

*City of O*VILLA 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

105 S. Cockrell Hill Road, Ovilla, TX 75154
Monday, December 14, 2020 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, December 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 OVILLE will conduct the meeting scheduled at 6:30 PM, Monday, December 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

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

United States: 1-346-248-7799 Meeting ID: 983 5967 2361

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

<https://zoom.us/j/98359672361>

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.

CALL TO ORDER

- Invocation – *led by PL2 Oberg*
- US. Pledge of Allegiance and TX Pledge – *led by PL1 Huber*

ANNOUNCEMENTS, PRESENTATIONS, COMMENTS, PROCLAMATIONS

Acknowledgement – Dwight Gaines

Mayor Comments on the Annual Tree Lighting

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.

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.

*City of O*VILLA City Council

Rachel Huber, Place One
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Richard Dormier, Mayor
David Griffin, Place Three, Mayor Pro Tem

Doug Hunt, Place Four
Michael Myers, Place Five

1. Regular Meeting Minutes – Revised 2020.09.14
2. Regular Meeting Minutes 2020.11.09

PUBLIC HEARING

Receive presentation and citizen comments on the recommended amendment to Chapter 5 “Thoroughfares” of the 2016 Comprehensive Plan (“The Plan”), reclassifying Red Oak Creek Road from collector four lane undivided (“C4U”) to collector two lane undivided (C2U”).

- a. **PRESENTATION** – Review Chapter 5 “Thoroughfares” of the Comprehensive Land Use Plan.
- b. Receive recommendations from the Thoroughfare Committee and Planning and Zoning Commission to reclassify Red Oak Creek Road and make revision to the Thoroughfare Plan.
- c. **PUBLIC HEARING** to receive comments from those wishing to speak on the reclassification of Red Oak Creek Road.

REGULAR AGENDA

- ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on an Ordinance No. 2020-15 of the City of Ovilla, Texas, amending Chapter 5 “thoroughfares” of the 2016 Comprehensive Plan (The ‘Plan’) reclassifying Red Oak Creek Road from collector four lane undivided (C4U) to collector two lane undivided (C2U) revising the section entitled ‘collector streets’ on page 5-5 of The Plan by removing the reference to Red Oak Creek Road’s classification as C4U; revising the Thoroughfare plan map on page 5-6 to reflect the said reclassification and adoption.
- ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2020-16 of the City of Ovilla, Texas, amending Appendix “A” (fee schedule), Section A7.001 (garbage collection fees), of the City of Ovilla Code of Ordinances, providing amended residential and commercial garbage collection fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.
- ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-22, of the City Council of the City of Ovilla, Texas approving the terms, conditions, and engagement letter by, between, and among BKD, Certified Public Accountants and Advisors and the City of Ovilla, which engagement letter is attached hereto and incorporated herein as exhibit “A”; authorizing the Mayor to execute said Resolution and engagement letter; and providing an effective date.
- ITEM 4. **DISCUSSION/ACTION** – Consideration of and action to approve April 17, 2021 for the brush and trash collection day as part of the Annual Citywide Clean-Up.
- ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on TCAP Ballot for the election of nine members to the TCAP Board of Directors for the 2021-2022 term of office.
- ITEM 6. **DISCUSSION/ACTION** – Consideration of and action on recommended revisions to Chapter 13, Section 13.03.043 of the Ovilla Code of Ordinances, directing staff as necessary.
- ITEM 7. **DISCUSSION** – Discuss resuming cut-offs and late payment assessment fees, including Appendix A, Section A7.003 of the Ovilla Code of Ordinances regarding miscellaneous charges for utility services.

City of OILLA 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*

ITEM 8. DISCUSSION – Discuss options for setting regulations and restrictions for construction burning, directing staff as necessary.

ITEM 9. DISCUSSION – Discuss and review staff's recommendations for the safe reopening of the city facilities.

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

STAFF REPORTS

- Department Activity Reports / Discussion
 - Police Department Chief B. Windham
 - Fire Department Chief B. Kennedy
 - Public Works Departments Public Works Director J. Kuykendall
 - 1. Water/wastewater
 - 2. Streets
 - 3. Parks
 - 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

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. DISCUSSION/ACTION – Closed session pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney to deliberate pending or contemplated litigation.

Closed session pursuant to Section §551.072 of the Texas Government Code

ES ITEM 2. DISCUSSION/ACTION – Closed session pursuant to Section §551.072 of the Texas Government Code to deliberate the purchase, Exchange, lease, or value of real property.

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

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

ES ITEM 4. DISCUSSION/ACTION – Deliberate the appointment, employment, evaluation, reassignment and/or duties of the Police Chief.

ES ITEM 5. DISCUSSION/ACTION – Consideration of an action on Resolution R2020-23 of the City Council of the City of Ovilla, Texas, appointing a deputy city secretary and providing an effective date.

B. Reconvene into Regular (Open) Session

City of OVILLE 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

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

ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the December 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, on the 11th day of December 2020 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



G Miller, City Secretary

DATE OF POSTING: 12-10-2020 TIME: 4:00 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm



12.14.2020

Consent Items C1-C2

To
Honorable Mayor
and Council

1. Regular Meeting Minutes – Revised 2020.09.14
2. Regular Meeting Minutes 2020.11.09

From
Staff

BACKGROUND AND JUSTIFICATION:

C1: Revised Regular meeting minutes of 2020.09.14

CC

C2: Regular meeting minutes of 2020.11.09

STAFF RECOMMENDATION: Staff recommends approval

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofvilla.org



CITY OF OVILLA MINUTES

Friday September 14, 2020
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:30 PM, Monday, September 14, 2020 in person as well as 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).

The public was permitted to offer public comments telephonically or in person 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 6:30 PM, with notice of the meeting duly posted.

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

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

PL4 Hunt gave the invocation and PL1 Huber led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

ANNOUNCEMENTS, PRESENTATIONS, COMMENTS

None

CITIZEN COMMENTS:

1. Tyler Homuth - Eagle Scout update on the Flag Project - Fundraiser @ \$919, Goal is \$1000

CONSENT AGENDA

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 St.
5. Special Budget Meeting Minutes 2020.08.17

PL5 Myers made the motion to approve the consent items as presented. Seconded by PL4 Hunt.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Consideration of and action on 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.

Audit was not ready, could not be addressed.

No Action

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.

Mayor Dormier explained currently there is a 10 foot trail that extends from parking lot to the Police Department in the plans, he announced his request of authorization of a change order to extend the 10 foot trail from the sidewalk from Police Department and storage area to the entrance of the park. The cost estimate would be around \$5000 based on the bids given. He reiterated that the award goes to the second lowest bidder.

PL4 Hunt made the motion to approve 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 including a 10 foot wide concrete trail that extends from the Police Department to the entrance to the park and not to exceed \$5000. Seconded by PL2 Oberg.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

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

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.

There was discussion on the liability the City may have in the future if garage was allowed in the utility easement.

PL4 Hunt made the motion to DENY the variance for a building line encroachment requested @ 605 Clinton Street, as presented in the Highland Meadow Subdivision. Seconded by PL5 Myers.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion to DENY carried unanimously: 5-0

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.

PL5 Mike Myers and Mayor Richard Dormier recused themselves due to living in the subdivision. CM Pam Woodall explained they are pole signs that have been placed to welcome citizens to the subdivision.

PL4 Hunt made the motion to approve the Meritorious Exception as presented. PL2 Oberg seconded the motion.

Recorded Vote:

PL1 Huber AGAINST

PL2 Oberg AGAINST

Mayor Pro Tem Griffin AGAINST

PL4 Hunt AYE

PL5 Myers RECUSSED

Three in opposition/abstentions.

VOTE: The motion FAILED :3-1

ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on TML Ballot for the TML Risk Board of Trustees.

Suggestions were made by PL4 Hunt:

Place One – Herrera

Place Two – Incumbent - Fuller

Place Three – Hyde

Place Four – Martin

After discussion, it was recommended to select:

Place One – Herrera

Place Two – Incumbent - Fuller

Place Three – Hyde

Place Four – Robert Hauk

PL4 Hunt made the motion to go with the recommendations of PL1 Herrera, PL2 Fuller, PL3 Hyde, and PL4 Hauk. Seconded by PL2 Oberg.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion carried unanimously: 5-0

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

Recommendation was to bring back monthly for discussion.

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

Discussion was to continue to work with owner on removing the furniture that does not belong outside. Vehicles were addressed at this time as well.

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

Topics discussed:

- Some of the area was picked up
- Firewood was addressed and the need to be covered
- Grease trap
- Outdoor nuisance - storage

ITEM 9. DISCUSSION – Discuss and consider the planning for the Annual Christmas Tree Lighting event.

Topics discussed:

- Music & Tree Lighting
- No Santa
- No Food
- Mayor would have to authorize music & lighting

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

None

STAFF REPORTS

- Department Activity Reports / Discussion

- Police Department
- Fire Department
- Public Works Departments
- Administration
 - 1. Financials (non-reconciled)
 - a) Monthly Municipal Court Report
 - 2. Monthly Code/Animal Control Reports
 - 3. Administration Reports

Chief B. Windham

Chief B. Kennedy

J. Kuykendall

Finance Director Sharon Jungman

Code/AC Officer M. Dooly

City Manager P. Woodall

City Secretary G. Miller

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),

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

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. 8:20 PM

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 9:55 PM

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

PL5 Myers – Discussion on meters for subdivisions

ADJOURNMENT

PL2 Oberg moved to adjourn the meeting of September 14, 2020 seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 9:56 PM.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary

Approved October 13, 2020

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

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

CITY OF OVILLA MINUTES
Monday November 09, 2020
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:30 PM, Monday November 09, 2020 in person as well as 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).

The public was permitted to offer public comments telephonically or in person 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 6:30 PM, with notice of the meeting duly posted.

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

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

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

PL5 Myers gave the invocation and PL3 Griffin led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS

Proclamation - Municipal Court Clerk Week - Nov. 2 - 6

Proclamation - Veterans Day - Wednesday November 11

CITIZEN COMMENTS:

1. Alan Whittaker - 523 Johnson Lane - CWD Waste Disposal - poor service
2. Jimmy Wade - 606 Ovilla Oaks - Northwood street poor condition, funds for city, Main St. Parking

CONSENT AGENDA

1. Electric Reliability Council for Texas (ERCOT) Annual Membership renewal.
2. Annual Interlocal Agreement between the County of Ellis and City of Ovilla.
3. Regular Meeting Minutes 2020.10.13.

PL4 Hunt made the motion to approve the consent items as presented.

Seconded by PL2 Oberg.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE
 PL5 Myers AYE

REGULAR AGENDA

ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on an Interlocal Agreement to provide Emergency Services for Fire Protection and First Responder Services effective October 01, 2020 by and between Ellis County Emergency Services District No. 2 and the City of Ovilla, Texas, authorizing the Mayor to execute said Agreement.

City Manager Pam Woodall explained the agreement went to both city attorney and the ESD attorney's in order to clarify language with the identification clause. The other correction was regarding the bunker gear amount.

PL2 Oberg made the motion to approve the agreement as presented. Seconded by PL1 Huber.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

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

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action on the purchase of bunker gear, a reimbursable expense through the ESD #2 Annual Contract.

Chief Kennedy explained to the council that the Fire Department is renting 16 sets of gear until April/May 2021 with waived rental fees for the last few months. At this time, they would also purchase 16 sets through the ESD and leaving four sets to be purchased through the city in the amount of \$3427.00.

PL2 Oberg made the motion to approve the purchase of bunker gear through the ESD#2. Seconded by PL5 Myers.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

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

ITEM 3. **DISCUSSION/ACTION** – Consideration of and action on the purchase of medical equipment with total reimbursement through the CARES ACT FUND (CRF).

Chief Kennedy and Chief Windham have come up with an equipment list to utilize this fund.

- The Life Pack 15 that the Fire Department has is needing to be replaced. It will also replace the department's Life Pack 12 – no longer being manufactured
- The Lucas chest compression machine – utilized especially in COVID pandemic as far as limited to no exposure.
- AED – City Hall, Public Works Building, Police and Fire Department along with Police Cruisers. These machines coincide with the machines the Fire Department already have.

PL4 Hunt made the motion to approve the equipment purchase as presented. Seconded by PL2 Oberg.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion carried unanimously: 5-0

ITEM 4. **DISCUSSION/ACTION** – Receive recommendation from the Ovilla Park Board Advisory Committee, to consider and act on Resolution R2020-21, and approving a revised Athletic Field Use and Maintenance Agreement by and between the City of Ovilla and the Ovilla Baseball Fields, Inc..

PL3 Griffin made the motion to approve the revised Athletic Field Use and Maintenance Agreement as presented. PL1 Huber seconded the motion.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion carried unanimously: 5-0

ITEM 5. **DISCUSSION/ACTION** – Consideration of and action on an extension to the Agreement by and between Eddie Peacock, PLLC and the City of Ovilla to provide interim financial support services, authorizing the Mayor to execute said document(s).

PL2 Oberg made the motion to approve the extension to the Agreement by and between Eddie Peacock, PLLC and the City of Ovilla, as presented. PL1 Huber seconded the motion.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

VOTE: The motion carried unanimously: 5-0

ITEM 6. DISCUSSION/ACTION – Consideration of and action on (Community Waste Disposal) CWD annual request for Residential & Commercial Market Adjustment, effective December 01, 2020 authorizing the Mayor to execute said document(s).

Topics of concern that were discussed:

- bulk pickup for a specific address/marked on property to assure pickup - still missed
- right for city to choose landfills that are cheaper for Ovilla
- the market increase index notification date and how it pertains to the contract
- council asked to deny the increase due to poor service – which was explained it could not be done per the contract with the city
- increase in fees to be passed to the residents – the city has absorbed increases over the past few years

The Mayor reiterated that the fees being passed on to the customer is not up for discussion.

PL3 Griffin approved CWD annual request for Residential & Commercial Market Adjustment, effective January 21 (01), 2021 authorizing the Mayor to execute said document and to direct staff to return with budget amendment and our Ordinance to increase fees. PL2 Oberg seconded.
(Motion was read as the 21st with the intent of the 1st)

It was questioned by Mr. Roemer with CWD, then discussed that the council is questioning the date of notification, and the information to be included with in the letter was not furnished. Mayor Dormier then called for a record vote:

Recorded Vote:

PL1 Huber NAY

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt NAY

PL5 Myers NAY

Three oppositions/abstentions.

VOTE: The motion FAILS: 3-2

PL2 Oberg approved CWD annual request for Residential & Commercial Market Adjustment, effective January 01, 2021 authorizing the Mayor to execute said document and to direct staff to return with budget amendment and our Ordinance to increase fees. PL4 Hunt seconded.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers NAY

One opposition/abstentions.

VOTE: The motion carried: 4-1

ITEM 7. DISCUSSION/ACTION – Consideration of and action on the selection date(s) for the City's annual household hazardous waste and brush clean-up day(s).

The dates have been discussed in advance with the City Manager/Public Works Director and CWD. The date of April 24, 2021 – 8 am to 12 pm - seemed to work best.

PL3 Griffin made the motion to approve Household Hazardous Waste date to be April 24, 2021 from 8 am to noon. PL1 Huber seconded.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions

VOTE: The motion carried unanimously: 5-0

ITEM 8. DISCUSSION/ACTION – Consideration of and action on the recommendation of the Finance Review Committee for the selection of the City's auditing firm, directed staff to begin negotiations and return with an agreement.

PL4 Hunt made the motion to approve the recommendation of the Finance Review Committee for the selection of the City's auditing firm, directing staff to begin negotiations and return with an agreement. PL2 Oberg seconded.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion carried unanimously: 5-0

ITEM 9. DISCUSSION/ACTION – Consideration of and action regarding an accessibility route from new city parking lot to downtown businesses.

The Mayor explained that the city is trying to secure a more accessible route through the homeowners in the area and can not come up with a solution. The intent is to find the best way to connect the two parks the cheapest way possible.

Citizen Eric Newton @ 131 Claremont – wanted to address the 'blind spot' on the corner and maybe moving further down the road to make the crossing more visible.

Other topics discussed:

- PL3 Griffin to get with homeowner P. Koval to see if through her property would work.
- How much money is the Council willing to spend
- If the want is even present for this route to be constructed as of yet.
- ADA issues that may occur with new route
- Lighting for parking lot and trail
- 5 feet width at the most, and not to go onto the North Main Street
- Elevation Issues

PL2 Oberg made the motion to approve the route as presented in the plans with the contingency of moving the crosswalk closer to Cockrell Hill Road and adding the possibility of amended route going through Pickard Property. Seconded by PL4 Hunt.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

No opposition/abstentions.

VOTE: The motion carried unanimously: 5-0

ITEM 10. **DISCUSSION** – discuss the necessity to set regulations and restrictions for construction burning, directing staff as necessary.

This item was requested by PL4 Hunt due to Broadmoor Estates construction burn a few months prior. Discussion was to bring an Ordinance to disband any commercial site/contractor site burning, He explained that there was ash on his vehicle that carried in his neighborhood from burn site. PL3 Griffin did not want the rights of residents to burn in their own yards to be restricted. It was directed to staff to get with Legal Staff for draft to only restrict commercial/contractor property burns with in the City.

Discussion Only.

ITEM 11. **DISCUSSION** – Discuss and review staff's plans for the reopening of the city facilities.

Discussion was to leave City Hall/Administration Offices closed.

ITEM 12. **DISCUSSION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

None

STAFF REPORTS

- Department Activity Reports / Discussion
 - Police Department Chief B. Windham
 - Fire Department Chief B. Kennedy
 - Public Works Departments J. Kuykendall
 - Administration
 - 1. Financials (non-reconciled) Finance Director Sharon Jungman
 - a) Monthly Municipal Court Report
 - 2. Monthly Code/Animal Control Reports
 - 3. Administration Reports

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. 8:54 PM

Closed meeting called pursuant to Texas Government Code Section §551.074 – Personnel Matters

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

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

B. Reconvene into Regular (Open) Session 9:49 PM – no announcement made**REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF**

PL3 Griffin – passing on CWD rate increase to residents

ADJOURNMENT

PL4 Hunt moved to adjourn the meeting of November 09, 2020 seconded by PL2 Oberg. There being no further business, Mayor Dormier adjourned the meeting at 9:50 PM.

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary

Approved December 14, 2020

Ovilla City Council

AGENDA ITEM REPORT PUBLIC HEARING

Meeting Date: December 14, 2020

Department: Administration/Code

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: Deputy CS

Attachments:

1. Public Hearing Notice
2. Thoroughfare Plan Excerpt w/ Revised Map
3. Recommendation from Planning & Zoning Commission

Agenda Item / Topic:

Receive presentation and citizen comments on the recommended amendment to Chapter 5 “Thoroughfares” of the 2016 Comprehensive Plan (“The Plan”), reclassifying Red Oak Creek Road from collector four lane undivided (“C4U”) to collector two lane undivided (C2U”).

Discussion / Justification:

- a. **PRESENTATION** – Review Chapter 5 “Thoroughfares” of the Comprehensive Land Use Plan.
- b. Receive recommendations from the Thoroughfare Committee and Planning and Zoning Commission to reclassify Red Oak Creek Road on the revision to the Thoroughfare Plan.
- c. **PUBLIC HEARING** to receive comments from those wishing to speak on the reclassification of Red Oak Creek Road.

Chapter 5. Thoroughfares

Introduction

Transportation planning is an integral part of the City of Ovilla Comprehensive Land Use Plan. As such, the thoroughfare goals and objectives were considered carefully in the drafting of the Comprehensive Land Use Plan. The 2010 Comprehensive Land Use Plan Review Committee spent a considerable amount of time finalizing the Ovilla Thoroughfare Plan to carefully consider the proper classifications for thoroughfares to be included. Street and roadway improvements were important items discussed for expenditure of public funds. Consideration was given to both the internal transportation needs of the residents of Ovilla and the regional transportation needs of others that travel through Ovilla. The Regional Thoroughfare Plan prepared by the North Central Texas Council of Governments (NCTCOG), the City of Cedar Hill Thoroughfare Plan, the City of Midlothian Thoroughfare Plan were all consulted for input into the 2010 Ovilla Thoroughfare Plan. By coordinating with the other municipalities and governmental agencies, the development of the overall transportation network can be improved.

The Thoroughfare Plan should be reviewed and updated periodically to represent current conditions and promote preservation of terrain, natural drainage ways and trees. For example, the plan document should be revised to encourage improvements to Shiloh Road as increased traffic occurs as a result of new subdivisions, a new elementary school and new and existing non-residential uses.

The movement of people and goods within the City and the surrounding area is an important function; such movement is dependent upon the arrangement and condition of local streets and highways. As the city changes, the thoroughfare system must be capable of handling traffic movement in a safe and efficient manner. The 2010 City of Ovilla Thoroughfare Plan is coordinated with the 2010 Future Land Use Plan and provides the guidelines to develop a transportation system that can accommodate the needs of existing and future land use. This adopted Thoroughfare Plan is a valuable tool for the City of Ovilla in requiring the appropriate dedication of right-of-ways and the construction of the appropriate roadway improvements as the city continues to develop.

The primary form of transportation in the City of Ovilla is the individual gasoline-powered vehicle. Whether that vehicle is a pickup truck, an automobile or a SUV (Sport/Utility Vehicle), most Ovilla residents rely on their individual vehicles as their sole means of transportation. For this reason, the transportation element of the Comprehensive Land Use Plan Update is focused on the system of public roadways, which is designed to expedite traffic movement and enhance safety. The Thoroughfare Plan also includes recommendations for developing alternate modes of transportation within the city, as well as recommendations which create a continuous process of planning, implementation, monitoring, and evaluation to assure that the mobility needs for citizens of Ovilla will be met as development occurs.

The Thoroughfare Plan should enable the City to implement a systematic process of upgrading and developing thoroughfares in accordance with the City's Future Land Use Plan. This process should include: (1) an evaluation of proposed roadway improvement regarding compliance to the Thoroughfare Plan; (2) preparation of detailed route studies to locate the exact location of a street that is shown conceptually on the Thoroughfare Plan; and (3) preparation of engineering plans and geometrics (including extra turn lanes at major intersections) once detailed routes have been established.

Definitions

A number of terms used throughout this chapter should be defined in order to provide an understanding of existing and future transportation needs. These terms include the following:

Functional classification - The roadway classification system is intended to categorize streets by function for the purpose of clarifying administrative and fiscal responsibility. A complete circulation system provides separate facilities for the movement, transition, distribution, collection, access, and termination of trips. Freeways and arterials handle principal movement functions. Collector streets serve to gather traffic from local streets and feed it to the arterial system and to provide access in commercial and industrial areas. Local streets provide direct access to adjacent property.

Capacity - The capacity of a roadway as defined by the Highway Capacity Manual, is the maximum hourly rate at which vehicles can reasonably be expected to traverse a point or section of a roadway during a given time period under prevailing roadway, traffic, and control conditions. Roadway conditions refer to the geometric characteristics of the street such as type of facility, number and width of lanes, horizontal and vertical alignment, and design speed. Traffic conditions refer to the type of vehicle mix and the distribution of vehicles in available lanes. Control conditions refer to the types and specific design of traffic control devices such as traffic signals, signs, and turn restrictions. Other factors that affect the capacity of a roadway include weather and driver characteristics.

Traffic Volume - Traffic volume is a measurement of the total number of vehicles that pass a given section of a roadway during a given time period. Volume is generally expressed in terms of annual, daily, or hourly rates. Traffic volumes vary by the time of day, day of the week, season, and month. Annual average daily traffic (AADT) is the average daily traffic on a roadway, averaged over a full year, and is often used in travel forecasting and planning. Within this report the term vehicles per day (vpd) is used to reflect traffic counts made over a 24-hour period that have not been converted to annual average daily traffic and, thus, may not account for daily, weekly, or seasonal variations.

Through Traffic - This term is used in two ways, depending on the particular discussion: 1) to identify trips that do not have a local destination (i.e. are not stopping within Ovilla); and 2) to identify trips that may have a local destination, but are traveling through a particular section of the City.

Existing Conditions

Ovilla's existing transportation system is designed to accommodate private vehicular traffic. Interstate Highway 35E and State Highway 67 are approximately 3.75 miles from Ovilla to the east and 5.30 miles from Ovilla to the west respectively. Currently, no other forms of transportation are available in Ovilla.

Highways & Streets

Ovilla Road (F. M. 664) is the major internal transportation spine for Ovilla. It is the only direct traffic route through Ovilla. All other roadways are modified county roads that meander around various physical constraints. Ovilla Road is also a Texas Department of Transportation (TxDOT) maintained facility. The section of Ovilla Road from Hampton Road to Cinnamon Spring Street is a three lane asphalt roadway with a continuous left turn lane. The remainder of Ovilla Road is only two lanes in width.

Westmoreland Road is currently a north-south country road, with its ultimate purpose to serve as a principal arterial providing connection down to Lariat Trail and Red Oak Creek Road. Westmoreland road will serve as the primary entry point into the City from Future Loop 9.

Cockrell Hill Road is a two-lane rural section of roadway that provides access to the center of the City. The current development that exists adjacent to the roadway, primarily residential development of half-acre of larger lots creates a limiting factor to the increase of traffic and ultimately dictates the ultimate thoroughfare classification.

Joe Wilson Road is a north-south country road that acts as a collector down to Johnson Lane. This road currently serves to take pressure off of Westmoreland Road as a north-south arterial.

Montgomery Road/Bryson Lane & Red Oak Creek Road are small residential collectors that wind near creeks and are canopied by beautifully abundant trees. Both roads are very scenic entrances to the central portions of Ovilla.

Shiloh Road is an east-west collector that provides access between the City of Midlothian and Ovilla. It is a small country road that bisects Ovilla's ETJ and feeds to Ovilla Road. Shiloh Road has recently and is anticipated to experience increased traffic resulting from changes in adjacent land uses and development.

Duncanville Road is a north-south collector that provides access between the City of Cedar Hill and Ovilla. Currently, this thoroughfare is a small country road that is approximately 1,000 feet in length within the City of Ovilla municipal limits and terminates at Johnson Lane. This thoroughfare will ultimately be extended to the south and eventually connect with Bryson Lane to continue south.

Bicycle & Pedestrian

Pedestrian and bicycle transportation are often forgotten as viable modes of travel in today's mobile society. In order to provide for easy and safe pedestrian and bicycle travel, sidewalks, pathways, and crosswalks should be required to be included in future development plans. This type of access is needed to commercial centers, along arterial

streets and between residential areas, schools. By requiring appropriate infrastructure for pedestrians in new developments, and retrofitting existing developed areas, traffic and parking issues may be lessened in intensity, and quality of life may be improved. The City may also wish to provide bicycle racks or covered storage areas in public facilities.

Street Functions & Classifications

Streets located within municipalities generally are various sizes, and have different numbers of vehicle traffic lanes and design requirements. This Plan has categorized Ovilla's streets according to the Standard Street Classification System used by the Texas Department of Transportation (TxDOT). Each type of roadway in the classification system has right-of-way widths, lane widths, number of lanes, and medians appropriate to the traffic and speed required of the street. *Table 5.1, Summary of Street Classifications* provides the following information in tabular format.

Table 5-1
Summary of Street Classification

Land Use Plan Classification	Thoroughfare Plan Classification	
Local Residential Street	R2U	Residential Two Lane Undivided
Collector Street	C2U	Collector Two Lane Undivided
	C4U	Collector Four Lane Undivided
Minor Arterial Street	M2D	Minor Arterial Two Lane Divided
	M4U	Minor Arterial Four Lane Undivided
	M4D	Minor Arterial Four Lane Divided
Principal Arterial Street	P6D	Principal Arterial Six Lane Divided
	P4D	Principal Arterial Four Lane Divided
	P4U	Principal Arterial Four Lane Undivided
Freeway (Proposed Loop 9)	FW	Typically Four to Ten Divided Lanes

* R2U streets are not shown on the Thoroughfare Plan.

Freeways

Freeways or highways consist of controlled limited access roadways with divided lanes for directional traffic. Freeways are designed to move high volumes of traffic, typically in excess of 40,000 vehicles per day, with maximum efficiency. Freeways generally have from 4 to 8 lanes and require 250 to 500 feet of right-of-way. They provide no direct access to adjacent property, and main lanes are grade separated at intersections with arterial roadways. Service roads may be provided along the freeway to facilitate access to and from the main lanes and to provide access to adjacent property. Interstate 35E and State Highway 67 are the two freeways near to the city of Ovilla. The proposed Loop 9 may be classified as a freeway and run on the city's northern boundary.

Principal Arterials

Principal arterials are designed to serve major traffic movements through the city by carrying large volumes of traffic across or through the city as efficiently as possible. These roadways should be continuous in length, connect with freeways, and serve major traffic generators. Typically, principal arterials should be spaced between two and three miles apart. They are designed to carry between 10,000 and 40,000 vehicles per day requiring from four to six lanes. Access management is essential to ensure maximum operating efficiency of the roadway. However, because commercial development generally occurs along arterial streets, control of access is often difficult to achieve. Intersection spacing should be at intervals of not less than one-fourth mile. Intermediate unsignalized access points and median breaks to accommodate public streets or private driveways should be avoided. To facilitate the flow of traffic, designated turn lanes and acceleration/deceleration lanes may be required in areas of commercial development.

Minor Arterials

Minor arterials are generally designed as four-lane roadways; with the exception of the two-lane divided minor arterial proposed. They may be either divided or undivided, and are designed to connect the primary arterials and provide system continuity. Generally, minor arterials are spaced at approximately one mile intervals, and define the limits of a neighborhood. They are designed to carry traffic volumes of 10,000 to 15,000 vehicles per day, and like principal arterials, direct access should be limited. Intersections for four-lane minor arterials should be spaced at intervals of no less than one-fourth of a mile and intermediate access points to accommodate public streets or private driveways should be avoided. Two-lane minor arterials are designed to accommodate rural traffic and provide pocket medians to allow access for turning movements. The classification of Shiloh Road as an arterial M4U should be further studied given potential design constraints.

Collector Streets

Collector streets are intended to serve internal traffic movements within an area and carry traffic from local streets to the arterial network, and may be designated as principal and minor collectors. Generally, collector streets are designed with two lanes, are between 1 and 1/2 mile in length, and carry traffic volumes between 1,000 and 10,000 vehicles per day. Minor collector streets should be located to provide access to the local street system in a neighborhood and be curvilinear in design, in order to discourage through traffic in neighborhoods. Typically, they include two traffic lanes and two parking lanes and should be less than one mile in length. The classification of Red Oak Creek Road as a collector C4U should be further studied given potential design constraints.

Local Streets

Local streets provide access to residential property and feed the collector street system. Local streets typically carry volumes of less than 1,000 vehicles per day. Streets are no more than two lanes and should be designed to discourage any type of through traffic movements, either through a curvilinear arrangement, through the incorporation of loops and cul-de-sacs, or both.

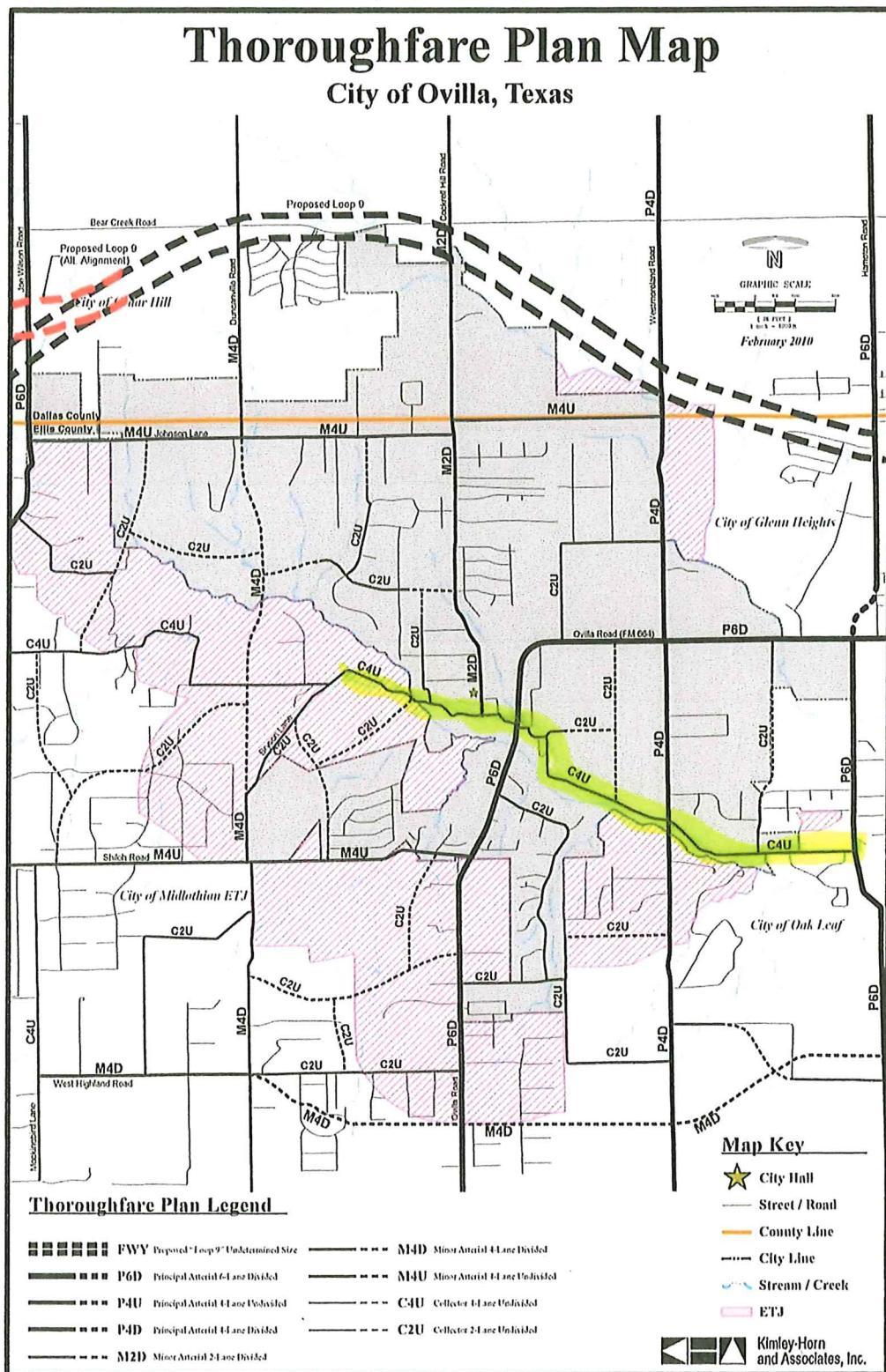


Figure 5.1, City of Ovilla Thoroughfare Plan Map 2010

Thoroughfare Plan

The City of Ovilla has classified its streets in categories of residential streets, collector streets, minor arterials, and principal arterials. The proposed thoroughfare plan network is shown on *Figure 5.1, Thoroughfare Plan Map 2010*.

Ovilla Road (F. M. 664) will continue to be the City's principal arterial with Westmoreland Road playing a secondary arterial role. The character and physical constraints of the City of Ovilla preempt the need for additional principal arterial streets.

The majority of the roadway improvements shown on the Thoroughfare Plan are related to the street designated as minor arterials. Almost all of these roadways are currently two lane county-type roads without curbs and gutters and without adequate pavement width to accommodate the existing traffic volumes. These streets need to be widened to four lanes to handle the increased volumes that will occur as development of the area continues. Off-set intersections need to be aligned and roadway connections need to be made.

Protecting the Capacity of Streets

Funding for construction and improvements to thoroughfares represents a major public investment. In the past thirty years, federal and state funds have been widely available to assist cities in building and maintaining an efficient and safe system of highways and arterial roadways. Today, however, funding from federal and state sources is becoming increasingly harder to obtain as more and more projects compete for limited dollars. As a result, it is important for the City to implement policies to protect the capacity of their major streets. In addition, the City should consider all funding options, including bonds, general funds, grant programs, and private developer participation.

Roadway capacity is a function of the number and width of lanes, design speed, horizontal and vertical alignment, type and number of traffic control devices, and access and turning movements. Capacity can best be preserved by limiting points of access through subdivision and development ordinances, prohibiting left turn traffic movements by restricting the number of median breaks, and requiring acceleration/deceleration lanes at high volume commercial driveways.

Ideally, no direct access should be allowed onto arterial and major collector streets except at intersections. Developments should have access provided via local streets that intersect the arterial and collector roadways. A minimum frontage requirement should be set in order to limit curb cuts in corridor commercial and industrial developments, with the ultimate number of curb cuts being determined during the development review process. The review process for site plans is an appropriate time to include consideration of cross access and limiting the number of driveways for site specific developments.

Policies to limit access have often proven difficult for cities to implement because properties adjacent to the road may not meet the minimum frontage requirements and courts have held that owners cannot be denied access from the roadway.

Therefore, any consideration of cross access and limitation of driveways must address available right-of-way. It is especially difficult to implement access management when improvements are planned along roadways where developments have existing driveways. Under these circumstances, the City must often wait for redevelopment to occur before the desirable changes can be made. The City of Ovilla should continue to explore access management strategies that have been successful in other areas.

Bicycle & Pedestrian Circulation

Bikeways and sidewalks will become more important in the future, not only as the mark of quality urban development, but as an alternate mode of transportation. The City of Ovilla should consider developing a bikeway plan that would coordinate the development of a greenbelt hike and bike trail system with a comprehensive system of bikeways throughout the City. Key elements of the bikeway plan should include methods to provide bikeways within the rights-of-way of major streets as well as separate bikeway facilities, and to encourage developers to provide bike facilities in new developments.

To accommodate pedestrians, the City should require sidewalks in new developments and redevelopments. Specifically, the City should consider the following:

- Require sidewalks along both sides of arterial and collector streets;
- Require sidewalks in residential areas on all streets;
- Encourage the connection of sidewalks in residential areas and to commercial and recreational areas by working with developers as projects are planned;
- Provide pedestrian pathways in public recreation areas;
- Implement a low cost, shared resident/public program to replace older, substandard sidewalks. This could be done in conjunction with the street improvement program; and
- Consider including projects that retrofit older developed areas that do not have sidewalks into the Capital Improvements Program (CIP) for arterial and collector streets.

Street Improvement Program

The City of Ovilla currently identifies necessary roadway improvements for inclusion in an ongoing Capital Improvement Program. Refinement and continuation of the current process by using a systematic street evaluation process will assist the City in maximizing the street improvement needs with the available sources of funding. A Street Improvement Program to provide a systematic process for street reconstruction and maintenance should be incorporated into the current street construction and maintenance efforts.

This Street Improvement Program should include the following:

- Arterial Street Needs: Implement a City-funded program to meet arterial street improvement needs through the year 2030. This program would support TxDOT efforts within the City as well as provide funds for arterial improvements for which the City has sole responsibility.
- Street Reconstruction and Maintenance: Implement a ten or fifteen year street reconstruction and maintenance program that will bring Ovilla's street system to a satisfactory level of serviceability throughout the life of the program. Implement a uniform program of maintenance and reconstruction after the fifteen years to maintain the City's street system in serviceable condition for the foreseeable future.
- Design Standards and Access Management: Strengthen ordinances to require adequate street widths and to assist in managing access on arterial and major collector streets during development and redevelopment.

Transportation Planning & Monitoring

The relationship between land use and transportation is well documented. Development creates the desire for access to the developed area for specific activities, such as shopping, recreation, or employment. That access is provided through the transportation system. In addition, the thoroughfare system provides the basic framework for future growth in undeveloped areas of the city. An improvement or extension to the transportation system will often induce development in the improved area. The transportation planning process must continue to monitor existing and proposed future land use as well as population, employment, and socio-economic characteristics to identify current and anticipated transportation needs.



City of OVILLA Planning & Zoning Commission Recommendation

DISCUSSION/ACTION – Case PZ20.07 – Consideration of and action on an Ordinance amending the City of Ovilla, Texas, amending Chapter 5 “Thoroughfares” of the 2016 Comprehensive Plan (The “Plan”); reclassifying Red Oak Creek Road from collector four lane undivided (“C4U”) to collector two lane undivided (“C2U”); revising the section entitled “collector streets” on page 5.5 of the plan by removing the reference to Red Oak Creek Road’s classification as C4U; revising the Thoroughfare Plan Map on page 5-6 to reflect the said reclassification and forwarding recommendation to the Ovilla City Council for adoption.

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

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

PL5 Alexander ABSENT
PL6 Hart AYE
PL7 Zimmermann AYE

5 FOR

0 AGAINST

0 ABSTAIN

Carol Lynch, Chair

December 07, 2020

Presiding Officer of P&Z

Date

Cathy Gaeta

December 07, 2020

Board Secretary

Date

AGENDA ITEM REPORT

Item 1

Meeting Date: December 14, 2020

Department: Administration/Code

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Accountant

Other: Staff

Attachments:

1. Ordinance No.2020-15 with revised Thoroughfare Plan

Agenda Item / Topic:

ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on an Ordinance No. 2020-15 of the City of Ovilla, Texas amending Chapter 5 “Thoroughfares” of the 2016 Comprehensive Plan (The ‘Plan’) reclassifying Red Oak Creek Road from collector four lane undivided (C4U) to collector two lane undivided (C2U) revising the section entitled ‘collector streets’ on page 5-5 of the plan by removing the reference to Red Oak Creek Road’s classification as C4U; revising the Thoroughfare Plan map on page 5-6 to reflect the said reclassification and adoption.

Discussion / Justification:

Background/History

(In 2015 fifteen individuals from the City were appointed to serve on the Comprehensive Land Use Plan Review Committee to review and update the CLUP. Following public hearings notice requirements, the 2016 Comprehensive Land Use Plan (2016 CLUP) was adopted by Ordinance 2016-12. The Thoroughfare Plan is inclusive in the 2016 CLUP which is due for update this fiscal year too.)

City Councilmember PL4 Hunt spearheaded the need to review and make recommendations to the City Council for revisions to the 2016 Comprehensive Land use Plan, Chapter 5, Thoroughfares, specifically certain sections of the City’s Thoroughfare Plan regarding the classification of Red Oak Creek Road.

A temporary committee, The Thoroughfare Plan Review Committee was appointed in June 2019 and again reassigned in November 2019. The Committee met in open session on September 18, 2020 to review the future widening plan for Red Oak Creek Road and recommended that the current long-range development plan for Red Oak Creek did give cause for review and recommended revision.

According to Chapter 213 of the Local Government Code, the governing body of a municipality may adopt a comprehensive plan (or make updates) for the long-range development of the municipality. A municipality may define the content and design of a comprehensive plan. The Plan may be adopted or amended after the public has had an opportunity to share comments at public hearings, of duly posted meetings.

The Planning and Zoning Commission conducted a Public Hearing, followed with consideration for this revision on December 7, 2020. The consensus of all Commissioners was to forward recommendation for the reclassification of Red Oak Creek Road from a C4U 4-lane undivided to a C2U 2-lane undivided.

Recommendation / Staff Comments:	
Staff recommends approval.	
Sample Motion(s):	
I move to approve/deny Ordinance No. 2020-15 of the City of Ovilla, Texas amending Chapter 5 "Thoroughfares" of the 2016 Comprehensive Plan (The 'Plan') reclassifying Red Oak Creek Road from collector four lane undivided (C4U) to collector two lane undivided (C2U) revising the section entitled 'collector streets' on page 5-5 of the plan by removing the reference to Red Oak Creek Road's classification as C4U; and revising the Thoroughfare Plan map on page 5-6 to reflect the said reclassification and adoption.	

ORDINANCE NO. 2020-15

AN ORDINANCE AMENDING THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 5 “THOROUGHFARES” OF THE 2016 COMPREHENSIVE LAND USE PLAN (THE “PLAN”); RECLASSIFYING RED OAK CREEK ROAD FROM COLLECTOR FOUR LANE UNDIVIDED (“C4U”) TO COLLECTOR TWO LANE UNDIVIDED (“C2U”); REVISING THE SECTION ENTITLED “COLLECTOR STREETS” ON PAGE 5.5 OF THE PLAN BY REMOVING THE REFERENCE TO RED OAK CREEK ROAD’S CLASSIFICATION AS C4U; REVISING THE THOROUGHFARE PLAN MAP ON PAGE 5-6 TO REFLECT THE SAID RECLASSIFICATION; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO CODE OF ORDINANCES; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

WHEREAS, Section 213.003 of the Texas Local Government Code allows the City of Ovilla (the “City) to amend by ordinance its comprehensive plan for the long-range development of the municipality; and

WHEREAS, the purpose of a comprehensive plan is to promote the sound development of municipalities and promote the public health, safety, and welfare; and

WHEREAS, under the provisions of Chapter 213 of the Texas Local Government Code, the city may define the content and design of a comprehensive plan and may include, but is not limited to, provisions on land use, transportation, and public facilities; and

WHEREAS, City’s 2016 Comprehensive Land Use Plan provides a thoroughfare plan in Chapter 5 thereof; and

WHEREAS, the said thoroughfare plan provides classifications for streets in Table 5-1 in Chapter 5; and

WHEREAS, Red Oak Creek Road is classified as a Collector Four Lane Undivided Road; and

WHEREAS, the City Council finds and determines that Red Oak Creek Road should be reclassified as a Collector Two Lane Undivided Road;

WHEREAS, under the provisions of Chapter 213 of the Texas Local Government Code, the City may amend its comprehensive plan by ordinance following a hearing at which

the public is given the opportunity to give testimony and present written evidence and after review by the municipality's planning commission; and,

WHEREAS, on December 7th, 2020, a public hearing was held by the City's Planning and Zoning Commission, and the public was given the opportunity to give testimony and present written evidence; and

WHEREAS, after review of the proposed amendment to the comprehensive plan the City's Planning and Zoning Commission recommended approval of the amendment and forwarded their recommendation to City Council; and

WHEREAS, after publication in the City's official newspaper and after posting the agenda at City Hall more than seventy-two (72) hours before the public hearing, the City Council conducted a public hearing where the public was given the opportunity to give testimony and present written evidence.

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

SECTION 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

SECTION 2. The classification of Red Oak Creek Road should be and hereby is reclassified Collector Four Lane Undivided to Collector Two Lane Undivided.

SECTION 3. The section entitled "Collector Street" on Page 5-5 of the 2016 Comprehensive Land Use Plan is hereby amended to read as follows:

Collector streets are intended to serve internal traffic movements within an area and carry traffic from local streets to the arterial network, and may be designated as principal and minor collectors. Generally, collector streets are designed with two lanes, are between 1 and 1/2 mile in length, and carry traffic volumes between 1,000 and 10,000 vehicles per day. Minor collector streets should be located to provide access to the local street system in a neighborhood and be curvilinear in design, in order to discourage through traffic in neighborhoods. Typically, they include two traffic lanes and two parking lanes and should be less than one mile in length.

SECTION 4. The Thoroughfare Plan Map on Page 5-6 of the 2016 Comprehensive Land Use Plan shall be revised to reflect the aforesaid reclassification of Red Oak Creek Road.

SECTION 5. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 6. In the event that any other Ordinance of the City of Ovilla heretofore enacted is found to conflict with the provisions of the Ordinance, this Ordinance shall prevail.

SECTION 7. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 8. Because of the nature of interest and safeguard sought to be protected by this Ordinance and in the interest of health, safety and welfare of the citizens of the City of Ovilla, Texas, this Ordinance shall take effect immediately after passage, approval and publication, as required by law.

SECTION 9. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

PASSED, APPROVED and ADOPTED this 14th day of December 2020.

CITY OF OVILLA, TEXAS

By: _____
Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

ORDINANCE NO. 2020-15

Page 3 of 3

Introduction

Transportation planning is an integral part of the City of Ovilla Comprehensive Land Use Plan. As such, the thoroughfare goals and objectives were considered carefully in the drafting of the Comprehensive Land Use Plan. The 2010 Comprehensive Land Use Plan Review Committee spent a considerable amount of time finalizing the Ovilla Thoroughfare Plan to carefully consider the proper classifications for thoroughfares to be included. Street and roadway improvements were important items discussed for expenditure of public funds. Consideration was given to both the internal transportation needs of the residents of Ovilla and the regional transportation needs of others that travel through Ovilla. The Regional Thoroughfare Plan prepared by the North Central Texas Council of Governments (NCTCOG), the City of Cedar Hill Thoroughfare Plan, the City of Midlothian Thoroughfare Plan were all consulted for input into the 2010 Ovilla Thoroughfare Plan. By coordinating with the other municipalities and governmental agencies, the development of the overall transportation network can be improved.

The Thoroughfare Plan should be reviewed and updated periodically to represent current conditions and promote preservation of terrain, natural drainage ways and trees. For example, the plan document should be revised to encourage improvements to Shiloh Road as increased traffic occurs as a result of new subdivisions, a new elementary school and new and existing non-residential uses.

The movement of people and goods within the City and the surrounding area is an important function; such movement is dependent upon the arrangement and condition of local streets and highways. As the city changes, the thoroughfare system must be capable of handling traffic movement in a safe and efficient manner. The 2010 City of Ovilla Thoroughfare Plan is coordinated with the 2010 Future Land Use Plan and provides the guidelines to develop a transportation system that can accommodate the needs of existing and future land use. This adopted Thoroughfare Plan is a valuable tool for the City of Ovilla in requiring the appropriate dedication of right-of-ways and the construction of the appropriate roadway improvements as the city continues to develop.

The primary form of transportation in the City of Ovilla is the individual gasoline-powered vehicle. Whether that vehicle is a pickup truck, an automobile or a SUV (Sport/Utility Vehicle), most Ovilla residents rely on their individual vehicles as their sole means of transportation. For this reason, the transportation element of the Comprehensive Land Use Plan Update is focused on the system of public roadways, which is designed to expedite traffic movement and enhance safety. The Thoroughfare Plan also includes recommendations for developing alternate modes of transportation within the city, as well as recommendations which create a continuous process of planning, implementation, monitoring, and evaluation to assure that the mobility needs for citizens of Ovilla will be met as development occurs.

CITY OF OVILLA THOROUGHFARES

COMPREHENSIVE LAND USE PLAN PAGE 5-1

The Thoroughfare Plan should enable the City to implement a systematic process of upgrading and developing thoroughfares in accordance with the City's Future Land Use Plan. This process should include: (1) an evaluation of proposed roadway improvement regarding compliance to the Thoroughfare Plan; (2) preparation of detailed route studies to locate the exact location of a street that is shown conceptually on the Thoroughfare Plan; and (3) preparation of engineering plans and geometrics (including extra turn lanes at major intersections) once detailed routes have been established.

Definitions

A number of terms used throughout this chapter should be defined in order to provide an understanding of existing and future transportation needs. These terms include the following:

Functional classification - The roadway classification system is intended to categorize streets by function for the purpose of clarifying administrative and fiscal responsibility. A complete circulation system provides separate facilities for the movement, transition, distribution, collection, access, and termination of trips. Freeways and arterials handle principal movement functions. Collector streets serve to gather traffic from local streets and feed it to the arterial system and to provide access in commercial and industrial areas. Local streets provide direct access to adjacent property.

Capacity - The capacity of a roadway as defined by the Highway Capacity Manual, is the maximum hourly rate at which vehicles can reasonably be expected to traverse a point or section of a roadway during a given time period under prevailing roadway, traffic, and control conditions. Roadway conditions refer to the geometric characteristics of the street such as type of facility, number and width of lanes, horizontal and vertical alignment, and design speed. Traffic conditions refer to the type of vehicle mix and the distribution of vehicles in available lanes. Control conditions refer to the types and specific design of traffic control devices such as traffic signals, signs, and turn restrictions. Other factors that affect the capacity of a roadway include weather and driver characteristics.

Traffic Volume - Traffic volume is a measurement of the total number of vehicles that pass a given section of a roadway during a given time period. Volume is generally expressed in terms of annual, daily, or hourly rates. Traffic volumes vary by the time of day, day of the week, season, and month. Annual average daily traffic (AADT) is the average daily traffic on a roadway, averaged over a full year, and is often used in travel forecasting and planning. Within this report the term vehicles per day (vpd) is used to reflect traffic counts made over a 24-hour period that have not been converted to annual average daily traffic and, thus, may not account for daily, weekly, or seasonal variations.

Through Traffic - This term is used in two ways, depending on the particular discussion: 1) to identify trips that do not have a local destination (i.e. are not stopping within Ovilla); and 2) to identify trips that may have a local destination, but are traveling through a particular section of the City.

THOROUGHFARES CITY OF OVILLA

PAGE 5-2 COMPREHENSIVE LAND USE PLAN

Existing Conditions

Ovilla's existing transportation system is designed to accommodate private vehicular traffic. Interstate Highway 35E and State Highway 67 are approximately 3.75 miles from Ovilla to the east and 5.30 miles from Ovilla to the west respectively. Currently, no other forms of transportation are available in Ovilla.

Highways & Streets

Ovilla Road (F. M. 664) is the major internal transportation spine for Ovilla. It is the only direct traffic route through Ovilla. All other roadways are modified county roads that meander around various physical constraints. Ovilla Road is also a Texas Department of Transportation (TxDOT) maintained facility. The section of Ovilla Road from Hampton Road to Cinnamon Spring Street is a three-lane asphalt roadway with a continuous left turn lane. The remainder of Ovilla Road is only two lanes in width.

Westmoreland Road is currently a north-south country road, with its ultimate purpose to serve as a principal arterial providing connection down to Lariat Trail and Red Oak Creek Road. Westmoreland road will serve as the primary entry point into the City from Future Loop 9.

Cockrell Hill Road is a two-lane rural section of roadway that provides access to the center of the City. The current development that exists adjacent to the roadway, primarily residential development of half-acre of larger lots creates a limiting factor to the increase of traffic and ultimately dictates the ultimate thoroughfare classification.

Joe Wilson Road is a north-south country road that acts as a collector down to Johnson Lane. This road currently serves to take pressure off of Westmoreland Road as a north-south arterial.

Montgomery Road/Bryson Lane & Red Oak Creek Road are small residential collectors that wind near creeks and are canopied by beautifully abundant trees. Both roads are very scenic entrances to the central portions of Ovilla.

Shiloh Road is an east-west collector that provides access between the City of Midlothian and Ovilla. It is a small country road that bisects Ovilla's ETJ and feeds to Ovilla Road. Shiloh Road has recently and is anticipated to experience increased traffic resulting from changes in adjacent land uses and development.

Duncanville Road is a north-south collector that provides access between the City of Cedar Hill and Ovilla. Currently, this thoroughfare is a small country road that is approximately 1,000 feet in length within the City of Ovilla municipal limits and terminates at Johnson Lane. This thoroughfare will ultimately be extended to the south and eventually connect with Bryson Lane to continue south.

Bicycle & Pedestrian

Pedestrian and bicycle transportation are often forgotten as viable modes of travel in today's mobile society. In order to provide for easy and safe pedestrian and bicycle travel, sidewalks, pathways, and crosswalks should be required to be included in future development plans. This type of access is needed to commercial centers, along arterial

CITY OF OVILLA THOROUGHFARES

COMPREHENSIVE LAND USE PLAN PAGE 5-3

streets and between residential areas, schools. By requiring appropriate infrastructure for pedestrians in new developments, and retrofitting existing developed areas, traffic and parking issues may be lessened in intensity, and quality of life may be improved. The City may also wish to provide bicycle racks or covered storage areas in public facilities.

Street Functions & Classifications

Streets located within municipalities generally are various sizes, and have different numbers of vehicle traffic lanes and design requirements. This Plan has categorized Ovilla's streets according to the Standard Street Classification System used by the Texas Department of Transportation (TxDOT). Each type of roadway in the classification system has right-of-way widths, lane widths, number of lanes, and medians appropriate to the traffic and speed required of the street. *Table 5.1, Summary of Street Classifications* provides the following information in tabular format.

Table 5-1
Summary of Street Classification

Land Use Plan Classification	Thoroughfare Plan Classification
Local Residential Street	R2U Residential Two Lane Undivided
Collector Street	C2U Collector Two Lane Undivided
	C4U Collector Four Lane Undivided
Minor Arterial Street	M2D Minor Arterial Two Lane Divided
	M4U Minor Arterial Four Lane Undivided
	M4D Minor Arterial Four Lane Divided
Principal Arterial Street	P6D Principal Arterial Six Lane Divided
	P4D Principal Arterial Four Lane Divided
	P4U Principal Arterial Four Lane Undivided
Freeway (Proposed Loop 9)	FW Typically Four to Ten Divided Lanes

* **R2U** streets are not shown on the Thoroughfare Plan.

Freeways

Freeways or highways consist of controlled limited access roadways with divided lanes for directional traffic. Freeways are designed to move high volumes of traffic, typically in excess of 40,000 vehicles per day, with maximum efficiency. Freeways generally have from 4 to 8 lanes and require 250 to 500 feet of right-of-way. They provide no direct access to adjacent property, and main lanes are grade separated at intersections with arterial roadways. Service roads may be provided along the freeway to facilitate access to and from the main lanes and to provide access to adjacent property. Interstate 35E and State Highway 67 are the two freeways near to the city of Ovilla. The proposed Loop 9 may be classified as a freeway and run on the city's northern boundary.

THOROUGHFARES CITY OF OVILLA

PAGE 5-4 COMPREHENSIVE LAND USE PLAN

Principal Arterials

Principal arterials are designed to serve major traffic movements through the city by carrying large volumes of traffic across or through the city as efficiently as possible. These roadways should be continuous in length, connect with freeways, and serve major traffic generators. Typically, principal arterials should be spaced between two and three miles apart. They are designed to carry between 10,000 and 40,000 vehicles per day requiring from four to six lanes. Access management is essential to ensure maximum operating efficiency of the roadway. However, because commercial development generally occurs along arterial streets, control of access is often difficult to achieve. Intersection spacing should be at intervals of not less than one-fourth mile. Intermediate unsignalized access points and median breaks to accommodate public streets or private driveways should be avoided. To facilitate the flow of traffic, designated turn lanes and acceleration/deceleration lanes may be required in areas of commercial development.

Minor Arterials

Minor arterials are generally designed as four-lane roadways; with the exception of the two-lane divided minor arterial proposed. They may be either divided or undivided, and are designed to connect the primary arterials and provide system continuity. Generally, minor arterials are spaced at approximately one mile intervals, and define the limits of a neighborhood.

They are designed to carry traffic volumes of 10,000 to 15,000 vehicles per day, and like principal arterials, direct access should be limited. Intersections for four-lane minor arterials should be spaced at intervals of no less than one-fourth of a mile and intermediate access points to accommodate public streets or private driveways should be avoided. Two-lane minor arterials are designed to accommodate rural traffic and provide pocket medians to allow access for turning movements. The classification of Shiloh Road as an arterial M4U should be further studied given potential design constraints.

Collector Streets

Collector streets are intended to serve internal traffic movements within an area and carry traffic from local streets to the arterial network, and may be designated as principal and minor collectors. Generally, collector streets are designed with two lanes, are between 1 and 1/2 mile in length, and carry traffic volumes between 1,000 and 10,000 vehicles per day. Minor collector streets should be located to provide access to the local street system in a neighborhood and be curvilinear in design, in order to discourage through traffic in neighborhoods. Typically, they include two traffic lanes and two parking lanes and should be less than one mile in length.

Local Streets

Local streets provide access to residential property and feed the collector street system. Local streets typically carry volumes of less than 1,000 vehicles per day. Streets are no more than two lanes and should be designed to discourage any type of through traffic movements, either through a curvilinear arrangement, through the incorporation of loops and cul-de-sacs, or both.

Thoroughfare Plan Map

City of Ovilla, Texas

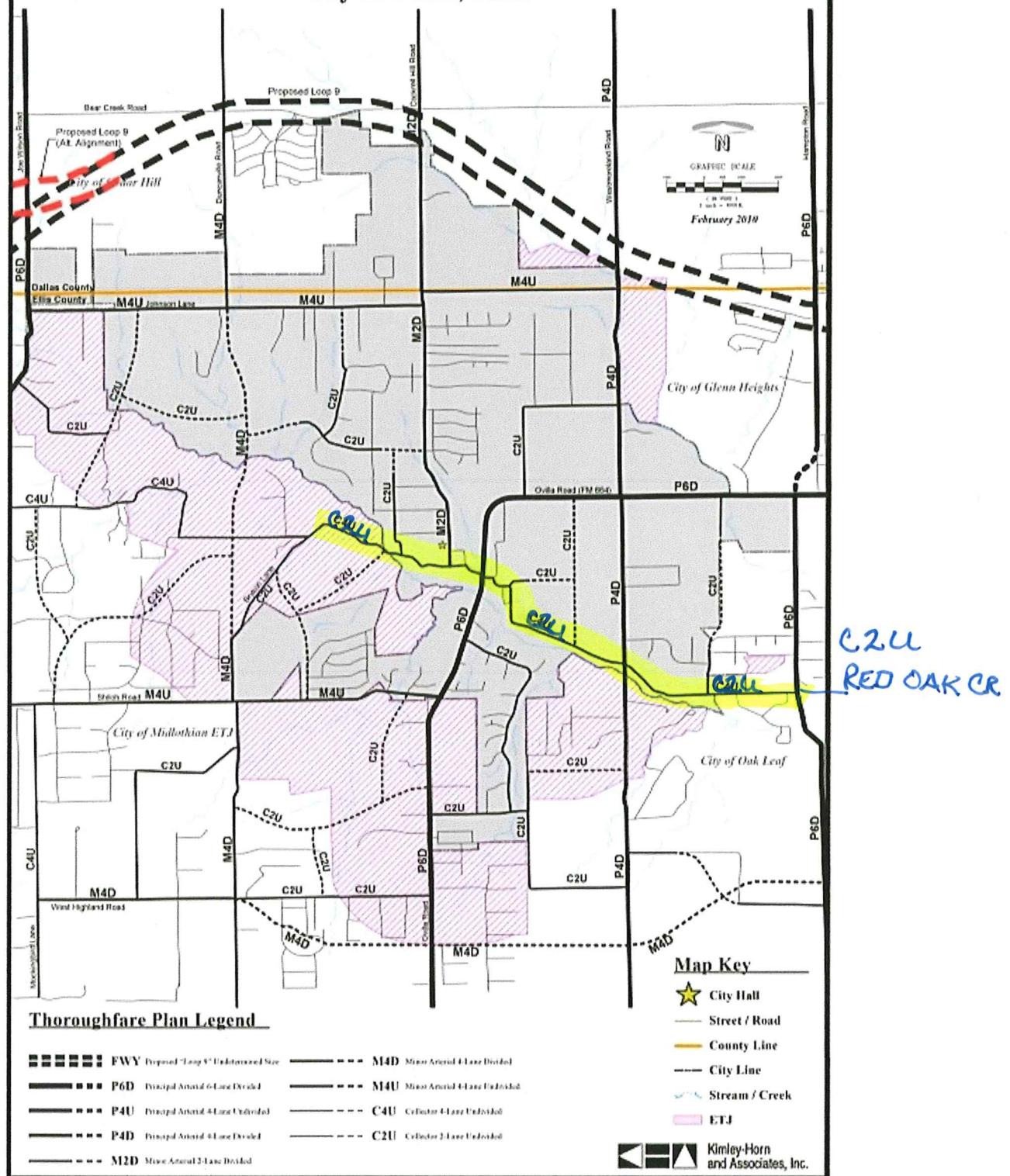


Figure 5.1, City of Ovilla Thoroughfare Plan Map 2010

THOROUGHFARES CITY OF OVILLA

PAGE 5-6 COMPREHENSIVE LAND USE PLAN

Thoroughfare Plan

The City of Ovilla has classified its streets in categories of residential streets, collector streets, minor arterials, and principal arterials. The proposed thoroughfare plan network is shown on *Figure 5.1, Thoroughfare Plan Map 2010*.

Ovilla Road (F. M. 664) will continue to be the City's principal arterial with Westmoreland Road playing a secondary arterial role. The character and physical constraints of the City of Ovilla preempt the need for additional principal arterial streets.

The majority of the roadway improvements shown on the Thoroughfare Plan are related to the street designated as minor arterials. Almost all of these roadways are currently two lane county-type roads without curbs and gutters and without adequate pavement width to accommodate the existing traffic volumes. These streets need to be widened to four lanes to handle the increased volumes that will occur as development of the area continues. Off-set intersections need to be aligned and roadway connections need to be made.

Protecting the Capacity of Streets

Funding for construction and improvements to thoroughfares represents a major public investment. In the past thirty years, federal and state funds have been widely available to assist cities in building and maintaining an efficient and safe system of highways and arterial roadways. Today, however, funding from federal and state sources is becoming increasingly harder to obtain as more and more projects compete for limited dollars. As a result, it is important for the City to implement policies to protect the capacity of their major streets. In addition, the City should consider all funding options, including bonds, general funds, grant programs, and private developer participation.

Roadway capacity is a function of the number and width of lanes, design speed, horizontal and vertical alignment, type and number of traffic control devices, and access and turning movements. Capacity can best be preserved by limiting points of access through subdivision and development ordinances, prohibiting left turn traffic movements by restricting the number of median breaks, and requiring acceleration/deceleration lanes at high volume commercial driveways.

Ideally, no direct access should be allowed onto arterial and major collector streets except at intersections. Developments should have access provided via local streets that intersect the arterial and collector roadways. A minimum frontage requirement should be set in order to limit curb cuts in corridor commercial and industrial developments, with the ultimate number of curb cuts being determined during the development review process. The review process for site plans is an appropriate time to include consideration of cross access and limiting the number of driveways for site specific developments.

Policies to limit access have often proven difficult for cities to implement because properties adjacent to the road may not meet the minimum frontage requirements and courts have held that owners cannot be denied access from the roadway.

CITY OF OVILLA THOROUGHFARES

COMPREHENSIVE LAND USE PLAN PAGE 5-7

Therefore, any consideration of cross access and limitation of driveways must address available right-of-way. It is especially difficult to implement access management when improvements are planned along roadways where developments have existing driveways. Under these circumstances, the City must often wait for redevelopment to occur before the desirable changes can be made. The City of Ovilla should continue to explore access management strategies that have been successful in other areas.

Bicycle & Pedestrian Circulation

Bikeways and sidewalks will become more important in the future, not only as the mark of quality urban development, but as an alternate mode of transportation. The City of Ovilla should consider developing a bikeway plan that would coordinate the development of a greenbelt hike and bike trail system with a comprehensive system of bikeways throughout the City. Key elements of the bikeway plan should include methods to provide bikeways within the rights-

of-way of major streets as well as separate bikeway facilities, and to encourage developers to provide bike facilities in new developments.

To accommodate pedestrians, the City should require sidewalks in new developments and redevelopments. Specifically, the City should consider the following:

- Require sidewalks along both sides of arterial and collector streets;
- Require sidewalks in residential areas on all streets;
- Encourage the connection of sidewalks in residential areas and to commercial and recreational areas by working with developers as projects are planned;
- Provide pedestrian pathways in public recreation areas;
- Implement a low cost, shared resident/public program to replace older, substandard sidewalks. This could be done in conjunction with the street improvement program; and
- Consider including projects that retrofit older developed areas that do not have sidewalks into the Capital Improvements Program (CIP) for arterial and collector streets.

Street Improvement Program

The City of Ovilla currently identifies necessary roadway improvements for inclusion in an ongoing Capital Improvement Program. Refinement and continuation of the current process by using a systematic street evaluation process will assist the City in maximizing the street improvement needs with the available sources of funding. A Street Improvement Program to provide a systematic process for street reconstruction and maintenance should be incorporated into the current street construction and maintenance efforts.

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PAGE 5-8 COMPREHENSIVE LAND USE PLAN

This Street Improvement Program should include the following:

- Arterial Street Needs: Implement a City-funded program to meet arterial street improvement needs through the year 2030. This program would support TxDOT efforts within the City as well as provide funds for arterial improvements for which the City has sole responsibility.
- Street Reconstruction and Maintenance: Implement a ten or fifteen year street reconstruction and maintenance program that will bring Ovilla's street system to a satisfactory level of serviceability throughout the life of the program. Implement a uniform program of maintenance and reconstruction after the fifteen years to maintain the City's street system in serviceable condition for the foreseeable future.
- Design Standards and Access Management: Strengthen ordinances to require adequate street widths and to assist in managing access on arterial and major collector streets during development and redevelopment.

Transportation Planning & Monitoring

The relationship between land use and transportation is well documented. Development creates the desire for access to the developed area for specific activities, such as shopping, recreation, or employment. That access is provided through the transportation system. In addition, the thoroughfare system provides the basic framework for future growth in undeveloped areas of the city. An improvement or extension to the transportation system will often induce development in the improved area. The transportation planning process must continue to monitor existing and

proposed future land use as well as population, employment, and socio-economic characteristics to identify current and anticipated transportation needs.

CITY OF OVILLA THOROUGHFARES

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AGENDA ITEM REPORT Item 2

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Department: Administration /General Fund

Budgeted Expense: YES NO N/A

Amount: N/A

Other: Utility Billing Dept.

Attachments:

1. Ordinance 2020-16
2. Spreadsheet showing impact to customers & city

Agenda Item / Topic:

ITEM 2. DISCUSSION/ACTION – Consideration of and action on Ordinance No. 2020-16 of the city of Ovilla, Texas, amending Appendix "A" (fee schedule), Section A7.001 (garbage collection fees), of the City of Ovilla Code of Ordinances, providing amended residential and commercial garbage collection fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Discussion / Justification:

At the November Council meeting, staff presented Council with notice received from CWD of their intentions to increase garbage/refuse collection rates. Per the contract agreement, one CPI increase is permitted this action annually with a 60-day advanced notice. Council approved the increase to be effective on the January 01, 2021 billing cycle.

With the financial impact, staff asked legal counsel to prepare an ordinance if Council decided to pass the increase on to the customer. The City absorbed the last CPI increase issued in 2019. The increase to the residential customer is a .0214 percent increase – about a \$ 0.33 cent increase to their base rate of \$15.52, bringing the new rate to \$15.85 per residential household.

Ovilla's senior rate is currently \$14.28. This increase would bring their new rate to \$14.59. The only way to avoid an increase impacting the senior residents is if the average of both the senior rate and regular customer rate is at the least equal to the base rate charged to the City by CWD. (\$14.93)

The commercial trash cart rate will increase about .0284 percent, affecting about 11 customers. The 8-yard once a week pick-up will also increase.

These increases are included in the presented ordinance.

Financial Impact:

The City's has \$277,221 budgeted for Solid Waste (Garbage) expense. The increase would result in a \$3,348 budget deficit, which does not include any additional roll off containers, brush pickup or new customers. Staff would need to return with a budget amendment if approved unless Council chooses to pass a portion of the increase to the customer.

Finance Director Sharon Jungman created a spreadsheet for Council's review with various options. (Attached)

Recommendation / Staff Comments:

Staff recommends either Options 1 or 2.

Sample Motion(s):

I move to approve/deny Ordinance No. 2020-16 of the city of Ovilla, Texas, amending Appendix "A" (fee schedule), Section A7.001 (garbage collection fees), of the City of Ovilla Code of Ordinances, providing amended residential and commercial garbage collection fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX "A" (FEE SCHEDULE), SECTION A7.001 (GARBAGE COLLECTION FEES), OF THE CITY OF OVILLA CODE OF ORDINANCES, PROVIDING AMENDED RESIDENTIAL AND COMMERCIAL GARBAGE COLLECTION FEES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, the City of Ovilla provides garbage collection services by and through a contractual agreement with a private garbage collection service (herein the "Contractor"); and

WHEREAS, the City's contract with the Contractor provides for annual fee increases for garbage collection services; and

WHEREAS, the City has not raised the garbage collection fees it charges to residents since 2018, despite having incurred annual rate increases from the Contractor; and

WHEREAS, the Contractor has again increased its garbage collection fees; and

WHEREAS, the City Council finds and determines that it must raise its residential and commercial garbage collection fees as set forth herein.

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

SECTION 1. AMENDMENT OF APPENDIX A, SECTION A7.001 OF THE OVILLA CODE OF ORDINANCES

Appendix A, Section A7.001(a) and (b) of the Ovilla Code of Ordinances is hereby amended to read as follows:

Sec. A7.001 Solid Waste Collection Fees

(a) Residential. Each residential property having a water meter shall be assessed a fee of \$15.85 (.33 cent increase) per month; provided, however, if one of the record property owners is over the age of 65 years, such residential property having a water meter shall be assessed a fee of \$14.59 (.31 cent increase) per month.

ORDINANCE NO. 2020-16

(b) Commercial. Each commercial property shall be assessed a fee for commercial hand load, or will be charged a commercial dumpster rate determined by size and frequency of collections. All charges will subject to all taxes and any applicable fees.

(1) Commercial hand collection:

- (A) Per 95-gallon polycart 1 x per week: **\$25.23** [RM1].
- (B) 2 carts 1 x per week: **\$50.46**

(2) Commercial Rate Schedule:

Size Container	1 x Week	Additional Container
2 CU Yd	\$77.19	\$34.00
3 Cu Yd	\$88.29	\$35.00
4 Cu Yd	\$110.38	\$36.00
6 Cu Yd	\$132.41	\$38.00
8 Cu Yd	\$187.43	\$39.00
10 Cu Yd	Negotiable	Negotiable

(3) Commercial roll-off accounts:

(A) Roll-off containers (including disposal costs):

	20 cubic yard per haul	\$401.89
	30 cubic yard per haul	\$411.89
	40 cubic yard per haul	\$441.89
	Delivery and exchange	\$110.00
	Daily container rental	\$5.25

(B) Compactors (including disposal costs):

	30 cubic yard compactor haul charge	\$411.89
	35 cubic yard compactor haul charge	\$411.89
	42 cubic yard compactor haul charge	\$411.89

* * *

SECTION 2. SAVINGS CLAUSE

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

ORDINANCE NO. 2020-16

SECTION 3. SEVERANCE CLAUSE

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

SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES

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

SECTION 5. EFFECTIVE DATE

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

SECTION 6. PUBLICATION

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

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

Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

CWD Increase as of 12-1-20

Rate increase on Expense paid to CWD

	Current Monthly Rate	New Rate as of Dec. 1,2020	Increase Per Customer	Number of Customers	Monthly Increase	New Total per Month
Residential Trash	14.61	14.93	0.32	1554	497.28	23,201.22
Commercial Trash	21.54	22.17	0.63	11	6.93	243.87
Other Services						46.85
Monthly Increase					504.21	23,491.94
					9	9
Increase from Jan. to Sept.					4,537.89	211,427.46
FY2021 Budget Less Oct-Dec.Expenses						208,213.98
Deficit with no new customers, no extra roll off containers or brush						3,213.48

Current Revenue Collected from Customers

	Current Rates	Number of Customers	Total Revenue from Residential	Total Expense from CWD for Residential	Difference From Trash Rev. to Expense
Current Ovilla Residential Rates	15.52	1322	20,517.44		
Current Ovilla Senior Rates	14.28	232	3,312.96		
Total Amount Collected on Current Rates		1554	23,830.40	23,201.22	629.18

Option #1 to Increase Cost for Residential Customers & Seniors

	Proposed Current Rates	Proposed New Rates	Number of Customers	Total Revenue from Residential	Total Expense from CWD for Residential	Difference From Trash Rev. to Expense
Current Ovilla Residential Rates	15.52	15.85	1322	20,953.70		
Current Ovilla Senior Rates	14.28	14.59	232	3,384.88		
Total Amount Collected on Current Rates			1554	24,338.58	23,201.22	1,137.36

Option #2 to Increase Cost for Residential Customers and no Increase to Seniors

	Proposed Current Rates	Proposed New Rates	Number of Customers	Total Revenue from Residential	Total Expense from CWD for Residential	Difference From Trash Rev. to Expense
Current Ovilla Residential Rates	15.52	15.85	1322	20953.7		
Current Ovilla Senior Rates	14.28	14.28	232	3312.96		
Total Amount Collected on Current Rates			1554	24,266.66	23,201.22	1,065.44

AGENDA ITEM REPORT Item 3

Meeting Date: December 14, 2020

Department: Administration

Discussion **Action**

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: \$30,000

Reviewed By: **City Manager** **City Secretary** **City Attorney**
 Finance Director **Other:** _____

Attachments:

1. Engagement Letter from BKD CPA Advisor
2. Resolution R2020-22

Agenda Item / Topic:

ITEM 3. DISCUSSION/ACTION – Consideration of and action on Resolution R2020-22, of the City Council of the City of Ovilla, Texas approving the terms, conditions, and engagement letter by, between, and among BKD, Certified Public Accountants and Advisors and the City of Ovilla, which engagement letter is attached hereto and incorporated herein as exhibit “A”; authorizing the Mayor to execute said Resolution and engagement letter; and providing an effective date.

Discussion / Justification:

Background/History:

City staff posted a RFQ (Request for Qualifications for Professional Auditing Services) [PW1] on September 30, 2020. The City received two responses by the deadline of Tuesday, October 20, 2020. Wednesday, November 04, 2020, the Finance Review Committee (Mayor Dormier, PL4 Hunt, Finance Director S. Jungman and CM Woodall) met to review the proposals received. Following the Financial Committee’s evaluations, a recommendation was made to Council at their November 09 Council meeting to direct staff to negotiate with selected audit firm, BKD, CPAs and Advisors.

Financial Impact:

The 2020-2021 Annual Budget for annual audit services is \$22,550, The final agreement letter is \$30,000 with BKD, which will place the City \$7,450 over budget. Their negotiated cost will also assist the City with preparations for a CAFR. Fees are based on approximately 250 hours for the audit. The annual cost will slightly increase through 2023 as outlined in the engagement letter.

The City’s previous auditor, Yeldell, Wilson & Reeve, Inc., completed the City’s audit ended September 30, 2019 with presentation to Council at the November 09, 2020 Council meeting. YWRD billed the City \$27,100.30 for this audit and after negotiations with staff reduced their final invoice by \$3,800.

Resolution R2020-22 and Engagement Letter:

Resolution R2020-22 dated December 14, 2020 will approve the terms, conditions, and engagement letter between BKD CPAs and Advisors and the City of Ovilla for annual auditing services. These services provided by BKD CPAs and Advisors are to supplement and audit the basic financial statements of the City of Ovilla for fiscal year-end 2020 through September 2023.

The attached letter of Understanding confirms approval of continued auditing services with BKD CPAs and Advisors for the Annual Financial Report for the years ending through September 30, 2023.

Recommendation / Staff Comments:

Staff is seeking council's approval of Resolution R2020-22 with the attached "Exhibit A" Letter of Understanding with BKD CPA and Advisors.

Sample Motion(s):

I move to approve/deny Resolution R2020-22, of the City Council of the City of Ovilla, Texas, approving the terms, conditions, and engagement letter by, between, and among BKD, Certified Public Accountants and Advisors and the City of Ovilla, which engagement letter is attached hereto and incorporated herein as exhibit "A"; authorizing the Mayor to execute said Resolution and engagement letter; effective immediately.

RESOLUTION NO. R2020-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS APPROVING THE TERMS, CONDITIONS AND ENGAGEMENT LETTER BY, BETWEEN, AND AMONG BKD, CERTIFIED PUBLIC ACCOUNTANTS AND ADVISORS AND THE CITY OF OVILLA, WHICH ENGAGEMENT LETTER IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; AUTHORIZING THE MAYOR TO EXECUTE RESOLUTION AND ENGAGEMENT LETTER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented an Engagement Letter by, between, and among BKD, Certified Public Accountants, and the City of Ovilla to perform Annual Professional Auditing Services of which is attached hereto and incorporated herein by reference; and

WHEREAS, the auditing services provided by BKD Certified Public Accountants and Advisors will collectively supplement and audit the basic financial statements of the City of Ovilla, Texas in accordance with generally accepted accounting principles for fiscal years ending 2020 through 2023; and

WHEREAS, upon full review and consideration of the Engagement Letter, and all matters related thereto, the City Council is of the opinion and finds that the terms and conditions thereof should be approved, and that the Mayor should be authorized to execute this Resolution and Engagement Letter on behalf of the City of Ovilla, Texas.

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

SECTION 1.

That the Engagement Letter by, between, and among BKD Certified Public Accountants and Advisors and the City of Ovilla to provide professional auditing services, which Engagement Letter is attached hereto as Exhibit "A," having been reviewed by the City Council of the City of Ovilla, Texas, is hereby, in all things approved; and the Mayor is hereby authorized to execute the Agreement on behalf of the City of Ovilla, Ellis County, Texas.

SECTION 2.

That this Resolution shall take effect immediately from and after its adoption and it is so resolved.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS,
this 14th day of December 2020.**

APPROVED:

Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary



14241 Dallas Parkway, Suite 1100 | Dallas, TX 75254-2961
972.702.8262 | Fax 972.702.0673 | bkd.com

November 23, 2020

Ms. Sharon Jungman
Director of Finance
City of Ovilla, Texas
105 S. Cockrell Hill Rd.
Ovilla, TX 75154

Dear Sharon:

Thank you once again for allowing us the opportunity to submit a proposal for the City's Request for Qualifications – RFQ 2020.09 – for Professional Auditing Services. We are pleased to submit our best and final offer for the following professional services of \$30,000 for FY2020, which is a \$5,000 (14 percent) reduction in fees from our previously submitted proposal of \$35,000 for FY2020.

- Financial Statement Audit in Accordance with *Government Auditing Standards* for the City of Ovilla, Texas, including the Ovilla Economic Development Corporation (OEDC) and the Ovilla Municipal Development District (OMDD) for the fiscal years ending September 30, 2020 through September 30, 2023. Separate reports will not be issued for OEDC and OMDD.
- Single Audit in accordance with Uniform Guidance, as applicable
- Assistance with preparation of the City's Comprehensive Annual Financial Report

We determine our fees by evaluating a number of variables including the complexity of the work, the engagement scope, and the time we will spend along with the level of professional staff required.

We have estimated the time required by our engagement team and expect our fees to be the following, for each fiscal year, based on an estimate of 250 hours to complete the engagement:

- FY2020: \$30,000
- FY2021: \$31,200
- FY2022: \$32,500
- FY2023: \$33,800

The City does not currently anticipate a requirement for a Single Audit in accordance with the Uniform Guidance, however, if the City exceeds the threshold of \$750,000 in federal or state expenditures in future years, our fees would increase by \$7,500 per major program required to be tested.

The most critical factor in providing high-quality service is choosing your engagement team. We take team selection very seriously and are committed to providing the City with Unmatched Client Service.

City of Ovilla, Texas
November 23, 2020

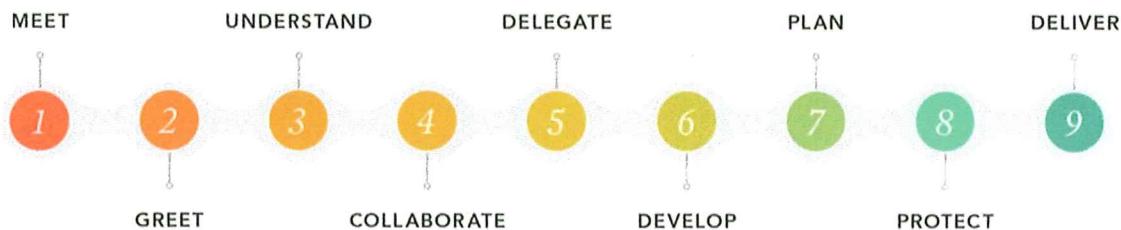
Page 2

In addition, we know changing firms can be a daunting task, but it doesn't have to be. A smooth transition is not only possible – it should be expected. Our **BKD Smooth Transition** process places emphasis on quickly becoming familiar with the City and your management team. Included in our proposal is a complimentary visit to the City to get to know you and your staff, discuss key transactions, upcoming GASB standards, and more, along with defining the key milestone dates to meet the City's required deadlines.

BKD SMOOTH TRANSITION™

Topics that could be covered include:

- Financial accounting and internal controls overview
- FY2020 significant events and transactions
- GASB Updates
- BKD's PBC List
- Overview of BKDConnect Portal – complimentary tool provided to the City
- Financial reporting deliverables and key milestone dates



Furthermore, our commitment to our Texas public sector clients extends beyond the provision of accounting services—we provide educational programs across the state on an annual basis. These include hosting roundtable discussions, and other sessions for the Government Finance Officers Association of Texas (GFOAT). Additionally, BKD's Dallas Office takes further steps to keep clients abreast of industry changes and best practices through an Annual Public Sector Seminar, which takes place the first week of June each year. Recent years' topics have included GASB updates, the importance of sound internal controls, combating fraud in the public sector, and cybersecurity challenges. We are committed to providing the City with a minimum of eight hours of complimentary CPE each fiscal year.

The reduction in our fees is based upon our strong desire to serve the City of Ovilla and to truly be your Trusted Advisors.

City of Ovilla, Texas

November 23, 2020

Page 3

This best and final offer is being submitted by David Coleman, Partner, who is authorized to bind the firm. Please do not hesitate to contact us regarding any questions you may have at 972.702.8262 or by email below.

Sincerely,



David M. Coleman, CPA
Partner
dcoleman@bkd.com



Rachel R. Ormsby, CPA
Director
rormsby@bkd.com

AGENDA ITEM REPORT

Item 4

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager

City Secretary

City Attorney

Finance Director

Other: PW Director & PW staff

Attachments:

1. Excerpt from CWD contract
2. Map for ingress/egress route

Agenda Item / Topic:

ITEM 4. DISCUSSION/ACTION – Consideration of and action to approve April 17, 2021 for the brush and trash collection day as part of the Annual Citywide Clean-Up.

Discussion / Justification:

Background:

CWD and staff have been working together to set the City's annual HHW day. April 24 from 8-noon is the best date discussed. Staff presented this date to Council at their November 09, 2020 Council meeting. This date was approved for household hazardous waste day.

Public Works Director J. Kuykendall suggested separating the HHW and the brush pick up days and CWD was agreeable. The second date for brush clean-up (only) would be the weekend prior the HHW date, being April 17. Staff believes this will be a smoother process and more efficient annual clean-up for staff and all residents. Being the first year to split the clean-up into two separate weekend days will obviously bring some confusion. Key to this new process will be lots of advertisement and informative announcements.

Recommendation / Staff Comments:

Staff recommends approval

Sample Motion(s):

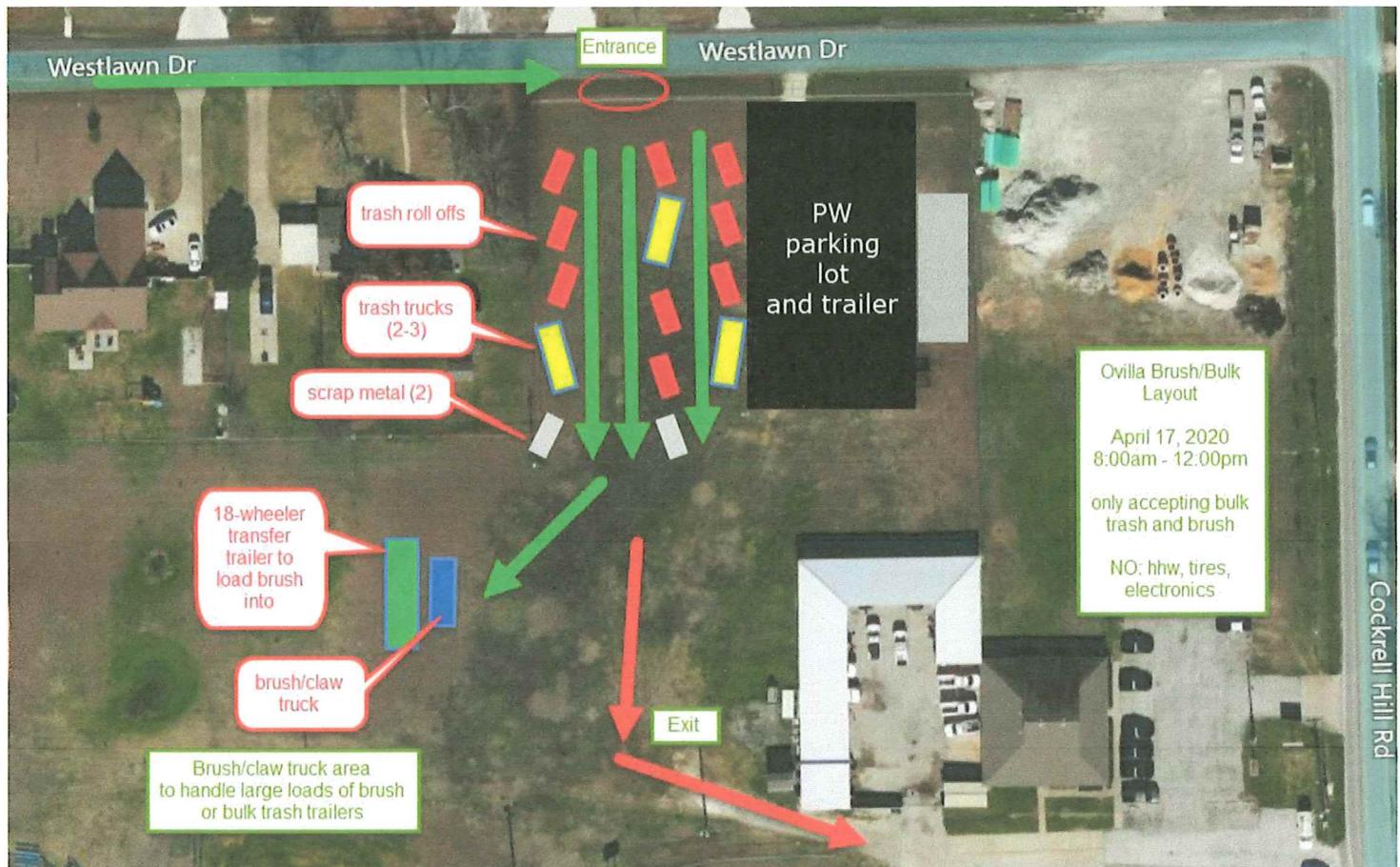
I move to approve/deny setting April 17, 2021 8am-noon, as a brush and trash collection day – part of the Annual Citywide Clean-up.

EXCERPT FROM CWD CONTRACT

5.3. City Service. The Contractor shall provide these services to the City at no charge:

- a. Suitable containers at the City's choice: 6-yard Bin at City Hall with weekly pick up service and a 30 or 40-yard Roll-Off at City Hall to be hauled up to 16 times per year, both at no charge.
- b. Contractor shall provide services for the annual citywide clean-up day and Heritage Day including (8) 40-yard open top Roll-Offs for deposit of trees and any Municipal Solid Waste and (3) rear loaded packer-type disposal trucks for up to 8 hours to be used to haul Municipal Solid Waste on clean-up day. This will be at no charge to the City. The site and time will be at the City's reasonable discretion. The City shall provide the Contractor with reasonable prior notice of the dates and times for such event.
- c. During the City's annual citywide clean-up day, the Contractor shall provide, at no cost to the City, a designated area for the collection of Household Hazardous Waste from residents of the City and shredding as well as a Roll-Off designated for the collection of E-Waste from residents of the City. The City and Contractor shall mutually decide on the location(s) of these services.

BRUSH / BULK EVENT LAYOUT
APRIL 17TH – 8:00AM – 12:00PM



X-TREME GREEN EVENT LAYOUT
APRIL 24TH – 8:00AM – 12:00PM



AGENDA ITEM REPORT Item 5

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: Staff

Department: Administration

Budgeted Expense: YES NO N/A

Attachments:

1. Ballot and biographies of candidates

Agenda Item / Topic:

ITEM 5. DISCUSSION/ACTION – Consideration of and action on TCAP Ballot for the election of nine members to the TCAP Board of Directors for the 2021-2022 term of office.

Discussion / Justification:

Background:

TCAP (Texas Coalition for Affordable Power) is an aggregate pool of governmental and other entities organized and administered by TCAP of which we are a member. (electric service)

The TCAP election for the Board of Directors for the term(s) of office 2021-2022 is upcoming. Attached the ballot for the election of nine members. Fifteen individuals have volunteered to become candidates for the TCAP Board of Directors, and their brief biographies are included.

Entity involvement in selecting directors is very important. Only one ballot per member city/entity. Deadline is Wednesday, January 06, 2021, 5 pm.

Recommendation / Staff Comments:

Staff recommends approval to submit ballot.

Sample Motion(s):

I move to authorize the Mayor to mark the Ballot for the election of nine members to the TCAP as follows.
VOTE FOR NINE:

(Vote for nine)

<input type="checkbox"/> Steve Harris, Walnut Creek SUD – LC	<input type="checkbox"/> Michael Marrero, Odessa - HC (I)
<input type="checkbox"/> Chris Steubing, Sugar Land – HC (I)	<input type="checkbox"/> Mark Dempsey, Grand Prairie – HC (I)
<input type="checkbox"/> George Rivera, Palm Valley - LC	<input type="checkbox"/> Richard Cortez, Hidalgo County - HC
<input type="checkbox"/> Carey D. Neal, Jr., Lancaster - MC	<input type="checkbox"/> Gary Broz, Edna – LC
<input type="checkbox"/> Gabriel Gonzalez, Harlingen –HC	<input type="checkbox"/> Clayton Fulton, Hurst - MC
<input type="checkbox"/> Clifford Howard, Lewisville – HC (I)	<input type="checkbox"/> Gilbert P. Reyna, Jr., Victoria- HC (I)
<input type="checkbox"/> Richard Summerlin, Duncanville – MC (I)	<input type="checkbox"/> Kevin Carruth, Rockport- LC (I)
<input type="checkbox"/> Gary Allsup, Corpus Christi Housing - LC	

2021/2022 TCAP Board Ballot

BALLOT – 2021/2022 TCAP BOARD OF DIRECTORS

Instructions for Voting:

Only one ballot per member city/entity. The member representative is entitled to cast nine for the eight current positions and one special election position to be filled. PLEASE BE SURE THAT NO MORE THAN NINE CANDIDATES HAVE BEEN CHECKED! Ballots with more than nine cast votes will be rejected. No more than one vote may be cast for the same nominee. Places 1, 3, and 5 will be filled by the three candidates in the high consumption (HC) category receiving the most votes. Places 7 and 9 will be filled by the candidate in the medium consumption (MC) category receiving the most votes. Place 11 will be filled by the candidate in the low consumption (LC) category receiving the most votes. Places 13 and 15 will be filled by the two candidates receiving the most votes but who were not elected to a particular consumption category. The exception to this rule is the requirement in TCAP Bylaws that stipulates the board of directors include at least one member from each of the four ERCOT zones (North, South, West, and Houston). Nominees who are incumbents (I) are noted on the ballot.

After the eight positions are filled, the next highest low consumption candidate will be placed in the unexpired Place 10 term.

(Vote for nine)

Names were randomly drawn for ballot order

<input type="checkbox"/> Steve Harris, Walnut Creek SUD – LC	<input type="checkbox"/> Michael Marrero, Odessa - HC (I)
<input type="checkbox"/> Chris Steubing, Sugar Land – HC (I)	<input type="checkbox"/> Mark Dempsey, Grand Prairie – HC (I)
<input type="checkbox"/> George Rivera, Palm Valley - LC	<input type="checkbox"/> Richard Cortez, Hidalgo County - HC
<input type="checkbox"/> Carey D. Neal, Jr., Lancaster - MC	<input type="checkbox"/> Gary Broz, Edna – LC
<input type="checkbox"/> Gabriel Gonzalez, Harlingen –HC	<input type="checkbox"/> Clayton Fulton, Hurst - MC
<input type="checkbox"/> Clifford Howard, Lewisville – HC (I)	<input type="checkbox"/> Gilbert P. Reyna, Jr., Victoria- HC (I)
<input type="checkbox"/> Richard Summerlin, Duncanville – MC (I)	<input type="checkbox"/> Kevin Carruth, Rockport- LC (I)
<input type="checkbox"/> Gary Allsup, Corpus Christi Housing - LC	

Submitted by (MUST BE COMPLETED):

Please complete and return by **5 p.m. C.S.T.,**

Wednesday, January 6, 2021 to:

Janet DeVault, TCAP Secretary
15455 Dallas Parkway, Suite 600
Addison, TX 75001
or jdevault@tcaptx.com

Printed Name

Signature

Member City/Entity:

2021/2022 TCAP Board Biographies

(alphabetical order)



Gary Allsup, Corpus Christi Housing Authority

Gary brought an entrepreneurial leadership style when he joined CCHA as the President & CEO in November 2011 where he is responsible for all operations of CCHA and each of the Affiliates. CCHA and its Affiliates own and operate over 2,200 apartment units, serve as general partner and manager of three LIHTC developments, and administer over 3,800 housing vouchers. Gary and his team have also developed an innovative single-family home building program that offers moderately-priced homeownership and rental homes for in the extremely tight Corpus Christi housing market. Before joining CCHA, Gary served five years as of the Kansas Housing Resources Corporation's Executive Director and three years with the Missouri Housing Development Corporation before that. In all Gary brings nearly 20 years housing experience and well over 30 years of state and local government leadership. Gary is married to Sherrie, who speaks nationally promoting the awareness and prevention of sexual abuse and suicide. Gary and Sherrie have 4 children and 4 grandchildren in Arizona and Kansas.



Gary Broz, City of Edna

Gary was born on September 15, 1955 in San Angelo, Texas. Gary and his siblings grew up in San Angelo. He graduated from Paint Rock High School. Gary went onto college in Sul Ross State University in Alpine, Texas where he graduated in 1977 with a bachelor's degree.

After school, came back home to the family farm and ranch. Mid 1980's were bad farming years. He went to work outside the family farm as General Manager at Paint Rock Wool Warehouse where they brokered wool, lamb feed lot, general store and automotive center.

In 1987, Gary went to work for the City of Brady. He began as Purchasing Agent moved up to Director of Public Works. He soon became Assistant to the City Manager, then Assistant City Manager and was promoted to City Manager in 1997.

After leaving Brady in November 2000 and accepted the position as City Manager in Port Lavaca where he worked there until November 2009. Gary and his wife moved to Liberty. He continued his career as City Manager in Liberty until retirement in 2018. After retiring, he and his wife, moved outside Columbus, Texas to start enjoying retirement. In July 2018, Gary was asked to be the City Manager in Eagle Lake, Texas where he worked until May 2019. The City of Edna proudly hired Gary to be their City Manager where he is now.

Gary has been married to Georgia for forty-one (41) years. They have two children. Their daughter, Shawna and her husband live in Ganado, Texas while son, Jonathan and grandson live in Port Lavaca, Texas.

2021/2022 TCAP Board Biographies

(alphabetical order)



Kevin Carruth, City of Rockport

Lubbock native Kevin Carruth has over 30 years of experience in local government and has served as Rockport's City Manager for the last nine years. In the previous 20 years he also served as City Manager in the Texas cities of Brownwood, Daingerfield, Hillsboro, Paris, and Prosper. Prior to entering city management, he was the Senior Program Analyst and Emergency Management Coordinator for Harris County Housing & Community Development Agency for over five years and served as an elected official on the Board of Directors for Ft. Bend Municipal Utility District No. 41 in Sugar Land for over two years.

Kevin earned a BA from Texas Tech University in Political Science and English and a MA from the University of Houston in Public Administration. He is also one of 82 active International City/County Management Association Credentialed Managers in Texas and has served on several Texas Municipal League and Texas City Management Association (TCMA) committees, including those responsible for ethics and legislative policies. He is a past member of the TCMA Board of Directors and has served on the TCAP Board since January 2018.

His path to law school and a career in the Foreign Service took a detour in graduate school when he followed his girlfriend to Houston. He has been married to his girlfriend Shawn for 26 years and they are the proud parents of 20-year-old Spencer and 16-year-old Kaitlyn. All members of the family are active in church, community, and school activities.



Richard Cortez, Hidalgo County

Judge Richard F. Cortez took office as Hidalgo County Judge on January 2, 2019. He is a retired Certified Public Accountant and a Certified Valuation Analyst (CPA/CVA).

After receiving his CPA license in 1973, Judge Cortez became a partner with other CPAs and continued practicing public accounting. In 1984, he began providing consulting services, assisting parties in litigation by assisting and determining economic damages. He has been involved in hundreds of cases in federal, state and bankruptcy courts. Judge Cortez has been appointed receiver, special auditor, accountant, and business valuator by various state district courts.

Judge Cortez has devoted considerable time for the betterment of the accounting profession: he has held various positions, including president of the Local Rio Grande Valley Chapter of the Texas Society of CPAs. He has performed business valuations for various industries and companies of all sizes.

He has taught a graduate-level course in Forensic Accounting at the University of Texas-Pan American.

Judge Cortez was elected the eighteenth Mayor of the City of McAllen. He was re-elected for a second four-year term in May of 2009. Since he became Mayor, the City continues to create significant assets and accumulated substantial economic reserves. A \$53 million convention center was constructed with no borrowed funds. A new international bridge was constructed, various city parks were built or improved, the McAllen Miller International Airport was expanded, an Arts District and an Entertainment District were created, a Historic Preservation Ordinance was enacted, a Youth Advisory Council was formed, various programs to benefit youth and senior citizens were established, and the city undertook the environment-friendly technologies of "Going

2021/2022 TCAP Board Biographies

(alphabetical order)

Green.” The city’s fund balance exceeded \$225 million, and the tax rate did not increase during his term as mayor.

Judge Cortez also served as McAllen City Commissioner-District 1, elected in 2015, and continued to serve until he gave up his seat to run for Hidalgo County Judge.



Mark Dempsey, City of Grand Prairie

Mark Dempsey is a Deputy City Attorney for the City of Grand Prairie. Prior to joining the City in 2017, he served as an assistant and deputy city attorney for the City of Garland for almost 30 years, having been extensively involved with electric utility and regulatory matters in connection with providing legal services to Garland’s municipally owned electric utility. He is a current member of the TCAP board, having been elected in 2018.

Mark’s current duties include providing legal counsel during meetings of the Planning and Zoning Commission and Board of Adjustment, as well as proving legal advice and services to the City and its departments on various matters including utility and regulatory matters, zoning and land use, municipal and environmental law, eminent domain, telecommunications, purchasing, civil service, open records, contracts, right of way management, and related matters.



Clayton Fulton, City of Hurst

Clayton Fulton graduated with a Master’s in Public Administration from the George W. Romney Institute of Public Service and Ethics in Brigham Young University’s Marriott School of Management in 2008 with an emphasis in local government and financial analysis. Upon graduation he received the Stuart L. Grow award from the MPA program for integrity, academic excellence, concern for others, and devotion to public service. Clayton has also received a bachelor’s degree from BYU in Sociology, holds associates degrees in Business and General Studies, completed the Texas Tech Institute of Governmental Finance and is a Certified Government Finance Officer.

Clayton has been working for the City of Hurst since October 2016 and was promoted to ACM in early 2019. Clayton has been instrumental in incorporating the Council’s strategic priorities into the annual budget process and oversees Finance, Information Technology, Public Works, Utility Billing, and Solid Waste Services. He also partners with Atmos and Oncor for any customer issues faced by the citizens and coordinating on rate cases that involve the City. Prior to working for the City of Hurst, Mr. Fulton worked as the Finance Director for the City of Anna overseeing all financial operations for the city as well as managing the municipal court, utility billing, information technology, and human resource operations for the City. Mr. Fulton brought the GFOA distinguished budget award to the City of Anna and also received recognition from the State of Texas Comptroller’s Office for financial transparency.

Clayton has also held positions with the State of Utah’s Division of Housing and Community Development where he developed increasing responsibility over the execution and management of various Federal HUD, USDA, and HHS grants in addition to overseeing additional State grant programs. In his spare time he volunteers with his church and enjoys spending time in the great outdoors and finding adventure in everyday life. Clayton lives in NRH with his wife and 5 children.

2021/2022 TCAP Board Biographies

(alphabetical order)



Gabriel Gonzalez, City of Harlingen

Gabriel Gonzalez has served in local government for 33 years. He is currently the Assistant City Manager for the City of Harlingen and has served in that capacity for 20 years. He served on the TCAP Board of Directors for three years from 2014-2016. He previously served on the Board of Directors for the South Texas Aggregation Project before the organization merged into TCAP. He began his government career with the City of Brownsville. He then went on to the City of San Benito where he served as City Manager for three years before joining the City of Harlingen. He is a graduate of the University of Texas at Austin with a BA in Economics. He has served as President for TCMA Region 10 and on the TCMA State Board of Directors. He currently serves as a Board Member on the South Texas Emergency Care Foundation Board of Directors, an organization that provides emergency ground and air transportation services to nine cities within Cameron County.



Steve Harris, Walnut Creek Special Utility District

Steve Harris is the General Manager of Walnut Creek SUD, a public water utility that serves customers in rural areas of Parker and Wise Counties. Steve has been with Walnut Creek SUD since 2015. Steve has 32 years' experience serving on boards of electric generation and distribution companies.

Steve is the owner of Harris Welding and Construction Company, a construction company working in the oil and gas industry and heavy highway bridge construction. He is also the owner and operator of farm and ranch operation in Wise and Parker Counties.

Other board service includes 10 years serving on Central Appraisal District board and various charitable and volunteer community boards.



Clifford Howard, City of Lewisville

Clifford Howard is the Fiscal Services Manager for the City of Lewisville and has served the City's Finance Department in multiple capacities in his 32 years of service. Clifford's area of expertise is utility rate studies, utility collection and billing services, as well as banking and investments.

For the past 16 years, Clifford has served on the Dallas Water Utility Cost of Service rate subcommittee. Prior to being elected to the Texas Coalition for Affordable Power Board (TCAP) he served TCAP on their Technology committee. Since joining the TCAP Board he has served every year on the Finance committee. He is an active member of the Government Finance Officers Association, Government Finance Officers Association of Texas, and Government Treasurers' Organization of Texas.

Clifford is a graduate of Midwestern State University in Wichita Falls and holds a Bachelor's degree in Accounting.



Michael Marrero, City of Odessa

Michael Marrero is the City Manager for the City of Odessa. He has been with the City of Odessa since 1995. Mr. Marrero was named City Manager in May 2018. Prior to his current role as City Manager, he served as Deputy City Manager, Assistant City Manager and Community Development Director. As City Manager, Mr. Marrero is responsible for all municipal functions for the City of Odessa. Mr. Marrero reports to a seven-member city council, and he serves as the chief executive

2021/2022 TCAP Board Biographies

(alphabetical order)

officer for the municipal organization, providing direction to approximately 1,000 city employees across several departments and divisions.

Michael received his B.A. from the University of Texas Permian Basin in Political Science and has also received a Masters in Public Administration from Sul Ross State University. Mr. Marrero has been involved with several local not for profit organizations in Odessa and is also a member of the International City Manager's Association and the Texas City Manager's Association. Mr. Marrero has served on the board of TCAP since May of 2018.



Carey D. Neal, Jr., City of Lancaster

Carey joined the City of Lancaster in July of 2019. He obtained a Bachelor of Science degree from the University of Texas at Arlington, and will obtain a Masters in Public Administration from American University -Washington D.C. in December of 2020. Prior to joining the City of Lancaster, Carey worked for seven years as a Human Resources Director for Walmart Stores Inc. His passion for public service began with an internship opportunity for State Representative Yvonne Davis.

Carey is responsible for the operations of Airport, Country View Golf Club, Public Relations, Sanitation, Utility Billing, Purchasing, Municipal Court, Library Services, Parks and Recreation, and Public Improvement Districts (PIDS).

Carey is a member of several professional organizations such as: the International City/County Management Association (ICMA), Emerging Local Government Leaders (ELGL), National Forum for Black Public Administrators (NFBPA), North Texas City Management Association (NTCMA), and an Executive Board Member and Chair of the Special Event Committee for Urban Management Assistant of North Texas (UMANT). Carey also volunteers with Dallas ISD, Big Brother Big Sister of America, Lancaster Lions Club and Public Administration Student Association.



Gilbert P. Reyna, Jr., City of Victoria

Graduating Cum Laude from the University of Houston in Houston with a Bachelor of Accounting Degree, I obtained my Certified Public Accountant certificate in September 1988, 2 years after completing college.

In 1986 I began employment with the accounting firm, Harrison, Waldrop & Uherek (HWU), an accounting firm which consists of 15-19 professionals, serving as an Audit Manager, in charge of several large government entities, private and public enterprises. I remained with HWU until January 1995 when I was hired as the Assistant Director of Finance for the City of Victoria. One year later, I was appointed as the City of Victoria Director of Finance; also serving as the treasurer of the Victoria Sales Tax Development Corporation (VSTDC). In August 2020, I was appointed Chief Financial Officer for the City of Victoria and remain the treasurer of the VSTDC. For the period March 2009 until October 2009 I acted as interim representative to ERCOT.

I was a board member of STAP representing the City of Victoria from March 2009 until the end of 2010, at which time I was elected to the TCAP board. I have served on the board of TCAP for the terms of January 2011 through December 2020.

2021/2022 TCAP Board Biographies

(alphabetical order)



George Rivera, City of Palm Valley

George was first elected as Mayor for the City of Palm Valley in May 2015. He is currently in his 3rd term. He is employed by United Parcel Service (UPS) as the Mexico Country Manager for UPS Freight. George is a Board Member on the Lower Rio Grande Valley Development Council (LRGVDC), Chair - LRGVDC Small Cities Coalition Committee, Board Member - TML Small Cities Advisory Council. George holds a Bachelor of Science degree in Business Management and is a veteran of the US Air Force.



Chris Steubing, P.E., CFM, City of Sugar Land

Chris Steubing, P.E., CFM, Assistant City Manager is a professional engineer with 24 years of city, county and private-sector experience in the field of engineering, program/project management and construction management. He was named assistant city manager in May of 2017 and leads the City of Sugar Land as the Chief Operating Officer constantly working to improve efficiency, performance and accountability within the organization. Prior to this, he served as Sugar Land's city engineer from December 2006, providing oversight of new development, construction of civil infrastructure, development and delivery of the capital improvement program, floodplain administration oversight, thoroughfare planning and land acquisition.

He provided leadership and oversight for the delivery of the Smart Financial Centre at Sugar Land, the largest capital improvement project in the City's history, and is currently overseeing the City's initiatives as executive sponsor for a new Enterprise Resource Program (ERP) and the Asset Management Program.

Prior to Sugar Land, Steubing spent the first 10 years of his career in the Dallas/Fort Worth area in leadership positions with Denton County, the cities of Decatur and Colleyville and Racetrac Petroleum.

He received a bachelor's degree in civil engineering from Texas A&M University in 1996, earned a Texas engineering license in 2002, became a certified floodplain administrator in 2004 and completed the LBJ School of Public Affairs Public Executive Institute in April 2016. He currently serves as a board member for the Texas Coalition for Affordable Power and is a member of the several professional organizations representing the fields of engineering, city management and floodplain administration.



Richard Summerlin, CPA, CGFO, City of Duncanville

Richard graduated from UT-Arlington in 1982 with a BBA Accounting Degree and is a CPA, and a CGFO (Certified Government Finance Officer). Richard started his career in public accounting as an auditor at KPMG in Ft. Worth and worked as a Controller in the private sector for 7 years. He started his public career with the City of Dallas where he served for 15 years in the City Controller's Office. He has worked for the City of Duncanville for 14 years and is currently the Finance Director overseeing the City's Accounting, Budget, Utility Billing, Purchasing, and Municipal Court. For the last 14 consecutive years, the City of Duncanville has received the GFOA Excellence in Financial Reporting Award under Richard's leadership. Richard is a member of the UT-Arlington Accounting Alumni Group, the KPMG Alumni Group, and an active member in GFOAT. He serves on the Dallas Water Rate Study Sub-Committee as well as on the TRA Advisory Board for the Central and Ten Mile Creek

2021/2022 TCAP Board Biographies

(alphabetical order)

Plants. Richard also serves on the TRA Advisory Board for Joe Pool Lake, the ONCOR and ATMOS Cities Executive Steering Committee, and the Board of Directors of the Arlington Vineyard Church. He has also been elected and served two two-year terms on the Board of Directors of Texas Coalition for Affordable Power in the medium consumption category.

AGENDA ITEM REPORT Item 6

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: PW and UB

Attachments:

1. Current and proposed Code revisions
2. Spreadsheet of local municipalities regarding the handling of delinquent utility bills.

Agenda Item / Topic:

ITEM 6. DISCUSSION/ACTION – Consideration of and action on recommended revisions to Chapter 13, Section 13.03.043 of the Ovilla Code of Ordinances, directing staff as necessary.

Discussion / Justification:

Background:

City staff revealed a few conflicts in the Ovilla Code of Ordinances, Chapter 13, Section 13.03.043 regarding service disconnections. Further review showed that the entire section was dated and needed revision. Staff discussed ideas and recommendations with legal counsel for clarity to this section of the Code and for proposed management regarding utility service and water service disconnects for non-payment.

1. The Ovilla Code of Ordinances does not provide installment plans for delinquent customers.
 - a. The City uses the method of utility disconnection to ensure water bill payment.
 - b. Article 3, Section 52 and Article XI, Section 3 of the Texas Constitution provides that the legislature may not authorize any county, city, or other political subdivision of the state to lend its credit or grant public money or anything of value in aid of an individual, association, or corporation without just compensation or for a public purpose.
2. Installment Plans
 - a. A municipal utility payment plan would require a city to charge a reasonable interest rate and a fee to cover the cost of administering a payment plan.
 - b. Staff will need to create a policy for such a plan. Items to consider:
 - i. How many installment plans per residence would be allowed annually?
 - ii. How many months will the plan be permitted to extend once approved and administered? 3-6 months?
 - iii. Flat rate fee is recommended with penalty fees continuing to assess for past due balance owed.
 - iv. Will there be a \$\$ threshold for a plan?
 - v. If executed plan is not followed, this will result in disconnection of services until paid in full? Will same household be allowed another payment plan at any time?
 - vi. Any specific requirements for rental property? Higher cost for a plan fee?

Financial Impact

1. An installment plan could become an issue for accounting to manage with our limited staff.
2. The City AVR Utility software does allow adding a field for a new rate code if installment plans are approved. Activating may result in a cost.
3. Installment plans are often overused and abused by many of the same customers.
4. It was suggested that our late fees may be steep at 10%. – Maybe revise to 5%

Recommendation / Staff Comments:

- Staff requests to return to Council providing an updated ordinance with clarity for service disconnections.

Sample Motion(s):

I move to direct staff to return with an ordinance updating Chapter 13, Section 13.03.043 for water service disconnects, assessment of late fees and requirements for utility payments as discussed.

CURRENT

Sec. 13.03.043 Billing date, delinquent date and disconnect date

- (a) Billing date. All customers of the city's water system shall be billed for services rendered by the city on the fifteenth (15th) day of the month following the month in which service is rendered. All water bills are due on the fifteenth (15th) of the month following billing. Nonpayment of water service shall result in disconnection of water service provided due notice and an opportunity to contest the termination has been given.
- (b) Delinquent date. All bills shall be delinquent on the fifteenth (15th) of the month following billing. Delinquent charges (penalty) shall be ten percent (10%) of the outstanding bill.
- (c) Disconnect date. Service shall be discontinued to all customers whose bill has not been paid by the twentieth (20th) of the month.

PROPOSED

Sec. 13.03.043 Bill payment, due dates, delinquencies and disconnections.

- (a) Bill Payment, Due Date and Delinquency Fee. Charges for services furnished become delinquent if payment is not received by the city at 105 S. Cockrell Hill Road, Ovilla, Texas 75154 on or before the due date, which is fifteen (15) days after the bill is rendered. After the due date, the customer must pay a delinquent charge of five percent (5%) of the unpaid balance, which includes water charges, sewer service, sanitation, sales tax and other related fees included on the monthly bill. The monthly bill will include
 - (1) the service date and the due date;
 - (2) the amount due for services rendered (including all previous delinquent charges, if any, still due and owing), if the bill is paid by the due date; and
 - (3) the delinquent charge due if the customer fails to pay the bill by the due date.
- (b) Authority to waive delinquent charges. The charges for delinquent payment may be waived if the customer can show good cause for the delinquency. The decision to waive the delinquent fees rests solely with the city manager or the city manager's designee.
- (c) Bill not received. Failure to receive a bill from the department does not relieve a customer or other person liable for charges under this section from liability for payment for service.
- (d) Authority to discontinue service. The city manager or the city manager's designee may refuse application for service, discontinue service or refuse to restore service to:
 - (1) A customer who fails to pay any charges due under this article within seven (7) days after the sending of notice of discontinuance;
 - (2) A customer who violates any provision of this Article 13.03 or the plumbing code set for in Article 3.02, Division 4, of this code of ordinances;
 - (3) A person making application for service to property at an address, if the person has delinquent charges outstanding at another address;

- (4) A customer who fails to pay the required security deposit or who pays said deposit with a check which is returned for insufficient funds; or
- (5) A customer at any premises if the city manager determines that a substantial waste of water or a health hazard is occurring as a result of leaking, damaged, open or disconnected private laterals, pipes or drains on the premises.

(e) Cutting and plugging connections. The authority of the city manager, or the city manager's designee, to discontinue service includes the right to cut and plug water or wastewater connections to private property. The costs of cutting and plugging connections will be charged to the customer in addition to the delinquent charges due.

(f) Restoration of service. Discontinued service will not be restored until the customer, owner or some other person either pays all charges due (including the charges to restore service or connections), makes arrangements for payment satisfactory to the city manager, or the city manager's designee, or, where applicable, ceases violation of the particular code provision in question. The decision to restore service while delinquent charges or code violations still exist rests solely with the city manager or the city manager's designee.

(g) Notice of discontinuance. The city manager must notify a customer in the following manner before discontinuing service under subsection (d):

- (1) The city manager or designee must send the customer at least seven (7) days' advance written notice of pending discontinuance.
- (2) The notice must provide a statement of reasons for cutoff and a statement of delinquent charges due, where applicable. The notice must also provide a time, place and means by which the customer may cure the delinquency or violation or dispute the validity of the reasons for discontinuance.
- (3) The notice may be served either in person, by mail, or by posting notice to the front entry way to the premises in question.

(h) Exceptions to notice requirement. Subsection (g) does not apply to discontinuance of service resulting from a violation of this article if the city manager determines that immediate discontinuance is necessary to prevent an imminent threat or occurrence of:

- (1) harm to the health or safety of persons;
- (2) damage to city or private property; or
- (3) contamination of the city water, sewer or other systems.

(i) Customer's request to discontinue. Upon a customer's written request, the department may discontinue service to the customer. Upon receipt of the request, the department may remove the water meter and service connections. However, the customer is liable for all charges incurred prior to removal of the meter. Where service is furnished through more than one (1) meter, the customer may request discontinuance of one (1) or more meters and thereafter be billed on the basis of the remaining meter or meters.

(j) Cumulative remedies. Enforcement of this section does not waive any additional civil, criminal remedies available to the city under state law.

DELINQUENT ACCOUNTS	
RED OAK	Current due plus \$50 (\$50 goes towards payment agreement) payment amounts depend on remaining bal. due
GLENN HEIGHTS	NO LATE FEES/NO CUT OFFS - <i>CURRENTLY</i> PAST DUE 25% BILL - <i>NO PAYMENT PLAN</i>
WAXAHACHIE	2 payment plans/year everything up front by due date.
MIDLOTHIAN	3 HARDSHIPS PER F/Y PLUS LATE FEES BILLS DUE ON THE 15TH/10% LATE FEE \$30 DISCONNECT FEE
CEDAR HILL	no answer called twice
DESOTO	4-6 month agreement/past due plus C/B \$5 LATE FEE - <i>JUST STARTED CUT-OFFS IN OCT.</i>

AGENDA ITEM REPORT

Item 7

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: PW Director

Department: Water/Sewer - UB

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

1. Delinquent accounts
2. Excerpt from Appendix A, Section A7.003 of the Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 7. DISCUSSION – Discuss resuming cut-offs and late payment assessment fees, including Appendix A, Section A7.003 of the Ovilla Code of Ordinances regarding miscellaneous charges for utility services.

Discussion / Justification:

Background: At the October 2020 Council meeting, staff was directed to compose a friendly reminder letter for past due water payments. Staff mailed a reminder letter to delinquent customers on November 23, 2020. This resulted in some residents responding.

Findings/Current Activity: A list of 23 customers in arrears of 120-days (or more), being a total of over \$10,000 owed to the City is attached, as well as a separate list of all delinquent accounts, totaling near \$30,000. Since the pandemic, the City has not conducted any monthly service disconnections for non-payment.

Place 5 has also asked to review Appendix A, Section A7.003 of the Ovilla Code of Ordinances regarding charges for re-reads and meter inspections for accuracy or proper meter operation. Appendix A, Section A7.003 charges the following for customer requested re-reads and meter inspections:

Re-Read \$10 unless error falls to City
Inspection \$50

Recommendation / Staff Comments:

- Staff seeks direction on when to resume disconnect notices and service interruptions for delinquent customers.
- Staff seeks direction on whether to update Appendix A of the Ovilla Code of Ordinances.

Sample Motion(s):

Discussion only.

List of Customers over 120 days past due on Utility Bills as of 12-1-20

DISTRICT 93				
ACCOUNT	NAME	ADDRESS	AMOUNT	LAST PAYMENT
			32.34	10/16/2020
			1,600.47	5/28/2020
			332.42	6/24/2020
			1,088.63	2/6/2020
			201.10	12/27/2019
			802.91	2/18/2020
			736.30	6/1/2020
			688.23	3/2/2020
			601.88	2/18/2020
			261.20	9/14/20(\$100)
			343.47	3/10/2020
			255.97	8/21/2020
			35.15	10/16/2020
			553.90	5/14/2020
			516.71	6/10/2020
			200.30	1/7/2020
			76.48	6/17/2020
			163.60	3/11/2020
			126.90	1/29/2020
			84.75	8/27/2020
			90.20	7/27/2020

Total over 120 Days District 93 8,792.91

DISTRICT 94				
ACCOUNT	NAME	ADDRESS	AMOUNT	LAST PAYMENT
			430.6	7/8/2020
			1413.46	1/24/2020

Total Over 120 Days District 94 1844.06

Total for 93 & 94 Districts over 120 Days past due 10,636.97

District 93 CITY OF OVILLA-93
DEBITS OVER 0.00 Penalty Date 12/15/20

ARREARS LISTING

Date:12/10/2020 Page: 1

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE ACCT	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T	CUR 30	60	90	120
						16.80	1.45		1.45	18.25	*				
						15.46	16.88		16.88	32.34	*				
						16.80	55.05		55.05	71.85	*				
						84.35	108.44		108.44	192.79	*				
						67.68	143.44		143.44	211.12	*				
						39.98	59.51		59.51	99.49	*				
						45.66	48.33		48.33	93.99	*				
						61.36	1539.11		1539.11	1600.47	*				
						55.15	58.53		58.53	113.68	*				
						51.14	61.74		61.74	112.88	*				
						43.11	98.64		98.64	141.75	*				
						42.01	290.41		290.41	332.42	*				
						50.77	93.66		93.66	144.43	*				
						55.88	122.25		122.25	178.13	*				
						46.39	49.70		49.70	96.09	*				
						55.64	204.64		204.64	260.28	*				
						58.44	169.65		169.65	228.09	*				
						80.34	1008.29		1008.29	1088.63	*				
						49.68	118.26		118.26	167.94	*				
						48.58	45.72		45.72	94.30	*				
						16.80	184.30		184.30	201.10	*				
						48.95	54.52		54.52	103.47	*				
						114.36	688.55		688.55	802.91	*				
						298.65	507.09		507.09	805.74	*				
						43.84	101.79		101.79	145.63	*				
						60.26	61.74		61.74	122.00	*				

District 93 CITY OF OVILLA-93
DEBITS OVER 0.00 Penalty Date 12/15/20

ARREARS LISTING

Date:12/10/2020 Page: 2

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE ACCT	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T	CUR 30	60	90	120	
						49.68	42.59		42.59	92.27	*					
						72.43	663.87		663.87	736.30	*					
						51.87	636.36		636.36	688.23	*					
						55.15	546.73		546.73	601.88	*					
						125.29	10.87		10.87	136.16	*					
						55.52	205.68		205.68	261.20	*					
						73.77	38.07		38.07	111.84	*					
						49.68	120.26		120.26	169.94	*					
						74.50	80.11		80.11	154.61	*					
						58.07	73.79		73.79	131.86	*					
						122.44	175.31		175.31	297.75	*					
						92.02	78.84		78.84	170.86	*					
						11.26	11.00		11.00	22.26	*					
						71.21	154.79		154.79	226.00	*					
						11.26	24.76		24.76	36.02	*					
						31.86	311.61		311.61	343.47	*					
						61.36	156.40		156.40	217.76	*					
						96.76	114.50		114.50	211.26	*					
						69.39	109.12		109.12	178.51	*					
						48.22	59.73		59.73	107.95	*					
						83.99	171.98		171.98	255.97	*					
						110.15	151.37		151.37	261.52	*					
						54.06	88.02		88.02	142.08	*					
						56.00	57.87		57.87	113.87	*					
						52.60	44.78		44.78	97.38	*					
						48.22	73.79		73.79	122.01	*					

District 93 CITY OF OVILLA-93
DEBITS OVER 0.00 Penalty Date 12/15/20

ARREARS LISTING

Date:12/10/2020 Page: 3

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE ACCT	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T	CUR 30	60	90	120
						83.99	115.66		115.66	199.65		*			
						76.32	58.61		58.61	134.93		*			
						52.23	.02		.02	52.25		*			
						42.13	46.22		46.22	88.35		*			
						51.14	76.59		76.59	127.73		*			
						47.85	14.44		14.44	62.29		*			
						69.75	72.58		72.58	142.33		*			
						61.36	57.32		57.32	118.68		*			
						5656.46	5378.76		5378.76	11035.22		*			
						16.80	18.35		18.35	35.15		*			
						332.29	803.58		803.58	1135.87		*			
						118.87	182.21		182.21	301.08		*			
						141.53	174.71		174.71	316.24		*			
						74.68	75.70		75.70	150.38		*			
						169.19	461.01		461.01	630.20		*			
						191.83	220.52		220.52	412.35		*			
						168.93	380.13		380.13	549.06		*			
						104.37	127.52		127.52	231.89		*			
						157.97	464.52		464.52	622.49		*			
						149.54	219.47		219.47	369.01		*			
						63.83	10.01		10.01	73.84		*			
						63.83	490.07		490.07	553.90		*			
						46.39	110.23		110.23	156.62		*			
						82.12	434.59		434.59	516.71		*			
						62.45	68.17		68.17	130.62		*			
						35.92	55.71		55.71	91.63		*			

District 93 CITY OF OVILLA-93
DEBITS OVER 0.00 Penalty Date 12/15/20

ARREARS LISTING

Date: 12/10/2020 Page: 4

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T CUR	30	60	90	120
						354.46	377.25		377.25	731.71	*				
						53.69	75.90		75.90	129.59	*				
						54.06	.01		.01	54.07	*				
						57.34	46.49		46.49	103.83	*				
						50.66	114.32		114.32	164.98	*				
						51.14	140.74		140.74	191.88	*				
						101.14	85.81		85.81	186.95	*				
						65.37	237.27		237.27	302.64	*				
						53.33	59.42		59.42	112.75	*				
						43.11	111.03		111.03	154.14	*				
						60.63	54.35		54.35	114.98	*				
						75.23	83.89		83.89	159.12	*				
						42.38	42.80		42.80	85.18	*				
						32.88	34.91		34.91	67.79	*				
						65.01	73.79		73.79	138.80	*				
						125.39	229.00		229.00	354.39	*				
						153.41	118.44		118.44	271.85	*				
						56.13	61.61		61.61	117.74	*				
						216.06	1.98		1.98	218.04	*				
						116.10	127.98		127.98	244.08	*				
						224.44	248.84		248.84	473.28	*				
						56.13	906.79		906.79	962.92	*				
						202.67	278.54		278.54	481.21	*				
						16.80	183.50		183.50	200.30	*				
						16.80	59.68		59.68	76.48	*				
						16.80	146.80		146.80	163.60	*				

District 93

CITY OF OVILLA-93

DEBITS OVER 0.00 Penalty Date 12/15/20

ARREARS LISTING

Date:12/10/2020 Page: 5

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE ACCT	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T	CUR	30	60	90	120
						16.80	110.10		110.10	126.90						*
						16.80	67.95		67.95	84.75						*
						16.80	2.17		2.17	18.97						*
						16.80	19.55		19.55	36.35						*
						16.80	35.15		35.15	51.95						*
						16.80	73.40		73.40	90.20						*
						16.80	36.70		36.70	53.50						*
						980.67	885.48		885.48	1866.15						*
***** GRAND TOTALS *****																
CURRENT BILL	ARREARS BILL	PENALTY TOTAL	OVER PAYMENT TOTAL	ARREARS BALANCE	ACCOUNT BALANCE	STATUS	OF ACCOUNT									
14,836.04	25,342.23	.00	.00	25,342.23	40,178.27	F/T 0	CUR 56	30 28	60 7	90 21						

District 94

CITY OF OVILLA-94

ARREARS LISTING

Date:12/10/2020 Page: 1

DEBITS OVER 0.00 Penalty Date 12/15/20

Billing Period From 10/15/2020 To 11/15/2020

ACCOUNT	NAME	SERVICE ADDRESS	METER NUMBER	INFO LOCATION	TYPE ACCT	CURRENT BILL	ARREARS BILL	PENALTY	ARREARS BAL	ACCOUNT BAL	F/T	CUR 30	60	90	120
			—			276.97	787.51		787.51	1064.48	*				
						66.44	364.16		364.16	430.60	*				
						103.41	102.39		102.39	205.80	*				
						84.22	92.51		92.51	176.73	*				
						118.81	130.56		130.56	249.37	*				
						65.41	70.72		70.72	136.13	*				
						92.11	202.38		202.38	294.49	*				
						85.95	94.41		94.41	180.36	*				
						83.90	92.16		92.16	176.06	*				
						94.17	93.28		93.28	187.45	*				
						114.71	126.05		126.05	240.76	*				
						59.25	7.27		7.27	66.52	*				
						107.52	347.76		347.76	455.28	*				
						67.46	74.07		74.07	141.53	*				
						76.71	88.77		88.77	165.48	*				
						69.52	76.50		76.50	146.02	*				
						127.03	1286.43		1286.43	1413.46	*				
						74.65	81.98		81.98	156.63	*				
						303.31	303.31		303.31	606.62	*				
***** GRAND TOTALS *****															
CURRENT BILL	ARREARS BILL	PENALTY TOTAL		OVER PAYMENT TOTAL		ARREARS BALANCE	ACCOUNT BALANCE	STATUS OF ACCOUNT							
2,071.55	4,422.22	.00		.00		4,422.22	6,493.77	0 13	3 1	60 3	90 1	120 2			

Excerpt – Appendix A Water Service

Sec. A7.003 Water and wastewater service rates and charges

...

(c) Other charges.

- (1) Meter tampering: \$50.00 plus cost of repair.
- (2) Re-read: \$10.00 (no charge if error found).
- (3) Meter test: \$50.00 (no charge if error found).

AGENDA ITEM REPORT Item 8

Meeting Date: December 14, 2020

Department: Administration / Fire

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: Fire Department

Attachments:

1. Draft example ordinance

Agenda Item / Topic:

ITEM 8. DISCUSSION – Discuss options for setting regulations and restrictions for construction burning, directing staff as necessary.

Discussion / Justification:

During the November Council meeting Place 4 Hunt requested staff to place this on the agenda for discussion at this Council meeting. This item was addressed in 2016 with legal counsel drafting an ordinance for review. It was never adopted.

After the city secretary consulted with legal counsel, it was explained that there cannot be a ban solely on commercial construction. The Texas Administrative Code and the International Fire Code instruct that any outdoor burning restrictions and regulations would apply to all outdoor burning.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

Discussion only.

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 5 "FIRE PREVENTION AND PROTECTION" OF THE OVILLA CODE OF ORDINANCES BY THE ADDITION AND ADOPTION OF ARTICLE 5.06, PROVIDING REGULATIONS FOR OUTDOOR BURNING; ~~PROVIDING FOR PERMITS AND FEES;~~ PROVIDING FOR PENALTIES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, the City Council of the City of Ovilla, Texas, finds and determines that it is in the best interest of the citizens of the City of Ovilla to promote and preserve the safety and health of the citizens of the City of Ovilla through adequate and reasonable fire prevention and protection measures; and

WHEREAS, the City Council finds and determines that it is in the best interest of the health, safety and welfare of the citizens of the City of Ovilla to adopt and enact comprehensive provisions regulating outdoor burning in the City.

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

SECTION 1. AMENDMENT OF CHAPTER 5 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA BY THE ADDITION OF ARTICLE 5.06 "OUTDOOR BURNING"

Chapter 5 of the Code of Ordinances of the City of Ovilla is hereby amended by the adoption and addition of Article 5.06 to read as follows:

ARTICLE 5.06 OUTDOOR BURNING

Sec. 5.06.001. Adoption of Texas Administrative Code and ~~2015~~^[RMI] International Fire Code regarding outdoor burning.

The city hereby adopts the outdoor burning rules as outlined in Title 30, Part I, Chapter 111, Subchapter B of the Texas Administrative Code, as may be amended, and the ~~2015~~ International Fire Code. If a conflict occurs between the Texas Administrative Code, the ~~2015~~ International Fire Code and this section, the most stringent provision shall prevail.

Sec. 5.06.002. Definitions.

Fire or smoke sensitive receptors means any person, animal or vegetation that can be adversely affected by exposure to fire, fire heat or smoke. The term also means any mechanical, electrical or chemical device that can be adversely affected by exposure to fire, fire heat or smoke or that is designed to signal possible or actual exposure to fire, fire heat or smoke or any compound or byproduct thereof.

Sec. 5.06.003. Outdoor burning; requirements.

Outdoor burning is permitted subject to and conditioned upon strict compliance with the requirements of the section. Outdoor burning outside of these requirements is prohibited, except where such burning is authorized pursuant to permission from the ~~Fire fire Marshal marshal~~ and ~~Fire fire Chief chief~~ [KL2][RM3] and with the consent of the city council.

1. Outdoor burning; generally.

The following requirements apply to all outdoor burning other than recreational fires. Requirements for recreational fires are set forth in subsection 2 below. All outdoor burning, including recreational fires, is subject to the prohibitions set forth in Section 5.06.004.

- a. ~~A burn permit must be obtained from the City prior to any outdoor burning~~ [KL4][RM5].
- b.a. The area of the fire must not exceed 10 feet in diameter and flames must not exceed 6 feet in height.
- e.b. Winds must be more than 6 miles per hour but not exceed 23 miles per hour during the burn period.
- d.c. The location of the outdoor burning must not be less than 50 feet from any structure and provisions must be made to prevent the fire from spreading to within 50 feet of any structure and fire and/or smoke sensitive receptors.
- e.d. Burning must commence to earlier than one hour after sunrise and must be completed and extinguished the same day and at least one hour before sundown.
- f.e. Burning shall not be conducted during periods of actual or predicted low-level atmospheric temperature inversions.
- g.f. Outdoor burning must be constantly attended by an adult with knowledge in the use of fire extinguishing equipment and with knowledge of all limitations in the outdoor burning permit and the provisions of this ordinance.
- h.g. A garden hose connected to an operational water supply or other approved fire extinguishing equipment must be present and readily available for use during the outdoor burning period.
- i.h. Burning must be conducted downwind of, or at least 50 feet from any structure containing fire or smoke sensitive receptors located on adjacent properties unless prior written approval is obtained from whoever owns, rents or otherwise lawfully controls the adjacent property.
- j.i. A telephone shall be available to contact 9-1-1 in the event the fire gets out of control or other emergency.

2. Recreational fire requirements.

- a. ~~A burn permit is not required for recreational fires.~~ [KL6]
- b.a. The area of the fire must not exceed 3 feet in diameter and flames must not exceed 2 feet in height.

e.b. Burning must be conducted downwind of, or at least 50 feet from any structure containing fire or smoke sensitive receptors located on adjacent properties unless prior written approval is obtained from whoever owns or lawfully controls the adjacent property.

d.c. Winds must be more than 6 miles per hour but not exceed 23 miles per hour during the burn period.

e.d. Conditions which could cause a fire to spread to within 25 feet of any structure shall be removed or otherwise eliminated prior to igniting the recreational fire.

f.e. A garden hose connected to an operational water supply or other approved fire extinguishing equipment must be present and readily available for use during the recreational fire period.

g.f. Recreational fires are allowed after dark and before sunrise, but must be completely extinguished before leaving the area unattended.

Sec. 5.06.004. Prohibitions.

The following prohibitions apply to all outdoor burning, including recreational fires.

1. The use of ignitable liquids.
2. Burning of domestic waste, trash and chemicals including household trash, kitchen garbage, cardboard, packaging materials, furniture, electrical insulation, treated lumber, plastics, tires, appliances, non-wood construction/demolition materials, heavy oils, asphaltic materials, chemical wastes, including grass, leaves, and branch trimmings.
3. Conducting open burning on any street within the corporate limits of the city which is paved with asphalt or concrete, or with either, in whole or in part.
4. Conducting outdoor burning on ozone action days when a high fire weather threat index is forecasted or when a burn ban is in effect.

Sec. 5.06.005. Exemptions.

The following types of outdoor burning are exempt from the requirements and or prohibitions of this Article unless otherwise stated herein.

1. Fire Training. Outdoor burning is authorized for training firefighting personnel of the Ovilla Fire Department and other firefighting organizations or entities, subject to approval of the ~~Fire fire Chief chief and city council~~^{[KL7][RM8]}.
2. Fire Pits, Grills, Outdoor Fireplaces. Outdoor fires are allowed for cooking and recreational enjoyment provided such fires are built and maintained in a fire pit, grill or outdoor fireplace that fully contains the fire is designed to prevent the fire from escaping. This exception does not permit or authorize the burning of waste or other matters prohibited in Section 5.06.004(2).

Sec. 5.06.006. Burn permit; issuance and fee.

~~A Burn Permit, if required under this Article, shall be obtained from City Hall prior to commencing outdoor burning. A fee is required for the issuance of a Burn Permit and is set forth in Appendix~~

~~Article A6.000 of the Ovilla Code of Ordinances—Issuance of a permit is subject to a burn site~~

Sec. 5.06.~~007006~~ Penalties.

Any person, firm or corporation who violates, disobeys or omits, neglects or refuses to comply with or resists the enforcement of any of the provisions of this Article shall be fined not more than two thousand dollars (\$2,000.00) for each offense. Each day that a violation of this Article occurs or is permitted to exist shall constitute a separate, punishable offense.

SECTION 2. SAVINGS CLAUSE

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

SECTION 3. SEVERANCE CLAUSE

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

SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES

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

SECTION 5. EFFECTIVE DATE

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

SECTION 6. PUBLICATION

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

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the

_____ day of _____, ~~2016~~2020.

Richard Dormier, Mayor

ATTEST:

| Pamela WoodallGlennell Miller, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

AGENDA ITEM REPORT Item 9

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: Staff

Attachments:

1. TML suggested COVID protocol

Agenda Item / Topic:

ITEM 9. DISCUSSION – Discuss and review staff's recommendations for the safe reopening of the city facilities.

Discussion / Justification:

The governor's office recently renewed the State Disaster Declaration for COVID-19 effective November 2020 for increased safety measures due to the reported rise in COVID infection statistics.

Staff has continued to provide services to all customers except for open entry (without an appointment) to the main offices during work hours. We encourage customers to:

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

Staff has been fortunate as few employees have suffered the Covid-19 illness. We believe this is partially attributed to our safety measures of remaining closed to the outside public. All departments are working at the City with full staff. Staff currently self-monitors with temperature checks in the morning, following up by reporting through an app on our phones.

Some employees have been exposed and are required to quarantine and test before returning to work.

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 opened their lobbies with limited/distanced customers and by appointment only.

Our Fire Department continues to spray weekly.

Recommendation / Staff Comments:

Staff recommends to continue the current practice.

Sample Motion(s):

Discussion only.

SUGGESTED HIERARCHY OF CONTROLS

FOR COVID-19



TYPES OF CONTROLS	DESCRIPTION	EXAMPLES OF CONTROLS	SPECIFIC CONSIDERATIONS FOR PUBLIC ENTITIES/DEPARTMENTS
Elimination Controls	Completely eliminating exposure to the hazard; <i>the most effective control</i>	<ul style="list-style-type: none"> Social isolation Vaccine 	All Employees <ul style="list-style-type: none"> Ensure policies and procedures in place for self-monitoring and isolation/quarantine if exposed to positive cases or showing symptoms Limiting trips to places where exposure could occur
Substitution Controls	Replacing the hazard with a non-hazardous item, device, or substance	<ul style="list-style-type: none"> None for COVID-19 	<ul style="list-style-type: none"> None for COVID-19
Engineering Controls	Isolation from the hazard by physical or mechanical means	<ul style="list-style-type: none"> Routine use of disinfectants, barriers/partitions Redesigning tasks and services to reduce potential contamination 	All Employees <ul style="list-style-type: none"> Place physical barriers or partitions to help protect “customer service” employees Increase/improved ventilation in public buildings Consider “drive-thru” or online options for typical face-to-face customer service interactions (water bills, municipal court, permits) Police/Fire/EMS <ul style="list-style-type: none"> Regular decontamination of vehicles, ambulance patient areas, tools, and equipment Isolate drivers from patient compartment/keep pass-thru closed Open vents/doors to increase air changes in closed vehicles Fit testing for respirators (N95)
Administrative Controls	Changes made to the ways people work to avoid the hazard	<ul style="list-style-type: none"> Social distancing Cough/sneeze etiquette Hand hygiene Disinfection procedures Quarantining requirements Signage Health screening controls for employees and outsiders Shift change procedures Working from home General avoidance 	All Employees <ul style="list-style-type: none"> Follow applicable CDC recommendations and/or local policies for distancing, protection, disinfection, quarantining Work remotely or from home, when possible Alter workday start/end times to avoid mass arrivals/departures of employees Self-assessment prior to workday beginning (fever, symptoms) Quarantine if family member sick, exposed Public Works/Parks/Maintenance <ul style="list-style-type: none"> Limit the number of employees riding together to job sites Clean vehicles, equipment, tools regularly throughout the day Require proper PPE (masks/face coverings) when working around others Police/Fire/EMS <ul style="list-style-type: none"> Stagger shift changes to minimize cross contamination Clean vehicles, equipment, tools, high-touch areas Prohibit/manage certain off-duty/extra-duty/secondary employment Limit the number of providers/family members in patient compartments Requiring PPE (masks/face coverings) when working around others or making contacts with the public
Personal Protective Equipment	Equipment worn to protect yourself and others from the spread of hazard or contamination	<ul style="list-style-type: none"> Face masks, shields, gloves to help protect against droplet and contamination transfer 	All Employees <ul style="list-style-type: none"> Utilize face coverings when inside buildings, common areas, meeting rooms, shared spaces/vehicles, around others Police/Fire/EMS <ul style="list-style-type: none"> Use PPE during interactions with the public, responding to calls, medical calls, and when in common areas in stations

AGENDA ITEM REPORT Item 10

Meeting Date: December 14, 2020

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney
 Finance Director Other: Staff

Department: Administration

Budgeted Expense: YES NO N/A

Attachments:

Agenda Item / Topic:

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

Discussion / Justification:

Recommendation / Staff Comments:

Staff recommends approval

Sample Motion(s):

I move to approve/deny

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	November 2020	November 2020 YTD	November 2019	November 2019 YTD
Accident	5	51	4	63
Alarms	15	137	14	186
Arrest	0	35	8	69
Assault/Assault FV	3	20	1	11
Assists	63	818	52	888
Building / House Security Check	685	7548	709	7849
Burglary	0	2	0	2
Burglary of Motor Vehicle	1	4	0	2
Criminal Mischief	0	6	0	3
Disturbance	17	143	16	116
Neighborhood Check	1211	12174	1103	13061
Other Calls for Service	75	878	98	1009
Suspicious Person	7	76	5	69
Suspicious Vehicle	36	225	19	164
Theft	2	13	0	12
Traffic Assignment/School Enforcement	32	329	21	225
TOTAL CALLS FOR SERVICE	2152	22459	2050	23729

Volunteer and Reserve Officer Hours	22	131.5	10.5	191
Average Response Time (Minutes)	4.29	4.1609091	4.02	3.8666364
Total Citations	15	229	58	694
Total Traffic Stops	139	1443	248	3017
Traffic Stop Disposition Warning	124	1213	192	2349
Traffic Stop Disposition Citation	15	222	56	641
PERCENT OF STOPS RECEIVING CITATIONS	10.8	15.4	22.6	21.2

STAFFING

Full Time Sworn	10
Full Time Civilian	1
Part Time Sworn	3
Reserve Officer	2
Total Staffing	16

November	TO	November 2020	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	107,116	107,614	498	
117	100,453	101,375	922	New Battery, Oil Change, Tire Rotation, Full Front Brake Change
216	30,500	31,183	683	
119	39,216	40,152	936	Oil Change, Tire Rotation, Full Front Brake Change
120	20,592	22,202	1,610	Car Servicing
220	23,448	25,172	1,724	Oil Change, Plugged Nail then Replaced Worn Tires

Ovilla Fire Department

November Monthly Report



Fire Chief Brandon Kennedy

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

Mission Statement

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

Summary of Staffing for the Department

- Currently the Department has 1 Firefighter Paramedic position open.
- Currently the Department has 1 Firefighter Basic position open.
- Currently the Department has 7 Volunteer Firefighter position open.
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 22 Firefighter Paramedics
 - 7 Firefighter EMT-Basics
 - 5 Volunteer Firefighters
 - Total Staffing of 41 out of 50 positions
- Of the Volunteers on staff,
 - 3 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic and or Paramedic
 - 2 have just their Fire Certs
 - 0 have just their EMT- 1 - Basic and 1 - Paramedic
 - 0 Volunteers do not have any Certification at this time.
- We have a new hire test scheduled in December for the Volunteer Positions and we are hopeful they will be able to start the first of January

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, we did not receive the grant.

Summary of Events for the Department

- November, we had a total of 73 (Last November we ran 84) 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 11 possible COVID-19 calls this month, with 4 of these being in the City Limits. They are “possible” due to a positive screening result through our dispatch questionnaire process.

This does not mean that they have or will test positive at the emergency room.

Summary of Staffing for the Month

- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month
- 7 Days a week we have 2 – 12-hour shifts that are covered by volunteers (0800 – 2000) and (2000 – 0800)
- **41 / 60** Volunteer shifts were covered, and these 41 shifts we had 4 personnel on the Engine

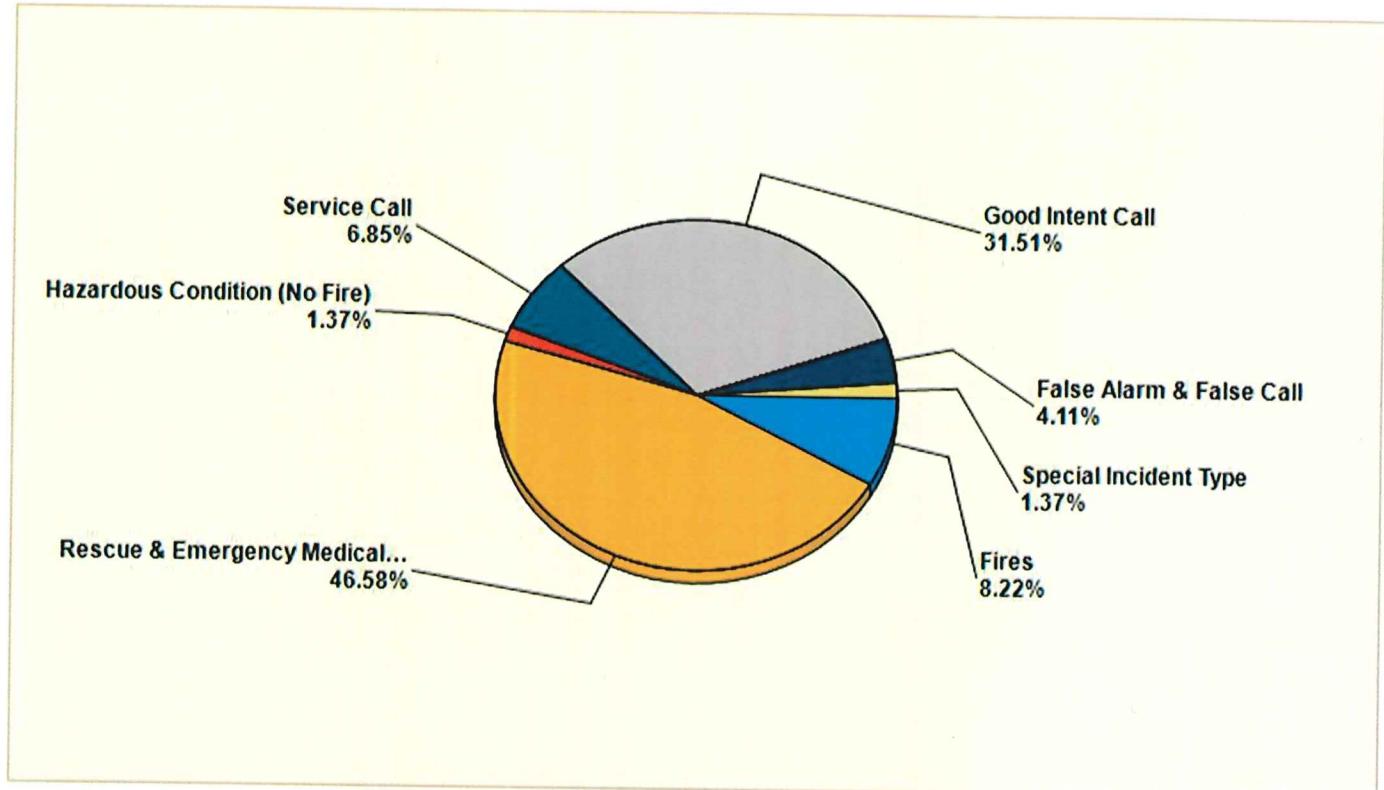
Summary of Activity from Deputy Chief / Fire Marshal's Office

- CQI Reports
- Assist with fire investigation in Waxahachie
- 4 meetings
- 6 consults
- 9 hours of fire investigator training
- Assist / Backup PD

Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE	# INCIDENTS	
EMS	34	
FIRE	39	
TOTAL	73	
MUTUAL AID		
Aid Type	Total	
Aid Given	12	
Aid Received	1	
OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
8	10.96	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:07:12	0:08:00
	AVERAGE FOR ALL CALLS	
	0:07:19	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:32	0:02:28
	AVERAGE FOR ALL CALLS	
	0:02:01	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Ovilla Fire Department	20:23	

Breakdown by Major Incident Type



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	8.22%
Rescue & Emergency Medical Service	34	46.58%
Hazardous Condition (No Fire)	1	1.37%
Service Call	5	6.85%
Good Intent Call	23	31.51%
False Alarm & False Call	3	4.11%
Special Incident Type	1	1.37%
TOTAL	73	100%

Average 1.50 fire per week

Average 2.43 calls per day

Average 18.25 calls per week

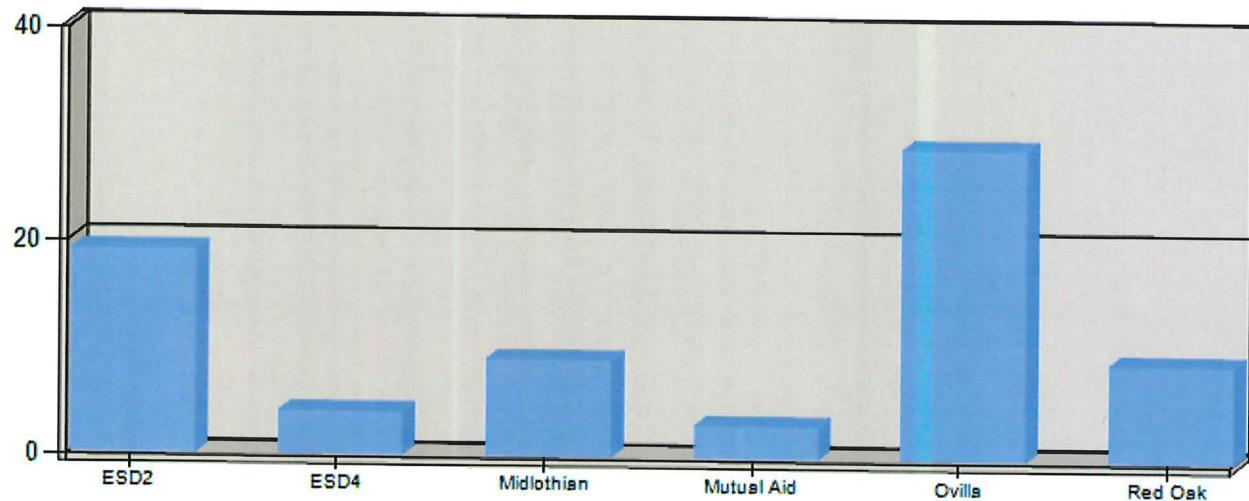
C701 Responses | 05

C702 Responses | 05

Number of Overlapping Calls | 8

Total Ovilla Fire Department Runs | 73

Breakdown by Districts



District	November	October
ESD2 - ESD #2	19	29
ESD4 - ESD #4	4	4
Midlothian - Midlothian City Limits	9	8
Mutual Aid - Mutual Aid	3	1
Ovilla - City Limits	29	43
Red Oak - Red Oak City Limits	9	9
TOTAL:	73	94

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

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

Mutual Aid is calculated by the cities that must call our dispatch center to request our help on incidents that occur in their cities. Examples are Glenn Heights, Desoto, Duncanville, Cedar Hill, Lancaster, Waxahachie, Ferris, and Wilmer.

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

District	November	October
ESD2 - ESD #2	7.91	7.4
ESD4 - ESD #4	9.84	7.92
Midlothian - Midlothian City Limits	11.2	N/A
Mutual Aid - Mutual Aid	9	N/A
Ovilla - City Limits	4.71	4.93
Red Oak - Red Oak City Limits	8.11	N/A
Average Response Time	7.49	6.75

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	November	October
B701	2:04	1:07
C701	1:22	1:24
C702	1:36	0:55
E701	1:43	1:30
E702	3:23	N/A
R755	2:08	1:24
AVERAGE TURNOUT TIME:	2:03	1:16

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	2
C701	5
C702	5
E701	51
E702	2
R755	1

This is showing how many runs were made by apparatus. AIDAU is number of runs made by an Automatic Aid Unit due to our unit being on another call.

Fleet Report

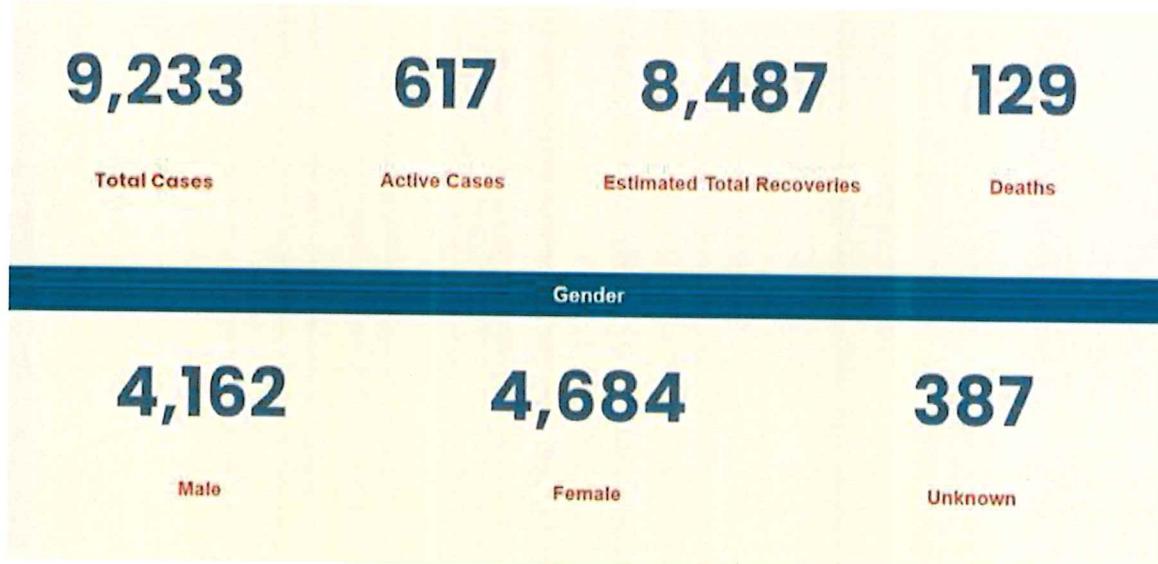
Apparatus	Beginning Mileage	Ending Mileage	Mileage for the Month	Fuel Expenses	Maintenance Expenditures
B701	59,567	59,639	72	\$ -	\$ 359.87
B702	4,187	4,191	4	\$ -	\$ -
C701	33,596	33,815	219	\$ 46.00	\$ -
C702	3,387	3,670	283	\$ 96.54	\$ -
S701	108,281	108,483	202	\$ 23.40	\$ -
E701	23,521	23,967	446	\$ 335.94	\$ -
E702	30,468	30,560	92	\$ -	\$ -
E703	-	-	0	\$ -	\$ -
R755	20,852	20,886	34	\$ 44.67	\$ 954.09
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ 91.11	\$ -
Totals for the Month			1,352	\$ 637.66	\$ 1,313.96

COVID-19 Update as of December 8, 2020**National Updates:****US DEATH RATE: 1.89%***

*Based off current deaths divided by total confirmed

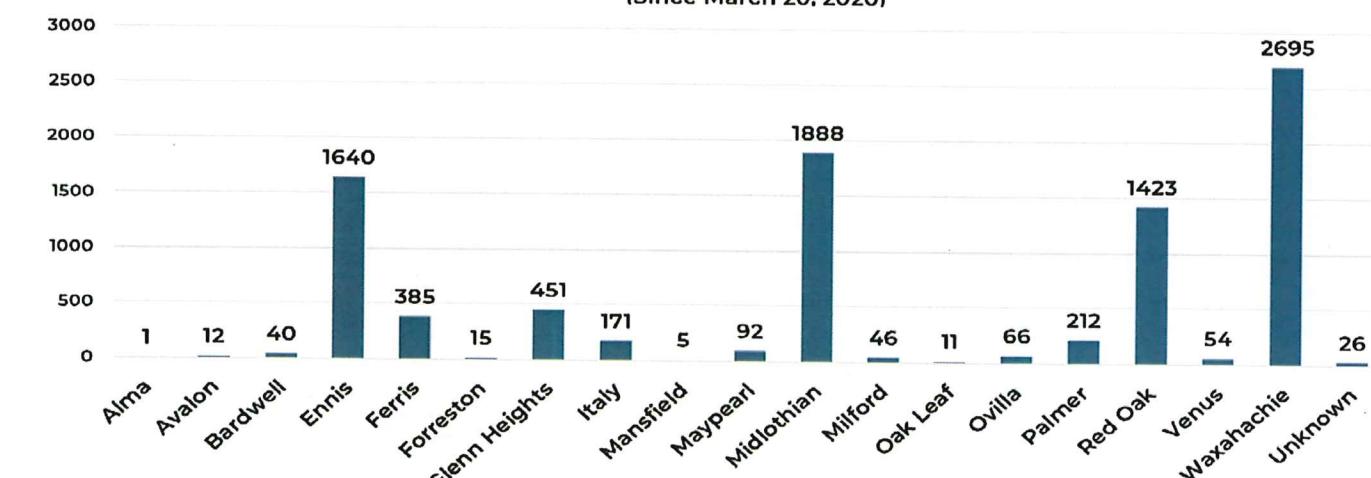
Globally:**GLOBAL DEATH RATE: 2.28***

*Based off current deaths divided by total confirmed

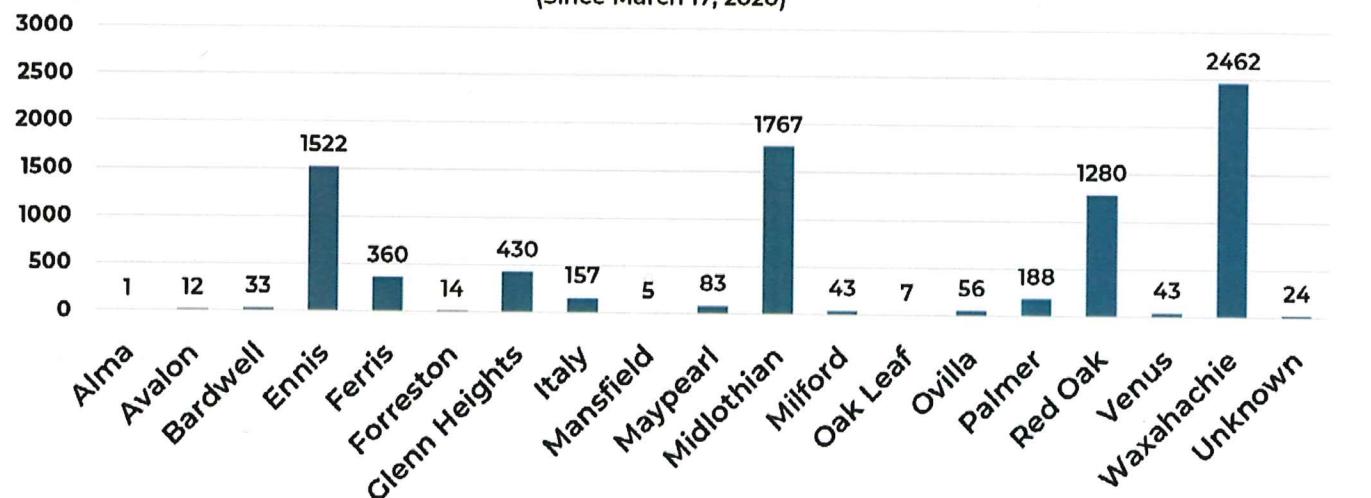
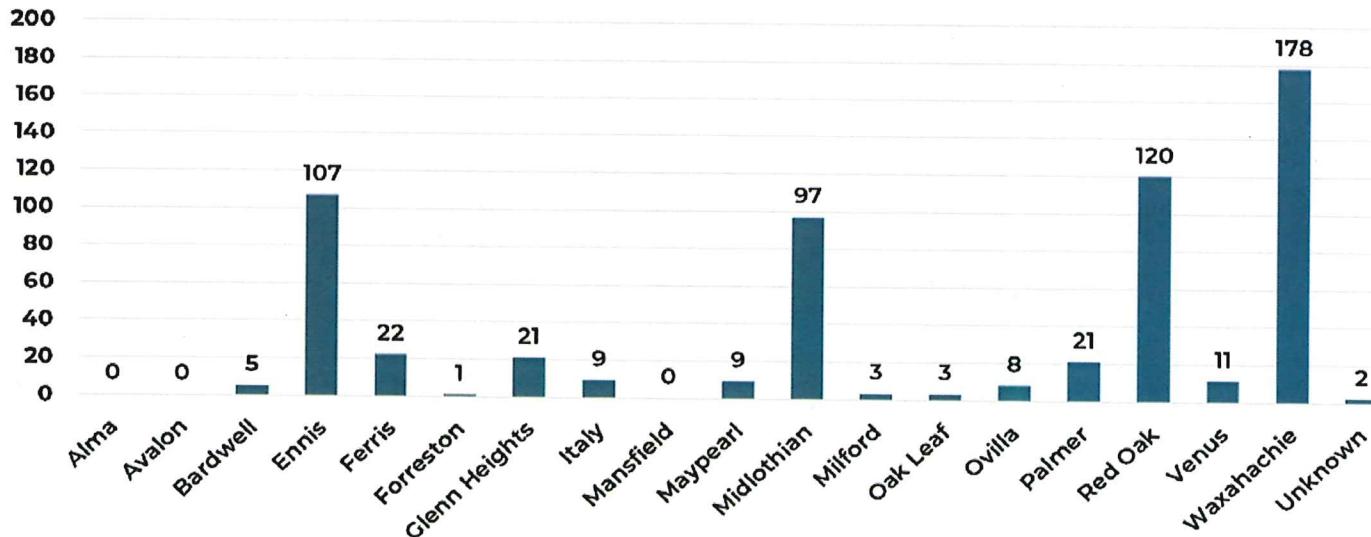
Ellis County as of December 8th

ELLIS COUNTY TOTAL POSITIVE CASES

(Since March 20, 2020)

**ELLIS COUNTY TOTAL RECOVERED**

(Since March 17, 2020)

**ELLIS COUNTY ACTIVE CASES**

COST UPDATES:

State Threshold: \$38,472,708.00 Million

- As of April 28, 2020: \$4,186,770,728.85 billion has been met.
 - County DSOs \$393,833,363.00

Ellis County Threshold: \$ 574,502.40

Sub Total (Potential Reimbursed): Current Amount \$ 1,673,464.46

- Ellis County: \$543,009.55
- Alma
- Bardwell
- Cedar Hill
- Ennis: \$141,339.49
- Ferris: \$ 60,198.65
- Garret
- Grand Prairie
- Glenn Heights: \$59,498.62
- Italy: \$12,313.42
- Mansfield
- Maypearl (ISD): \$5,952.68
- Midlothian \$16,310.34
- Milford (ISD): pending
- Oak Leaf: pending
- Ovilla: \$22,967.22
- Pecan Hill
- Red Oak: \$268,644.02
- Waxahachie: \$550,655.47

Examples of items included in total: Staff labor, Cleaning, Office Supplies, Cleaning & Services

Donated Resources (In-Kind Match):

- An email was forwarded from our District Coordinator, tools for tracking Donated Resources.
 - Donated Resources are: labor, equipment, material and supplies
 - The updated volunteer labor rate is \$20
 - Use 2019 FEMA's "Schedule of Equipment Rates" when applicable



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 November ,2020

Water/Wastewater Staffing: Superintendent-1 / Utility Crew Leader-0 / Utility Worker-1

WORK ORDERS

- 28 total Work Orders completed for the month of November ,2020
Gov Pilot Reporting

Balances

	New	Completed	Remaining
Water/Wastewater			
Dept -	28	25	3

WATER

- Gallons pumped from DWU 15.570.000 MG, Retail Billed 13.466.000 MG, Retail Unbilled 31.8K , Builder metered 3.4K , Maintenance flushing 100.000K,
- Daily water sampling and pump station site check. (State Requirement)
- Daily monitoring of CL2 & NH3 feed rate and ratio 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.
- 200 Silverwood – Utility crews made after hours repair to service line.



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.
- Heritage Liftstation – Had to pull pumps due to tripped equipment that resulted in debris causing pump failure. Pumps were installed and put back in service no issues since maintenance was performed.



Streets and Drainage Department

Monthly Report

Street/Drainage

- Pothole patching preformed Shiloh Rd, Bryson, Johnson Ln, Westmoreland Rac-2020-02051
- Pothole patched 805 Cockrell Hill Rd Rac-2020-02167
- Pothole patched 602 Buckboard Rac-2020-02168
- Pothole patching preformed 200 block of Oakwood and Willowcreek Ct Rac-2020-02166
- 711 West Main sweep up parking lot from broken up asphalt saw cut drainage to help water from standing in front of entry to building Rac-2020-02078
- Replaced faded out yield sign at the corner of Brookwood Ln and Brookwood Ct Rac-2020-01860
- 103 Lariat straightened up pole speed bump ahead sign Rac-2020-02169
- Welded new gate latch striker new panel fence public works shop Rac-2020-01998
- Pass out construction notices to residents surrounding new construction parking lot Rac-2020-02109
- Re-concrete fence poles to get section of fence back up that was taken down for asphalt parking lot for public works facilities and install fence gates back up Rac-2020-02106
- Pick up 6 yards of sand (Living Earth) for parks dept Rac-2020-02128
- Cut down and removed low hanging tree limb 610 Westmoreland Rac-2020-02153
- Help read monthly water meters for month of November
- Help Fix 3" water main leak Cindy Jones Park Rac-2020-02127
- Hang Christmas lights City hall, Fire dept bays, Police station and hang up Christmas banners Rac-2020-02179
- Put out Christmas in the park signs around city Rac-2020-02182

Parks

- City hall compound, City parks right of ways to Ashburn Glen Shiloh & Bryson Manor mowed and weed-eated by Mow Pros
- Hang Christmas lights Heritage Park Christmas tree, Gazebo, Bridge Rac-2020-02176

Administrative

N/A

Street and Drainage Department

Johnny Caux

November 2020

Ovilla Parks Report

November 2020

Parks have a walkthrough inspection every Monday through Friday.

SILVER SPUR PARK

Swing sets and 'Kiddie Kushion' has been installed

ASHBURNE GLEN PARK

Play structure is removed and new structure is in as of November 30. 'Kiddie Kushion' and border will be installed the first week of December.

CINDY JONES PARK

Play structure is installed. The covers over the playground need new posts and they will be delivered on December 8 and should be done by the 9th.

After the covers are installed the 'Kiddie Kushion" will be installed along with the boarders.

HERITAGE PARK

The trees in the creek run off need to be removed, need to come up with plan as the city doesn't have proper equipment to execute this safely.

The Christmas decorations have been put up in Heritage Park, this was done before Thanksgiving.

PARK BENCHES, PICNIC TABLES AND TRASH CANS

All have been ordered and should be shipped out on December 12th.

The Service League was generous and paid for an extra picnic table and park bench for the park.

ITEMS OF CONCERN:

Another tree has fallen into the creek runoff area in Heritage Park. This could cause restriction of Water flow in spring with heavy rains.





Date: December 14, 2020

To: Honorable Mayor and Council Members

**Subject: Financial Statement Summaries for
October 1, 2020 thru November 30, 2020**

(With Unreconciled Bank Statements)

From:

Sharon Jungman – Finance Director

**City of Ovilla
Financial Statement
As of November 30, 2020**

12/10/2020 10:55 AM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	39,610.71	221,164.33	(181,553.62)	66,003.54	2,654,965.00	2.49%	2,588,961.46
Licenses-Permits-Fees	1,196.00	10,621.58	(9,425.58)	3,892.62	127,510.00	3.05%	123,617.38
Services	162.00	47,144.46	(46,982.46)	312.00	565,960.00	0.06%	565,648.00
Fines & Forfeitures	3,243.29	10,458.32	(7,215.03)	6,018.52	125,550.00	4.79%	119,531.48
Other Revenue	5,986.01	40,476.70	(34,490.69)	11,972.02	485,785.00	2.46%	473,812.98
Transfers	0.00	11,083.34	(11,083.34)	0.00	133,000.00	0.00%	133,000.00
Revenue Totals	<u>50,198.01</u>	<u>340,948.73</u>	<u>(290,750.72)</u>	<u>88,198.70</u>	<u>4,092,770.00</u>	<u>2.15%</u>	<u>4,004,571.30</u>
Expense Summary							
Employee Benefits	15,618.53	38,820.45	(23,201.92)	48,540.96	466,031.00	10.42%	417,490.04
Other Expense	1,028.87	4,143.97	(3,115.10)	1,638.62	49,745.00	3.29%	48,106.38
Personnel	142,721.12	166,191.69	(23,470.57)	363,277.41	1,995,046.00	18.21%	1,631,768.59
Not Categorized	5,857.25	0.00	5,857.25	8,281.37	0.00	0.00%	(8,281.37)
Special Services	4,887.50	10,989.44	(6,101.94)	4,887.50	131,900.00	3.71%	127,012.50
Contractual Services	13,856.91	24,778.63	(10,921.72)	38,411.91	297,462.00	12.91%	259,050.09
Operating Services	563.72	8,193.67	(7,629.95)	11,956.37	98,360.00	12.16%	86,403.63
Special Expenses	78.87	2,720.22	(2,641.35)	222.84	32,650.00	0.68%	32,427.16
Supplies	5,473.18	4,711.60	761.58	6,845.04	56,550.00	12.10%	49,704.96
Professional Development	30.69	2,524.00	(2,493.31)	44.15	30,300.00	0.15%	30,255.85
Software & Computer Equipment	5,509.47	6,477.62	(968.15)	29,912.99	77,758.00	38.47%	47,845.01
Printing Expense	913.92	1,464.12	(550.20)	1,569.20	17,574.00	8.93%	16,004.80
Utilities	25,739.13	31,570.80	(5,831.67)	25,888.24	378,995.00	6.83%	353,106.76
Repairs - Bldg & Machinery	24,534.01	11,818.31	12,715.70	32,959.71	141,850.00	23.24%	108,890.29
Insurance	0.00	2,715.70	(2,715.70)	10,185.32	32,602.00	31.24%	22,416.68
Minor Capital Outlay	3,391.28	9,276.01	(5,884.73)	5,391.28	111,347.00	4.84%	105,955.72
Vehicle Expenses	2,562.75	3,857.40	(1,294.65)	2,562.75	46,300.00	5.54%	43,737.25
Capital Outlay	0.00	10,416.67	(10,416.67)	103,233.00	125,000.00	82.59%	21,767.00
Rentals	271.91	274.89	(2.98)	543.82	3,300.00	16.48%	2,756.18
Expense Totals	<u>253,039.11</u>	<u>340,945.19</u>	<u>(87,906.08)</u>	<u>696,352.48</u>	<u>4,092,770.00</u>	<u>17.01%</u>	<u>3,396,417.52</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

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110 - LEOSE	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Other Revenue	0.00	91.67	(91.67)	0.00	1,100.00	0.00%	1,100.00
Revenue Totals	0.00	91.67	(91.67)	0.00	1,100.00	0.00%	1,100.00
Expense Summary							
Professional Development	0.00	91.63	(91.63)	0.00	1,100.00	0.00%	1,100.00
Expense Totals	0.00	91.63	(91.63)	0.00	1,100.00	0.00%	1,100.00

City of Ovilla
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 As of November 30, 2020

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120 - Street Improvement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	9,152.89	5,247.90	3,904.99	15,685.15	63,000.00	24.90%	47,314.85
Revenue Totals	<u>9,152.89</u>	<u>5,247.90</u>	<u>3,904.99</u>	<u>15,685.15</u>	<u>63,000.00</u>	<u>24.90%</u>	<u>47,314.85</u>
Expense Summary							
Capital Outlay	0.00	5,247.90	(5,247.90)	0.00	63,000.00	0.00%	63,000.00
Expense Totals	<u>0.00</u>	<u>5,247.90</u>	<u>(5,247.90)</u>	<u>0.00</u>	<u>63,000.00</u>	<u>0.00%</u>	<u>63,000.00</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

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130 - Court Technology	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	90.86	166.60	(75.74)	212.71	2,000.00	10.64%	1,787.29
Revenue Totals	<u>90.86</u>	<u>166.60</u>	<u>(75.74)</u>	<u>212.71</u>	<u>2,000.00</u>	<u>10.64%</u>	<u>1,787.29</u>
Expense Summary							
Software & Computer Equipment	0.00	166.60	(166.60)	0.00	2,000.00	0.00%	2,000.00
Expense Totals	<u>0.00</u>	<u>166.60</u>	<u>(166.60)</u>	<u>0.00</u>	<u>2,000.00</u>	<u>0.00%</u>	<u>2,000.00</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

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140 - Court Security	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	107.81	124.95	(17.14)	249.31	1,500.00	16.62%	1,250.69
Revenue Totals	<u>107.81</u>	<u>124.95</u>	<u>(17.14)</u>	<u>249.31</u>	<u>1,500.00</u>	<u>16.62%</u>	<u>1,250.69</u>
Expense Summary							
Other Expense	79.95	99.96	(20.01)	79.95	1,200.00	6.66%	1,120.05
Reserve	0.00	24.99	(24.99)	0.00	300.00	0.00%	300.00
Expense Totals	<u>79.95</u>	<u>124.95</u>	<u>(45.00)</u>	<u>79.95</u>	<u>1,500.00</u>	<u>5.33%</u>	<u>1,420.05</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

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200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	150,918.72	106,190.94	44,727.78	320,659.17	1,274,800.00	25.15%	954,140.83
Other Revenue	27,986.00	5,837.49	22,148.51	27,986.00	70,050.00	39.95%	42,064.00
Transfers	0.00	26,604.27	(26,604.27)	0.00	319,379.00	0.00%	319,379.00
Revenue Totals	<u>178,904.72</u>	<u>138,632.70</u>	<u>40,272.02</u>	<u>348,645.17</u>	<u>1,664,229.00</u>	<u>20.95%</u>	<u>1,315,583.83</u>
Expense Summary							
Personnel	23,916.86	27,994.29	(4,077.43)	64,454.83	336,066.00	19.18%	271,611.17
Not Categorized	412.48	16.67	395.81	412.48	200.00	206.24%	(212.48)
Employee Benefits	2,879.89	8,186.86	(5,306.97)	8,729.72	98,282.00	8.88%	89,552.28
Special Services	0.00	7,834.67	(7,834.67)	0.00	94,050.00	0.00%	94,050.00
Contractual Services	0.00	1,249.50	(1,249.50)	0.00	15,000.00	0.00%	15,000.00
Supplies	666.00	578.97	87.03	1,447.31	6,950.00	20.82%	5,502.69
Professional Development	0.00	391.52	(391.52)	0.00	4,700.00	0.00%	4,700.00
Software & Computer Equipment	100.00	1,124.63	(1,024.63)	100.00	13,500.00	0.74%	13,400.00
Printing Expense	0.00	129.12	(129.12)	0.00	1,550.00	0.00%	1,550.00
Utilities	40,311.61	60,409.65	(20,098.04)	68,441.61	725,206.00	9.44%	656,764.39
Other Expense	633.21	808.84	(175.63)	1,133.21	9,710.00	11.67%	8,576.79
Rentals	92.18	124.95	(32.77)	276.83	1,500.00	18.46%	1,223.17
Operating Services	1,437.51	699.84	737.67	1,437.51	8,400.00	17.11%	6,962.49
Special Expenses	200.00	0.00	200.00	200.00	0.00	0.00%	(200.00)
Vehicle Expenses	475.41	516.50	(41.09)	475.41	6,200.00	7.67%	5,724.59
Repairs - Bldg & Machinery	998.06	2,957.74	(1,959.68)	1,712.86	35,500.00	4.82%	33,787.14
Insurance	0.00	675.95	(675.95)	2,136.74	8,115.00	26.33%	5,978.26
Minor Capital Outlay	0.00	249.92	(249.92)	0.00	3,000.00	0.00%	3,000.00
Capital Outlay	0.00	15,662.74	(15,662.74)	0.00	188,000.00	0.00%	188,000.00
Reserve	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Expense Totals	<u>72,123.21</u>	<u>138,633.75</u>	<u>(66,510.54)</u>	<u>150,958.51</u>	<u>1,664,229.00</u>	<u>9.07%</u>	<u>1,513,270.49</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

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250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	5,600.46	5,414.50	185.96	11,477.78	65,000.00	17.66%	53,522.22
Revenue Totals	<u>5,600.46</u>	<u>5,414.50</u>	<u>185.96</u>	<u>11,477.78</u>	<u>65,000.00</u>	<u>17.66%</u>	<u>53,522.22</u>
Expense Summary							
Reserve	0.00	5,414.50	(5,414.50)	0.00	65,000.00	0.00%	65,000.00
Expense Totals	<u>0.00</u>	<u>5,414.50</u>	<u>(5,414.50)</u>	<u>0.00</u>	<u>65,000.00</u>	<u>0.00%</u>	<u>65,000.00</u>

City of Ovilla
 Financial Statement
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400 - Debt Service Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Other Revenue	0.00	45.83	(45.83)	0.00	550.00	0.00%	550.00
Transfers	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Taxes	0.00	38,459.61	(38,459.61)	0.00	461,700.00	0.00%	461,700.00
Revenue Totals	0.00	47,526.83	(47,526.83)	0.00	570,550.00	0.00%	570,550.00
Expense Summary							
Long Term Debt	0.00	47,526.81	(47,526.81)	0.00	570,550.00	0.00%	570,550.00
Expense Totals	0.00	47,526.81	(47,526.81)	0.00	570,550.00	0.00%	570,550.00

City of Ovilla
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12/10/2020 10:55 AM

500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	8,899.75	5,331.20	3,568.55	15,869.28	64,000.00	24.80%	48,130.72
Other Revenue	0.00	283.22	(283.22)	0.00	3,400.00	0.00%	3,400.00
Revenue Totals	<u>8,899.75</u>	<u>5,614.42</u>	<u>3,285.33</u>	<u>15,869.28</u>	<u>67,400.00</u>	<u>23.54%</u>	<u>51,530.72</u>
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	23.32	(23.32)	100.07	280.00	35.74%	179.93
Reserve	0.00	5,449.50	(5,449.50)	0.00	65,420.00	0.00%	65,420.00
Capital Outlay	<u>1,075.00</u>	<u>0.00</u>	<u>1,075.00</u>	<u>53,501.80</u>	<u>0.00</u>	<u>0.00%</u>	<u>(53,501.80)</u>
Expense Totals	<u>1,075.00</u>	<u>5,614.48</u>	<u>(4,539.48)</u>	<u>53,601.87</u>	<u>67,400.00</u>	<u>79.53%</u>	<u>13,798.13</u>

City of Ovilla
 Financial Statement
 As of November 30, 2020

12/10/2020 10:55 AM

600 - 4B Economic Development Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	18,305.79	10,412.50	7,893.29	31,370.32	125,000.00	25.10%	93,629.68
Other Revenue	0.00	433.16	(433.16)	0.00	5,200.00	0.00%	5,200.00
Transfers	0.00	2,434.02	(2,434.02)	0.00	29,220.00	0.00%	29,220.00
Revenue Totals	<u>18,305.79</u>	<u>13,279.68</u>	<u>5,026.11</u>	<u>31,370.32</u>	<u>159,420.00</u>	<u>19.68%</u>	<u>128,049.68</u>
Expense Summary							
Not Categorized	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
Reserve	0.00	11,037.25	(11,037.25)	0.00	132,500.00	0.00%	132,500.00
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)	0.00	5,000.00	0.00%	5,000.00
Printing Expense	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
Insurance	0.00	26.65	(26.65)	114.37	320.00	35.74%	205.63
Other Expense	0.00	899.64	(899.64)	0.00	10,800.00	0.00%	10,800.00
Expense Totals	<u>0.00</u>	<u>13,279.88</u>	<u>(13,279.88)</u>	<u>114.37</u>	<u>159,420.00</u>	<u>0.07%</u>	<u>159,305.63</u>

City of Ovilla
 Financial Statement
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700 - Park Impact Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	0.00	833.00	(833.00)	0.00	10,000.00	0.00%	10,000.00
Other Revenue	0.00	1,332.80	(1,332.80)	0.00	16,000.00	0.00%	16,000.00
Revenue Totals	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00
Expense Summary							
Capital Outlay	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00
Expense Totals	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00

City of Ovilla
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 As of November 30, 2020

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800 - Water And Utilities Impact Fee Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	0.00	10,723.22	(10,723.22)	0.00	128,705.00	0.00%	128,705.00
Transfers	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Revenue Totals	<u>0.00</u>	<u>10,973.22</u>	<u>(10,973.22)</u>	<u>0.00</u>	<u>131,705.00</u>	<u>0.00%</u>	<u>131,705.00</u>
Expense Summary							
Not Categorized	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Reserve	0.00	10,721.12	(10,721.12)	0.00	128,705.00	0.00%	128,705.00
Expense Totals	<u>0.00</u>	<u>10,971.12</u>	<u>(10,971.12)</u>	<u>0.00</u>	<u>131,705.00</u>	<u>0.00%</u>	<u>131,705.00</u>



Date: December 14, 2020

To: Honorable Mayor and Council Members

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

From:

Sharon Jungman – Finance Director

City of Ovilla

12/10/2020 11:18 AM

Transaction Detail Report
10/1/2020 - 11/30/2020

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/9/2020	10/9/2020	AP Invoice		Semi Annual Dispatch	20,475.00	0.00	20,475.00
					Total	20,475.00	0.00

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/25/2020	11/25/2020	AP Invoice		SRRG/SRT annual Membership	8,250.00	0.00	8,250.00
					Total	8,250.00	0.00

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/2/2020	10/2/2020	AP Invoice		Crimes Software For FY21	16,500.00	0.00	16,500.00
					Total	16,500.00	0.00

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/13/2020	11/13/2020	AP Invoice		E-702 -Pump Drain , warning Lights, Rear	10,485.07	0.00	10,485.07
					Total	10,485.07	0.00

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/6/2020	11/6/2020	AP Invoice		Trash Service for October	23,002.34	0.00	23,002.34
					Total	23,002.34	0.00

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/30/2020	10/30/2020	AP Invoice		Water Street Bridge Progress Billing #1	103,233.00	0.00	103,233.00
					Total	103,233.00	0.00

200 - Water And Utilities Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
11/13/2020	11/13/2020	AP Invoice		Water purchase for 10-1 to 10-29-20	39,858.92	0.00	39,858.92
					Total	39,858.92	0.00

200 - Water And Utilities Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/2/2020	10/2/2020	AP Invoice		Sewer Service for October	14,065.00	0.00	14,065.00
10/16/2020	10/16/2020	AP Invoice		Sewer Treatment for November	14,065.00	0.00	28,130.00
					Total	28,130.00	0.00

Ovilla Municipal Court Report

FY-2020- 2021	City		Total Revenue	Amount Kept by City	Amount sent to State	Warrants Issued	Warrants Cleared	Uncontested Disposition	Defensive Driving	Deferred Disposition	Compliance Dismissals	Trial
	Total Traffic Cases Filed	Ordinance Filed										
October	20	0	\$5,853.00	\$2,980.44	\$2,872.56	0	2	7	2	1	0	0
November	15	0	\$5,601.67	\$3,516.61	\$2,085.06	0	3	7	3	6	0	0
December												
January												
February												
March												
April												
May												
June												
July												
August												
September												
Totals	35	0	\$11,454.67	\$6,497.05	\$4,957.62	0	5	14	5	7	0	0

2019-2020 FY

November	56	0	\$12,295.30	\$8,316.10	\$3,979.20	44
FY Totals	102	0	\$22,482.77	\$15,666.63	\$6,816.14	66

Staffing

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

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

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

Subject: **Code Enforcement Monthly Report**

Calls For Service	Nov.2020	Nov.2020 YTD	Nov.2019	
Complaint (Nuis 18 Permit 10,Parking 6)	34	292	31	
Follow up (Nuis 19 Permit 10 Park 6)	34	306	31	
Door Notice (Nui - 5 Permit)	5	52	19	
Mail Notice (Parki 10 nuisance 910 permit 10)	23	188	5	
Posted Property (nuisance 5)	5	32	1	
Court 2 (Guilty 1 FTA 1)	\$189	\$1,366	\$0.00	
Citizen Contacts	48	291	41	
Permits Reviewed	17	209	25	
Permits Issued	14	158	20	
Inspections	23	266	45	
Nuisance Abated by City 2 Dumping	2	16	0	
Nuisance Signs (Garage sale-28 business 36)	64	388	33	
Board of Adjustment	0	6	0	

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

Calls For Service	Nov,2020	Nov.2020 YTD	Nov.2019	
Complaint (Regist-14 At Large 11 Bark 2)	27	277	29	
Follow up	32	292	29	
Door Notice (Regis-, Bark at large 2)	2	84	20	
Impounded Animal (Dog 10)	10	47	4	
Animal welfare check	11	78	9	
Impound Results (Transport Ret to own 1)	10	47	4	
Impound fee collected	\$35.00	\$615.00	125	
Court 0	\$142.00	\$292.00	0	
Citizen Contacts	29	251	43	
Animal registration \$48	1	67	14	
Registration Letter Mailed	22	203	16	
Nuisance Letter	4	20	2	
Animals released	0	35	2	
Deceased removed	23	228	27	
Oak Leaf - 2 dog complaint	2	8	1	
Traps Checked Out	2	31	4	

NOVEMBER 2020 REPORT A CONCERN

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Animal Services	319 COVINGTON LN	4/13/2018	4/19/2018	5/3/2018		
Animal Services	301 E UNIVERSITY ST	7/17/2018	7/17/2018	7/17/2018		
Animal Services	401 COCKRELL HILL RD	10/16/2018	10/23/2018			
Animal Services	119 SUBURBAN DR	9/16/2019	9/16/2019			H/O would like to remain anonymous. His neighbor has lots of chickens on 1 acre and they stink and are too noisy. Please look into
Animal Services	613 BUCKBOARD ST	3/17/2020	3/17/2020	3/17/2020		5 HORSES ON 1 ACRE VIOLATION; MAXIMUM ALLOWED 2
Animal Services	139 SUBURBAN DR		4/21/2020		4/22/2020	Resident brought three horses to his property on April 12, where they have been living since that time. The smell at times is sickening and I'm unable to enjoy my back yard due to the smell. When you go check the residence, you will also notice all fencing is falling over, high weeds, junk vehicles, and big pile of trash (and appliances) at the back of the property. The pile of trash is a huge concern since it attracts rats, snakes, etc. This disregard for upkeep and appearance of the property affects the property value of the neighborhood and City.
Animal Services	139 SUBURBAN DR		7/18/2020		10/19/2020	Re: RAC-2020-01242 My complaint was submitted on 4/21/2020. Resident at 139 Suburban Drive has had three horses on his property since April 12 -- over three months now. The smell from the horse manure continues to be disgusting and the amount of flies is also a huge problem. The resident apparently got rid of appliance in back yard but the large pile of debris remains (continuing to attract rodents/snakes) as well as other issues outlined in my complaint. It should not take this long to rectify problems at that residence. I am unable to enjoy the use of my back yard and pool much of the time due to the stench. Their disregard for neighbors, the neighborhood and the City of Ovilla is appalling. If/when I were to decide to sell my home, the lack of upkeep and appearance of that property would definitely affect my property value.

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Animal Services	3001 E OVILLA RD	9/17/2020	9/18/2020	10/19/2020	10/27/2020	doberman pinscher coming out harassing jogers , citizens
Animal Services	307 JOHNSON LN		10/30/2020	10/30/2020		3 dogs plus 1 in yard, 3 loose on johnson 1 pyrinese 3 smaller. 1 heeler.
						2 dogs loose on johnson at Green Meadow Ovilla police Officer Ortegon received call from Kim 9725142306 dogs were loose during her walk, she is afraid of dogs
Animal Services	307 JOHNSON LN	11/5/2020	11/5/2020	11/5/2020		
Animal Services	465 JOHNSON LN	11/10/2020	11/12/2020	11/12/2020		UNREGISTERED ANIMAL
Animal Services	307 JOHNSON LN	11/12/2020	11/12/2020	11/12/2020		ANIMAL AT LARGE
Animal Services	307 JOHNSON LN	11/12/2020	11/12/2020	11/12/2020		UNREGISTERED ANIMALS
Animal Services	200 COCKRELL HILL RD	11/13/2020	11/13/2020	11/13/2020		BARKING DOG NUISANCE
Animal Services	200 COCKRELL HILL RD	11/13/2020	11/13/2020	11/13/2020		UNREGISTERED ANIMAL
Animal Services	104 CUMBERLAND DR		11/20/2020		11/20/2020	has bird in fireplace, advised to open door and open fireplace door
Animal Services	321 SHADOWWOOD TRL		11/24/2020		12/1/2020	Removed dogs from residence per request Ovilla Police Dept.
Animal Services	338 JOHNSON LN	11/25/2020	11/30/2020	11/30/2020		
Animal Services	338 JOHNSON LN	11/25/2020	11/30/2020	11/30/2020		UNREGISTERED DOGS
Animal Services	141 WATER ST	11/28/2020	12/1/2020	12/1/2020	12/1/2020	Ovilla PD stray pit bull in yard harrassing owner and dog
Animal Services	115 SILVERWOOD DR	11/30/2020	12/1/2020		11/30/2020	Resident had older sick lab , needed to surrender . delivered to City of Waxahachie for PTS.
Animal Services	108 SUBURBAN DR	11/30/2020	12/1/2020		11/30/2020	owner had older dog, passed away in his arms, requested removal from yard

Code Enforcement	207 WILLOW WOOD LN		1/10/2018			Complainant advised that there is trash in back of property where shed is located. Homeowner often burns debris and currently has a large pile of ash from burning. Complainant states homeowner has construction business and brings items from jobs and creates piles behind his shed. The concern is the burn pile is often very large and unsightly, plus there is a safety concern when burning because the pile is large.
Code Enforcement	105 COCKRELL HILL RD RD		1/16/2018			Christmas tree in PD parking lot matter taken care of.
Code Enforcement	3162 OVILLA RD		3/12/2018			
Code Enforcement	7011 JUDY DR	4/4/2018	4/9/2018	4/16/2018		

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Code Enforcement	130 JOHNSON LN	4/11/2018	4/11/2018			Neighbor would like this checked out as this house has about 100 chickens plus the pigeons. New building was built (permit) but old ones have not been removed. Knows when weather gets warmer the odor will be bad and it is also causing rats coming to their house.
Code Enforcement	701 GEORGETOWN RD	5/8/2018	5/8/2018			
Code Enforcement	307 BURTONWOOD CIR	6/4/2018	6/5/2018			
Code Enforcement	131 LARIAT TRL		6/13/2018			States lot between 132 and 203 Lariat needs mowing. This was on meter reader's report from June 7, 2018.
Code Enforcement	116 SUBURBAN DR	6/20/2018	6/20/2018			Neighbor said there are honey bees in the box.
Code Enforcement	613 GREEN MEADOWS LN		7/11/2018			
Code Enforcement	733 WESTMORELAND RD	7/19/2018	7/19/2018	7/19/2018		
Code Enforcement	1408 RED OAK CREEK DR		9/5/2018			
Code Enforcement	103 GREENWOOD DR		9/19/2018			Nuisance outside storage.
Code Enforcement	103 WILLOW WOOD LN		11/28/2018			
Code Enforcement	301 E UNIVERSITY ST		5/1/2019			Junk in Front and west side of home
Code Enforcement	304 E UNIVERSITY ST		5/1/2019			High grass around property
Code Enforcement	624 CARDINAL DR		5/1/2019			High Grass around property and in flower beds
Code Enforcement	625 MEADOW LARK DR		5/1/2019			junk vehicle parked in yard, and high grass and weeds
Code Enforcement	605 MEADOW LARK DR		5/2/2019			Tall grass and weeds in the back yard.
Code Enforcement	903 RED OAK CREEK DR		5/2/2019			Junk on Driveway, tall grass and weeds.
Code Enforcement	904 RED OAK CREEK DR		5/2/2019			Tall grass and weeds, and Junk in the west side of the yard
Code Enforcement	907 RED OAK CREEK DR		5/2/2019			Tall grass and weeds
Code Enforcement	909 RED OAK CREEK DR		5/2/2019			Tall grass
Code Enforcement	913 RED OAK CREEK DR		5/2/2019			tall grass
Code Enforcement	922 RED OAK CREEK DR		5/2/2019			Fallen large Tree on lot
Code Enforcement	924 RED OAK CREEK DR		5/2/2019			Tall grass and weeds.
Code Enforcement	927 RED OAK CREEK DR		5/2/2019			Tall grass and weeds
Code Enforcement	1207 RED OAK CREEK DR		5/2/2019			Tall grass and weeds
Code Enforcement	1215 RED OAK CREEK DR		5/2/2019			tall grass
						I know that this has been addressed, but the CO-OP noticed it also, Motor home parked in front of home, added dirt in front yard to increase parking lot, 3 driveway lanes in front of yard now.
Code Enforcement	1408 RED OAK CREEK DR		5/2/2019			
Code Enforcement	1406 RED OAK CREEK DR		5/2/2019			High Grass

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Code Enforcement	3357 OVILLA RD		5/2/2019	2/4/2020		No dumpster screening
Code Enforcement	803 E MAIN ST		5/2/2019	2/4/2020		No dumpster screening.
Code Enforcement	2885 OVILLA RD		5/2/2019	2/4/2020		No dumpster screening
Code Enforcement	705 W MAIN ST		5/2/2019	2/4/2020		No dumpster screening
Code Enforcement	696 W MAIN ST		5/2/2019	2/4/2020		no dumpster screening
Code Enforcement	301 E UNIVERSITY ST		5/16/2019			High Grass, Tree Down and Debris in the back yard
Code Enforcement	306 E UNIVERSITY ST		5/16/2019			Debris & tall grass on acreage
Code Enforcement	605 MEADOW LARK DR		5/16/2019			Tall Grass
Code Enforcement	604 WILLIAM DR		5/16/2019			Tall Grass
Code Enforcement	616 WILLIAM DR		5/16/2019			Tall Grass
Code Enforcement	620 WILLIAM DR		5/16/2019			Tall Grass
Code Enforcement	901 RED OAK CREEK DR		5/16/2019			Tall Grass
Code Enforcement	905 RED OAK CREEK DR		5/16/2019			Tall Grass
Code Enforcement	701 GEORGETOWN RD		5/17/2019			Tall Grass
Code Enforcement	703 GEORGETOWN RD		5/17/2019			Tall Grass
Code Enforcement	613 GEORGETOWN RD		5/17/2019			Tall Grass
Code Enforcement	611 GEORGETOWN RD		5/17/2019			Junk in yard and Tall Grass
Code Enforcement	GEORGETOWN RD		5/17/2019			Corner of Hosford Rd & Georgetown- Debris and tall grass.
Code Enforcement	300 E UNIVERSITY ST		7/3/2019	9/20/2019		Side lot has tall grass and junk in the yard.
Code Enforcement	304 E UNIVERSITY ST		7/3/2019			Tall Grass
Code Enforcement	1211 RED OAK CREEK DR		7/3/2019			Tall Grass along Street/ ditch. and trees out in road. Also at 1305 Red Oak Creek Dr.
Code Enforcement	901 RED OAK CREEK DR		7/3/2019			Tall grass on east side of yard.
Code Enforcement	913 RED OAK CREEK DR		7/3/2019			Tall Grass
Code Enforcement	924 RED OAK CREEK DR		7/3/2019			Tall Grass
Code Enforcement	625 MEADOW LARK DR		7/3/2019			Tall Grass and Junk still in the yard
Code Enforcement	621 MEADOW LARK DR		7/3/2019			Tall Grass
Code Enforcement	613 MEADOW LARK DR		7/3/2019			Tall Grass
Code Enforcement	605 MEADOW LARK DR		7/3/2019			Tall Grass
Code Enforcement	3313 OVILLA RD		7/3/2019			AT&T tower has tall grass around it.
Code Enforcement	3316 OVILLA RD		7/3/2019			Actual location is 3318 Ovilla Rd.- Tall grass
Code Enforcement	412 THORNTREE DR		7/3/2019			Brush in yard
Code Enforcement	105 WILLOW CREEK LN		7/3/2019			Brush
Code Enforcement	105 LARIAT TRL		7/3/2019			Brush on yard
Code Enforcement	101 OAKWOOD LN		7/3/2019			Junk on property

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Code Enforcement	1408 RED OAK CREEK DR		7/3/2019			Motor home parked in front of house
Code Enforcement	JOHNSON LN	7/5/2019	7/5/2019			Concerned about high grass/weeds/snakes.
						It is difficult to reach the steps to the building based on the height of the steps from the ground. There is no ramp either. Unknown if there is height requirement or maximum allowed for steps. Is there anything that can be done? I didn't find anything in the code.
Code Enforcement	705 W MAIN ST	9/11/2019	9/11/2019	9/11/2019		
Code Enforcement	1908 S DUNCANVILLE RD	8/28/2019	9/12/2019	9/12/2019		Accessory building in need of repair
Code Enforcement	300 E UNIVERSITY ST		11/5/2019			
Code Enforcement	1211 RED OAK CREEK DR		11/5/2019			Tall Grass
Code Enforcement	1308 RED OAK CREEK DR		11/5/2019			High Grass and weeds. also on the property access to the 10 acres
Code Enforcement	1310 RED OAK CREEK DR		11/5/2019			High Grass/ weeds. Also parking on the grass.
Code Enforcement	1212 RED OAK CREEK DR		11/5/2019			Tall grass at 1212 ROCD
Code Enforcement	103 SLIPPERY ROCK CT		11/5/2019			Junk in yard
Code Enforcement	610 CREEK VIEW CIR		11/5/2019			Dog running loose and not on a leash
Code Enforcement	338 JOHNSON LN	11/11/2019	11/14/2019	11/14/2019		PARKING VEHICLE IN YARD
Code Enforcement	1310 RED OAK CREEK DR		12/17/2019			Vehicles being parked in the yard during the day. Possibly running a business out of this location. Along with tall grass in yard
Code Enforcement	132 SUBURBAN DR	12/19/2019	12/19/2019	1/16/2020		Multiple junked vehicles around the property, including a houseboat. Trucks drive on the yard and leave ruts. Entire area is not kept up.
Code Enforcement	210 WILLIAMSBURG LN	4/24/2020	4/30/2020	4/30/2020		DOG BARKING
Code Enforcement	213 LARIAT TRL	5/8/2020	5/19/2020	5/28/2020		JUNK VEHICLE
Code Enforcement	900 RED OAK CREEK DR	5/15/2020	5/28/2020	5/28/2020		PUBLIC NUISANCE
Code Enforcement	621 MEADOW LARK DR	6/15/2020	6/17/2020	6/17/2020		TRAILER PARKING

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Code Enforcement	701 OVILLA OAKS DR		6/25/2020	6/24/2020		Received a phone call from a concerned resident living in Ovilla Oaks that attests to walking in his neighborhood daily. Individual advised that there was a dead live-oak at 701 Ovilla Oaks and he voiced concern of it falling and hurting people or damaging the surrounding area. It is a large live-oak. PW Director and I drove to the location and it is a rather large dead tree and could cause concern if it fell. It is clearly on the residential property. There is what appears to be phone line cable in front of the tree. That could be cause of concern if the tree fell. Not sure what if anything we can do at this time. Please advise.
Code Enforcement	618 GREEN MEADOWS LN	7/1/2020	7/2/2020	7/2/2020		FENCE CONTRUCTION VIOLATE POLES TO BE ON INSIDE
Code Enforcement	116 LARIAT TRL	7/24/2020	7/24/2020	7/24/2020		FENCE CONSTRUCTION WITHOUT PERMIT
Code Enforcement	621 MEADOW LARK DR	8/26/2020	8/28/2020	8/28/2020		TRAILER PARKING
Code Enforcement	RED OAK CREEK DR		8/28/2020			There has been a significant increase of salesmen walking from house to house on Red Oak Creek Rd in the past month (between S. Westmoreland and Hampton Rd.). They are a public nuisance and often overly-assertive. I cannot find any information regarding the legality of this on the city website or in the Code of Ordinances. Would you please address this soon? Thank you for helping to make our community a safe and friendly place.
Code Enforcement	3155 OVILLA RD	9/15/2020	9/16/2020	9/16/2020		NUISANCE OUTSIDE STORAGE
Code Enforcement	101 OAKWOOD LN		9/16/2020	11/2/2020		Continual mess at this property. Abatement should be the option if not cleaned up immediately.
Code Enforcement	101 OAKWOOD LN	9/16/2020	9/16/2020	9/16/2020		PUBLIC NUISANCE OUTSIDE STORAGE
Code Enforcement	1203 RED OAK CREEK DR	10/13/2020	10/13/2020	10/13/2020		NEW ROOF WITHOUT PERMIT
Code Enforcement	3153 OVILLA RD	10/22/2020	10/22/2020	10/22/2020		PUBLIC NUISANCE
Code Enforcement	705 W MAIN ST	11/2/2020	11/2/2020	11/2/2020		UNSCREENED OUTSIDE STORAGE
Code Enforcement	808 COCKRELL HILL RD	11/2/2020	11/2/2020	11/2/2020	11/10/2020	BRUSH PILED
Code Enforcement	800 COCKRELL HILL RD	11/2/2020	11/2/2020	11/2/2020	12/1/2020	BRUSH PILED
Code Enforcement	745 COCKRELL HILL RD	11/2/2020	11/2/2020	11/2/2020	11/10/2020	HIGH GRASS AND WEEDS
Code Enforcement	105 BROOKWOOD CT	11/2/2020	11/2/2020	11/2/2020	12/1/2020	HIGH GRASS AND WEEDS
Code Enforcement	205 BROOKWOOD CT	11/2/2020	11/2/2020	11/2/2020		HIGH GRASS AND WEEDS

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Code Enforcement	102 LARIAT TRL	11/3/2020	11/3/2020	11/3/2020		ROOF REPLACED WITHOUT PERMIT
Code Enforcement	602 CARDINAL DR	11/4/2020	11/5/2020	11/5/2020		TRAILER PARKED LONGER THAN 48 HOURS
Code Enforcement	613 MEADOW LARK DR	11/4/2020	11/5/2020	11/5/2020		TRAILER PARKED LONGER THAN 48 HOURS IN SIDE DRIVE
Code Enforcement	106 COCKRELL HILL RD	11/4/2020	11/5/2020	11/5/2020	11/10/2020	CAR PARKED IN YARD
Code Enforcement	7041 JUDY DR	11/4/2020	11/5/2020	11/5/2020	12/1/2020	UNPERMITTED SIGN
Code Enforcement	503 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONSTRUCTED
Code Enforcement	509 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONSTRUCTED
Code Enforcement	513 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONSTRUCTED
Code Enforcement	606 MEADOW LARK DR	11/6/2020	11/6/2020	11/6/2020	11/9/2020	FENCE ALREADY CONSTRUCTED
Code Enforcement	704 W MAIN ST	11/6/2020	11/6/2020	11/6/2020		BUILDING CONSTRUCTED WITHOUT PERMIT
Code Enforcement	834 E MAIN ST	11/6/2020	11/6/2020	11/6/2020		Cassaro Winery it too loud on the weekends. He cannot hear his television, rest or sleep. He is ill and cannot rest. Additionally, Vertical Church is too loud.
Code Enforcement	834 E MAIN ST	11/6/2020	11/6/2020	11/6/2020		Lights coming from the church at night disturb him - too bright and come into his house. Kids from the church park at his house and have sex - then get out an urinate in the road. He has fussed at them before. Kids from the church school are seen running (track) and come too close to his property - loud and rude.
Code Enforcement	610 TAYLOR ST	11/6/2020	11/6/2020	11/6/2020	11/9/2020	Upset resident over the removal of her garage sale sign. She wants immediate call back and resolve.
Code Enforcement	112 LARIAT TRL	11/9/2020	11/9/2020	11/9/2020		HIGH GRASS AND WEEDS
Code Enforcement	WESTMORELAND RD		11/10/2020		11/10/2020	CANS OF PAINT DUMPED IN DITCH
Code Enforcement	OVILLA RD		11/10/2020		11/10/2020	mattress in road
Code Enforcement	507 FOREST EDGE LN	11/12/2020	11/12/2020	11/12/2020		NO CONTRACTOR REGISTRATION
Code Enforcement	509 FOREST EDGE LN	11/12/2020	11/12/2020	11/12/2020		NO CONTRACTOR REGISTRATION
Code Enforcement	627 WILLIAM DR	11/13/2020	11/16/2020	11/16/2020		PUBLIC NUISANCE OUTSIDE STORAGE
Code Enforcement	612 E HIGHLAND RD	11/16/2020	11/16/2020			3 acres of high grass and weeds
Code Enforcement	612 E HIGHLAND RD	11/17/2020	11/18/2020	11/18/2020		HIGH GRASS AND WEEDS
Code Enforcement	7210 CHERRY LN	11/17/2020	11/18/2020	11/18/2020	12/1/2020	SIGN CONSTRUCTION WITHOUT PERMIT
Code Enforcement	1215 RED OAK CREEK DR	11/17/2020	11/18/2020	11/18/2020		TRAILER PARKING IN DRIVE LONGER THAN 48 HOURS
Code Enforcement	105 COCKRELL HILL RD	11/18/2020	11/18/2020	11/18/2020	11/25/2020	Can we get Christmas Tree Lighting signs placed throughout the City. Maybe Ainsley can assist? Thank you.

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Code Enforcement	705 W MAIN ST	11/30/2020	11/30/2020		12/1/2020	Concern reported by Place 3/Mayor ProTem Griffin of political sign left on property.

Drainage	7051 PLUM CT	7/28/2020	7/28/2020			Continued concerns resulting from water run off coming from adjacent home built by Lillian Homes. Complainant's pool is under water. Lillian has not done as promised in building 94 ft retaining wall - per meeting with Lillian Homes rep Gary.
Drainage	201 WILLOW WOOD LN	7/31/2020	7/31/2020			Approximately a year ago, culvert and ditch work was conducted along Westlawn to Willow Wood. MS Huber has advised that work was never completed and would like to see that happen.
Drainage	105 COCKRELL HILL RD RD	9/21/2020	9/21/2020			709 Buckboard need to jet out culvert

Facilities	105 COCKRELL HILL RD RD	9/16/2019	1/12/2020			Please take the containers to the retention room for storage - as well as the 2 matching mauve chairs. Thank you.
Facilities	105 COCKRELL HILL RD RD	1/27/2020	1/27/2020			Please deliver books for the BOA this afternoon.
Facilities	105 COCKRELL HILL RD RD	2/5/2020	2/5/2020			UPDATE: 2- 18 EDC MTG @ 6 BOA MTG @ 7 (take down 'special' from the last boa) ALSO add: Special Council Mtg today 2-5 @ 4:30 PM
Facilities	105 COCKRELL HILL RD RD	2/12/2020	2/12/2020			BOA books to be delivered please - they are ready
Facilities	105 COCKRELL HILL RD RD	2/18/2020	2/14/2020			Add: Spaghetti Dinner 2-21 @ 6
Facilities	105 COCKRELL HILL RD RD	3/23/2020	3/23/2020			Thank you! The marquee looks good!
Facilities	105 COCKRELL HILL RD RD	4/29/2020	4/29/2020			The reflectors for the entrance to City Hall are gone. (the hole) Please replace.
Facilities	105 COCKRELL HILL RD RD	5/8/2020	5/8/2020			2 Council Member books are ready to be delivered ASAP Thank you.
Facilities	105 COCKRELL HILL RD RD	5/29/2020	5/29/2020			In order to have enough COVID spread out room for tonight's meeting - we do need the desk out of the Council chamber room. (it is trash) Thank you - G

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Facilities	105 COCKRELL HILL RD RD	6/10/2020	6/10/2020	6/12/2020		PLEASE SCHEDULE TO SWITCH CITY MANAGER'S OFFICE WITH CONFERENCE ROOM ON THURSDAY MORNING, 6/11/20
Facilities	105 COCKRELL HILL RD RD	6/10/2020	6/10/2020			NEED TO PAINT SMALL SECTION OF WALL IN FRONT OFFICE NEED TO PAINT CITY MANAGER'S NEW OFFICE
Facilities	105 COCKRELL HILL RD RD					The Lights in the men's bathroom at the PD are messing up and out again. Ansley looked at it before and thinks there is an electrical issue. Chief would like for the lights to be looked at and the strobe lighting to be fixed. Please let me know when you can come look at it.
Facilities	105 COCKRELL HILL RD RD	7/6/2020	7/6/2020			PLEASE INSTALL THE TWO SIGNS IN THE TWO PARKING SPACES IN FRONT OF THE FIRE DEPARTMENT FOR THE FIRE CHIEF AND DEPUTY FIRE CHIEF.
Facilities	105 COCKRELL HILL RD RD	7/28/2020	7/28/2020			Please take down the information regarding fireworks on the Marquee Please keep the 'see city website for updates' posted *****MARQUEE NEEDS TO SAY 'SEE CITY WEBSITE FOR UPDATES' ABOVE THE WEBSITE ADDRESS, PLEASE*****
Facilities	105 COCKRELL HILL RD RD	9/23/2020	9/23/2020			Put together conference room table and chairs, move map file to PW building, & complete baseboards in city offices please.
Facilities	105 COCKRELL HILL RD RD	9/25/2020	9/25/2020			Ellis County is starting the dirt work for public works parking lot.
Facilities	105 COCKRELL HILL RD RD	9/25/2020	9/25/2020			Spread the dirt and cover the road base lot next to the city of ovilla monument that the county is hauling from public works parking lot
Facilities	105 COCKRELL HILL RD	11/3/2020	11/3/2020		11/3/2020	Council Mtg Nov 9 Zoom EDC & BOA MTG Nov 16 Zoom Take down 'check website for updates' Leave the cityofvilla.org Need this today if at all possible please
Facilities	105 COCKRELL HILL RD	11/6/2020	11/6/2020			NEED TO MOVE CHAIRS BACK INTO THE COUNCIL ROOM ON MONDAY MORNING

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Facilities	105 COCKRELL HILL RD	11/6/2020	11/6/2020	11/6/2020		There are two Legal gun notices that will need to be mounted on the outside of the Council Chamber. (they are the signs with the heavy bases. they are ruining our carpet) Thank you
Facilities	105 COCKRELL HILL RD	11/10/2020	11/10/2020	11/10/2020	11/12/2020	please take down City Council Mtg information
Facilities	105 COCKRELL HILL RD	11/11/2020	11/11/2020	11/11/2020		Please move the rest of the maps out of the Council Chamber Room before end of week. Red had said that he will take them to new PW building and go thru them, there were additional in the far closet that got missed. Thank you -g
Facilities	105 COCKRELL HILL RD	11/12/2020	11/12/2020		11/13/2020	PLEASE REMOVE BOA ONLY FROM THE MARQUEE TODAY PLEASE. LEAVE EDC AND WEBSITE INFO.
Facilities		11/17/2020	11/17/2020	11/17/2020		Daniel, The plats are finally signed and need to be filed at the county. Per CM They will be in my office. thank you. THIS NEEDS TO BE DONE TODAY PER CITY MANAGER!
Facilities	105 COCKRELL HILL RD	11/19/2020	11/19/2020		11/19/2020	TAKE DOWN EDC ADD: CITY HALL CLOSED FOR THANKSGIVING 11/26-27
Facilities	105 COCKRELL HILL RD	11/30/2020	11/19/2020	11/30/2020	12/1/2020	12/7 PARK BOARD MEETING 5PM P&Z MEETING 6PM 12/14 COUNCIL MEETING 6:30PM ALL MEETINGS BY ZOOM IF YOU NEED TO ABBREVIATE MEETING AND MEETINGS PLEASE USE MTG AND MTGS.
Facilities	105 COCKRELL HILL RD	11/24/2020	11/24/2020	11/24/2020	11/24/2020	Please add today! CHECK WEBSITE FOR HOLIDAY TRASH SERVICE Thank you

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Facilities	105 COCKRELL HILL RD	11/25/2020	11/25/2020	11/25/2020	12/1/2020	Friendly Reminder.... The plans in the Council Chamber room need to be moved to PW building. Also, we will not be decorating the council chamber for Christmas, so the tub decorations need to be taken as well. thank you so much.G

Parks	105 COCKRELL HILL RD RD	5/12/2020	5/12/2020			Large tree has fallen in the creek heritage park at the water fall needs to be removed
Parks	ASHBURN GLEN CIR	10/9/2020	10/9/2020	10/9/2020		Ashburne Glen park coming off forest edge side walk is lifting creating a tripping hazard
Parks	105 COCKRELL HILL RD	11/2/2020	11/2/2020	11/2/2020	11/2/2020	did walk inspections through city parks. Clean rest rooms at heritage park
Parks	105 COCKRELL HILL RD	11/2/2020	11/2/2020		11/3/2020	NEED LEAFS BLOWN OFF WALKING TRAIL AND AROUND THE REST ROOMS.
Parks	105 COCKRELL HILL RD	11/4/2020	11/4/2020	11/4/2020		Refinish 2 spring riding amusement features for parks
Parks	105 COCKRELL HILL RD	11/4/2020	11/4/2020	11/5/2020	11/12/2020	Place sand and Kiddie cushion and border at silver spur park . finish installing swing set
Parks	105 COCKRELL HILL RD	11/12/2020	11/12/2020	11/12/2020		PL1 Huber asks that the Service League building be painted.
Parks	105 COCKRELL HILL RD	11/13/2020	11/13/2020	11/13/2020	11/13/2020	CLEAN REST ROOMS AT HERITAGE PARK ,EMPTY GARBAGE CANS ,WASH DOWN PICNIC TABLES. BLOW LEAFS OF WALK WAY AND AROUND RESTROOM BUILDING.
Parks	105 COCKRELL HILL RD	11/23/2020	11/24/2020	11/23/2020		TREES IN CINDY JONES PARK NEED TO BE TRIMMED .
Parks	105 COCKRELL HILL RD	11/23/2020	11/24/2020	11/24/2020	12/2/2020	PUT UP PROTECTIVE BARRIER AROUND NEW PLAY GROUND SITE AT ASHBURNE GLEN PARK. ALSO MAKE SURE IT IS PUT BACK UP AT END OF EACH WORK DAY.

Street Department	COCKRELL HILL RD		11/16/2017	11/17/2017		Pothole on Cockrell Hill Rd near the culvert south of the south Ashburne Glen Entrance.
Street Department	907 ovilla oaks		11/28/2017	11/28/2017		Pick up tree limbs in the ditch on E. Highland on the north side of the bridge.
Street Department	105 COCKRELL HILL RD RD		2/8/2018	2/8/2018		packets to deliver to council. Doug Hunts book goes by the rock - per Mrs. Hunt Thank you!!

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern/Description
Street Department	100 CUMBERLAND DR		2/14/2018			A VEHICLE HAS ATTEMPTED TO PUSH OVER A STOP SIGN AT OVILLA RD AND CUMBERLAND DR.
Street Department	105 COCKRELL HILL RD RD		2/16/2018	2/16/2018		BOA packet delivery. Betik: special instructions to enter thru front gate by mailbox and leave on porch at door.
Street Department	104 HIGH RIDGE CT	5/4/2018	5/4/2018			Need street repairs at 104 High Ridge due to garbage trucks pulling in and trying to turn in cul de sac. Also at the entry of Thorntree and Cockrell Hill needs repairs.
Street Department	639 JOHNSON LN		5/21/2018			Several Potholes on Johnson Lane west of Duncanville Rd to Joe Wilson Rd. This address is only used as a place holder for the vicinity of this issue.
Street Department	842 RED OAK CREEK DR		7/5/2018			signs were taken out in vehicle accident.
Street Department	215 WILLOW CREEK LN		4/4/2019			Robert Wallis called in and said AT&T was installing a line behind his home and his neighbors. Said it has been there about two months and they have not come back to bury it and it is just hanging on fence. Wants to know if the city can do anything about this if it is against a code violation or anything. Please contact him at 214-908-0779 once we have investigated and if we can do anything.
Street Department	105 COCKRELL HILL RD RD		4/10/2019	4/10/2019		We need a new door knob in the hallway leading into admin - it is getting worse. It is a keyed lock. Thank you
Street Department	105 COCKRELL HILL RD RD		4/16/2019	4/16/2019		I noticed this morning that the Mayor noticed as he was leaving - that the back door is not catching well at all (again). Its been doing it a few weeks now
Street Department	105 COCKRELL HILL RD RD		4/16/2019	4/16/2019		I noticed this morning that the Mayor noticed as he was leaving - that the back door is not catching well at all (again). Its been doing it a few weeks now
Street Department	604 WILLIAM DR	5/8/2019	5/8/2019			Flooding in back and front yard. Poor drainage affects him and his neighbor. Please call him back. Patrick Edwards 214-507-4146
Street Department	617 GREEN MEADOWS LN	5/14/2019	5/14/2019	5/14/2019		reported 5/14/2019 @ 1:15 pm

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	105 COCKRELL HILL RD RD		5/16/2019	5/16/2019		I need BOA board books delivered today.
Street Department	330 SHADOW WOOD TRL	5/16/2019	5/16/2019			SINCE WORK WAS DONE ON DITCH, WATER NOT DRAINING AT ALL. NEVER HAD THE PROBLEM UNTIL WORK WAS DONE.
Street Department	708 W MAIN ST		5/21/2019			cut and picked up tree that blew down in storm.
Street Department	625 CARDINAL DR		5/23/2019			trim low hanging limb that hangs over Westmoreland rd as high as possible.
Street Department	604 WILLIAM DR	5/29/2019	5/29/2019			Concerned about drainage on his street Has called several times with no response. Please call Mr. Edwards @ 214-507-4146 5/31/19
Street Department	623 EDGEWOOD LN	6/1/2019	6/3/2019	6/3/2019		I received this below email from Mr. Steiger: I have attached 4 pictures of the drain area behind my house. The silt buildup has covered the concrete so long several trees have sprouted. Also the drain is over 50% blocked. Could you forward this email to the right person to help assist with this?
Street Department	105 WILLOW CREEK LN		6/10/2019			Reporting a cluster of potholes on Oakwood in the Brookwood addition
Street Department	105 COCKRELL HILL RD RD		6/14/2019	6/14/2019		MUSIC IN THE PARK : Someone needs to purchase 200 - 300 waters for the event and they will need to be iced/ice chest before the event. (Fire Department, Public Works, and Admin have ice chests) Thank you
Street Department	105 COCKRELL HILL RD RD	7/11/2019	7/11/2019			I need books delivered today to the BOA - they are ready to go - when ever you are ready.
Street Department	520 WESTMORELAND RD			7/12/2019		As a resident at the mentioned address, we are requesting assistance in leveling the road when turning into our driveway. There is a significant drop and our vehicles scrape the ground. We were advised to contact the City of Ovilla to help us get this taken care of.

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	105 COCKRELL HILL RD RD	7/30/2019	7/30/2019			marquee must be updated this morning, BUDGET WKSHOP 8-5 @ 5:30 NO PARK MTG. everything else stays the same. ty
Street Department	105 COCKRELL HILL RD RD	8/1/2019	8/1/2019			Please deliver packets to 2 Council members - today. Thank you
Street Department	105 COCKRELL HILL RD RD	8/8/2019	8/8/2019			Please take down Budget Mtg info & PZ Mtg info ADD: 8-19 EDC Mtg @ 6 BOA Mtg @ 7
Street Department	105 COCKRELL HILL RD RD	8/9/2019	8/9/2019			We need 2 books delivered to Huber and Hunt - Councilmembers Thank you
Street Department	556 JOHNSON LN		8/12/2019	8/12/2019		NEED TO CORRECT DRAINAGE ISSUE AT CULVERT
Street Department	1707 S JOE WILSON RD		8/13/2019			Trees are covering up the speed limit sign on Southbound Joe Wilson at the city limits.
Street Department	105 COCKRELL HILL RD RD	8/15/2019	8/15/2019			I will need BOA Packets delivered before 4 pm today. They are on my desk. Please and thank you!! G
Street Department	105 COCKRELL HILL RD RD	8/20/2019	8/20/2019			take all down: Add: Tax Rate Hearing 8-26 @ 530 9-1 Park Mtg @ 5 P&Z @ 6 Council Mtg 9-9 @ 630 City Offices Closed 9-2
Street Department	105 COCKRELL HILL RD RD	8/29/2019	8/29/2019			please take down PARK BOARD info (leave P&Z) & TAX HEARING information.
Street Department	105 COCKRELL HILL RD RD	9/3/2019	9/3/2019	9/3/2019		Received notice from concerned citizen of low hanging tree limbs/branches from Pickard property/Main Street down north Cockrell Hill Road. These limbs hang over the road.

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	204 WINDING WAY CT		9/4/2019			Ditches are not steep enough to prevent water from flowing off the road and into my yards causing my front yard to have large amounts of standing water and erode . Same with side yard . Came to five a week ago to file complaint . It was made and was told problem would be addressed . Nothing has been done , nor have me and my family been contacted by anyone , in reference to this . Water has eroded our front yard bad enough to cause roots from standing trees to be fully exposed causing hazard to house .
Street Department	607 TAYLOR ST		1/27/2020			The street light across from my house has been blinking on and off and is out
Street Department	105 COCKRELL HILL RD RD		1/28/2020			CITIZEN STATES THAT THE BUMPS ON THE BRIDGE ON WESTMORELAND ARE TERRIBLE AND NEED TO BE FIXED BEFORE IT RUINS SOMEONES TIRES.
Street Department	1211 RED OAK CREEK DR	1/29/2020	1/29/2020			Please take the tree limb from the fence near the driveway at this address. We will also need to make repairs to the fence at that sight. If there is any debris/rocks/etc., near there, please clean that up too. I was told there was trash and a broken car mirror. I went by there yesterday and didn't see a mirror.
Street Department	E MAIN ST		1/29/2020			The stop sign on East Main, behind the vet clinic needs to be replaced and the speed limit sign reads '20 mph' and it should be '25 mph.' Per Chief Windham.
Street Department	623 EDGEWOOD LN		2/18/2020			Rain has caused drain to become more than 50% clogged with leaves and debris. Clogged drains will cause flooding in Suburban street homes & property when heaven rains come. I am requested the debris be removed. Please note that putting the debris in the overflow area to the other drain will alter and slow the flow of water. The overflow area is shown on the right side of the attached picture and runs to the overflow/secondary drain.
Street Department	BRYSON LN	2/18/2020	2/18/2020			Several potholes at the intersection of Shiloh and Bryson

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern/Description
Street Department	105 COCKRELL HILL RD RD	2/24/2020	2/24/2020			Replace broken street sign mount Bryson In south side of water st bridge.
Street Department	SHILOH RD		2/26/2020			In the 7200 block of Shiloh Road at Richmond. The southside in the east bound direction. The road is falling off and needs to be repaired.
Street Department	105 COCKRELL HILL RD RD	2/27/2020	2/27/2020			Main Street to North Cockrell Hill Road the streets are showing bad places. Sub-grade is coming up. Please check this area and set a plan of action for repairs and maintenance.
Street Department	713 WESTMORELAND RD	3/5/2020	3/5/2020	3/5/2020		700 blk of Westmoreland North and South bound lane's speed limit signs need to be replaced and set new pole
Street Department	105 COCKRELL HILL RD RD	3/28/2020	3/30/2020			<p>Received this notice from Mayor Dormier over the weekend. This was posted on Nextdoor.</p> <p>Thorntree neighborhood: asking if anyone other than myself noticed the damage left by a contractor working in the Thorntree neighborhood. The street damage was done by a large dump truck and dump trailer Friday, March 27th 2020. Additional work is being done today, Saturday March 28th 2020 at a residence located at the NW corner of Thorntree and Pebble Ridge Court. I have a call in to the City of Ovilla code compliance and public works. It's my opinion the damage should be repaired by the contractor or the resident authorizing the work, not the City of Ovilla.</p> <p>Additionally, the entrance of Thorntree is buckling and appears to be crumbling.</p>
Street Department	105 COCKRELL HILL RD RD	3/30/2020	3/30/2020			Cockrell Hill Road is showing a lot of alligatoring from the Ellis/Dallas County line all through to the light at 664. Some areas are really bad and need resurfacing, not just a pothole fill.
Street Department	615 BUCKBOARD ST	3/31/2020	3/31/2020			615 BuckBoard Need to correct drainage issue. The culvert is clogged The drive way of the resident is on Silver Spur rd.

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	300 WILLOW CREEK LN	4/9/2020	4/13/2020			<p>As of this date, as far as we are concerned, this issue has NEVER been resolved completely since 3/29/2018!</p> <p>The first picture is the street of Shadowood. The streets go up to every driveway all nice and neat. A few weeks ago you were out there repairing all the small cracks all the way down the street. Very nicely! The second picture is the end of Elmwood by Shadowood. Such a nice, clean well maintained street with no house with a mailbox and two driveways. The last two pictures are the other end of Elmwood! Yes, really!!! This end has a mail box and three driveways! We have seen city employees here looking at it, so we know you are aware that it is now worse than ever! This street is a big mess and is approximately 3 feet more narrow than the other streets in Brookwood. I believe this time period that we have been patient and waited for proper repair of over two years is enough (since the last two times Brookwood streets were redone, we were overlooked so really is way over two years). Not sure what we need to do next but we do pay our taxes and we do deserve better than this!! And again, you would not want your street to look like ours!! Totally unacceptable!!</p> <p>The Warren's - 300 Willow Creek The Rasberry's -214 Willow Creek The Godwin's - 615 Elmwood</p>
Street Department	105 COCKRELL HILL RD RD		4/21/2020			Shrubs/Bushes on Cockrell Hill from PD to Westlawn need to be trimmed up some.
Street Department	SHILOH RD		4/23/2020			East bound shiloh Road, West of Ovilla Road. Limbs and tee debris protruding into the road.
Street Department	OVILLA RD	4/23/2020	4/23/2020	4/28/2020		at the Intersection of Main & 664 at the stop light. East Main, West Bound Red Light in Left Bank of lights is out.
Street Department	105 COCKRELL HILL RD RD	5/11/2020	5/12/2020			Mow right of way's with brush hog Westmoreland, Malloy, Johnson Ln, Cockrell Hill, E. Highland, Shiloh, Red Oak Creek

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	105 COCKRELL HILL RD RD	5/13/2020	5/14/2020			Received an email after hours on Wednesday, May 13: The stop ahead sign right before the bridge- Bryson/Water/close to Willow Wood (Where y'all are making a new street to use) The grass is pretty high and the sign isn't real visible. Please pass this request on to the right person who can set up someone to mow the grass there. Many Thanks! Jenny McKee Cellular 469-716-9496 God bless!!!
Street Department	105 COCKRELL HILL RD RD	5/15/2020	5/15/2020			Mow and weed eat field by police dept.
Street Department	105 COCKRELL HILL RD RD	5/15/2020	5/15/2020			Patch pothole at Pickard Bridge turning off Ovilla RD
Street Department	RED OAK CREEK DR					Many tree branches growing out into the road on the sides and also low hanging branches need trimming. On the first curve to the left going south after passing the Methodist Church there is a small tree on east side of curve that really needs taking out as it does trike vehicles.
Street Department	741 WESTMORELAND RD	5/22/2020	5/26/2020			Rough patch of road several pot holes in area along 741 Westmoreland
Street Department	311 SHADOW WOOD TRL	5/22/2020	5/26/2020			Prep road base patch area for asphalt overlay
Street Department	1711 JOE WILSON RD	5/27/2020	5/27/2020			Patch pot holes 1711 Joe Wilson and up North to Cedar Hill city limits
Street Department	906 COCKRELL HILL RD	5/27/2020	5/27/2020			Need to reset the delineators poles in front of the guard rails North bound Cockrell Hill also haul off the broken tree that has fallen
Street Department	123 SUBURBAN DR	6/4/2020	6/4/2020			123 Suburban drainage problems need to cut ditch to grade
Street Department	7010 CEDAR CT	6/5/2020	6/5/2020			Mow right of way
Street Department	OVILLA RD	6/5/2020	6/5/2020			At the intersection of Ovilla rd and E. Highland several pot holes

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	714 BUCKBOARD ST	6/10/2020	6/10/2020			<p>I'm hoping this email finds its way to the proper personnel for appropriate action. It was last year when I first reported the road problem. Today, I find the following road condition at the end of Buckboard concerning. Will again try and drive over this multiple times to compact the pieces myself. It seems I will need a pickup truck this time.</p> <p>Anyway, I thought I should report this ASAP. Please take a look at the pictures I've attached.</p> <p>I'm sure the police routine neighborhood check will confirm the problem.</p> <p>Thank you.</p> <p>Bert Holombek (469) 865-0889 714 Buckboard *** ADDITION to ORIGINAL complaint: Good morning Pam. After I took that picture of the road condition and sent to you, I have discovered the upheaval is much worse since yesterday afternoon when the cement truck broke down two houses down and a much heavier truck was called in to tow the cement truck. It made conditions much worse. I went to run an errand yesterday and scraped the bottom of my car. Totally forgot about it. I won't do that again. Anyway, it's serious enough to be a hazard for drivers of small cars. I was going to place some red cones out and realized I have no authority to take that action. Does the city have a heavy</p>
Street Department	105 COCKRELL HILL RD RD	6/24/2020	6/25/2020			Pot hole Westmoreland, Johnson Ln, Shiloh, Cardinal, Meadowlark
Street Department	105 COCKRELL HILL RD RD	7/7/2020	7/10/2020			Need to dig out broken rut spot by fire dept bays and back fill with road base and pack. Prep for overlay of hot mix asphalt
Street Department	705 OVILLA OAKS DR	7/13/2020	7/13/2020			Received multiple reminders from PL4 Hunt that Ovilla Oaks has many cracks in the road.

Department/Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	SHILOH RD	7/15/2020	7/15/2020			7211 Shiloh end of culvert was ran over that crosses shiloh due to car accident and the delineator sign was knocked down need to reset sign and jack up the end of culvert the best as possible
Street Department	3419 OVILLA RD					ROW along Dusty Oak Trail on South side of road, has been left to grow up and needs to be cut back, homeowner not physically able to cut this down and on FM664 to south of driveway needs to be cut down in order to safely get out of our driveway on FM 664 Ovilla Road in either direction. Missing Dead End sign on Dusty Oak Trail
Street Department	913 RED OAK CREEK DR	7/16/2020	7/16/2020	7/16/2020		Home owner requests visit , tree at street dead possible falling tree hazard 469-223-5196 Floyd
Street Department	914 COCKRELL HILL RD	7/16/2020	7/17/2020			RESIDENT STATED ASPHALT MISSING FROM HIS DRIVE WAY AFTER THE CITY CAME OUT TO FIX A LEAK.
Street Department	144 WATER ST	7/18/2020	7/18/2020			No trespassing sign - was taken down by unknowns and tacky message left on pole.
Street Department	105 COCKRELL HILL RD RD	7/20/2020	7/20/2020			Need to mow right of ways Westmoreland, Red Oak Creek, back stretch of Cardinal & Meadowlark, Hosford, Mallory, Johnson Ln, Cockrell Hill, East Highland, drainage ditch on Thorn Tree and Brookwood, Bryson Rd by water st bridge
Street Department	915 COCKRELL HILL RD	7/20/2020	7/20/2020			Mr .Cormier called this date and stated that a tree in the ROW had fallen onto his fence and part of the street.
Street Department	913 RED OAK CREEK DR	7/21/2020	7/21/2020			Need to cut down and haul off cedar tree that's hanging low over road
Street Department	105 COCKRELL HILL RD RD	7/20/2020	7/21/2020			need to preform a street study and rate city streets on there condition
Street Department	105 COCKRELL HILL RD RD	7/27/2020	7/27/2020	7/27/2020		Public works to start vehicle and equipment inspections daily
Street Department	105 COCKRELL HILL RD RD	7/28/2020	7/28/2020			Call in that a tree had fallen on Bryson Lane. Caller was not certain exactly where she was other than it was somewhere on Bryson Lane. She was on Water Street...

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Street Department	121 WATER ST	7/28/2020	7/28/2020			Unclog culvert by the stop sign corner of Cockrell Hill @ Water st. fill in hole from sewer tie in to correct drainage from flowing through Ms. Koval property
Street Department	105 COCKRELL HILL RD RD	7/30/2020	7/30/2020			Drop off Ford F250 service truck at Gillette automotive to have overload springs installed
Street Department	201 WILLOW WOOD LN	7/31/2020	7/31/2020			MS Huber would like speed humps on Willowwood. She advised that police have issued citations but the speeding continues.
Street Department	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	281 JOHNSON LN	8/4/2020	8/4/2020			patch pot hole 281 Johnson In
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	105 COCKRELL HILL RD RD	8/6/2020	8/6/2020			Purchase paint to spray storage containers
Street Department	105 COCKRELL HILL RD RD	8/6/2020	8/6/2020			Need to take F250 service truck to sardis tire to have new tires mounted
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	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	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	105 COCKRELL HILL RD RD	8/11/2020	8/11/2020			Install carburetor on vibratory-plate compactor
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, Silver Spur
Street Department	WATER ST		8/18/2020			The Stop sign at Water Street and Willow wood is down. Needs to be fixed ASAP. Please see attached photo of damage.
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

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	105 COCKRELL HILL RD RD		8/19/2020			Pass out notices drainage and road construction Georgetown & Buckboard
Street Department	105 COCKRELL HILL RD RD	8/19/2020	8/19/2020			Pull forms off of new paved sidewalk and backfill
Street Department	105 COCKRELL HILL RD RD		8/20/2020			finish cutting grooves every 5' on new paved sidewalk
						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	705 SILVER SPUR LN	8/26/2020	8/26/2020	8/26/2020		600 Buckboard need to patch pothole
Street Department	600 BUCKBOARD ST	8/27/2020	8/27/2020			
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	112 CLAREMONT DR		8/28/2020			Still has a Progressive recycle bin and tried several times to get it collected. Please pick it up on Monday, will be sitting out by 7 am.
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	JOHNSON LN		9/9/2020			Needs a new stop sign at Green Meadows and Johnson Ln
Street Department	105 COCKRELL HILL RD RD	9/9/2020	9/9/2020			mark the lay out for the new parking lot
Street Department	133 WATER ST	9/1/2020	9/9/2020			correct the drainage behind 133 Water st that catches water runoff from city property
Street Department	SHILOH RD	9/2/2020	9/9/2020			pot holes needs to be patched Shiloh @ Bentree, several pot holes on E. Main
Street Department	WATER ST	9/2/2020	9/9/2020			At the intersection of Cockrell Hill and Water St. stop sign and street sign pole was ran over. Needs new pole and signage
Street Department	105 COCKRELL HILL RD RD	9/2/2020	9/14/2020			need to patch pot holes Shiloh Rd, Bryson Ln
Street Department	105 COCKRELL HILL RD RD	9/14/2020	9/14/2020			trim tree limbs back and cut out vines and brush out of fence line by walk in door gate water tower
Street Department	105 COCKRELL HILL RD RD	9/16/2020	9/16/2020			Purchase paint to spray 40' container
Street Department	105 COCKRELL HILL RD RD	9/16/2020	9/16/2020			load and haul asphalt millings from ground storage to the new pole barn (elevated tower)

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	105 LARIAT TRL		9/18/2020			103 Lariat, 105 Lariat low hanging tree limbs hitting school buses. At the intersection of Lariat @ Westmoreland trim back tree branches blocking visibility pulling onto Westmoreland.
Street Department	105 COCKRELL HILL RD RD	9/23/2020	9/23/2020			pick up loads of road base to spread inside pole barn bays and out in front of pole barn
Street Department	105 COCKRELL HILL RD RD	9/23/2020	9/23/2020			Take down front section of fence at the water tower to prep for new panel fence.
Street Department	105 COCKRELL HILL RD RD	9/24/2020	9/24/2020			Set pole and install no truck sign 105 Cockrell Hill
Street Department	105 COCKRELL HILL RD RD	9/24/2020	9/24/2020			Take 2011 Chevy, 1998 Ford dump truck, Crack Seal trailer for inspections.
Street Department	105 COCKRELL HILL RD RD	9/25/2020	9/25/2020			Patch pot holes Johnson, Joe Wilson, Malloy
Street Department	105 COCKRELL HILL RD RD	10/1/2020	10/1/2020			Grade dirt with box blade on the hill by city of ovilla sign
Street Department	105 COCKRELL HILL RD RD	10/5/2020	10/6/2020			Texas Bit in progress of laying new asphalt roads North ends of Buckboard, Georgetown, and connecting street of Silver Spur
Street Department	105 COCKRELL HILL RD RD	10/8/2020	10/8/2020			At the intersection of Shiloh and Bryson rough section of road with continuous pot holes West bound Ln of Shiloh
Street Department	827 RED OAK CREEK DR	10/8/2020	10/8/2020			827 Red Oak Creek replace old Ovilla City Limit sign
Street Department	105 COCKRELL HILL RD RD	10/9/2020	10/9/2020			Northwood and that section of Brookwood are in bad shape and require much needed road repairs.
Street Department	913 RED OAK CREEK DR	10/13/2020	10/13/2020			RESIDENT CALLED TO REQUEST STREET LIGHT. HE SPOKE TO ONCOR AND WAS DIRECTED TO THE CITY TO DO A STUDY AND US REQUEST A LIGHT WITH ONCOR. SAID HE ON A CURVE AND IT IS VERY DARK.
Street Department	105 COCKRELL HILL RD	10/19/2020	10/19/2020			Help Parks dept. remove concrete culverts, broken concrete slap etc. (Silver Spur Park)
Street Department	105 COCKRELL HILL RD	10/21/2020	10/21/2020			Texas Bit completed the overlay of parking lots to City Hall, Police Station.
Street Department	105 COCKRELL HILL RD	10/14/2020	10/28/2020			At the entrances of Cardinal & Meadowlark install slow children at play sign
Street Department	105 COCKRELL HILL RD	10/29/2020	10/29/2020			Help Parks dept. clean up Cindy Jones Park for the installation of new play ground equipment
Street Department	105 COCKRELL HILL RD	10/30/2020	10/30/2020			Go to Sunnyvale Plant pick up 5 tons of cold mix asphalt

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Street Department	N WESTMORELAND RD	11/1/2020	11/2/2020		11/5/2020	Can you please review the cones placed on Ovilla Road. Specifically the new intersection on westmoreland and Ovilla. We had difficulty determining if there is a right turning lane. We are concerned that the confusion might cause an accident. City Mgr responded: We will have our crews check this area out but I believe it may fall under the scope of TX Dot. Either way, we will forward your concerns.
Street Department	105 COCKRELL HILL RD	11/2/2020	11/3/2020	11/2/2020	11/3/2020	Need to dig three holes to re-concrete poles to get section of fence back up that was taken down for asphalt parking lot and fence gates
Street Department	105 COCKRELL HILL RD	11/4/2020	11/4/2020		11/4/2020	Pass out door hangers properties surrounding new construction parking lot
Street Department	105 COCKRELL HILL RD	11/6/2020	11/6/2020		11/6/2020	Help fix 3' main water leak Cindy Jones Park
Street Department	105 COCKRELL HILL RD	11/6/2020	11/6/2020			Pick up 6 yards of sand (Living Earth)
Street Department	105 COCKRELL HILL RD	11/6/2020	11/6/2020			continue sidewalk running through new public works facilities to asphalt parking lot (form and rebar)
Street Department	105 COCKRELL HILL RD	11/6/2020	11/6/2020			form and rebar tie in sidewalk connecting to handicap ramp on public works building ADA specs
Street Department	610 WESTMORELAND RD	11/13/2020	11/13/2020		11/13/2020	Low hanging tree limb needs to be cut down 610 Westmoreland
Street Department	202 OAKWOOD LN	11/18/2020	11/18/2020		11/18/2020	202 Oakwood need patch several pot holes and Willowcreek Ct
Street Department	805 COCKRELL HILL RD	11/18/2020	11/18/2020		11/24/2020	805 Cockrell Hill Rd need to patch pot hole
Street Department	602 BUCKBOARD ST	11/18/2020	11/18/2020		11/24/2020	602 Buckboard need to patch pot hole
Street Department	103 LARIAT TRL	11/18/2020	11/18/2020		11/24/2020	103 Lariat Trl speed bump ahead sign in leaning need to straighten up
Street Department	105 COCKRELL HILL RD	11/19/2020	11/19/2020		11/19/2020	hang Christmas lights Heritage Park Christmas Tree, Bridge, Gazebo
Street Department	105 COCKRELL HILL RD	11/20/2020	11/20/2020		11/20/2020	hang Christmas lights City Hall, Fire dept. bays, Police Station and Christmas banners
Street Department	105 COCKRELL HILL RD	11/23/2020	11/23/2020		11/23/2020	put out Christmas in the parks signs around the city
Street Department	105 COCKRELL HILL RD	11/30/2020	11/30/2020			Received a call from Councilwoman Huber with concerns that additional potholes are along Shiloh Road.
Street Department	105 COCKRELL HILL RD	11/30/2020	12/1/2020			Start crack sealing sector #1 Ovilla Oaks

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	106 RIDGEWAY GAP		7/27/2018			Needs meter lid replaced - hit by lawn mower
Water/Wastewater	203 BROOKWOOD CT	10/17/2018	10/17/2018	10/17/2018		Mr. Robert Katz complained about all the ditches in Brookwood needing to be cleaned out. He asked that Brad call him - 214-949-0977. He was unhappy.
Water/Wastewater	121 SUBURBAN DR				10/25/2018	Saw flags in the drainage ditch of 121 Suburban and down the street a bit. Will the city be digging the ditch out? Water doesn't flow thru there and backs up into our yard (119 Suburban).
Water/Wastewater	204 LARIAT TRL				11/17/2018	Roadside open ditches are in need of some clean out. The culvert opening across my driveway is partially blocked by soil buildup and impeding the water flow. My adjoining neighbors [downflow] could also benefit from some clean out due to sediment buildup over many years.
Water/Wastewater	105 COCKRELL HILL RD RD			4/12/2019	4/10/2019	see attached for the monthly repair list
Water/Wastewater	113 SILVERWOOD DR	4/12/2019	4/12/2019	4/12/2019		get final reading for customer that sold his property. Johnny- 7.3
Water/Wastewater	804 COCKRELL HILL RD	6/17/2019	6/17/2019			Please check out the wet spot in the grass at the corner of Cockrell Hill and Lariat close to the fire hydrant. Homeowner is saying that there may be a leak. He is concerned that it may be what is causing the asphalt at edge of road come apart. Duplicate request on the wet spot. Previous w/o closed saying going to investigate and dig up to see what was leaking. Said we repaired asphalt.
Water/Wastewater	105 COCKRELL HILL RD RD			6/21/2019	6/21/2019	please take down tables in Council room and put in FD Closet G will replace/set up the chairs Thank you!
Water/Wastewater	665 JOHNSON LN	7/8/2019	7/8/2019			Very low water pressure for 2 weeks. Please look into.
Water/Wastewater	203 WINDING WAY CT	7/9/2019	7/9/2019			Mrs. Simmons wanted a reread and a meter test to check to see if there was a problem. She is not happy about the amount of water she used from May to June.

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	105 COCKRELL HILL RD RD	7/11/2019	7/11/2019			Need books delivered for BOA before end of day. They are ready now - when you can. Thank you!
Water/Wastewater	105 COCKRELL HILL RD RD	7/30/2019	7/30/2019			the marquee needs to be updated this morning: BUDGET WKSHOP 8 -5 @ 5:30 NO PARK MTG. Everything else stays up. ty!
Water/Wastewater	401 OVILLA OAKS DR		7/31/2019			Need a reread and check for possible leak.
Water/Wastewater	105 COCKRELL HILL RD RD	8/1/2019	8/1/2019			Please deliver packets to 2 Council members - today. Thank you
						Next door neighbor called and said house is vacant waiting for new owners to move in it and there is a leaking sprinkler that is flooding their yard. Called and left voice mail message on new customer's phone number that we were going to have someone shut off the water at the street.
Water/Wastewater	3317 OVILLA RD	8/9/2019	8/9/2019	8/9/2019		Contacted Johnny to turn water off at street.
Water/Wastewater	105 COCKRELL HILL RD RD	8/9/2019	8/9/2019			We need 2 books delivered to Huber and Hunt - Councilmembers Thank you
Water/Wastewater	105 COCKRELL HILL RD RD	8/29/2019	8/29/2019			please take down PARK BOARD info (leave P&Z) & TAX HEARING information.
Water/Wastewater	606 OAK RIDGE CT	9/3/2019	9/3/2019			
Water/Wastewater	602 FOREST EDGE LN	9/9/2019	9/9/2019			Please get a reading and check for possible leak
Water/Wastewater	606 OAK RIDGE CT	9/9/2019	9/9/2019			Need a reading for this address. Has a new customer moving in
Water/Wastewater	204 WILLOW CREEK CT	9/12/2019	9/12/2019			Please get a final reading Friday 9/13/19. The customers sold the house and are moving. READING ONLY METER 2012322235 Last reading 2426.1

Department/Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	907 COCKRELL HILL RD	9/19/2019	9/19/2019			PLEASE ADVISE ASAP AS CUSTOMER NEEDS INFO BEFORE CLOSING ON HOUSE. NEED TO KNOW WHAT WE NEED TO BILL FOR NEW WATER SERVICE TO THIS LOCATION. PLEASE SEND INFO TO CATHY. DANIEL KNOWS WHERE THE HOUSE IS GOING ON THE PROPERTY.
Water/Wastewater	101 SUBURBAN DR	9/20/2019	9/20/2019			please get a final reading meter number 8837693 previous reading 9/17 1110.3
Water/Wastewater	107 MEADOWWOOD LN	9/20/2019	9/20/2019			PLEASE GET A FINAL READING TODAY METER NUMBER 255636 PREVIOUS READING 9/16 624.7
Water/Wastewater	624 CARDINAL DR	9/26/2019	9/26/2019			Need final reading on Friday 9/27. The h/o is moving out. Meter #35411000 Last Meter reading was 220.5
Water/Wastewater	614 FOREST EDGE LN	9/27/2019	9/27/2019			Need a final reading. Customer sold house meter #95410112 Last reading on 9/16 was 4803.0
Water/Wastewater	100 BURTONWOOD CIR	9/27/2019	9/27/2019			need a final reading. customer sold house meter number 97388684 last reading 9/18 was 3105.3
Water/Wastewater	100-104 SUBURBAN DR	9/30/2019	9/30/2019			100 Suburban- Please go out and do a meter accuracy test. He just got a new meter on 8/26 but something may be off. Meter number 01152399

Department Assigned	Concern/Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	121 MEADOW GLEN LN	9/30/2019	10/1/2019			Also please check to see if meter is spinning meter #937385657 meter was not over read. the meter was not spinning
Water/Wastewater	209 LARIAT TRL	10/1/2019	10/1/2019			meter #J025772 Need final reading please
Water/Wastewater	607 BUCKBOARD ST	11/22/2019	11/22/2019			PLEASE CHECK FOR DEAD METER please change: 2-3 PARK MTG @ 5 PZ @ 6 2-3 BOA SPECIAL MTG @ 7 2-10 COUNCIL MTG @ 6:30
Water/Wastewater	105 COCKRELL HILL RD RD	1/22/2020	1/22/2020			PLEASE GET A READING
Water/Wastewater	207 COCKRELL HILL RD	1/27/2020	1/27/2020			***CUT OFFS WILL NEED TO BE DONE THURSDAY MARCH 5TH***
Water/Wastewater	605 MEADOW LARK DR	2/5/2020	2/5/2020			Angle Stop Replacement- Homeowner broke the head of the angle stop off trying to turn off their water.
Water/Wastewater	105 COCKRELL HILL RD RD	3/2/2020	3/2/2020			PLEASE SCHEDULE METER READS FOR MARCH 16TH
Water/Wastewater	720 E HIGHLAND ROAD	3/27/2020	3/31/2020			PLEASE GET READING..THANKS
Water/Wastewater	1941 DUNCANVILLE RD		6/4/2020			Need to replace wheel valve at the meter with an angle stop. old wheel valve is leaking.
Water/Wastewater	913 RED OAK CREEK DR	7/2/2020	7/2/2020			Home owner called possible water leak
Water/Wastewater	105 COCKRELL HILL RD RD	7/16/2020	7/16/2020	7/16/2020		PLEASE SEE ATTACHED LIST FOR JULY 2020 REREADS/REPAIR LIST
Water/Wastewater	830 E MAIN ST		7/30/2020			Fixed Meter leak after hours.
Water/Wastewater	103 COCKRELL HILL RD		7/31/2020			Need to help streets by digging out drainage ditch between Pam Koval's house and the baseball fields it has silted in. Dig it from the concrete edge of FD concrete drive to the back property of house behind the concession stand.
Water/Wastewater	103 RIDGEWAY GAP		8/5/2020			Please check for leak at this location on the water meter and surrounding property.
Water/Wastewater	1940 DUNCANVILLE RD	8/12/2020	8/12/2020			Check for water leak at the meter box

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	615 GEORGETOWN RD		8/25/2020			There is a super slow leak at the corner of Georgetown and Silver Spur on the 4" water main. Make necessary repairs, Locates are submitted
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 Hello, my name is Kristen Smith and I live at 202 Split Rock Terrace in Ovilla. We have been without water for hours today, and have had no communication from the City to expect this outage, or even to let us know how long it will be before water service is restored. I have signed up for text alerts, but have received nothing about this. Water Outrage is not a typo. We are seriously disappointed that in 2020 we have to live like it's 1950 and the well ran dry. Our city taxes have increased, as have our water/garbage collection bills and have yet to learn what the 'impound fee' is, so I'd like an answer to that as well. There is nothing on the City's website explaining this water outage, or how long it's going to last. Had we been notified, we could have made provisions to ride the outage out, but that courtesy was not extended to us. So now, its a sink of dirty breakfast dishes, inability to flush the toilets or do the family laundry. Oh, and it's a pandemic so we can't even wash our hands. I guess we'll fix lunch after dousing ourselves in hand sanitizer. Great way to live. I expect a call or text to 214-226-7483 or the courtesy of a reply by email.
Water/Wastewater	202 SPLIT ROCK TER	9/8/2020	9/9/2020			Due to the pandemic, even though I live less than 2 miles from City Hall, I can't deliver my water payment to the Night Drop Off site. Nope, now I have to incur the additional cost of postage, go out of my way to a post office, have the payment sent up to Dallas and then ricocheted back to Ovilla, and hope it is not lost in the mail or delayed and received late. Please advise ASAP when we may expect to have the basic necessity
Water/Wastewater	SHILOH RD		9/17/2020			Circle H is now working on the water main installation.
Water/Wastewater	105 COCKRELL HILL RD RD	9/17/2020	9/21/2020			Had four concrete flumes framed and poured in front of boxed culverts at the intersection of Westlawn & Willowwood

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	609 CARDINAL DR	9/22/2020	9/22/2020			Check for meter leak
Water/Wastewater	204 LARIAT TRL	9/25/2020	9/25/2020			PLEASE GET READING FOR NEW CUSTOMER ***OCTOBER 15TH***
Water/Wastewater	818 COCKRELL HILL RD		10/5/2020			Replace angle stop the old one is leaking and hard to operate.
Water/Wastewater	105 COCKRELL HILL RD RD	10/16/2020	10/16/2020	10/16/2020		I need someone to deliver 1 ordinance book to Councilmember Griffin. - front porch before end of day thank you.
Water/Wastewater	105 COCKRELL HILL RD		11/2/2020		11/2/2020	Strip all parking places in the PD parking lot and the City Hall parking lot.
Water/Wastewater	1908 DUNCANVILLE RD		11/2/2020		11/2/2020	1. Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.
Water/Wastewater	1908 DUNCANVILLE RD		11/2/2020		11/2/2020	2. Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water)
Water/Wastewater	611 GEORGETOWN RD	11/3/2020	11/3/2020		11/3/2020	PLEASE GET IN-READ/UNLOCK BOX FOR NEW CUSTOMER
Water/Wastewater	105 COCKRELL HILL RD		11/3/2020		11/3/2020	Finish landscaping for the new Public Works Dept building. Dwight & Dustin
Water/Wastewater	1908 DUNCANVILLE RD		11/3/2020		11/3/2020	1. Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	1908 DUNCANVILLE RD		11/3/2020		11/3/2020	2.Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water)
Water/Wastewater	612 GREEN MEADOWS LN	11/4/2020	11/4/2020		11/5/2020	REREAD METER, CUSTOMER STATING HIGH BILL
Water/Wastewater	438 JOHNSON LN	11/4/2020	11/4/2020		11/4/2020	NEW CUSTOMER-UNLOCK BOX & GET IN-READ
Water/Wastewater	615 CARDINAL DR	11/5/2020	11/5/2020		11/5/2020	Final out reading/lock box
Water/Wastewater	105 COCKRELL HILL RD	11/6/2020	11/6/2020		11/6/2020	Company installing new playground equipment at Cindy Jones Park hit a water line and the fire department does not have water.
Water/Wastewater	109 OAK FOREST LN	11/9/2020	11/9/2020			Concerns that a large log is leaning on a sewer line behind their home. Additionally, the creek behind their home is blocked/stopped up, keeping the creek water from draining/running properly. This stagnant water causes more mosquito breeding.
Water/Wastewater	105 MEADOWWOOD LN	11/9/2020	11/9/2020		11/10/2020	NOV 10TH PLEASE GET FINAL OUT READING & LOCK BOX
Water/Wastewater	105 COCKRELL HILL RD	11/10/2020	11/10/2020		11/16/2020	PLACED METER BOOKS IN PW BASKET PLEASE START READING THURSDAY NOVEMBER 12TH
Water/Wastewater	105 COCKRELL HILL RD		11/16/2020		11/16/2020	Read monthly water meters for the month of Oct / Nov
Water/Wastewater	1908 DUNCANVILLE RD		11/16/2020		11/16/2020	Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Water/Wastewater	1908 DUNCANVILLE RD		11/16/2020		11/16/2020	Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water)
Water/Wastewater	109 HUMMINGBIRD LN		11/16/2020		11/16/2020	Customer needed help locating cleanout at his house.
Water/Wastewater	141 WATER ST		11/17/2020			Customer stated that they had no water to their water meter that goes to the garden. I am guessing it is due to capping the 3` water main at Cindy jones park after being hit for running through the middle of the park. A new 3` will be rerouted around this area to restore the water service to this area in the next couple of weeks. Customer was advised of this and said it would be fine until then.
Water/Wastewater	105 COCKRELL HILL RD	11/19/2020	11/19/2020		11/20/2020	November 2020 reread list, please see attached
Water/Wastewater	105 COCKRELL HILL RD	11/19/2020	11/19/2020		11/30/2020	NOVEMBER 2020 REPAIR LIST, SEE ATTACHED
Water/Wastewater	133 WATER ST	11/19/2020	11/19/2020		11/20/2020	R: 295.3 as of 11/16/20
Water/Wastewater	303 E UNIVERSITY ST	11/20/2020	11/20/2020		11/30/2020	Final out read & lock box **11/30/20**
Water/Wastewater	112 ROBIN GLEN LN		11/23/2020		11/23/2020	Customer called and stated he thinks he may have a water leak and is unsure if its his or the city. By the description he gave me it sounds like the leak is on the customers service line going towards the house. Please check this out to verify what side the leak is on so that homeowner may be notified.

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Water/Wastewater	201 BROOKWOOD CT		11/23/2020		11/18/2020	Fixed meter leak that seemed to be due to someone tampering with the meter. This will be the 3rd time this year we have made repairs to his meter because of tampering. Ovilla PD , James Kuykendall & Daniel Durham were present at the time of the repair we advised homeowner as we do every time repairs have been made that it is an offensive action to tamper with city property. Ovilla PD gave the homeowner a written warning for tampering and was advised that if this issue was to happen again that he would be cited by the police and charged a tampering fee plus repairs.
Water/Wastewater	105 COCKRELL HILL RD	11/24/2020	11/24/2020		11/24/2020	PLEASE TAKE BILLS TO POST OFFICE BEFORE 2
Water/Wastewater	618 GREEN MEADOWS LN	11/25/2020	11/25/2020		11/25/2020	METER REREAD: CUSTOMER STATING HIGH BILL
Water/Wastewater	103 RIDGE WAY GAP	11/25/2020	11/25/2020			customer called stating high bill again this month. Please get reread & meter book is noted that meter is full of water/possible leak.
Water/Wastewater	611 GREEN MEADOWS LN	11/30/2020	11/30/2020			PLEASE GET IN-READ TODAY NOV 30TH
Zoning	105 COCKRELL HILL RD RD	9/1/2020	9/3/2020			Ashburne Glen is working on new landscaping and has gone beyond the 10x10 section allowed on the final plat. Please measure the area beyond the 10x10 area.

NOVEMBER 2020 BUILDING PERMITS

Date Issued	Applicant First Name	Applicant Last Name	Property Address	Date Approved	Permit Number	Description of Work	Valuation Bldg	Valuation Bldg w Land	BV Project No	Fee Building Permit	Fee Capital Recovery	Fee Fire Meter	Fee Park Impact	Fee Plan Review	Fee Sewer Connection	Fee Sewer Impact	Fee Water Impact	Fee Water Meter Cost	Fees Due	Living Sq Ft	Total Sq Ft	Property County		
11/3/2020	CHRISTOPHER	MARTINEZ	607 BUCKBOARD ST	10/19/2020	2020-0548	30X20X9 CARPORT	3200	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS		
11/20/2020	LISA	HALL	603 EDGEWOOD LN	11/20/2020	2020-0645	REPLACE FENCE	2000	0	0	50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
11/2/2020	JESSICA	HAIFAKER	117 HUMMINGBIRD LN	11/2/2020	2020-0646	RE-ROOF OF COMPOSITION SHINGLES	24059	0		50	0	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS
11/17/2020	BLAKE	LEPPER	104 OAKWOOD LN	11/9/2020	2020-0651	REPAIR AND REPLACE EXISTING FENCE	6522	0		50	0	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS
11/17/2020	BLAKE	LEPPER	104 OAKWOOD LN	11/9/2020	2020-0652	REMOVE AND REPLACE EXISTING PATIO COVER	11800	0		80	0	0	0	0	0	0	0	0	0	80	0	0	ELLIS	
						INSTALL TEMPORARY TENT FOR OUTDOOR SALES - PERMIT GOOD FOR 30 DAYS FROM ISSUANCE. EXPIRES 12/6/2020																		
11/6/2020	JOHN	MATTHEWS	704 W MAIN ST	11/6/2020	2020-0653		2000	0		0	0	0	0	0	0	0	0	0	0	0	0	0	ELLIS	
11/9/2020	CHARLOTTE	BAILEY	504 EDGEWOOD LN	11/9/2020	2020-0655	re roof, no re deck	32001	32001		50	0	0	0	0	0	0	0	0	0	50	1	3	ELLIS	
11/12/2020	STEVE	LADD	141 WATER ST	11/12/2020	2020-0657	Install 50 Electric Water Heater in bedroom closet	1000	1000		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
11/12/2020	DAVID	GATTO	214 WILLOW CREEK LN	11/12/2020	2020-0658	repaired slab leak	2300	0		250	0	0	0	0	0	0	0	0	0	250	0	0	ELLIS	
11/24/2020	WANDA	GREEN	109 MEADOW GLEN LN	11/16/2020	2020-0660	ACCESSORY BUILDING 10X10	2900	0		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
11/19/2020	ALEXIS	CABALLERO	113 LARIAT TRL	11/17/2020	2020-0661	Fabricate fence with metal and install wood pickets as in sketch	7000	7000		25	0	0	0	0	0	0	0	0	0	25	0	0	ELLIS	
11/20/2020	FABIAN	CARIAGA	140 CLAREMONT DR	11/19/2020	2020-0663	Proposed addition of a pergola on back patio of house. HOA for neighborhood has approved the addition.	2000	0		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
						PUT IN APPX 900 FT OF 5' HIGH 3 RAIL WHITE VINYL HORSE FENCING AROUND HOME AND A RIDING ARENA, POSTS TO BE 8' APART				25	0	0	0	0	0	0	0	0	25	0	0	DALLAS		
11/20/2020	SUSAN AND WAYNE	BURCHETT	911 COCKRELL HILL RD	11/19/2020	2020-0667		6000	0		25	0	0	0	0	0	0	0	0	0	25	0	0	DALLAS	
11/19/2020	RYAN	CLARK	505 EDGEWOOD LN	11/19/2020	2020-0668	ROOF	26013	0		50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
11/23/2020	DAVID	GATO	314 COCKRELL HILL RD	11/23/2020	2020-0670	INSTALL TANKLESS WATER HEATER	3500	0		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
11/30/2020	CANDON	BIRDWELL	655 E HIGHLAND RD	11/25/2020	2020-0671	SEPTIC SYSTEM	0	0		275	0	0	0	0	0	0	0	0	0	275	0	0	ELLIS	
11/30/2020	CHARLOTTE	BAILEY	503 EDGEWOOD LN	11/30/2020	2020-0674	Re Roof, No Re Deck	39830	39830		50	0	0	0	0	0	0	0	0	0	50	63	63	ELLIS	

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Administration Monthly Report for December 2020 Council
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ADMINISTRATION, front office, and HR –

1. One staff member is out on COVID quarantine (exposure in the household).
2. Return of one staff member that had been diagnosed with COVID.
3. Public Works will be back to full staff on December 14.
4. Municipal Court continues to conduct court via Zoom.
5. Preparing for the 2016 Comprehensive Land Use Plan review and update as outlined in the Local Government Code, Chapter 213. Staff will bring an agenda item for the appointment of a CLUP Committee with Council's approval to post for volunteers immediately.
6. Ordinance for revision to Chapter 10, Article 10.02 of the Subdivision Ordinance, "Utility Easements" will be presented to P&Z and Council including public hearings in January.
7. May General Election planning is underway.
 - o The first General Election notice is posted, effective December 14.
8. Town Topics will be mailed in January

BOARDS AND COMMISSIONS –

Board of Adjustment:

1. November 2020, no meeting.
2. December 2020 meeting:
 - o Special exception for fence (property line) at 206 Johnson Lane
 - o Variance for size of accessory building at 338 Johnson Lane

Economic Development Corporation:

1. November 2020 meeting – discussed business development of the downtown area

Park Board Advisory Committee:

1. November 2020 meeting
 - o Annual Christmas event
 - o Agreement with Ovilla Baseball Fields Assoc. review and recommendation
2. No December 2020 meeting

Planning and Zoning Commission –

1. No November 2020 meeting.
2. December 2020 meeting:
 - o Public hearing and recommended revision to the Thoroughfare Plan.

CURRENT AND PLANNED DEVELOPMENT PROJECTS-

Residential:

- Miracle Farms – Development is on hold.

Infrastructure:

- Water Street Bridge-
 - o Ongoing.
- Parking lot expansion at 701 W. Main
 - o Construction for entrances will begin sometime the week of December 14.
 - o Working with engineer and contractor to complete walking trail to downtown area.



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- Working with resident at 117 Water Street regarding concerns of water drainage from the new parking lot.
- Ashburne Glenn Park is complete
- Cindy Jones Park is complete and will open on December 14.
- Research on Park Lighting
- Streets
 - Crack-sealing along Cockrell Hill Road and asphalt patching along Cockrell Hill Road
 - Crack-sealing work in Ovilla Oaks
 - Crack-sealing on Water Street

Misc.

- Working with Brittain & Crawford, LLC to update our map and establish the Historic District.
- Continued negotiations with the Ovilla Baseball Fields Association for an acceptable Agreement.
- PW will resume mowing effective January 2021.
- Christmas Tree Lighting was a success.
- Chief Windham submitted equipment COVID reimbursable funds to the TDEM last week.
- Chief Kennedy will complete and submit COVID “payroll” reimbursements to TDEM by December 30.

