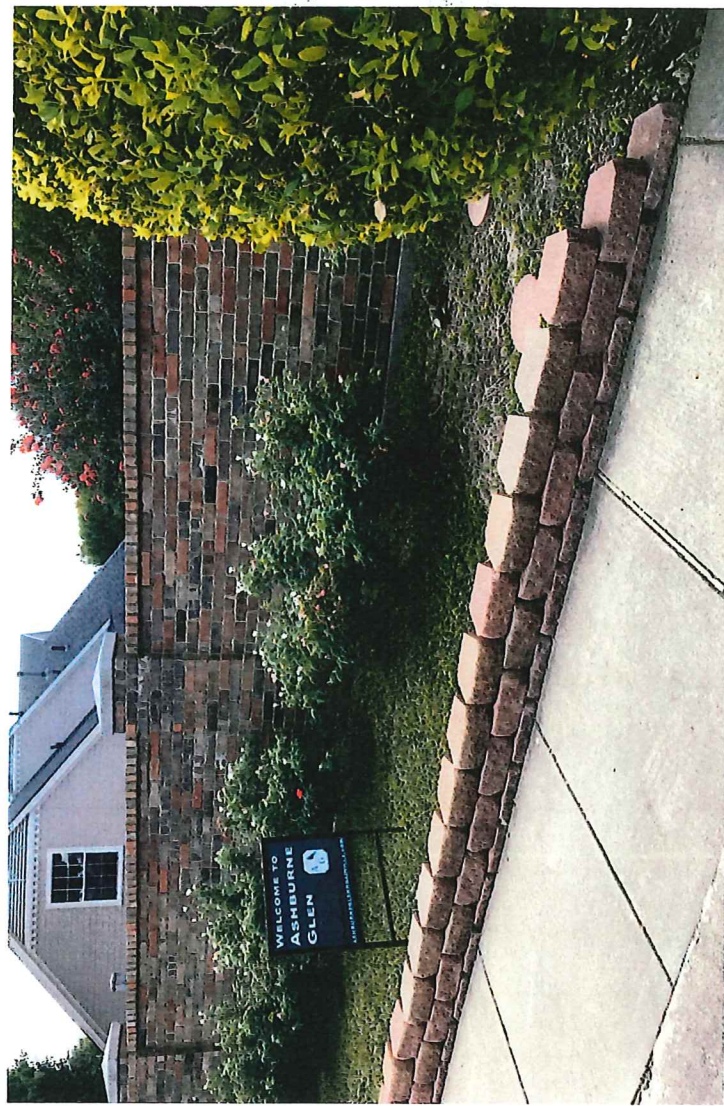
Approved by:	Date approved:
City Manager:	Date approved:

Plan Review Fee: \_\_\_\_\_  
Building Permit Fee: \_\_\_\_\_  
Park Impact Fee: \_\_\_\_\_  
Capital Recovery Fee: \_\_\_\_\_  
Fire Meter: \_\_\_\_\_  
Water Meter Cost: \_\_\_\_\_

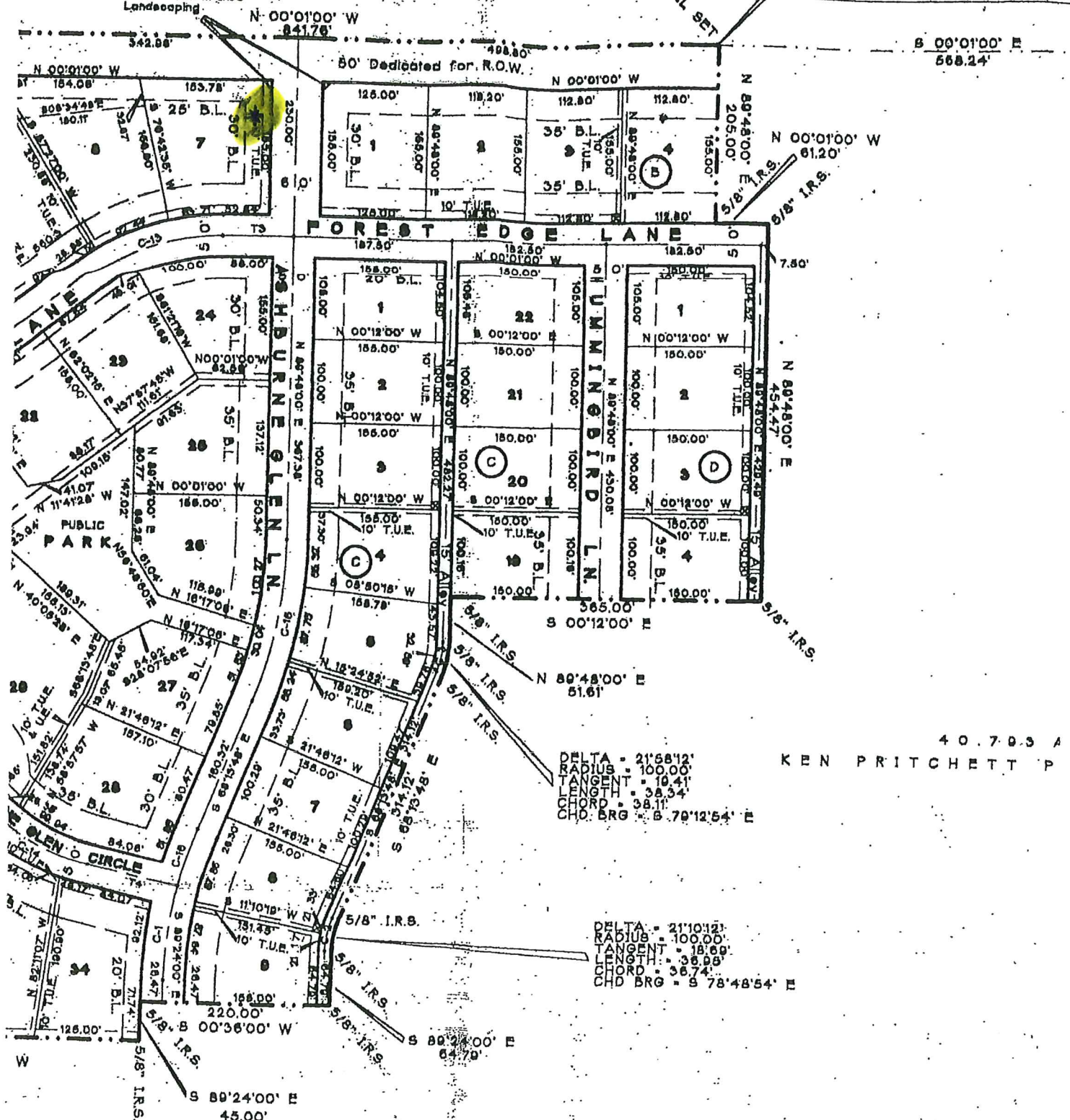
Receipt # \_\_\_\_\_

Total Fees: \_\_\_\_\_  
Issued Date: \_\_\_\_\_  
Expires: \_\_\_\_\_  
Issued By: \_\_\_\_\_





Ashburne Glen  
&  
Cockrell Hill  
Entrance



40.703 A  
KEN PRITCHETT P





# Residential Building Permit Application City of Ovilla

105 S. Cockrell Hill Rd., Ovilla, TX 75154  
Phone: (972) 617-7262 | Fax: (972) 515-3221

<b>Building Permit #</b>	2020-0598	<b>Valuation:</b>	\$0.00
<b>Zoning:</b>		<b>Valuation w/</b>	\$0.00
		<b>Land:</b>	
<b>Project Address:</b>	COCKRELL HILL AND NOB HILL		
<b>Lot:</b>	<b>Block:</b>	<b>Subdivision:</b>	
<b><u>Project Description:</u></b>			
New SFR		Flatwork	
Plumbing/Electrical		Accessory Building	
Swimming Pool		Sprinkler	
SFR Remodel/Addition		Fence	
Roof			
Other	Yes	<b>Specify Other:</b>	SIGN
<b>Proposed Use:</b>	SIGN		
<b>Description of Work:</b>	INSTALL 18 X 24 INFORMATIONAL SIGN FOR ENTRYWAY TO SUBDIVISION		
<b><u>Area Square Feet:</u></b>			
<b>Living:</b>		<b>Garage:</b>	<b>Covered Porch:</b>
<b>Total:</b>	0.00		
<b># of Stories:</b>			

## **Homeowner Details**

**Name:** ASHBURNE GLEN HOA  
**Address:** ,  
**Phone #** (469) 530-5251 **Email:**

## **Applicant Details**

**Applicant Type:** Agent  
**Name:** ASHBURNE GLEN HOA / MARY CAVANAUGH  
**Address:** ,  
**Phone #** (469) 530-5251 **Email:**

section 3.06 (f) Placement of Sign  
Type of Sign - not Allowed

Denied - m.d.m.

**General Contractor Details**

License #

Name:

Phone # Email:

**Mechanical Contractor Details**

License #

Name:

Phone # Email:

**Electrical Contractor Details**

License #

Name:

Phone # Email:

**Plumber/Irrigator Details:**

License #

Name:

Phone # Email:

---

Applicant's Signature***Office Use Only:***

Approved By :		Date approved:	
City Manager:		Date Approved:	

Plan Review Fee: \$0.00

Building Permit Fee: \$60.00

Park Impact Fee: \$0.00

Capital Recovery Fee: \$0.00

Fire Meter: \$0.00

Water Meter Cost: \$0.00

Water Impact: \$0.00

Sewer Connection Fee: \$0.00

Sewer Impact: \$0.00

Total Fees: \$60.00

Issued Date:

Expiry Date:

Issued By:

BV Project #



# Building Permit

## City of Ovilla

---

105 S. Cockrell Hill Rd., Ovilla, TX 75154  
Phone: (972) 617-7262 | Fax: (972) 515-3221

**Permit No.** 2020-0598

**Location:** COCKRELL HILL AND NOB HILL

**Description:** INSTALL 18 X 24 INFORMATIONAL SIGNS FOR ENTRYWAY TO SUBDIVISION

**Owner:** ASHBURNE GLEN HOA

**Date Issued:**

**Building Inspector:** \_\_\_\_\_

**This Permit To Be Posted In Conspicuous Place On Site**



# City of Ovilla

Phone: (972) 617-7262

Fax: (972) 515-3221

*SIGNS*

## Residential Building

Building Permit Number:	_____	Valuation:	_____															
Zoning:	_____	Valuation w/land:	_____															
Project Address:	<i>Corner of Nob Hill + Cockrell Hill</i>																	
Lot:	_____	Subdivision:	<i>Ashburne Glen</i>															
Project Description:	<table border="0"><tr><td>NEW SFR</td><td><input type="checkbox"/></td><td>SFR REMODEL/ADDITION</td><td><input type="checkbox"/></td><td>SPECIFY OTHER: <i>- signs</i></td></tr><tr><td>PLUMBING/ELECTRICAL</td><td><input type="checkbox"/></td><td>FLATWORK</td><td><input type="checkbox"/></td><td>SPRINKLER</td></tr><tr><td>SWIMMING POOL</td><td><input type="checkbox"/></td><td>ACCESSORY BUILDING</td><td><input type="checkbox"/></td><td>FENCE</td></tr></table>			NEW SFR	<input type="checkbox"/>	SFR REMODEL/ADDITION	<input type="checkbox"/>	SPECIFY OTHER: <i>- signs</i>	PLUMBING/ELECTRICAL	<input type="checkbox"/>	FLATWORK	<input type="checkbox"/>	SPRINKLER	SWIMMING POOL	<input type="checkbox"/>	ACCESSORY BUILDING	<input type="checkbox"/>	FENCE
NEW SFR	<input type="checkbox"/>	SFR REMODEL/ADDITION	<input type="checkbox"/>	SPECIFY OTHER: <i>- signs</i>														
PLUMBING/ELECTRICAL	<input type="checkbox"/>	FLATWORK	<input type="checkbox"/>	SPRINKLER														
SWIMMING POOL	<input type="checkbox"/>	ACCESSORY BUILDING	<input type="checkbox"/>	FENCE														
Proposed Use:	<i>informational signs for entryway</i>																	
Description of Work:	<i>install signs 18x24" sign</i>																	
Area Square Feet:	_____																	
Living:	Garage: _____	Covered Porch: _____	Total: _____															

Homeowner's name:	<i>Ashburne Glen HOA</i>		
Address:	<i>by Mary Cavanaugh - President</i>		
Phone Number:	<i>469-530-5251</i>	Home Number:	_____
		Mobile Number:	_____

General Contractor	Contact Person	Phone Number
<i>N/A</i>		
Mechanical Contractor	Contact Person	Phone Number
<i>N/A</i>		
Electrical Contractor	Contact Person	Phone Number
<i>N/A</i>		
Plumber/Irrigator	Contact Person	Phone Number

( ) I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate other state or local law regulating construction or the performance of construction.

**\*\*NOTE \*\* While your project may be approved and permitted by the City, you should check your deed restriction before applying for a permit. Obtaining a permit from the City does not ensure your right to commence a project or enforce HOA restrictions and/or requirements.**

Signature of Applicant: *Mary Cavanaugh, president* Date: *8/25/2020*

### OFFICE USE ONLY:

Approved by:	_____	Date approved:	_____
City Manager:	_____	Date approved:	_____

Plan Review Fee: \_\_\_\_\_  
Building Permit Fee: \_\_\_\_\_  
Park Impact Fee: \_\_\_\_\_  
Capital Recovery Fee: \_\_\_\_\_  
Fire Meter: \_\_\_\_\_  
Water Meter Cost: \_\_\_\_\_

Receipt # \_\_\_\_\_

Total Fees: \_\_\_\_\_  
Issued Date: \_\_\_\_\_  
**Expires:** \_\_\_\_\_  
Issued By: \_\_\_\_\_



NOB HILL  
&  
Cockrell Hill Entrance



C-409

P O I N T



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 5

Meeting Date: September 14, 2020

Department: Council/Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Deputy City Secretary

#### Attachments:

1. Official TMLIRP Ballot

#### Agenda Item / Topic:

**ITEM 5. DISCUSSION/ACTION** – Consideration of an action on an Official Ballot of the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election, for Places 1-4 to each serve a 6-year term, authorizing the Mayor to execute said Official Ballot upon approval by City Council.

#### Discussion / Justification:

As Texas Municipal League Intergovernmental Risk Pool (TMLIRP) members, Ovilla is entitled to vote for Board of Trustees members. Places 1-4 have candidates listed on the ballot to each serve a 6-year term.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

I move to that Ovilla submit an official ballot of the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election, For Places 1-4 to each serve a 6-year term, authorizing the Mayor to execute said Official Ballot upon approval by City council.

Place 1 \_\_\_\_\_  
Place 2 \_\_\_\_\_  
Place 3 \_\_\_\_\_  
Place 4 \_\_\_\_\_



# OFFICIAL BALLOT

## Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election

This is the official ballot for the election of Places 1 – 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2020. Ballots received after September 30, 2020, cannot be counted. **The ballot must be properly signed, and all pages of the ballot must be mailed to:**

**Trustee Election**  
**David Reagan, Secretary of the Board**  
**P.O. Box 149194**  
**Austin, Texas 78714-9194**

**If the ballot is not signed, it will not be counted.**

**PLACE 1**

- ☐ **Robert T. Herrera** (Incumbent). City Manager, City of Cibolo (Region 7) since 2012. Mr. Herrera served as City Manager of Hondo, Texas from 2003 to 2012 and as City Manager of La Porte from 1986 to 2002. He has served other Texas cities, including management positions with the cities of San Marcos, Missouri City, and Woodway. Mr. Herrera has been a Board member of the TML Intergovernmental Risk Pool since 1993 and has served as Chair and Vice Chair of the Board. He also served as Chair of the Finance-Information Technology Committee and the Underwriting-Claims Committee of the TML Intergovernmental Risk Pool.

**WRITE IN CANDIDATE:**

---

## PLACE 2

- ☐ **Chris Armacost.** City Commissioner for the City of Hitchcock (Region 14). Mr. Armacost is Director of Technology, Transportation, Facilities, and Operations for the Hitchcock Independent School District. He serves on the Hitchcock Education Foundation and Hitchcock Chamber of Commerce. He is the president of the Hitchcock Little League Baseball Association and coached several teams. Mr. Armacort has been awarded the Hitchcock Chamber President Award and the Above and Beyond Citizen Award from the Hitchcock ISD. He has obtained a Certified Municipal Official certification from TML.
- ☐ **John W. (Buzz) Fullen** (Incumbent). Mayor of the City of Henderson since 2019 and from 2004 to 2012 (Region 15). Mr. Fullen also served as a Commissioner of the Henderson Housing Authority from 2011 to 2019 and is now ex-officio on same. He currently serves on the Henderson Main Street Board (2004–present), Henderson Civic Center Board (2003–present), and the Henderson ETMC Hospital Diabetes Board (2009–present). He has been a Board member of the TML Intergovernmental Risk Pool since 2010, during which time he served as Chair (2018-2020) and Vice Chair (2016-2018).

**WRITE IN CANDIDATE:**

---

### PLACE 3

- ☐ **George Hyde.** City Attorney for the City of Watuaga (Region 8). Mr. Hyde is a partner in the law firm Russell Rodriquez Hyde Bullock, LLP, located in Georgetown. He is a member of and holds Merit Certification in Municipal Law from the Texas City Attorneys Association. He has served as City Attorney for ten other cities across Texas, since 2003. He has also served local governments in various public safety positions within Fire Departments, Parks Departments, and Police Departments. During his tenure as a peace officer, Mr. Hyde received the Texas Commission on Law Enforcement Educational Achievement Award for exceeding normal expectations in job performance.
- ☐ **Roy E. Maynor.** City Alderman, Position 3, for the City of West Columbia (Region 14). He has been an elected official of West Columbia since 2013. Mr. Maynor is a Life Safety Systems Specialist for Vallen Safety Services and a member of Gulf Coast Christian Church. He is also part-owner of Grit Fitness in West Columbia. He and his wife, Rachel, have two children.
- ☐ **Jeffrey Snyder** (Incumbent). City Manager for the City of Plainview (Region 2). He previously served as the Assistant City Manager for Plainview and as the City Manager for Idalou. Mr. Snyder graduated from West Texas A&M University and obtained a Master of Public Administration from Texas Tech University. He is a member of the International City Management Association (ICMA) and TCMA. He is a graduate of the Public Executive Institute through the University of Texas and is a credentialed manager through ICMA. He has been a Board member of the TML Intergovernmental Risk Pool since 2018 and served on various committees with TML, TCMA and ICMA and as past president of the Panhandle City Management Association.

**WRITE IN CANDIDATE:**

---



#### PLACE 4

- ☐ **Robert S. Hauck** (Incumbent). City Manager for the City of Tomball (Region 14), a position he has held since April 2018. He began his full-time career in public service with the Los Angeles Police Department in 1988. In 2008, Mr. Hauck retired from the LAPD and joined the City of Tomball, where he has served as Chief of Police, Assistant City Manager, and now City Manager. Mr. Hauck holds a Bachelor of Arts degree in Business Administration, and a Master of Science degree in Management. He has been a Board member of the TML Intergovernmental Risk Pool since 2019. Mr. Hauck and his wife Kathleen have three children – Lauren, Conner, and Madeline.
- ☐ **Dave Martin**. City Councilmember and current Mayor Pro Tem for the City of Houston (Region 14). Mr. Martin serves as Chair of the City Council Budget and Fiscal Affairs Committee. He previously served on the Humble ISD Board of Trustees and as Secretary/Treasurer of the Board of Directors for the Harris County Houston Sports Authority. Mr. Martin is a Managing Director of Marsh & McLennan Companies, Inc., the largest Global Risk Management firm. Previously he worked for two “Big Four” accounting firms, PricewaterhouseCoopers, LLP and Ernst & Young, LLP.
- ☐ **Kimberly Meisner**. Executive Director for General Operations for Kerrville (Region 7), overseeing Human Resources, Municipal Court, Public Library, Public Information, the Senior Services Advisory Committee, and the Kerrville Area Youth Leadership Academy. Ms. Meisner has over 23 years of public service, which includes serving Kerrville and La Porte. She is a member of the TCMA, International Public Management Association for Human Resources (IPMA-HR), Society for Human Resource Management (SHRM), and is a former President of the Bay Area Human Resource Management Association. She has a Master’s degree in Public Administration and is an IPMA-HR Senior Certified Professional and a SHRM Certified Professional.
- ☐ **Sean Overeynder**. City Manager for the City of Lamesa, Texas (Region 3). Sean Overeynder began his career in local government administration in August 2014 in Economic Development, working for various public and private organizations. He has held the position of City Manager for the City of Lamesa since March 2020. Prior to becoming the City Manager, he was appointed as the Economic Development Director for the City of Lamesa on August 27, 2018.

**WRITE IN CANDIDATE:**

---

## Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name of Authorized Official

\_\_\_\_\_  
Printed Name of Political Entity



# Ovilla City Council

## AGENDA ITEM REPORT

### Item 6

Meeting Date: September 14, 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

#### Attachments:

1. Safe solutions to reopen

#### Agenda Item / Topic:

ITEM 6. DISCUSSION – Discuss and review staff's plans for the reopening of the city facilities.

#### Discussion / Justification:

Since March 2020, the city facilities including the police department are closed for public entry. Staff, however, continues to service our customers with alternative methods:

1. Using the night deposit drop box for multiple needs
2. On-line services
3. Scheduled appointments in the Council Chamber Room.

Due to the small and limited size of the city lobby and the police department lobby, it has been safer to remain closed, while some of our neighboring cities with larger facilities have started opening their lobbies with limited customers and by appointment only.

We believe we can do the same with strict monitoring and continued distancing.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

N/A

## CITY FACILITIES SLOWLY TO REOPEN September 21

Certain Ovilla municipal offices will open at the Municipal Building and Police Station in a limited capacity on Monday, September 21, 2020, 9:00 am – 4:00 pm, Monday-Friday. This reopening will be monitored closely using the guidelines from state and local health officials to continue all efforts in protecting City employees and our Ovilla community. We ask that you continue to access services online and over the phone as much as possible.

[www.cityofovilla.org](http://www.cityofovilla.org) 972-617-7262

### REQUIREMENTS:

- All visitors will be required to wear a face mask or covering. (not supplied by City)
- DO NOT enter the building if you are experiencing any similar COVID-19 symptoms.
- Please self-screen prior to conducting business at City offices.
- **Based on the limited space of the municipal building, customers will be controlled to one-at-a-time in the main lobby. Please be mindful of those waiting outside for assistance and be respectful of customers inside by patiently waiting your turn.**

### LIMITED OPENINGS:

- **Utility Services** customer service window will open. Customers are encouraged to pay their bill [online](#), mail, or through the drop box located in front of the Municipal building.
- **Municipal Court** service window will remain closed. Customers are encouraged to resolve their court case [online](#) or by phone at 972-617-7262. Contact Court Clerk Jessica Foresman [jforesman@cityofovilla.org](mailto:jforesman@cityofovilla.org) for help with taking care of a citation.
- **Neighborhood Services**, including building inspection and code enforcement is available by appointment only. Call 972-617-7262 or email [mduoly@cityofovilla.org](mailto:mduoly@cityofovilla.org) to schedule an appointment.
- **Planning** is available by appointment only. Call 972-617-7262 or email [cgaeta@cityofovilla.org](mailto:cgaeta@cityofovilla.org) to schedule an appointment.
- Garage sales are allowed and permits may be obtained through email: [cellis@cityofovilla.org](mailto:cellis@cityofovilla.org) and the night depository only.
- **Public Works** services are available by appointment only. Call 972-617-7262 or email [cellis@cityofovilla.org](mailto:cellis@cityofovilla.org) to schedule an appointment.
- City Administration and Human Resources are open by appointment only. Please call 972-617-7262 or email: [pwoodall@cityofovilla.org](mailto:pwoodall@cityofovilla.org) or [gmler@cityofovilla.org](mailto:gmler@cityofovilla.org).
- **Police Station** lobby will be open. Police Administration and Criminal Investigations are available by appointment only. Call 972-617-7262 or email [mstockton@cityofovilla.org](mailto:mstockton@cityofovilla.org).

**City Public Parks are open** using social distancing and safety measures as outlined in the Governor's orders. **Public restrooms** remain closed after hours.





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 7

Meeting Date: September 14, 2020

Department: Administration/Code

☒ Discussion ☐ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☒ Accountant

☒ Other: Code Enforcement

#### Attachments:

1. Correspondence
2. Photos

#### Agenda Item / Topic:

ITEM 7. DISCUSSION – Discuss and review status and condition of 101 Oakwood Lane.

#### Discussion / Justification:

Place 2 Oberg asked to place this item on the agenda for follow up on the status of this property.

#### Background:

In 2017 the Ovilla City Council approved an abatement order at this address.  
In 2018 a second abatement proceedings for the same code violations ensued.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

N/A





4.3.2020 10





4.3.2020 10









4.3.2020 10





# Ovilla City Council

## AGENDA ITEM REPORT

### Item 8

Meeting Date: September 14, 2020

Department: Administration/Code

☒ Discussion ☐ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: Staff

Reviewed By: ☒ City Manager

☒ City Secretary

☐ City Attorney

☐ Accountant

☒ Other: Code Enforcement

#### Attachments:

1. Except from Newspaper
2. Petition from property owners
3. Ordinance 2014-035

#### Agenda Item / Topic:

ITEM 8. DISCUSSION – Discuss and review status and condition of 705 West Main Street.

#### Discussion / Justification:

Code Enforcement mailed summons' to both the owner of the property and the business tenant at 705 Main Street with intent to tidy up the side of the building. The tenant made some effort to clean up the outside area and paid a fine. The owner's case for court has not transpired to date.

#### BACKGROUND FOR THIS LOCATION:

In 2014, the City approved Ordinance 2014-035 abandoning a portion of approximately 130 feet on Water Street from Main Street to Circle Drive, which is the area of concern for the summons' issued. The property owners at the time indicated that they would like to create a green space in that area or add a parking area.

#### Excerpts from the file:

Water Street: The City Council considered a request from the three adjacent property owners to close Water Street. The property owners approached Council for consideration of closing the street to make room for parking for downtown customers.

The Council was encouraged to see the efforts of the property owners in downtown to work together to bring in new business. We believe that partnering with the local owners was key in getting this important project accomplished.

#### Recommendation / Staff Comments:

#### Sample Motion(s):

N/A



PAGE 2 | WAXAHACHIE DAILY LIGHT

WAXAHACHIE.TX.COM/NEWS

# Ovilla council shuts down Water Street

BY RITA COOK  
DAILY LIGHT CORRESPONDENT

**OVILLA** – The decision to finally shut down Water Street passed after a long process of petitions, public hearings and discussion.

City council members made the decision during the Dec. 8 regular council meeting.

"The council adopted an ordinance abandoning a portion of Water Street and a street right-of-way between Main Street and Circle Drive," said city administrator Cyndy Powell. "The property owners have indicated they may make the area into a green space or if they decide to make it into parking area, they will have to proceed through the process

outlined in the City's code."

City council members directed staff to move forward with closing Water Street after the council and Planning and Zoning committee members held a public hearing in November.

John Sims, Stephen Fiedler and Bill Crouch, three people who petitioned for the shut-down, said the decision is a move that will likely help the local businesses.

"We believe the closing of Water Street can result in additional parking places for the downtown area, a safer environment for pedestrians, a safer traffic pattern for drivers along with aiding economic revitalization development plans by the downtown landowners," the three people stated in the

petition.

Originally, Water Street was a secondary road in the city, but over time, according to city staff it became a prescriptive easement.

According to staff, it was many months in the works for council to follow the necessary procedures to shut the street down and grant the petitioners' request. City officials have the authority to close the street within the city limits and are subject to certain procedural requirements. The petition was the first step in the process, followed by the round of public hearings before council members could determine the final outcome for Water Street.

# PETITION TO THE MAYOR AND CITY COUNCIL OF THE CITY OF OVILLA, TX

We the undersigned citizens and or interested land owners of Ovilla, TX do hereby petition the Mayor and City Council of the City of Ovilla, TX to bring forth on the City Council Meeting agenda for the May 12<sup>th</sup> meeting, an agenda item to discuss the closing of Water Street in the downtown area of Ovilla. We believe the closing of Water Street can result in additional parking places for the downtown area, a safer environment for pedestrians, a safer traffic pattern for drivers, along with aiding economic revitalization development plans by the downtown landowners.

Signed this day April 30, 2014

Name

Address

Name

Address

Name

Address

John M. Sims 702 Main St. Ovilla TX 75154

Bill Couch 705 W. Main, Ovilla, Tex 75154

Stephen G. Fiedler 124 Greenwood, Ovilla, TX 75154



**ORDINANCE NO. 2014035**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, ABANDONING A PORTION OF WATER STREET, A STREET RIGHT-OF WAY, TO THE ABUTTING PROPERTY OWNERS; PROVIDING THAT THIS ORDINANCE SHALL CONSTITUTE A QUITCLAIM DEED THAT MAY BE RECORDED WITH IN THE DEED RECORDS OF ELLIS COUNTY, TEXAS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla, Texas, has determined that the portion of a street right-of-way described herein is no longer needed for public purposes; and,

**WHEREAS**, the abutting property owners desire that said portion of the street right-of-way be abandoned.

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

**SECTION 1.** That the hereinafter described portion of street right-of-way is no longer needed or necessary for public use or purposes and should be abandoned in favor of the abutting property owners, First Midlothian, LLC, Abstract No. 693 of the James McNamara Survey consisting of 0.127 acres of land, recorded in Volume 2754, Page 953 of the Deed Records of Ellis County, Texas; and Bill Crouch, Abstract No. 693 of the James McNamara Survey consisting of 0.0908 acres of land, recorded in Volume 2738, Page 1296 of the Deed Records of Ellis County, Texas; and Stephen G. Fielder and Ninfa Penny Fielder, Abstract No. 693, consisting of 0.2556 acres of land, recorded in Volume 1986, Page 1523 of the Deed Records of Ellis County, whereby each said owner shall have the portion of the roadway from the edges of each respective owner's property to the centerline of the portion of the roadway abandoned herein. The roadway easement herein abandoned is a portion of Water Street, being an 0.151 acre tract of land or 6,570.64 square feet (street easement) and being more particularly described in the documents attached hereto as Exhibit "A," which is incorporated herein for all purposes.

**SECTION 2.** That the abandonment provided for herein shall extend only to the public right, title and interest, which the City of Ovilla may have in and to said street right-of-way. This ordinance and the abandonment of the rights-of-way described herein shall be and is hereby subject to all existing easement rights of others, if any, whether apparent or non-apparent, aerial, surface, underground or otherwise, and the City reserves unto itself all right title and interest in and to the 2,436 square-foot water line easement and sewer line easement depicted and described in Exhibits "B" and "C," respectively, attached hereto and incorporated herein for all purposes, along with the right at any time to lay, construct, and maintain water, storm and sanitary sewer lines and appurtenances in and upon such easements.

**SECTION 3.** That said street right-of-way be, and hereby is, abandoned, vacated and closed insofar as the right, title and interest of the public to such property are concerned. This abandonment ordinance shall constitute a quitclaim deed in favor of the above named abutting property owners and a certified copy hereof may be filed in the Deed Records of Ellis County, Texas, to indicate and establish such abandonment.

**SECTION 4.** That should any section, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phases of this ordinance as an entirety, it being the legislative intent that the provisions of this ordinance are severable and that the ordinance shall continue in effect notwithstanding the invalidity of such section, sentence, clause or phrase.

**SECTION 5.** This ordinance shall take effect immediately from and after its passage and the publication of the caption hereof as allowed by law.

**PASSED, APPROVED and ADOPTED** by the City Council of the City of Ovilla, Texas, on the 8th day of December, 2014.



Richard Dormier, Mayor

ATTEST:



Pamela Woodall, City Secretary



APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



BEING A PORTION OF RIGHT OF WAY FOR MAIN STREET AND WATER STREET AS LOCATED IN THE CITY OF OVILLA, ELLIS COUNTY, TEXAS. SAID PORTION BEING BETWEEN A TRACT AS DESCRIBED IN A DEED TO BILL CROUCH AS RECORDED IN VOLUME 2738, PAGE 1296 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS ON THE SOUTH AND WEST AND A TRACT TO FIRST MIDLOTHIAN, LLC AS RECORDED IN VOLUME 2754, PAGE 953 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND A TRACT TO STEPHEN G. FIELDER AND WIFE NINFA PENNY FIELDER AS RECORDED IN VOLUME 1986 PAGE 1523 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS ON THE NORTH AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID FIRST MIDLOTHIAN, LLC TRACT AND BEING ON THE RIGHT OF WAY LINE OF MAIN STREET;

THENCE NORTH 88 DEGREES 40 MINUTES 06 SECONDS EAST A DISTANCE OF 31.7 FEET TO THE EDGE OF ROAD IN MAIN STREET, A POINT FOR CORNER, IN A CURVE TO THE LEFT WITH A RADIUS OF 319.7 FEET;

THENCE WITH SAID CURVE TO THE LEFT AN ARC DISTANCE OF 68.6 FEET AND CHORD BEARING OF SOUTH 26 DEGREES 24 MINUTES 04 SECONDS EAST, 68.5 FEET TO A POINT FOR CORNER;

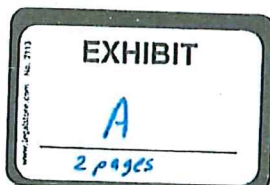
THENCE SOUTH 88 DEGREES 40 MINUTES 24 SECONDS WEST A DISTANCE OF 60.6 FEET TO A POINT FOR CORNER AT THE SOUTHEAST CORNER OF SAID BILL CROUCH TRACT;

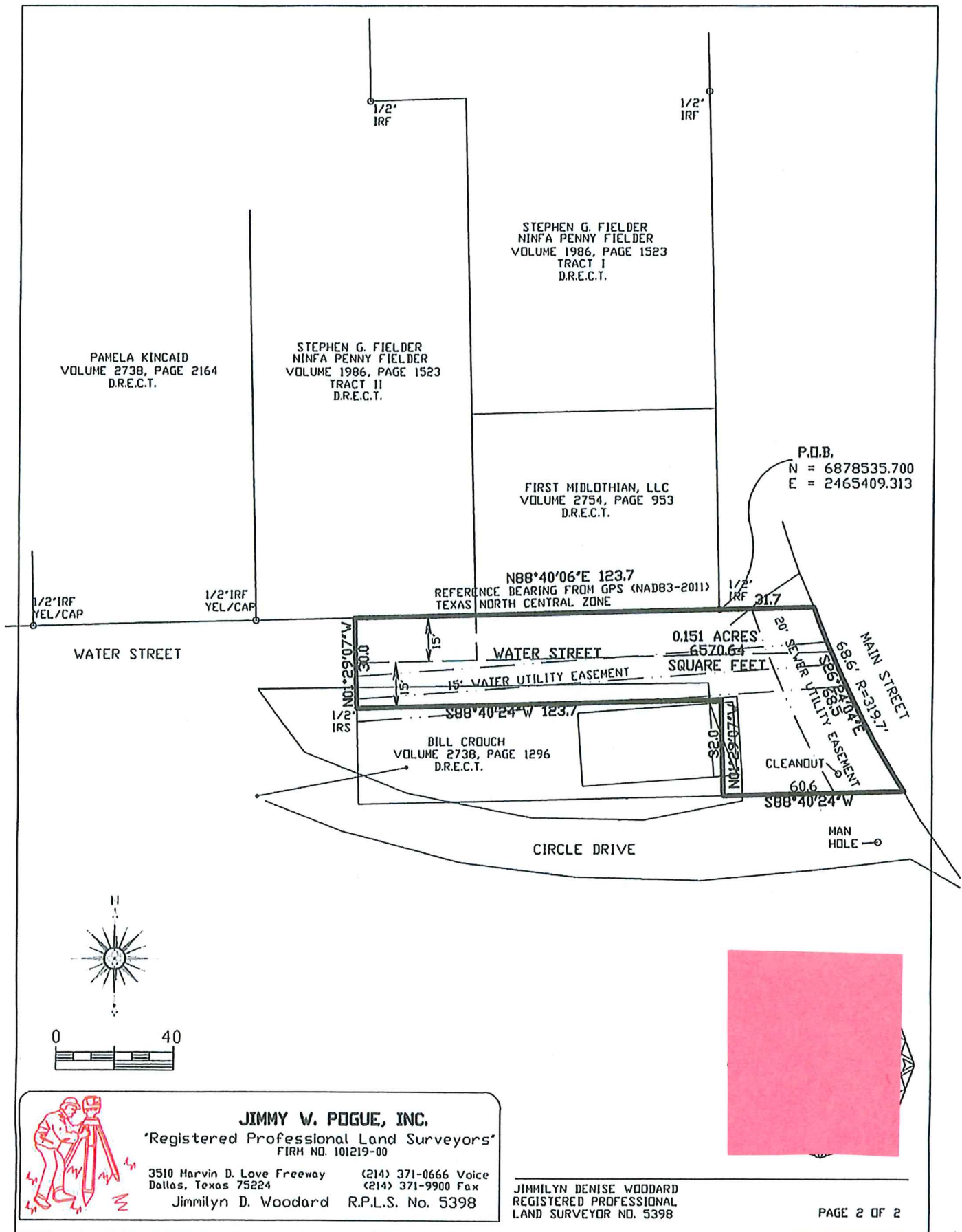
THENCE WITH SAID BILL CROUCH TRACT, NORTH 01 DEGREE 29 MINUTES 07 SECONDS WEST, 32.0 FEET TO THE NORTHEAST CORNER OF SAID BILL CROUCH TRACT;

THENCE WITH THE NORTH LINE OF SAID BILL CROUCH TRACT, SOUTH 88 DEGREES 40 MINUTES 24 SECONDS WEST 123.7 FEET TO A 1/2" IRON ROD SET FOR THE NORTHWEST CORNER OF SAID BILL CROUCH TRACT;

THENCE NORTH 01 DEGREE 29 MINUTES 07 SECONDS WEST A DISTANCE OF 30.0 FEET TO A POINT ON THE SOUTH LINE OF SAID STEPHEN G. FIELDER AND WIFE TRACT;

THENCE NORTH 88 DEGREES 40 MINUTES 06 SECONDS EAST, PASSING AT A DISTANCE OF 41.3 FEET THE SOUTHEAST CORNER OF SAID STEPHEN G. FIELDER AND WIFE TRACT ALSO BEING THE SOUTHWEST CORNER OF SAID FIRST MIDLOTHIAN, LLC TRACT, AND CONTINUING FOR A TOTAL DISTANCE OF 123.7 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.151 ACRES OR 6570.64 SQUARE FEET OF LAND.





WATER LINE EASEMENT

BEING A PORTION OF RIGHT OF WAY FOR MAIN STREET AND WATER STREET AS LOCATED IN THE CITY OF OVILLA, ELLIS COUNTY, TEXAS. SAID PORTION BEING BETWEEN A TRACT AS DESCRIBED IN A DEED TO BILL CROUCH AS RECORDED IN VOLUME 2738, PAGE 1296 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS ON THE SOUTH AND WEST AND A TRACT TO FIRST MIDLOTHIAN, LLC AS RECORDED IN VOLUME 2754, PAGE 953 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND A TRACT TO STEPHEN G. FIELDER AND WIFE NINFA PENNY FIELDER AS RECORDED IN VOLUME 1986 PAGE 1523 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS ON THE NORTH AND BEING PART OF TRACT AS DESCRIBED IN A DEED TO BILL CROUCH AS RECORDED IN VOLUME 2738, PAGE 1296 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT A 1/2' IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID FIRST MIDLOTHIAN, LLC TRACT AND BEING ON THE RIGHT OF WAY LINE OF MAIN STREET;

THENCE NORTH 88 DEGREES 40 MINUTES 06 SECONDS EAST A DISTANCE OF 31.7 FEET TO THE EDGE OF ROAD IN MAIN STREET, A POINT FOR CORNER, IN A CURVE TO THE LEFT WITH A RADIUS OF 319.7 FEET;

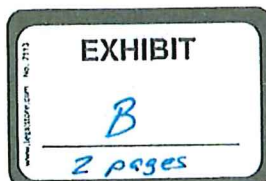
THENCE WITH SAID CURVE TO THE LEFT AN ARC DISTANCE OF 12.5 FEET AND CHORD BEARING OF SOUTH 21 DEGREES 22 MINUTES 16 SECONDS EAST, 12.4 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING WITH SAID CURVE TO THE LEFT AN ARC DISTANCE OF 16.0 FEET AND A CHORD OF SOUTH 23 DEGREES 54 MINUTES 58 SECONDS EAST, 15.9 FEET TO A POINT FOR CORNER;

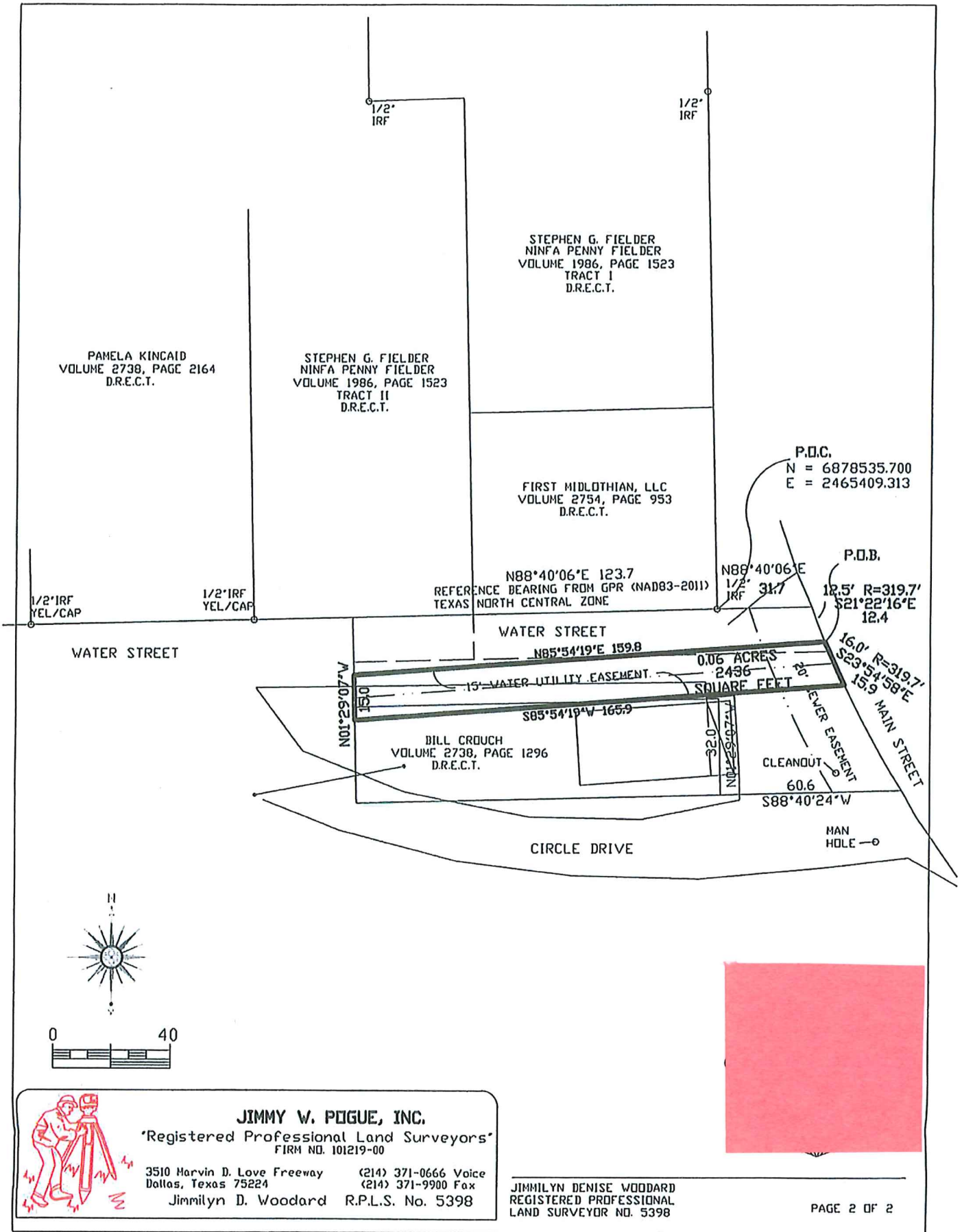
THENCE SOUTH 85 DEGREES 54 MINUTES 19 SECONDS WEST, PASSING AT A DISTANCE OF 74.2 FEET THE NORTH NORTH LINE OF SAID BILL CROUCH TRACT AND CONTINUING FOR A TOTAL DISTANCE OF 165.9 FEET TO A POINT ON THE WEST LINE OF SAID BILL CROUCH TRACT;

THENCE WITH THE WEST LINE OF SAID BILL CROUCH TRACT, NORTH 01 DEGREES 29 MINUTES 07 SECONDS WEST PASSING AT 4.4 FEET THE NORTHWEST CORNER OF SAID BILL CROUCH TRACT, AND CONTINUING FOR A TOTAL DISTANCE OF 15.0 FEET TO A POINT FOR CORNER;

THENCE NORTH 85 DEGREES 54 MINUTES 19 SECONDS EAST 159.8 FEET TO THE POINT OF BEGINNING AND CONTAINING 2436 SQUARE FEET OR 0.06 ACRES OF LAND, MORE OR LESS.









SEWER LINE EASEMENT

BEING A PORTION OF RIGHT OF WAY OF MAIN STREET AS LOCATED IN THE CITY OF OVILLA, ELLIS COUNTY, TEXAS. SAID PORTION BEING EAST OF A TRACT AS DESCRIBED IN A DEED TO BILL CROUCH AS RECORDED IN VOLUME 2738, PAGE 1296 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A 1/2" IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID FIRST MIDLOTHIAN, LLC TRACT AS RECORDED IN VOLUME 2754, PAGE 953 OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND BEING ON THE RIGHT OF WAY LINE OF MAIN STREET;

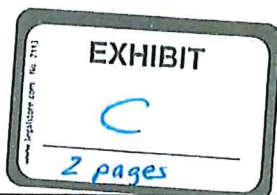
THENCE NORTH 88 DEGREES 40 MINUTES 06 SECONDS EAST A DISTANCE OF 31.7 FEET TO THE EDGE OF ROAD IN MAIN STREET, A POINT FOR CORNER, IN A CURVE TO THE LEFT WITH A RADIUS OF 319.7 FEET FOR THE POINT OF BEGINNING;

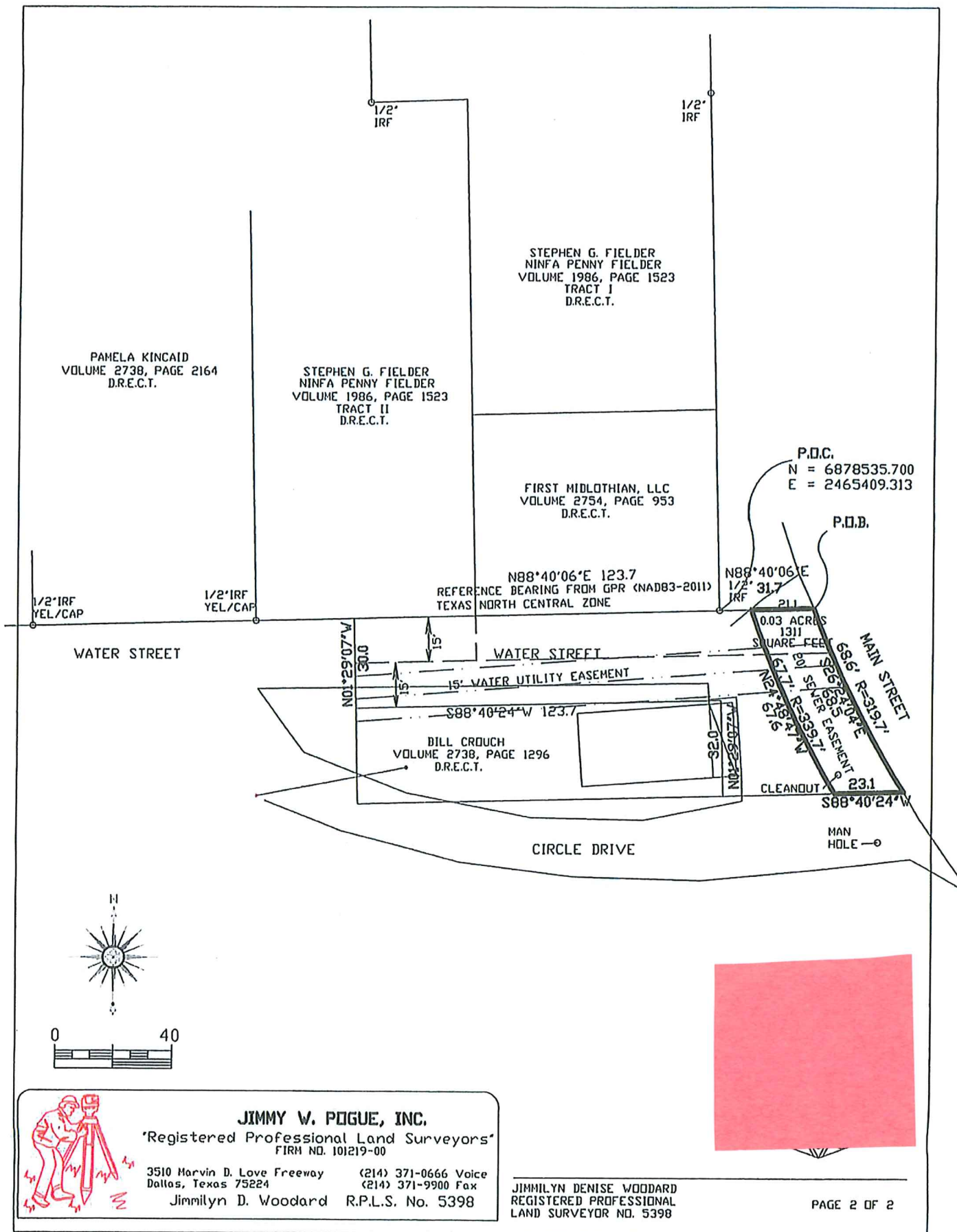
THENCE WITH SAID CURVE TO THE LEFT AN ARC DISTANCE OF 68.6 FEET AND CHORD BEARING OF SOUTH 26 DEGREES 24 MINUTES 04 SECONDS EAST, 68.5 FEET TO A POINT FOR CORNER;

THENCE SOUTH 88 DEGREES 40 MINUTES 24 SECONDS WEST A DISTANCE OF 23.1 FEET TO A POINT FOR CORNER AT THE SOUTHWEST CORNER OF THIS AND BEING IN A CURVE TO THE RIGHT WHOSE RADIUS IS 339.7 FEET;

THENCE WITH SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 67.7 FEET AND CHORD BEARS NORTH 24 DEGREES 48 MINUTES 47 SECONDS WEST A DISTANCE OF 67.6 FEET TO A POINT FOR CORNER;

THENCE NORTH 88 DEGREES 40 MINUTES 06 SECONDS EAST, A DISTANCE OF 21.1 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.03 ACRES OR 1311 SQUARE FEET OF LAND, MORE OR LESS.







# Ovilla City Council

## AGENDA ITEM REPORT Item 9

Meeting Date: September 14, 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

Attachments:	
1. None	
Agenda Item / Topic:	
ITEM 9.	DISCUSSION – Discuss and consider the planning for the Annual Christmas Tree Lighting event.
Discussion / Justification:	
<p>On September 10, 2020, the Ovilla Service League met for their regular meeting to discuss future events including the possibility of hosting the Annual Christmas Tree Lighting. The consensus of the Service League was that it was too early to decide and gave the impression that they would follow the City's guide before making any plans.</p> <p>It may be too late to hire a Santa. Staff has not addressed this possibility with the Park Board Advisory Committee. Other events (movie and music events) have been discussed in Park Board meetings with the decision by the Board to place all events on hold pending COVID.</p>	
Recommendation / Staff Comments:	
N/A	
Sample Motion(s):	
N/A	





# Ovilla City Council

## AGENDA ITEM REPORT

Item 10 – Item(s) pulled from consent agenda

Meeting Date: September 14, 2020

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted by: Staff

Amount: N/A

<b>Attachments:</b>	
None	
<b>Agenda Item / Topic:</b>	
ITEM 10. <i>DISCUSSION/ACTION</i> – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.	
<b>Discussion / Justification:</b>	
All consent items are attached for Council consideration. Any items pulled from the Consent agenda will be reviewed under this item.	
<b>Recommendation / Staff Comments:</b>	
Staff recommends approval.	
<b>Sample Motion(s):</b>	
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	August 2020	August 2020 YTD	August 2019	August 2019 YTD
Accident	0	36	8	54
Alarms	8	104	19	141
Arrest	5	32	12	54
Assault/Assault FV	0	9	0	9
Assists	93	600	97	683
Building / House Security Check	703	5678	838	5439
Burglary	0	2	0	0
Burglary of Motor Vehicle	0	1	0	2
Criminal Mischief	2	6	0	3
Disturbance	13	100	12	86
Neighborhood Check	1230	8878	1140	9591
Other Calls for Service	76	655	87	729
Suspicious Person	19	48	5	52
Suspicious Vehicle	17	155	17	113
Theft	1	8	1	8
Traffic Assignment/School Enforcement	67	228	27	152
<b>TOTAL CALLS FOR SERVICE</b>	<b>2234</b>	<b>16540</b>	<b>2263</b>	<b>17116</b>

Volunteer and Reserve Officer Hours	14	97	21	136.5
Average Response Time (Minutes)	4.1	4.07625	4.47	3.887875
Total Citations	19	168	47	549
Total Traffic Stops	213	1014	291	2218
Traffic Stop Disposition <b>Warning</b>	188	843	244	1705
Traffic Stop Disposition <b>Citation</b>	19	163	47	498
<b>PERCENT OF STOPS RECEIVING CITATIONS</b>	<b>8.9</b>	<b>16.1</b>	<b>16.2</b>	<b>22.5</b>

**STAFFING**

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

August 2020	TO	September 2020	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	106,417	106,570	153	
117	96,800	97,600	800	
216	29,070	29,612	542	Tire fixed.
119	32,390	35,293	2,903	
120	15,540	17,631	2,091	2 new tires, mounted and balanced.
220	17,023	19,611	2,588	

# Ovilla Fire Department August Monthly Report



**Fire Chief Brandon Kennedy**

105 S. Cockrell Hill Road  
Ovilla Texas, 75154  
[cityofovilla.org](http://cityofovilla.org)



## Mission Statement

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

## Summary of Staffing for the Department

- Currently the Department has 1 Firefighter Paramedic position open.
- Currently the Department has 0 Firefighter Basic position open.
- Currently the Department has 3 Volunteer Firefighter position open.
  
- Current Staffing
  - 2 Chiefs
  - 5 Captains
  - 22 Firefighter Paramedics
  - 8 Firefighter EMT-Basics
  - 9 Volunteer Firefighters
  - Total Staffing of 46 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- 1 - 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

- August was busier than July (68), with a total of 75 (Last August we ran 62) 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 4 possible COVID-19 calls in June, with 3 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

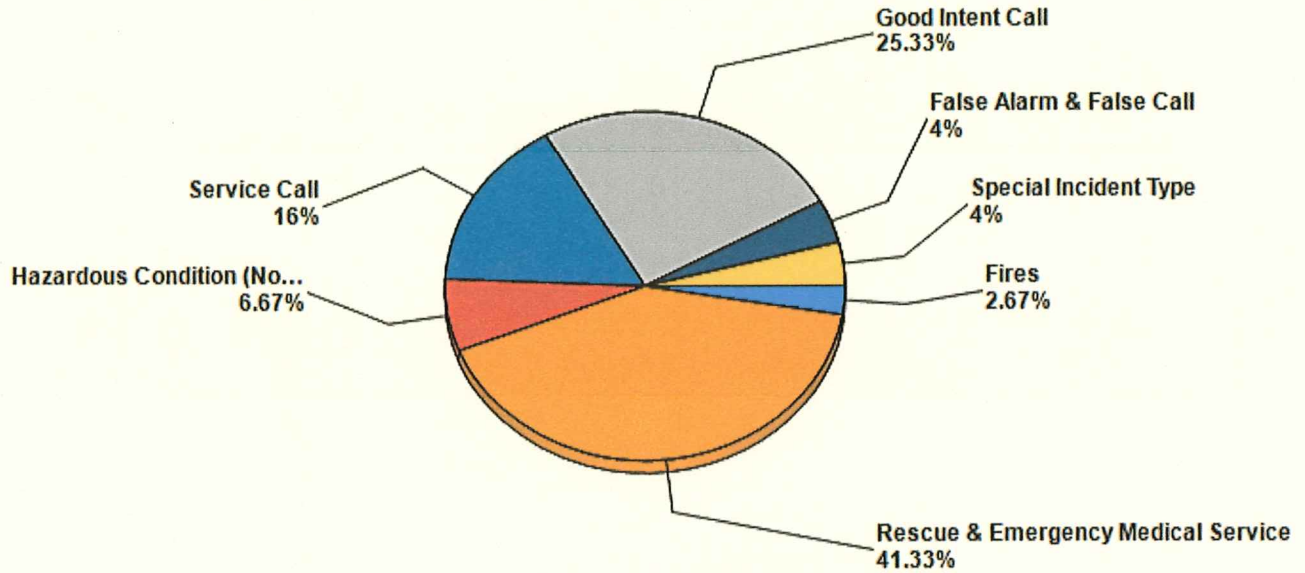
- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month
- 7 Days a week we have 2 – 12-hour shifts that are covered by volunteers (0800 – 2000) and (2000 – 0800)
- **59 / 62** Volunteer shifts were covered, and these 59 shifts we had 4 personnel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

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

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

## Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE	# INCIDENTS	
EMS	31	
FIRE	44	
TOTAL	75	
MUTUAL AID		
Aid Type	Total	
Aid Given	10	
Aid Received	3	
OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
4	5.33	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:07:07	0:07:22
AVERAGE FOR ALL CALLS		0:06:41
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:39	0:00:46
AVERAGE FOR ALL CALLS		0:01:24
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Ovilla Fire Department	30:05	

**Breakdown by Major Incident Type**

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.67%
Rescue & Emergency Medical Service	31	41.33%
Hazardous Condition (No Fire)	5	6.67%
Service Call	12	16%
Good Intent Call	19	25.33%
False Alarm & False Call	3	4%
Special Incident Type	3	4%
<b>TOTAL</b>	<b>75</b>	<b>100%</b>

*Average .05 fires per week*

*Average 2.42 calls per day*

*Average 18.75 calls per week*

C701 Responses | 13

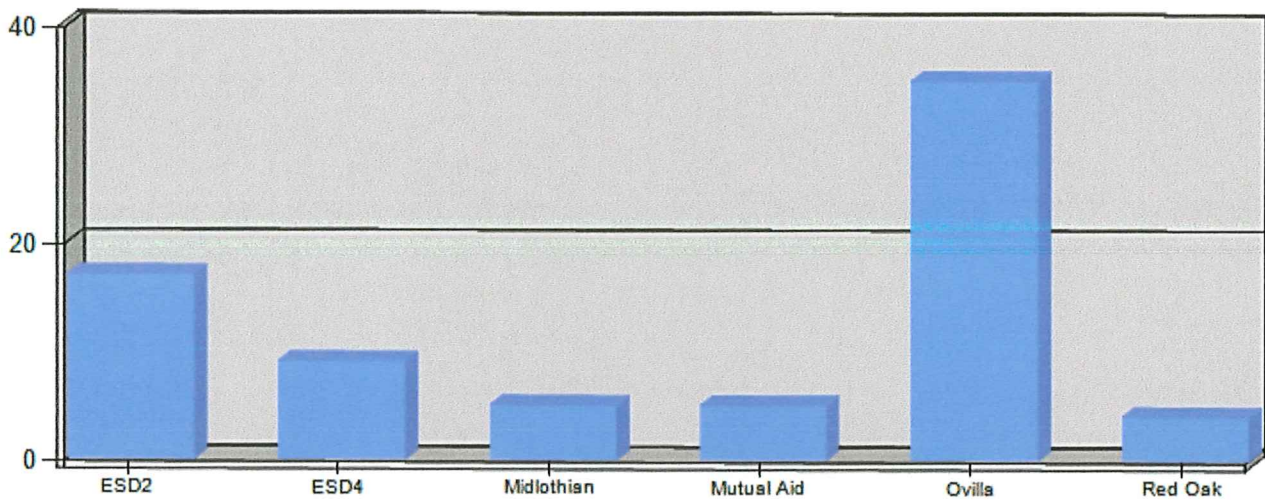
C702 Responses | 11

Number of Overlapping Calls | **04**

**Total Ovilla Fire Department Runs | 75**



## Breakdown by Districts



District	August	July
ESD2 - ESD #2	17	31
ESD4 - ESD #4	9	12
Midlothian - Midlothian City Limits	5	4
Mutual Aid - Mutual Aid	5	3
Ovilla - City Limits	35	16
Red Oak - Red Oak City Limits	4	2
<b>TOTAL:</b>	<b>75</b>	<b>68</b>

*Districts are broken down by Cities or Areas we respond to.*

*Midlothian and Red Oak are what is called Automatic Aid due to being on the same dispatch system, and we are toned at the exact same time for an emergency that requires additional units to respond.*

*Mutual Aid is calculated by the cities that must call our dispatch center to request our help on incidents that occur in their cities.*

*Examples are Glenn Heights, Desoto, Duncanville, Cedar Hill, Lancaster, Waxahachie, Ferris, and Wilmer.*

## Breakdown of Average Response Times by District for the Last Two Months

Zone Title	August	July
ESD2 - ESD #2	10.72	8.5
ESD4 - ESD #4	7.91	10.92
Mutual Aid - Mutual Aid	30.14	21.72
Ovilla - City Limits	4.11	4.78
Red Oak - Red Oak City Limits	8.17	N/A
<b>Average Response Time</b>	<b>7.58</b>	<b>8.07</b>

*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	August	July
B701	1:04	1:10
B702	0:00	0:00
C701	0:51	1:10
C702	1:01	1:11
E701	1:32	1:51
R755	5:33	6:10
S701	0:17	1:59
<b>AVERAGE TURNOUT TIME:</b>	<b>1:28</b>	<b>2:02</b>

Turn out times are figured from time of dispatch to the time the Apparatus checks En-Route, and the goal with this time is to have an average turn out time of 1:30 over 90% of our calls.

### Incident Count Per Apparatus

APPARATUS	# of INCIDENTS
B701	4
B702	2
C701	13
C702	11
E701	54
R755	5
S701	3

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	59,423	59,460	37	\$ -	\$ -
B702	4,137	4,164	27	\$ 26.36	\$ -
C701	32,296	32,762	466	\$ 48.00	\$ -
C702	1,250	1,976	726	\$ 98.24	\$ -
S701	107,404	107,787	383	\$ 37.97	\$ 834.56
E701	22,069	22,517	448	\$ 367.35	\$ 2,401.75
E702	30,261	30,351	90	\$ 89.25	\$ 10,485.07
E703	-	-	0	\$ -	\$ -
R755	20,603	20,603	0	\$ 80.16	\$ -
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ 279.92	\$ -
Totals for the Month			2,177	\$ 1,027.25	\$ 13,721.38



**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 August,2020

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

**WORK ORDERS**

- 63 total Work Orders completed for the month of August ,2020

**Gov Pilot Reporting**

**Balances**

	New	Completed	Remaining
<b>Water/Wastewater</b>			
<b>Dept -</b>	63	58	5

**WATER**

- Gallons pumped from DWU 27.106.000 MG, Retail Billed 33.815.100 MG, Retail Unbilled 35.1 k, Builder metered 5.1 k, Maintenance flushing 600.000k,
- 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.

August 2020

## Streets and Parks Department

### *Streets/Drainage*

- Pick up and haul off recycle bin 112 Claremont Rac 2020-01771
- Mow right of way 744 A Cockrell Hill Rac 2020-01775
- Deliver doorhangers of the drainage and street rehabilitation north ends of Georgetown, Buckboard, and Silver Spur Rac 2020-01718
- Finish cutting grooves every 5' on newly paved sidewalk
- Pick up two loads of road base from county yard Rac 2020-01723
- Spread and pack road base pad 14'x36' for foundation for deck new public works building Rac 2020-01724
- Pick up and haul off brush pile from fallen tree limb by Water St. bridge
- Straighten up stop sign Water St. @ Willow Wood Rac 2020-01720
- Have new tires installed F250 Rac 2020-01661
- Help water dept. read monthly water meters
- Saw cut parking lot behind P.D. to excavate 4" sewer main Rac 2020-01691
- Help water dept. Lay 4" sewer line, conduit line and plumb in the new public works building
- Purchase paint to spray 20' storage containers Rac 2020-01658
- Patch potholes Westmoreland, Johnson Ln, E. Main, Shiloh Rd

## August 2020

- Overlay rough spot of road 807 Westmoreland Rac 2020-01660
- Smooth out transitions on Westmoreland crossing bridge 800 block Rac 2020-01031
- At the end of Meadowlark by the fire hydrant trim up overhanging tree limbs Rac 2020-1689
- Trim tree line at the intersection of Westmoreland @ Holly Ln. North side
- Trim tree line Johnson Ln @ Burtonwood West side
- Need to re-concrete stop sign intersection of Westlawn @ Cockrell Hill Rac 2020-01675

### *Parks*

- Pick up and haul off tree trimmings Heritage Park Rac 2020-01552
- City hall compound, City parks, Right of ways to Ashburne Glen, Shiloh & Bryson Manor mowed and weed-eated by mow pros

### *Administrative*

- Update city marquee Rac 2020-01661
- Overlay of parking lot city hall





**Date: September 14, 2020**

**To: Honorable Mayor and Council Members**

**Subject: Transactions over \$5,000 From  
October 1, 2019 thru August 31, 2020**

**From:**

**Sharon Jungman – Finance Director**

City of Ovilla  
Transaction Detail Report  
10/1/2019 - 8/31/2020

9/9/2020 04:25 PM

100 - General Fund

Account 100-10-52240

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
8/21/2020	8/21/2020	AP Invoice		Progress Billing for Audit	5,585.30	0.00	5,585.30
Total					5,585.30	0.00	

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

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
8/11/2020	8/11/2020	AP Invoice	Trash Bill for July	22,856.24	0.00	205,218.17
Total				<u>205,218.17</u>	<u>0.00</u>	

**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					<u>9,315.00</u>	<u>0.00</u>	

**100 - General Fund**

**Account 100-50-55560**

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
8/11/2020	8/11/2020	AP Invoice		City Hall Parking Lot	7,500.00	0.00	7,500.00
Total					<u>7,500.00</u>	<u>0.00</u>	

**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					<u>43,300.58</u>	<u>0.00</u>	

**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 Bldg.	53,250.00	0.00	53,250.00
8/28/2020	8/28/2020	AP Invoice		Pole Barn for Public Works	49,900.00	0.00	103,150.00
Total					<u>103,150.00</u>	<u>0.00</u>	

**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					<u>6,370.00</u>	<u>0.00</u>	

**100 - General Fund**

**Account 100-50-57460**

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
8/21/2020	8/21/2020	AP Invoice		28X70 Modular Bldg. for Public Works Progr	42,600.00	0.00	42,600.00
Total					<u>42,600.00</u>	<u>0.00</u>	

**200 - Water And Utilities Fund**

**Account 200-75-55460**



Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
8/14/2020	8/14/2020	AP Invoice		Manhole Lids	7,700.00	0.00	7,700.00
Total					7,700.00	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	

**600 - 4B Economic Development Fund** **Account 600-10-55746**

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
4/30/2020	4/30/2020	AP Invoice		EDC Grant Incentive- Remodeling Garage a	5,000.00	0.00	5,000.00
Total					5,000.00	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: September 14, 2020**

**To: Honorable Mayor and Council Members**

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

**(With Unreconciled Bank Statements)**

**From:**

**Sharon Jungman – Finance Director**

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

<b>100 - General Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	2,409.74	213,081.22	(210,671.48)	2,303,172.97	2,557,930.00	90.04%	254,757.03
Not Categorized	2,762.00	0.00	2,762.00	10,319.30	0.00	0.00%	(10,319.30)
Licenses-Permits-Fees	4,516.30	9,037.54	(4,521.24)	85,260.19	108,460.00	78.61%	23,199.81
Services	23,172.20	75,024.44	(51,852.24)	448,668.69	900,496.00	49.82%	451,827.31
Fines & Forfeitures	3,269.32	18,975.74	(15,706.42)	59,360.57	227,800.00	26.06%	168,439.43
Other Revenue	6,186.10	11,431.35	(5,245.25)	300,090.00	137,215.00	218.70%	(162,875.00)
Transfers	0.00	85,396.31	(85,396.31)	(320.44)	1,025,158.00	(0.03%)	1,025,478.44
Revenue Totals	<u>42,315.66</u>	<u>412,946.60</u>	<u>(370,630.94)</u>	<u>3,206,551.28</u>	<u>4,957,059.00</u>	<u>64.69%</u>	<u>1,750,507.72</u>
<b>Expense Summary</b>							
Employee Benefits	16,526.93	34,748.54	(18,221.61)	255,622.31	417,134.00	61.28%	161,511.69
Contractual Services	27,657.93	32,976.33	(5,318.40)	181,903.90	395,774.00	45.96%	213,870.10
Special Expenses	721.81	2,899.38	(2,177.57)	13,791.54	34,800.00	39.63%	21,008.46
Other Expense	1,944.59	5,300.92	(3,356.33)	31,044.62	63,622.00	48.80%	32,577.38
Personnel	142,121.70	137,151.17	4,970.53	1,437,594.08	1,646,427.00	87.32%	208,832.92
Not Categorized	5,889.00	0.00	5,889.00	50,359.06	0.00	0.00%	(50,359.06)
Special Services	8,967.51	6,744.26	2,223.25	109,462.27	80,937.00	135.24%	(28,525.27)
Operating Services	6,601.00	9,826.25	(3,225.25)	73,649.11	116,347.00	63.30%	42,697.89
Supplies	8,702.86	8,647.87	54.99	52,664.65	103,800.00	50.74%	51,135.35
Professional Development	652.24	2,593.13	(1,940.89)	20,813.02	31,125.00	66.87%	10,311.98
Software & Computer Equipment	0.00	6,777.00	(6,777.00)	57,695.23	81,341.00	70.93%	23,645.77
Printing Expense	1,016.19	1,731.98	(715.79)	11,124.70	20,784.00	53.53%	9,659.30
Utilities	32,505.61	29,935.32	2,570.29	282,818.19	359,184.00	78.74%	76,365.81
Repairs - Bldg & Machinery	18,019.73	12,401.55	5,618.18	87,381.13	148,850.00	58.70%	61,468.87
Insurance	0.00	3,321.98	(3,321.98)	46,756.93	39,866.00	117.29%	(6,890.93)
Minor Capital Outlay	3,914.62	23,323.73	(19,409.11)	109,457.91	281,568.00	38.87%	172,110.09
Transfers	0.00	0.00	0.00	13,426.82	0.00	0.00%	(13,426.82)
Reserve	0.00	16,250.00	(16,250.00)	0.00	195,000.00	0.00%	195,000.00
Vehicle Expenses	4,180.50	3,832.33	348.17	35,690.15	46,000.00	77.59%	10,309.85
Capital Outlay	102,371.67	74,264.11	28,107.56	403,802.34	891,500.00	45.29%	487,697.66
Rentals	271.91	250.00	21.91	2,817.37	3,000.00	93.91%	182.63
Expense Totals	<u>382,065.80</u>	<u>412,975.85</u>	<u>(30,910.05)</u>	<u>3,277,875.33</u>	<u>4,957,059.00</u>	<u>66.13%</u>	<u>1,679,183.67</u>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**110 - LEOSE**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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



City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

<b>120 - Street Improvement Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
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
Revenue Totals	<u>0.00</u>	<u>4,533.18</u>	<u>(4,533.18)</u>	<u>36,493.26</u>	<u>54,420.00</u>	<u>67.06%</u>	<u>17,926.74</u>
<b>Expense Summary</b>							
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	<u>0.00</u>	<u>4,533.18</u>	<u>(4,533.18)</u>	<u>0.00</u>	<u>54,420.00</u>	<u>0.00%</u>	<u>54,420.00</u>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**130 - Court Technology**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines & Forfeitures	71.72	408.17	(336.45)	1,425.56	4,900.00	29.09%	3,474.44
Revenue Totals	71.72	408.17	(336.45)	1,425.56	4,900.00	29.09%	3,474.44

**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

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**140 - Court Security**

**Revenue Summary**

Fines & Forfeitures	84.19	299.88	(215.69)	1,234.27	3,600.00	34.29%	2,365.73
Revenue Totals	<u>84.19</u>	<u>299.88</u>	<u>(215.69)</u>	<u>1,234.27</u>	<u>3,600.00</u>	<u>34.29%</u>	<u>2,365.73</u>

**Expense Summary**

Other Expense	79.95	99.96	(20.01)	1,075.80	1,200.00	89.65%	124.20
Reserve	0.00	199.92	(199.92)	0.00	2,400.00	0.00%	2,400.00
Expense Totals	<u>79.95</u>	<u>299.88</u>	<u>(219.93)</u>	<u>1,075.80</u>	<u>3,600.00</u>	<u>29.88%</u>	<u>2,524.20</u>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**150 - Equipment Replacement Fund**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Transfers	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
Revenue Totals	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
<b>Expense Summary</b>							
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



City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**200 - Water And Utilities Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Not Categorized	0.00	0.00	0.00	44.81	0.00	0.00%	(44.81)
Services	181,604.00	105,255.27	76,348.73	1,466,910.54	1,263,564.00	116.09%	(203,346.54)
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>181,604.00</u>	<u>144,058.38</u>	<u>37,545.62</u>	<u>1,575,373.34</u>	<u>1,717,392.00</u>	<u>91.73%</u>	<u>142,018.66</u>

**Expense Summary**

Reserve	0.00	11,765.63	(11,765.63)	0.00	141,243.00	0.00%	141,243.00
Personnel	27,596.66	29,406.99	(1,810.33)	229,241.67	353,025.00	64.94%	123,783.33
Not Categorized	99.90	0.00	99.90	5,077.28	0.00	0.00%	(5,077.28)
Employee Benefits	2,966.15	7,626.80	(4,660.65)	46,115.32	91,558.00	50.37%	45,442.68
Special Services	0.00	4,087.50	(4,087.50)	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
Operating Services	123.20	766.48	(643.28)	6,275.92	9,200.00	68.22%	2,924.08
Supplies	4,414.46	420.79	3,993.67	9,042.06	5,050.00	179.05%	(3,992.06)
Professional Development	3,230.00	204.14	3,025.86	4,325.99	2,450.00	176.57%	(1,875.99)
Software & Computer Equipment	100.00	1,426.88	(1,326.88)	10,844.58	17,125.00	63.33%	6,280.42
Printing Expense	59.00	495.72	(436.72)	2,820.19	5,950.00	47.40%	3,129.81
Utilities	98,327.45	59,313.91	39,013.54	607,725.10	712,038.00	85.35%	104,312.90
Other Expense	768.90	776.99	(8.09)	8,415.53	9,325.00	90.25%	909.47
Rentals	0.00	124.95	(124.95)	0.00	1,500.00	0.00%	1,500.00
Special Expenses	0.00	0.00	0.00	1,324.38	0.00	0.00%	(1,324.38)
Vehicle Expenses	770.75	766.40	4.35	5,274.39	9,200.00	57.33%	3,925.61
Repairs - Bldg & Machinery	7,180.86	3,591.01	3,589.85	28,098.34	43,100.00	65.19%	15,001.66
Insurance	0.00	671.36	(671.36)	12,473.66	8,058.00	154.80%	(4,415.66)
Minor Capital Outlay	0.00	1,416.12	(1,416.12)	3,439.66	17,000.00	20.23%	13,560.34
Capital Outlay	9,531.50	19,458.87	(9,927.37)	261,573.23	221,700.00	117.99%	(39,873.23)
Expense Totals	<u>155,168.83</u>	<u>144,055.47</u>	<u>11,113.36</u>	<u>1,255,563.87</u>	<u>1,717,392.00</u>	<u>73.11%</u>	<u>461,828.13</u>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**250 - WWW Infrastructure  
Improvements**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Services	5,760.74	5,792.51	(31.77)	61,276.61	69,538.00	88.12%	8,261.39
Revenue Totals	5,760.74	5,792.51	(31.77)	61,276.61	69,538.00	88.12%	8,261.39

**Expense Summary**

Reserve	0.00	5,792.51	(5,792.51)	(3.80)	69,538.00	(0.01%)	69,541.80
Expense Totals	0.00	5,792.51	(5,792.51)	(3.80)	69,538.00	-0.01%	69,541.80

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**300 - Capital Projects Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Other Revenue	0.00	22.50	(22.50)	0.01	270.00	0.00%	269.99
Revenue Totals	0.00	22.50	(22.50)	0.01	270.00	0.00%	269.99

**Expense Summary**

Reserve	0.00	22.50	(22.50)	0.00	270.00	0.00%	270.00
Expense Totals	0.00	22.50	(22.50)	0.00	270.00	0.00%	270.00

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**400 - Debt Service Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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**

Reserve	0.00	0.00	0.00	117,787.44	0.00	0.00%	(117,787.44)
Long Term Debt	<u>0.00</u>	<u>48,147.39</u>	<u>(48,147.39)</u>	<u>577,450.00</u>	<u>578,000.00</u>	<u>99.90%</u>	<u>550.00</u>
Expense Totals	<u>0.00</u>	<u>48,147.39</u>	<u>(48,147.39)</u>	<u>695,237.44</u>	<u>578,000.00</u>	<u>120.28%</u>	<u>(117,237.44)</u>



City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**500 - Municipal Development District  
Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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**

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
Insurance	0.00	22.67	(22.67)	277.99	272.00	102.20%	(5.99)
Reserve	0.00	4,094.00	(4,094.00)	0.00	49,128.00	0.00%	49,128.00
Capital Outlay	3,602.18	20,833.33	(17,231.15)	16,102.18	250,000.00	6.44%	233,897.82
Expense Totals	3,602.18	25,091.66	(21,489.48)	16,380.17	301,100.00	5.44%	284,719.83

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**600 - 4B Economic Development Fund**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
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	<u>0.00</u>	<u>31,862.25</u>	<u>(31,862.25)</u>	<u>74,805.02</u>	<u>382,500.00</u>	<u>19.56%</u>	<u>307,694.98</u>
<b>Expense Summary</b>							
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)
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
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
Insurance	0.00	24.99	(24.99)	222.94	300.00	74.31%	77.06
Capital Outlay	0.00	27,000.00	(27,000.00)	0.00	324,000.00	0.00%	324,000.00
Expense Totals	<u>0.00</u>	<u>31,873.91</u>	<u>(31,873.91)</u>	<u>7,764.19</u>	<u>382,500.00</u>	<u>2.03%</u>	<u>374,735.81</u>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**700 - Park Impact Fund**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
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
Revenue Totals	0.00	3,926.50	(3,926.50)	4,683.30	47,118.00	9.94%	42,434.70
<b>Expense Summary</b>							
Reserve	0.00	551.50	(551.50)	0.00	6,618.00	0.00%	6,618.00
Minor Capital Outlay	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Capital Outlay	0.00	3,332.00	(3,332.00)	0.00	40,000.00	0.00%	40,000.00
Expense Totals	0.00	3,925.17	(3,925.17)	0.00	47,118.00	0.00%	47,118.00

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**800 - Water And Utilities Impact Fee Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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)
Revenue Totals	<u>0.00</u>	<u>4,563.00</u>	<u>(4,563.00)</u>	<u>40,948.28</u>	<u>54,756.00</u>	<u>74.78%</u>	<u>13,807.72</u>

**Expense Summary**

Reserve	<u>0.00</u>	<u>4,563.00</u>	<u>(4,563.00)</u>	<u>0.00</u>	<u>54,756.00</u>	<u>0.00%</u>	<u>54,756.00</u>
Expense Totals	<u>0.00</u>	<u>4,563.00</u>	<u>(4,563.00)</u>	<u>0.00</u>	<u>54,756.00</u>	<u>0.00%</u>	<u>54,756.00</u>



City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**900 - Employee Benefit Trust Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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	0.00	0.00	0.00	14,304.92	0.00	0.00%	(14,304.92)
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>

City of Ovilla  
Financial Statement  
As of August 31, 2020

9/9/2020 03:36 PM

**930 - Police Department Special Fund**

**Revenue Summary**

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Other Revenue	0.00	0.00	0.00	1,020.00	0.00	0.00%	(1,020.00)
Revenue Totals	0.00	0.00	0.00	1,020.00	0.00	0.00%	(1,020.00)

## Ovilla Municipal Court Report

<b>FY-2019-2020</b>	<b>Total Traffic Cases Filed</b>	<b>City Ordinance Filed</b>	<b>Total Revenue</b>	<b>Amount Kept by City</b>	<b>Amount sent to State</b>	<b>Warrants Issued</b>	<b>Warrants Cleared</b>	<b>Uncontested Disposition</b>	<b>Defensive Driving</b>	<b>Deferred Disposition</b>	<b>Compliance Dismissals</b>	<b>Trial</b>
<b>October</b>	46	0	\$10,187.47	\$7,350.53	\$2,836.94	22	7	19	8	14	0	1
<b>November</b>	56	0	\$12,295.30	\$8,316.10	\$3,979.20	44	14	27	5	7	1	0
<b>December</b>	70	1	\$10,798.30	\$6,929.79	\$3,868.51	21	17	22	8	3	1	0
<b>January</b>	48	4	\$13,905.70	\$8,988.24	\$4,917.46	23	14	26	5	30	0	0
<b>February</b>	74	0	\$16,873.82	\$11,026.24	\$5,847.58	0	26	27	11	10	0	0
<b>March</b>	9	1	\$14,124.03	\$10,169.54	\$3,954.49	47	18	25	14	21	2	0
<b>April</b>	1	0	\$3,662.67	\$2,976.32	\$686.35	0	3	7	9	15	0	0
<b>May</b>	11	3	\$1,882.00	\$1,277.94	\$604.06	0	0	3	2	9	0	0
<b>June</b>	15	0	\$5,317.73	\$4,168.15	\$1,149.58	0	5	8	7	10	0	0
<b>July</b>	16	0	\$5,305.90	\$3,935.93	\$1,369.97	0	12	8	1	20	0	0
<b>August</b>	19	1	\$5,054.00	\$3,451.13	\$1,602.87	0	2	4	2	22	0	0
<b>September</b>												
<b>Totals</b>	<b>365</b>	<b>10</b>	<b>\$99,406.92</b>	<b>\$68,589.91</b>	<b>\$30,817.01</b>	<b>157</b>	<b>118</b>	<b>176</b>	<b>72</b>	<b>161</b>	<b>4</b>	<b>1</b>

2018-2019 FY

<b>August</b>	51	1	\$12,177.57	\$8,094.13	\$4,083.44	13
<b>FY Totals</b>	<b>835</b>	<b>14</b>	<b>\$176,974.11</b>	<b>\$113,788.67</b>	<b>\$63,185.44</b>	<b>327</b>

### Staffing

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

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**

	Aug,2020	Aug.2020 YTD	Aug.2019	
Calls For Service				
Complaint (Regist-8 At Large 9 Bark 1 )	18	201	32	
Follow up	18	221	35	
Door Notice (Regis-8, Bark 1 at large 1)	10	79	25	
Impounded Animal (Dog 2 cat 1 )	3	32	11	
Animal welfare check	5	52	13	
Impound Results (Transport 1 Ret to own 2)	3	32	4	
Impound fee collected	\$105.00	\$510.00	510	
Court 1 at large	\$0.00	\$150.00	0	
Citizen Contacts	23	171	41	
Animal registration \$96	8	58	24	
Registration Letter Mailed	21	150	26	
Nuisance Letter barking 2	0	16	3	
Animals released 3 Poss,1 snake,4 arm 1 sku	9	23	9	
Deceased removed	17	161	18	
Oak Leaf - 1 dog RTO, 1 cat Transp	2	4	1	
Traps Checked Out	3	24	7	



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**

	Aug.2020	Aug.2020 YTD	Aug.2019	
Calls For Service				
Complaint (Nuis 14 Permit 5,Parking 9)	28	207	54	
Follow up (Nuis 14 Permit 5 Park 9)	28	221	62	
Door Notice (Nui - 4 Permit 1 Parking2 )	7	47	31	
Mail Notice (Parki7 nuisance2 perm3brush 9 )	21	126	25	
Posted Property (nuisance 4 )	4	22	12	
Court Outside storage guilty \$211,	\$211	\$777	\$0.00	
Citizen Contacts	43	165	61	
Permits Reviewed	15	151	23	
Permits Issued	11	113	16	
Inspections	17	193	37	
Nuisance Abated by City 1 debris 1 grass	2	10	1	
Nuisance Signs (Garage sale-10 business 15 )	23	229	45	
Board of Adjustment	0	4	1	

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

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**ADMINISTRATION, front office, and HR –**

1. Municipal Court is conducting court via Zoom.
2. Preparing for a soft open – includes police station.
3. Employee open enrollment (health benefits) with new provider set for Wednesday, September 16, 2020.
4. FY 2020-2021 Budget and TAX Rate approved.
5. Completing audit work this week.

**BOARDS AND COMMISSIONS –**

**Board of Adjustment:** No August meeting.

**EDC:** August 27 meeting to approve and recommend their portion of the FY 2020-2021 Budget.

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

**Planning and Zoning Commission –** No August meeting.

**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-
  - Water Street Bridge shop drawings and structural design for the segmental block walls are received; however, still waiting on one side of the creek. Eikon structural group has essentially approved the submittal, subject to the missing portion of the shop drawings. Eikon is hoping to have a pre-construction meeting set-up next week after we receive the information.
- Parking lot expansion at 701 W. Main, legal notice posts August 22/29
  - Pre-bid meeting on September 03
  - Bid opening on September 08 – low bid was under budget.
- Refurbish city hall parking lot, police parking – pending.

**Misc.**

- Working with Brittain & Crawford, LLC to update our map and establish the Historic District.
- Parks Department is working to upgrade listed parks. Park employee testing for CSPI.
- Agreement with Ovilla Baseball Assoc pending their license to conduct business.
- Finance to send out RFQ for audit
- Public Works has moved to the new building. Cabling for electricity and electronics are in installed and operational. Still waiting on phone service. Fence is installed and landscaping is in the planning phase.



## REPORT A CONCERN AUGUST 2020

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Animal Services	704 E HIGHLAND RD	8/12/2020	8/12/2020		8/12/2020	skunk in trap
Animal Services	233 LARIAT TRL	8/20/2020	8/20/2020			Complaints of neighbor's dog barking
Animal Services	114 ASHBURNE GLEN LN	8/24/2020	8/24/2020		9/4/2020	Possum in trap Located back of driveway It is a city trap Called Daniel to pick up

Code Enforcement	107 SILVERWOOD DR	8/4/2020	8/4/2020	8/4/2020	8/27/2020	BRUSH PILED
Code Enforcement	107 SILVERWOOD DR	8/4/2020	8/4/2020	8/4/2020	8/11/2020	CAR PARKING IN YARD
Code Enforcement	235 WILLIAMSBURG LN	8/7/2020	8/7/2020	8/7/2020	8/27/2020	TRAILER PARKING IN SIDE DRIVE WAY LONGER THAN 48 HOURS
Code Enforcement	235 WILLIAMSBURG LN	8/7/2020	8/7/2020			BOAT HAS BEEN PARKED IN DRIVEWAY FOR ABOUT TWO WEEKS
Code Enforcement	810 COCKRELL HILL RD	8/10/2020	8/10/2020	8/10/2020	8/28/2020	BRUSH PILED
Code Enforcement	811 COCKRELL HILL RD	8/10/2020	8/10/2020	8/10/2020	8/27/2020	BRUSH PILED
Code Enforcement	702 W MAIN ST	8/10/2020	8/10/2020	8/10/2020	8/18/2020	UNPERMITTED SIGNS
Code Enforcement	901 OVILLA OAKS DR	8/11/2020	8/11/2020	8/11/2020	9/9/2020	BRUSH PILED
Code Enforcement	300 OVILLA OAKS DR	8/11/2020	8/11/2020	8/11/2020	9/3/2020	BRUSH PILED
Code Enforcement	304 OVILLA OAKS DR	8/11/2020	8/11/2020	8/11/2020	8/28/2020	BRUSH PILED
Code Enforcement	306 SHADOW WOOD TRL	8/17/2020	8/17/2020	8/17/2020	8/27/2020	CAR PARKING IN YARD
Code Enforcement	105 COCKRELL HILL RD RD	8/18/2020	8/19/2020	8/19/2020		Received a concern from a council member of surveying occurring in Ovilla Oaks - near Creekview. What is going on?
Code Enforcement	2887 OVILLA RD	8/21/2020	8/24/2020		8/25/2020	The field next to Golden Chick is overgrown and brings in rodents and bugs to all surrounding areas. It is a hazard.
Code Enforcement	131 SUBURBAN DR	8/26/2020	8/28/2020	8/28/2020	9/10/2020	VEHICLES PARKED IN YARD
Code Enforcement	108 MEADOWWOOD LN	8/26/2020	8/28/2020	8/28/2020	9/9/2020	VEHICLES PARKING IN YARD
Code Enforcement	133 SUBURBAN DR	8/26/2020	8/28/2020	8/28/2020	9/9/2020	BRUSH PILE
Code Enforcement	621 MEADOW LARK DR	8/26/2020	8/28/2020	8/28/2020		TRAILER PARKING

Code Enforcement	1210 RED OAK CREEK DR	8/26/2020	8/26/2020			Received a call from Mr. Clark concerned about the burning of trees at Broadmoor Estates. He has talked with the Fire Department and was informed that there was not a burn-ban in place. I will contact Mr. Clark to advise him that Broadmoor is following TCEQ requirements and there really isn't anything we can do, nor do we have an ordinance in place that regulates burning. Burning must be minimum 300 ft from residential neighborhoods. Please check that out. Mr. Clark would like the burn pile moved to another area so that it is farther from the residents.
Code Enforcement	609 MEADOW LARK DR	8/27/2020	8/28/2020	8/28/2020	9/9/2020	CAR PARKED IN YARD
Code Enforcement	104 WESTLAWN DR	8/27/2020	8/28/2020	8/28/2020	9/9/2020	BRUSH PILED
Code Enforcement	104 WESTLAWN DR	8/27/2020	8/28/2020			UNRESTRAINED ANIMAL
Code Enforcement	100 WESTLAWN DR	8/27/2020	8/28/2020	8/28/2020		UNRESTRAINED ANIMAL
Code Enforcement	E OVILLA RD	8/28/2020	8/28/2020	8/28/2020	9/9/2020	HIGH GRASS AND WEEDS
Code Enforcement	106 ELMWOOD DR	8/28/2020	8/28/2020	8/28/2020		TRAILER PARKING IN YARD UNAPPROVED SURFACE

Facilities	105 Cockrell Hill	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
Facilities	105 COCKRELL HILL RD RD	8/7/2020	8/7/2020		8/12/2020	PLEASE SEE ATTACHED PHOTOS. STONES BY NIGHT DEPOSIT BOX COVERED WITH ASPHALT IS STICKING UP FROM GROUND.
Facilities	610 CREEK VIEW CIR	8/19/2020	8/21/2020	8/21/2020		PL4 asked what or who was surveying in his neighborhood (Ovilla Oaks) specifically Creek View. There are stakes all along Creek View
Facilities	105 COCKRELL HILL RD RD	8/28/2020	8/28/2020			Ants are in and around the night deposit box. Please treat.

Street Department	WESTMORELAND RD	8/3/2020	8/6/2020		8/3/2020	Need to overlay rough section of road 807 Westmoreland with hot mix asphalt
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
Street Department	105 COCKRELL HILL RD RD	8/6/2020	8/6/2020			Need to take F250 service truck to sardis tire to have new tires mounted
Street Department	105 COCKRELL HILL RD RD	8/6/2020	8/6/2020			Purchase paint to spray storage containers
Street Department	105 COCKRELL HILL RD RD	8/10/2020	8/10/2020		8/11/2020	Need to reconcrete stop sign and no thru traffic sign West lawn
Street Department	123 SUBURBAN DR	8/10/2020	8/10/2020			Utility pole is leaning. Per James, have someone drive by to check it out.
Street Department	105 COCKRELL HILL RD RD	8/11/2020	8/11/2020		8/11/2020	Saw cut parking lot for 4` sewer main behind police station
Street Department	HOLLY LN	8/11/2020	8/11/2020			At the intersection of Holly @ Westmoreland north side Trim tree line blocking visibility pulling onto Westmoreland
Street Department	105 COCKRELL HILL RD RD	8/11/2020	8/11/2020			Install carburetor on vibratory-plate compactor
Street Department	721 WESTMORELAND RD	8/11/2020	8/11/2020		8/11/2020	Patch pot hole 721 Westmoreland
Street Department	601 MEADOW LARK DR	8/11/2020	8/11/2020		8/11/2020	At the end of Meadowlark by fire hydrant trim up overhanging tree limbs
Street Department	JOHNSON LN	8/11/2020	8/11/2020			At the intersection of Burtonwood @ Johnson Ln on the east side trim tree line blocking visibility pulling onto Johnson Ln
Street Department	GEORGETOWN RD	8/18/2020	8/18/2020			deliver doorhanger notices informing residence of ongoing drainage work and future road reclaim of Georgetown, Buckboard, Sliver Spur
Street Department	105 COCKRELL HILL RD RD	8/19/2020	8/19/2020			Pick up two loads of Road base county yard
Street Department	105 COCKRELL HILL RD RD	8/19/2020	8/19/2020			Spread and pack road base pad 14`x36` for foundation of new deck being built Pw building
Street Department	105 COCKRELL HILL RD RD	8/19/2020	8/19/2020			Pull forms off of new paved sidewalk and backfill

Street Department	101 WILLOW WOOD LN	8/20/2020	8/20/2020		8/20/2020	Pick up and haul off brush pile from fallen tree limb by Water St bridge
Street Department	105 COCKRELL HILL RD RD	8/24/2020	8/24/2020		8/24/2020	pull down spouts off city hall building
Street Department	705 SILVER SPUR LN	8/26/2020	8/26/2020	8/26/2020		Home owner at 705 Silver Spur voiced appreciation for the culvert clean-out being done by Ellis County Precinct, however, he would ask that a City representative contact him and come to his residence to enable him to show how this will affect his property - creating other drainage issues. He asks what can be done to remedy his drainage issue.
Street Department	218 LARIAT TRL	8/26/2020	8/27/2020			218 Lariat TRL need to patch pothole on the edge of the road
Street Department	121 WATER ST	8/27/2020	8/27/2020			haul off broken tree limb that fell onto property from city drainage easement
Street Department	600 BUCKBOARD ST	8/27/2020	8/27/2020			600 Buckboard need to patch pothole
Street Department	744-A COCKRELL HILL RD	8/31/2020	8/31/2020			Mow and weed eat right of way 744-A Cockrell Hill Rd
Street Department	105 COCKRELL HILL RD RD	8/31/2020	8/31/2020			Install new crate for 4` French drain in front of old public works office

Water/Wastewater	405 OVILLA OAKS DR	8/3/2020	8/4/2020		8/21/2020	PLEASE GET FINAL READING FOR CUSTOMER ON ***AUGUST 21***
Water/Wastewater	764 JOHNSON LN	8/4/2020	8/4/2020		8/10/2020	PLEASE GET READING ON ***AUGUST 10TH*** CUSTOMER HAD TO CHANGE CLOSING DATE
Water/Wastewater	610 WILLIAM DR	8/4/2020	8/4/2020		8/5/2020	PLEASE GET READING FOR NEW CUSTOMER AUGUST 4TH**
Water/Wastewater	623 JOHNSON LN	8/5/2020	8/5/2020		8/14/2020	PLEASE GET READING FOR NEW CUSTOMER ***AUGUST 14TH***
Water/Wastewater	615 CARDINAL DR	8/7/2020	8/17/2020		8/18/2020	PLEASE GET READING ***AUGUST 17TH*** FOR NEW CUSTOMER
Water/Wastewater	300 WILLOW WOOD LN	8/7/2020	8/7/2020		8/17/2020	PLEASE GET READING ON ***AUGUST 17TH***
Water/Wastewater	127 OVILLA CREEK CT	8/7/2020	8/7/2020		8/7/2020	PLEASE GET READING FOR NEW CUSTOMER TODAY ****AUGUST 7TH****
Water/Wastewater	842 RED OAK CREEK DR	8/11/2020	8/12/2020		8/14/2020	Received complaint that silt fence was down at the Broadmoor Subdivision.
Water/Wastewater	1941 DUNCANVILLE RD	8/12/2020	8/12/2020		8/12/2020	Check for water leak at the meter box
Water/Wastewater	388 JOHNSON LN	8/12/2020	8/12/2020			Check for water leak at the meter
Water/Wastewater	611 GREEN MEADOWS LN	8/12/2020	8/12/2020		8/13/2020	Check for water leak at the meter box
Water/Wastewater	JOHNSON LN	8/12/2020	8/12/2020		8/13/2020	614 (f) Johnson Ln check for water leak at meter box

Water/Wastewater	1940 DUNCANVILLE RD	8/12/2020	8/12/2020			Check for water leak at the meter box
Water/Wastewater	105 COCKRELL HILL RD RD	8/14/2020	8/14/2020		8/31/2020	PLEASE SEE ATTACHMENTS FOR AUGUST 2020 REPAIRS AND REREADS
Water/Wastewater	107 GREENWOOD DR	8/17/2020	8/17/2020		8/18/2020	PLEASE GET READING/CUSTOMER MOVING TODAY 8/17/2020
Water/Wastewater	103 BENT TREE LN	8/17/2020	8/17/2020		8/17/2020	PLEASE GET REREAD, CUSTOMER STATING BILL IS UNUSUALLY HIGH.
Water/Wastewater	332 SHADOW WOOD TRL	8/21/2020	8/21/2020		8/21/2020	DISPATCH CALLED STATING RESIDENCE WAS FLOODING
Water/Wastewater	800 COCKRELL HILL RD	8/21/2020	8/21/2020		8/26/2020	PLEASE GET READING ** READING ON 8/25/2020**
Water/Wastewater	112 LARIAT TRL	8/24/2020	8/24/2020		8/24/2020	PLEASE GET READING 8/24/2020
Water/Wastewater	133 SUBURBAN DR	8/24/2020	8/24/2020		8/24/2020	PLEASE GET READING FOR NEW CUSTOMER
Water/Wastewater	105 COCKRELL HILL RD RD	8/25/2020	8/25/2020		8/25/2020	PLEASE GET REREADS FOR 102 OAK FOREST LN 620 GREEN MEADOWS LN 101 CUMBERLAND
Water/Wastewater	800 COCKRELL HILL RD	8/26/2020	8/26/2020	8/26/2020	8/26/2020	PLEASE GET READING FOR NEW CUSTOMER TODAY ***AUGUST 26TH***
Water/Wastewater	707 W MAIN ST	8/26/2020	8/26/2020		8/26/2020	PLEASE GET REREAD, READING HIGH
Water/Wastewater	914 COCKRELL HILL RD	8/28/2020	8/28/2020		8/31/2020	CUSTOMER CALLED STATING THERES A POSSIBLE LEAK
Water/Wastewater	206 BURTONWOOD CIR	8/28/2020	8/28/2020		8/31/2020	PLEASE GET REREAD, CUSTOMER STATING HIGH BILL
Water/Wastewater	833 E MAIN ST	8/28/2020	8/28/2020		8/31/2020	PLEASE GET READING FOR NEW CUSTOMER **AUGUST 28TH**
Water/Wastewater	611 WILLIAM DR	8/28/2020	8/28/2020		8/31/2020	PLEASE GET READING, CUSTOMER STATING BILL HAS INCREASED/PLEASE CHECK METER/LEAK
Water/Wastewater	306 COCKRELL HILL RD	8/31/2020	8/31/2020	8/31/2020		CUSTOMER CALLED STATING BOX HAD SUNK INTO GROUND, NEEDING NEW BOX/LID
Water/Wastewater	108 OAK FOREST LN	8/31/2020	8/31/2020		9/1/2020	PLEASE GET REREAD, CUSTOMER STATING BILL IS HIGH, CHECK FOR LEAK
Water/Wastewater	103 WILLOW WOOD LN	8/31/2020	8/31/2020		9/4/2020	PLEASE GET READING FOR CUSTOMER ON *****SEPT 4TH*****