

City of Ovilla City Council

*Rachel Huber, Place One
Dean Oberg, Place Two*

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

*Doug Hunt, Place Four
Michael Myers, Place Five*

Monday, May 10, 2021

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

Council Chamber Room

AGENDA

NOTICE is hereby given of a **Regular Meeting** of the City Council of the City of Ovilla, to be held on **Monday, May 10, 2021** 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, the City Council of the CITY OF OVILLA will conduct the meeting scheduled at 6:30 PM, Monday, May 10, 2021 by Zoom/Teleconference 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.cityofvilla.org

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

Telephone: 1-346-248-7799 Meeting ID: 987 7832 0308

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

<https://zoom.us/j/98778320308>

The public will be permitted to offer public comments as provided by the agenda and as permitted by the presiding officer during the meeting. In order to give the public the ability to address the City Council while unable to attend in-person, and for efficient and timely meetings, pre-registration is required for any citizen wishing to speak during the *Citizens Comments* portion of the meeting. Please Email topic(s) regarding any item(s) you wish to address in the Citizens Comments to the City Secretary at gmiller@cityofvilla.org by 4:00 PM on Monday, May 10, 2021. The emails received by the time indicated will be provided to the council members prior to the meeting. Please make sure to include your name, address, and topic in the body of email.

I. CALL TO ORDER

- Invocation – *led by PL5 Mike Myers*
- US. Pledge of Allegiance and TX Pledge – *led by PL3 David Griffin*

II. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS

Oaths & Statements of Office.

Judge Kurth will conduct the Oaths and Statements of Office to Mayor Dormier, Council Member Place 2 Dean Oberg, and Council Member Place 4 Doug Hunt, via Zoom.

Proclamations.

1. Memorial Day
2. Municipal Clerks Week
3. National Police Week
4. Public Works Week

III. CITIZENS COMMENTS

City of Ovilla City Council

*Rachel Huber, Place One
Dean Oberg, Place Two*

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

*Doug Hunt, Place Four
Michael Myers, Place Five*

IV. 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.

- C1.** Financial Transactions over \$5000
- C2.** Quarterly Investment Report
- C3.** Cash Flow Balance Report as of March 31, 2021
- C4.** Service Agreement for HVAC bi-annual maintenance by and between the City of Ovilla and Direct Services.
- C5.** Comprehensive Land Use Plan Applicant John Knight.
- C6.** First Responder Grant Services Consulting Agreement Contract.

IV. REGULAR AGENDA

- ITEM 1.** **DISCUSSION/ACTION** – Consideration of and action on nominations and an appointment of Mayor Pro Tem.
- ITEM 2.** **DISCUSSION/ACTION** – Consideration of and action on Resolution R2021-05 authorizing and approving the appointment of a Municipal Court Judge for a two-year term effective immediately.
- ITEM 3.** **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2021-09 of the City Council of the City of Ovilla, Texas, amending Chapter 2, Article 2.01 of the Code of Ordinances of; repealing and replacing Chapter 2, Article 2.02, amending Article A3.000, Section A3.001 of the Appendix to the Ovilla Code of Ordinance; amending the definition of “Vaccinated Animal”, providing requirements for the vaccination, and registration of dogs and cats; providing for the issuance of registrations; and providing registrations fees.
- 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 First Graphic Services to place a 8' X 12' pole sign for Broadmoor Estates on Westmoreland Road, Ovilla, Ellis County, Texas.
- ITEM 5.** **DISCUSSION/ACTION** – Consideration of and action on a variance to Chapter 14, Section 32, Temporary Uses and Special Events, 32.3 Permitted Special Events to allow unlimited Sundays for the set-up of Mobile Penny Paws Vet Community Outreach low-cost animal vaccinations at the Pickard House, 713 West Main Street, Ovilla, TX 75154.
- ITEM 6.** **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 Pamilee Koval to place a temporary 4'X5' pole sign for Penny Paws Mobile Vet in yard of 713 W. Main Street on the north and/or east side of property.
- ITEM 7** **DISCUSSION/ACTION** – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer board appointments/reappointment(s) to serve a term on the Board of Adjustment and/or direct staff to solicit for new applicants.
- ITEM 8.** **DISCUSSION/ACTION** – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer board appointments and/or reappointment(s) to serve a term on the Economic Development Corporation (EDC) Board of Directors and/or direct staff to solicit for new applicants.

City of OVILLE City Council

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ITEM 9. **DISCUSSION/ACTION** – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer committee appointments and/or reappointment(s) to serve a term on the Municipal Development District Board of Directors and/or direct staff to solicit for new applicants.

ITEM 10. **DISCUSSION/ACTION** – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer committee appointments and/or reappointment(s) to serve a term on the Ovilla Park Board Advisory Committee and/or direct staff to solicit for new applicants.

ITEM 11. **DISCUSSION/ACTION** – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer board appointment and/or reappointment(s) to serve a term on the Planning and Zoning Commission and/or direct staff to solicit for new applicants.

ITEM 12. **DISCUSSION/ACTION** – Receive recommendation from the Municipal Development District for consideration of and action to approve the Municipal Development District FY2020-2021 Budget amendments to fund the completion of the Main Street Parking Lot located at 702 W. Main Street and Phase 1 renovations to the police station.

ITEM 13. **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2021-10 of the City of Ovilla, TX, amending the Fiscal Year 2020-2021 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process.

ITEM 14. **DISCUSSION** – Review and discuss the need for speed humps in Ovilla Oaks Residential Subdivision and direct staff as necessary.

ITEM 15. **DISCUSSION/ACTION** – Consideration of and action to either cancel or to set the official date for Heritage Day 2021, appointing various assignments to facilitate plans of the 2021 Heritage Day Celebration and festivities.

ITEM 16. **DISCUSSION/ACTION** – Consideration of and action on the opening of municipal facilities to the public and the option to discontinue zoom.

ITEM 17. **DISCUSSION/ACTION** – Consideration of and action on the future plans for 708 Main Street.

ITEM 18. **DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

ITEM 19. **DISCUSSION/ACTION** – Consideration of and action to set a date and time for a ‘Police Basic Operational Workshop’ with Council and police command staff.

STAFF REPORTS

- **Department Activity Reports / Discussion**
 - Police Department
 - Fire Department
 - Public Works Departments
 - 1. Construction/Development
 - 2. Water/wastewater

Chief B. Windham
Chief B. Kennedy
Public Works Director J. Kuykendall

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- 3. Streets
- 4. Parks
- 5. Monthly Code/Animal Control Reports
- Administration
 - 1. Financials (non-reconciled)
 - a) Monthly Municipal Court Report
 - b) UB Cut-Off April 2021
 - 2. Administration Reports

Finance Director Sharon Jungman
City Manager P. Woodall
City Secretary G. Miller

V. **EXECUTIVE SESSION**

The City Council of the City of Ovilla, Texas, reserves the right to meet in a closed session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

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

VIII. **ADJOURNMENT**

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the May 10, 2021 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, on the 7th day of May 2021 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.

G Miller
G Miller, City Secretary

DATE OF POSTING: 5-7-2021 TIME: 3:30 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm



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

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



OATH OF OFFICE

In the name and by the authority of
The State of Texas

I, **RICHARD DORMIER**, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of **MAYOR** of the City of Ovilla of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Affiant

State of Texas
County of Ellis

SWORN TO and subscribed before me by affiant on this **10th** day of **May 2021**.

G Miller
City Secretary





Statement of Elected Officer

I, RICHARD DORMIER, do solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promised any public office or employment for giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

POSITION TO WHICH ELECTED
MAYOR
Ellis/Dallas Counties, Ovilla, TX 75154

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

May 10, 2021

Signature of Elected Official



OATH OF OFFICE

In the name and by the authority of

The State of Texas

I, DEAN OBERG, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of CITY COUNCIL MEMBER PLACE 2 of the City of Ovilla of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Affiant

State of Texas
County of Ellis

SWORN TO and subscribed before me by affiant on this 10th day of MAY 2021.

G Miller
City Secretary





Statement of Elected Officer

I, DEAN OBERG, do solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promised any public office or employment for giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

POSITION TO WHICH ELECTED
Place Two
Ellis/Dallas Counties, Ovilla, TX 75154

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

MAY 10, 2021

Signature of Elected Official



OATH OF OFFICE

In the name and by the authority of

The State of Texas

I, DOUG HUNT, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of CITY COUNCIL MEMBER PLACE 4 of the City of Ovilla of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Affiant

State of Texas
County of Ellis

SWORN TO and subscribed before me by affiant on this 10th day of May 2021.

G Miller
City Secretary





Statement of Elected Officer

I, DOUG HUNT, do solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value or promised any public office or employment for giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

POSITION TO WHICH ELECTED
Place Four
Ellis/Dallas Counties, Ovilla, TX 75154

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

May 10, 2021

Signature of Elected Official

Proclamation

In Honor of Memorial Day

WHEREAS, as citizens of Ovilla we must never forget the men and women who fought with honor and distinction, in the name of freedom and democracy for all; and

WHEREAS, in honor of all of our fallen service members, the Congress provided, in a joint resolution approved May 11, 1950, that Memorial Day should be set aside as a day for nationwide prayer for permanent peace and a day to reverently honor our fallen fellow Americans, known and unknown, who sacrificed their freedom to ensure our own; and

WHEREAS, the hour beginning at eleven o'clock in the morning of that day is designated as a period in which all the people of the Nation, each according to his religious faith, may unite in solemn prayer; and

WHEREAS, the courage, honor, sacrifice, and dedication which veterans of the United States armed forces have displayed in the cause of justice, freedom, and democracy are most worthy of recognition.

NOW, THEREFORE, I, Richard Dormier, Mayor of the City of Ovilla, Texas, do hereby urge the citizens of Ovilla to observe with solemn respect **Memorial Day on Monday, May 31, 2021**.

IN WITNESS WHEREOF, I have hereto set my hand and caused the Seal of the City of Ovilla, Texas, to be affixed this the 10th day of May, 2021.

**Richard Dormier, Mayor
CITY OF OVILLA, TEXAS**

Proclamation

MUNICIPAL CLERKS WEEK *May 2 - 8, 2021*

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Richard Dormier, Mayor of Ovilla, Texas, do recognize the week of May 2 through May 8, 2021, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerks, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 10th day of MAY 2021

Richard Dormier
Mayor

Attest: _____

PROCLAMATION

NATIONAL POLICE WEEK 2021

To recognize National Police Week 2021 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Ovilla Police Department;

WHEREAS, there have been 34 law enforcement deaths for the first quarter of 2021 and 93 for all of 2020.

WHEREAS, since the first recorded death in 1786, more than 22,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 394 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial in 2021.

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 33rd Annual Candlelight Vigil, on the evening of May 13, 2021;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 09th-15th;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED that the City Council for the City of Ovilla, Texas formally acknowledges May 09th-15th, 2021, as Police Week in the City of Ovilla, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City to be affixed this 10th day of MAY in the year 2021.

RICHARD A. DORMIER
MAYOR OF OVILLA

COUNCIL PLACE 1 RACHEL HUBER * COUNCIL PLACE 2 DEAN OBERG *
COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN
COUNCIL PLACE 4 DOUG HUNT * COUNCIL PLACE 5 MICHAEL MYERS



PROCLAMATION

PUBLIC WORKS WEEK

WHEREAS, public works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support of an understanding and informed public is vital to the efficient operation of public works systems and programs including water, sewer, streets, public buildings, solid waste collection, landfill, wastewater disposal, code enforcement and engineering to provide these essential services to our citizens; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skills of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding the importance of the work they perform.

NOW, THEREFORE, I, Richard Dormier, Mayor of the City of Ovilla, do hereby proclaim the week of May 16-22, 2021 as

Public Works Week "Building for Today, Planning for Tomorrow"

in the City of Ovilla, and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Ovilla to be affixed this 10th day of May 2021.

RICHARD DORMIER, Mayor

COUNCIL PLACE 1 RACHEL HUBER * COUNCIL PLACE 2 DEAN OBERG

COUNCIL PLACE 3 MAYOR PRO TEM DAVID GRIFFIN

COUNCIL PLACE 4 DOUG HUNT * COUNCIL PLACE 5 MICHAEL MYERS

To
Honorable Mayor
and Council

From
Staff

CC
Applicable
Departments

BACKGROUND AND JUSTIFICATION:

C1. Financial Transactions over \$5000

These are transactions from October 1, 2020 thru March 31, 2021

STAFF RECOMMENDATION: Staff recommends approval

C2. Quarterly Investment Report

These are unreconciled bank statements from January thru March 2021

STAFF RECOMMENDATION: Staff recommends approval

C3. Cash Flow Balance Report as of March 31, 2021

STAFF RECOMMENDATION: Staff recommends approval

C4. Direct Services Agreement

This is a Services Agreement for HVAC bi-annual maintenance by and between the City of Ovilla and Direct Services.

STAFF RECOMMENDATION: Staff recommends approval

C5. Comprehensive Land Use Plan Application

Approval of John Knight to serve on the CLUP Committee

STAFF RECOMMENDATION: Staff recommends approval

C6. First Responder Grants, LLC

Approval of the 2021 Agreement to continue subscription services.

STAFF RECOMMENDATION: Staff recommends approval.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org





Date: May 10, 2021

To: Honorable Mayor and Council Members

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

March 31, 2021

From:

Sharon Jungman – Finance Director

City of Ovilla
 Transaction Detail Report
 10/1/2020 - 3/31/2021

5/4/2021 10:01 AM

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
12/11/2020	12/11/2020	AP Invoice		FY2020 Reconciliations	5,925.00	0.00	5,925.00
				Total	<u>5,925.00</u>	<u>0.00</u>	

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	<u>20,475.00</u>	<u>0.00</u>	

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	<u>8,250.00</u>	<u>0.00</u>	

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	<u>16,500.00</u>	<u>0.00</u>	

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/16/2020	10/16/2020	AP Invoice		TMRS-Employer 10/10/2020	5,128.00	0.00	(5,329.38)
10/29/2020	10/29/2020	AP Invoice		TMRS-Employer 10/24/2020	5,429.09	0.00	(10,758.47)
11/24/2020	11/24/2020	AP Invoice		TMRS-Employer 11/21/2020	5,188.19	0.00	(15,946.66)
12/11/2020	12/11/2020	AP Invoice		TMRS-Employer 12/5/2020	5,238.72	0.00	(21,185.38)
12/22/2020	12/22/2020	AP Invoice		TMRS-Employer 12/19/2020	5,008.80	0.00	(26,194.18)
1/7/2021	1/7/2021	AP Invoice		TMRS-Employer 1/2/2021	5,108.42	0.00	(31,302.60)
2/19/2021	2/19/2021	AP Invoice		TMRS-Employer 2/13/2021	5,177.55	0.00	(36,480.15)
3/2/2021	3/2/2021	AP Invoice		TMRS-Employer 2/27/2021	5,574.88	0.00	(42,055.03)
				Total	<u>41,853.65</u>	<u>0.00</u>	

100 - General Fund

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/16/2020	10/16/2020	AP Invoice		Federal Withholding 10/10/2020	5,287.26	0.00	(10,728.19)
10/29/2020	10/29/2020	AP Invoice		Federal Withholding 10/24/2020	5,935.92	0.00	(16,664.11)
11/13/2020	11/13/2020	AP Invoice		Federal Withholding 11/7/2020	5,148.28	0.00	(21,812.39)

11/24/2020	11/24/2020	AP Invoice	Federal Withholding 11/21/2020	5,627.08	0.00	(27,439.47)
12/11/2020	12/11/2020	AP Invoice	Federal Withholding 12/5/2020	5,654.41	0.00	(33,093.88)
12/22/2020	12/22/2020	AP Invoice	Federal Withholding 12/19/2020	5,130.67	0.00	(38,224.55)
1/7/2021	1/7/2021	AP Invoice	Federal Withholding 1/2/2021	5,363.95	0.00	(43,588.50)
1/22/2021	1/22/2021	AP Invoice	Federal Withholding 1/16/2021	5,131.77	0.00	(48,720.27)
2/4/2021	2/4/2021	AP Invoice	Federal Withholding 1/30/2021	5,380.20	0.00	(54,100.47)
2/19/2021	2/19/2021	AP Invoice	Federal Withholding 2/13/2021	5,646.42	0.00	(59,746.89)
3/2/2021	3/2/2021	AP Invoice	Federal Withholding 2/27/2021	7,102.71	0.00	(66,849.60)
3/18/2021	3/18/2021	AP Invoice	Federal Withholding 3/13/2021	5,105.58	0.00	(71,955.18)
				Total	66,514.25	0.00

100 - General Fund

Account 100-2312150						
Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit
1/7/2021	1/7/2021	AP Invoice		ER PD BCBS 1/2/2021	9,972.08	0.00
2/4/2021	2/4/2021	AP Invoice		ER PD BCBS 1/30/2021	11,258.80	0.00
3/2/2021	3/2/2021	AP Invoice		ER PD BCBS 2/27/2021	11,258.80	0.00
3/31/2021	3/31/2021	AP Invoice		ER PD BCBS 3/27/2021	11,258.80	0.00
				Total	43,748.48	0.00

100 - General Fund

Account 100-30-52385						
Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit
2/1/2021	2/1/2021	AP Invoice		EMS Services for Oct-Dec. 2020	15,889.75	0.00
3/31/2021	3/31/2021	AP Invoice		EMS FOR EMERGENCY MEDICAL TRANSPOR	15,889.75	0.00
				Total	31,779.50	0.00

100 - General Fund

Account 100-30-53415						
Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit
12/23/2020	12/23/2020	AP Invoice		Life Pack 15 Plus Accessories	37,787.54	0.00
12/23/2020	12/23/2020	AP Invoice		Chest Compression Device & Accessories	15,138.58	0.00
12/29/2020	12/29/2020	AP Invoice		AED	10,455.00	0.00
12/30/2020	12/30/2020	AP Invoice		Access, for Life Pak and AED	7,592.92	0.00
2/11/2021	2/11/2021	AP Invoice		Parts for Life Pak 15	7,200.00	0.00
				Total	78,174.04	0.00

100 - General Fund

Account 100-30-55545						
Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit
11/13/2020	11/13/2020	AP Invoice		E-702 -Pump Drain , warning Lights, Rear E	10,485.07	0.00
				Total	10,485.07	0.00

100 - General Fund

Account 100-30-56445						
Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit
2/1/2021	2/1/2021	AP Invoice		20 sets of Bunker Gear	41,977.80	0.00

Total	<u>41,977.80</u>	<u>0.00</u>
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100 - General Fund
Account 100-45-55465

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
12/11/2020	12/11/2020	AP Invoice		Waste Disposal for November	22,987.73	0.00	45,990.07
1/7/2021	1/7/2021	AP Invoice		Trash collection for December 2020	22,900.07	0.00	68,890.14
2/11/2021	2/11/2021	AP Invoice		Trash collection for January 2021	23,388.48	0.00	92,278.62
3/5/2021	3/5/2021	AP Invoice		Trash collection for February 2021	23,403.41	0.00	115,682.03
				Total	<u>115,682.03</u>	<u>0.00</u>	

100 - General Fund
Account 100-50-57463

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
2/5/2021	2/5/2021	AP Invoice		Construct Redi-Rock Retaining Wall for Wat	99,764.42	0.00	202,997.42
				Total	<u>202,997.42</u>	<u>0.00</u>	

200 - Water And Utilities Fund
Account 200-4000460

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
3/31/2021	3/31/2021	AP Invoice		Final Bill 1-01-05743-00	5,457.42	0.00	(5,457.42)
				Total	<u>5,457.42</u>	<u>0.00</u>	

200 - Water And Utilities Fund
Account 200-75-55460

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
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
12/18/2020	12/18/2020	AP Invoice		Water Purchase for 10-30 to 12-1	35,640.91	0.00	75,499.83
2/1/2021	2/1/2021	AP Invoice		Water Purchase 12/2 to 12/29/20	27,731.02	0.00	103,230.85
2/25/2021	2/25/2021	AP Invoice		Water Purchase for 12-30 to 2/2/21	28,440.66	0.00	131,671.51
				Total	<u>131,671.51</u>	<u>0.00</u>	

200 - Water And Utilities Fund
Account 200-80-55463

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
12/11/2020	12/11/2020	AP Invoice		Waste Disposal for December	33,066.00	0.00	61,196.00
12/18/2020	12/18/2020	AP Invoice		Waste Disposal for January	33,066.00	0.00	94,262.00
2/1/2021	2/1/2021	AP Invoice		Sewage Treatment for Feb. 2021	33,066.00	0.00	127,328.00
2/25/2021	2/25/2021	AP Invoice		Sewage Treatment for March 2021	33,066.00	0.00	160,394.00
				Total	<u>160,394.00</u>	<u>0.00</u>	

200 - Water And Utilities Fund
Account 200-80-57440

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
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1/7/2021	1/7/2021	AP Invoice	Aluminum Build a Box - safety box 6x6x6	8,973.00	0.00	8,973.00
			Total	8,973.00	0.00	

200 - Water And Utilities Fund
Account 200-80-57450

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
3/11/2021	3/11/2021	AP Invoice		2021 GMC Double Cab Pickup 2500 VIn #4	32,325.20	0.00	32,325.20
				Total	32,325.20	0.00	

400 - Debt Service Fund
Account 400-15-57940

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
2/19/2021	2/19/2021	AP Invoice		Bond Interest Pmt.	75,000.00	0.00	75,000.00
				Total	75,000.00	0.00	

500 - Municipal Development District Fund
Account 500-10-9109216

Post Date	Transaction Date	Source	Check #	Line Description	Debit	Credit	Balance
10/30/2020	10/30/2020	AP Invoice		Progress Billing #1 on City Hall Parking Lot	52,426.80	0.00	52,426.80
12/3/2020	12/3/2020	AP Invoice		City Hall Parking Lot Progress Billing #2	99,675.00	0.00	152,101.80
2/5/2021	2/5/2021	AP Invoice		City Hall Parking Final Bill less Retainage	46,150.85	0.00	198,252.65
3/31/2021	3/31/2021	AP Invoice		CITY HALL PARKING LOT PROJECT FINAL R	10,618.35	0.00	208,871.00
				Total	208,871.00	0.00	



Date: May 10, 2021

To: Honorable Mayor and Council Members

**Subject: Investment Report for
January thru March 2021**
(With Unreconciled Bank Statements)

From:
Sharon Jungman – Finance Director

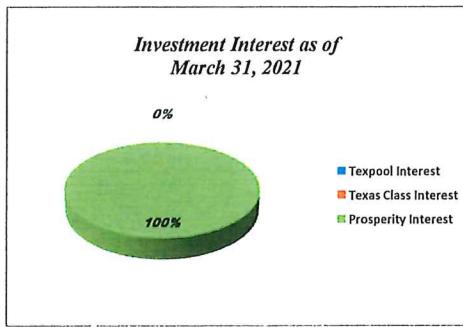
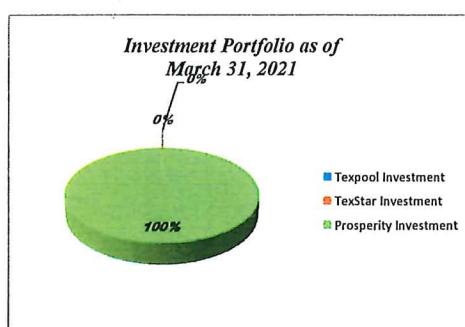
City of Ovilla
Investment Portfolio Summary - As of March 31, 2021

Investment Types	% of Total Investments	Amount
TexPool Investment		
Water Fund- 8761	0.01%	\$ 324.45
Texpool Total	0.01%	\$ 324.45
TexStar Investment		
Gen. Fund 1110	0.07%	3,948.09
Gen. Fund Reserve 1120	0.02%	983.73
Sewer Impact Fee 3540	0.06%	3,340.70
Water Fund 5340	0.03%	1,478.40
Water Fund 5350	0.02%	1,212.15
TexStar Total	0.20%	10,963.07
Prosperity Investment		
CD GF Reserve 0608	1.04%	58,442.86
CD GF Reserve -0694	4.63%	259,837.35
Debt Fund 0291	0.25%	13,960.59
Water Impact 2322	0.00%	0.48
4B EDC 3691	15.72%	882,303.43
Water Money Mkt. 4323	0.00%	150.03
MDD 7451	4.60%	257,995.00
Water Credit Card Acct. 7531	0.00%	0.11
GF Reserve 7583	2.33%	130,783.29
GF Designated Cash 7605	4.19%	235,196.61
Park Improvement 7613	0.00%	57.54
Capital Projects 7648	0.00%	103.49
Police - Lease 8220	0.00%	1.79
Bryson Manor 8662	5.43%	304,792.76
Sewer Impact 8699	0.00%	117.86
Employee Benefit Trust 8777	0.01%	589.96
General Acct. 9437	61.57%	3,455,488.53
Public Works 9445	0.01%	838.10
Prosperity Total	94.13%	5,600,659.78
Total Investment	94.33%	\$ 5,611,947.30

Investment Interest Types	% of Total Interest	Amount of Interest earned from Jan. thru March
Tex Pool Interest		
Water Fund- 8761	0.00%	\$ -
TexPool Qtr. Interest Total	0.00%	\$ -
TexStar Class Interest		
Gen. Fund 1110	0.00%	0.34
Gen. Fund Reserve 1120	0.00%	0.30
Sewer Impact Fee 3540	0.00%	0.26
Water Fund 5340	0.00%	0.06
Water Fund 5350	0.00%	0.04
Texas Class Qtr. Interest Total	0.01%	1.00
Logic Interest		
CD GF Reserve 0608	0.32%	29.38
CD GF Reserve -0694	11.24%	1,042.54
Debt Fund 0291	0.02%	1.72
Water Impact 2322	0.00%	0.00
4B EDC 3691	13.16%	1,220.41
Water Money Mkt. 4323	0.00%	0.03
MDD 7451	4.97%	461.19
Water Credit Card Acct. 7531	0.00%	-
GF Reserve 7583	0.35%	32.78
GF Designated Cash 7605	0.64%	58.95
Park Improvement 7613	0.00%	-
Capital Projects 7648	0.00%	-
Police - Lease 8220	0.00%	-
Bryson Manor 8662	5.67%	525.47
Sewer Impact 8699	0.00%	0.03
Employee Benefit Trust 8777	0.13%	11.61
General Acct. 9437	63.47%	5,884.71
Public Works 9445	0.02%	1.45
Logic Quarterly Interest Total	88.41%	9,270.27
Total Quarterly Interest	88.42%	\$ 9,271.27

Investment Types	% of Total Investments	Amount
Texpool Investment	0.01%	\$ 324.45
TexStar Investment	0.20%	\$ 10,963.07
Prosperity Investment	99.80%	5,600,659.78
Total Investment	100.00%	\$ 5,611,947.30

Investment Interest Types	% of Total Interest	Amount
Texpool Interest	0.00%	\$ -
Texas Class Interest	0.01%	\$ 1.00
Prosperity Interest	99.99%	\$ 9,270.27
Total Interest	100.00%	\$ 9,271.27

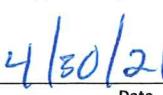


COMPLIANCE STATEMENT

The investment portfolio presented in these reports conforms in all respects to the investment policies of the City of Ovilla, Texas; and is being managed under the investment strategy developed and approved by the Ovilla City Council.


 Sharon Jungman - Director of Finance


 Pam Woodall - City Manager


 Date
 4.30.2021
 Date



Date: May 10, 2021

**To: The Honorable Mayor and City Council
Members**

Subject – Cash Flow

For General Fund

As of March 31, 2021

From:

Sharon Jungman – Finance Director

Cash Flow as of 3-31-21 for General Fund Consolidated Cash Accounts

Bank Account Descriptions	Acct. #	Bank Balances as of 3-31-21	GF 30% of Consolidated Cash	GF Totals
Consolidated Cash	9437	3,455,488.53	30%	1,036,646.56
General Fund Reserve	7583	130,783.29		130,783.29
GF Designated Cash	7605	235,196.61		235,196.61
TexStar - GF Operating	1110	3,948.09		3,948.09
TexStar - General Fund Reserve	1120	983.73		983.73
Pros. CD - General Fund Reserve	608	58,442.86		58,442.86
Pros. CD - General Fund Reserve	694	<u>259,837.35</u>		<u>259,837.35</u>
Total Bank Account Balances as of 3-31-21		4,144,680.46		1,725,838.49

Estimated Revenue Remaining in each Consol. Fund

General Fund - 100	1,405,180.62	<u>1,405,180.62</u>
Total of expected Revenue Budgeted	1,405,180.62	1,405,180.62

Budgeted Expenses Remaining in each Consol. Fund

General Fund - 100	2,004,507.48	<u>2,004,507.48</u>
Total of Budget Remaining	2,004,507.48	2,004,507.48

Bank Balances plus Remaining Revenue

Expected Less Remaining Budgeted Expenses	3,545,353.60	1,126,511.63
--	--------------	--------------

Committed Fund Balance for FY2021 Budget

Total Budget for FY2021 for General Fund	4,097,770.00
Less Capital Expenditures	
Park Pavillion (100-60-57420)	<u>125,000.00</u>
Budget for FY2021 Less Capital Expenditures	3,972,770.00
Reserve Budget Percentage	<u>0.25</u>
Reserve Amount for FY2021	993,192.50
Estimated Balance Remaining after 25%	
Reserve Deducted	133,319.13
Plus prior Year GF Fund Balance	<u>880,302.58</u>
Estimated Fund Balance at Year End less 25% Reserve	1,013,621.71

DIRECT SERVICE COMPANY

AIR CONDITIONING • HEATING • PLUMBING •
REFRIGERATION • CHILLERS • BOILERS

TACL#A013190E
TACL#B013190R
M36775

(214) 350-9957
(972) 617-9977
(972) 723-3320
(817) 284-5577
(800) 962-1245
(972) 617-1699 Fax



City of Ovilla
105 Cockrell Hill Rd.
Ovilla, TX 75154
RE: City Hall

April 23rd, 2021

Proposal No. 20914A

This proposal is for Direct Service to perform the bi-annual maintenance on the 3 HVAC units. We will check unit operation, change filters, and wash outside condenser coil once a year.

Quote Price: \$100.00 per unit

Total Price: \$300.00 (Initial) _____

****Note: This proposal excludes all other trades.**

****Note: All equipment purchased is considered a lease until paid in full.**

****Note: Any additional material or labor not listed will be an additional cost.**

****Note: Special order parts: once down payment has been received and special order parts are ordered, any cancellations are subject to cancellation charges or no refund.**

****Note: If paying by credit card, 3% will be added.**

Payment terms: Net 30 Days

This proposal may be withdrawn if not accepted within 12-15 days depending on vendor.

If you have any questions, please feel free to give me a call.

Submitted by: Cort Williams Date: 4/23/21
Cort Williams, Service Representative
Kyle Pevehouse, Vice-President

Accepted by: _____ Date: _____

Printed Name: _____

Acceptance of proposal: The above price, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

P. O. Box 3060, Waxahachie, TX 75168

Regulated by The Texas Department of Licensing and Regulation, P. O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-463-6599

FIRST RESPONDER GRANTS, LLC
GRANT SERVICES CONSULTING AGREEMENT CONTRACT

This Consulting AGSP Agreement (“**Agreement**”) is made as of May 1st, 2021 (“**Effective Date**”), by and between First Responder Grants, LLC, a South Carolina corporation with a place of business at 237 N. Brooks St., Manning, South Carolina 29102 (“**FRG**”), and Ovilla Fire Department, with a place of business at 105 S. Cockrell Hill Rd., Ovilla, Tx 75154 (“**Company**”).

- 1. Scope of Grant Services Package agreement.** During the Term (defined below), First Responder Grants, LLC shall perform the Grant Services described on **Exhibit A** attached to this Agreement. First Responder Grants, LLC shall determine the method, details and means of performing these services, and shall perform the them with reasonable care. First Responder Grants, LLC shall commit the time and resources that it determines are reasonably necessary to complete these services. First Responder Grants, LLC shall perform all services on a non-exclusive basis and First Responder Grants, LLC may perform grant services for third parties from time to time as First Responder Grants, LLC elects to do so.
- 2. Payments.** Company shall pay First Responder Grants, LLC for providing the grant services in accordance with the rate schedule on **Exhibit A**. First Responder Grants, LLC shall invoice Company immediately upon acceptance of this contract, and Company shall pay all invoices within 30 days after receipt.
- 3. Client's Obligations.** Client shall provide reasonable and timely assistance to First Responder Grants, LLC in connection with these services including access to records, information and personnel reasonably required by First Responder Grants, LLC to perform said services.
- 4. Default and Termination.** This Agreement shall remain in effect for 12 months from date of acceptance.
- 5. Limitations.** EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, FIRST RESPONDER GRANTS, LLC DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED WITH RESPECT TO THE GRANT SERVICES OR WORK ON ANY GRANT. It is implicitly understood that because FRG is NOT the funding source, we cannot guarantee that any application will be funded. In no event shall First Responder Grants, LLC be liable for any consequential, incidental, special or indirect damages of any kind, even if it has been advised of the possibilities of those damages. First Responder Grants, LLC's maximum liability under this Agreement and with respect to any grant services performed, regardless of the form of action and theory of recovery, shall not exceed the total amount Company has paid First Responder Grants, LLC for those services.
- 6. Confidential Information.** Each party possesses confidential and proprietary information and may disclose Confidential Information to the other party in the course of performing under this Agreement. Neither party may use the Confidential Information except in the course of performing under this Agreement. For the purpose of this Agreement, “**Confidential Information**” shall mean information that (a) is disclosed in written, electronic or other tangible form and marked “Confidential” or “Proprietary” at the time of disclosure or (b) is disclosed in non-tangible form

and verbally designated as confidential or proprietary by the disclosing party. Each party shall use reasonable measures (at least as stringent as it uses to safeguard the confidentiality of its own information), to keep confidential and not to disclose any Confidential Information. Confidential Information shall not include information that is or becomes available to the public through no breach of this Agreement, information that was previously known by the receiving party without any obligations to the disclosing party to hold it in confidence, information that the receiving party receives from a third party who is free to disclose that information, information that the receiving party develops independently without using the Confidential Information, and information that the disclosing party approves for release in writing. If the receiving party is required by law, government regulation, subpoena, or court order to disclose any of the Confidential Information, the receiving party will give prior written notice of the proposed disclosure to the disclosing party. The receiving party will be entitled to take those actions it deems necessary or appropriate. The receiving party will not be in breach of this Section by disclosing Confidential Information in compliance with this Agreement and any law, regulation, subpoena, or court order. The receiving party will destroy or return to the disclosing party all documents and other records of the disclosing party containing Confidential Information promptly after receiving the disclosing party's written request and will notify the disclosing party in writing that the receiving party has done so.

7. General Provisions.

a. Force Majeure. Neither party shall be liable for any breach or delay resulting from any cause beyond its reasonable control, including acts of God, war, insurrection, the public enemy, changes in applicable law, labor disputes or strikes.

b. Notices. Any notice permitted or required under this Agreement or an SOW shall be deemed given if in writing and delivered personally, deposited in the United States mail, certified mail, return receipt requested, or sent by facsimile to the respective addresses of First Responder Grants, LLC and Company listed above.

c. Independent Contractor. First Responder Grants, LLC is an independent contractor, and nothing in this Agreement shall be construed as creating a partnership, joint venture, agency or fiduciary relationship.

d. No Assignment. Company may not assign this Agreement or any portion of its rights or obligations under this Agreement without First Responder Grants, LLC's prior written consent in each instance.

e. Binding Effect. This Agreement shall be binding on and shall inure to the benefit of, the parties and their respective successors, heirs and permitted assignees.

f. Applicable Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of South Carolina, excluding its conflict of law principles. Any action or proceeding relating to this Agreement or its enforcement shall be commenced and heard only in the state courts of South Carolina or the United States Court having jurisdiction for the State of South Carolina. First Responder Grants, LLC and Company hereby consent and submit to the jurisdiction and venue of those courts.

g. **Entire Agreement.** This Agreement shall contain the entire agreement of the parties relating to the grant services provided and supersede all previous and contemporaneous agreements, understandings, usages of trade and courses of dealing, whether written or oral. This Agreement may be modified only by a written agreement, signed by both parties, expressly modifying this Agreement.

IN WITNESS WHEREOF, the parties hereby execute this Agreement as of the Effective Date 05/01/21.

FIRST RESPONDER GRANTS, LLC



By:

Name: Kurt T. Bradley

Title: Sr. Grant Consultant

Ovilla Fire Department

By: _____

Name: Brandon Kennedy

Title: Fire Chief

List of Attached Exhibits

Exhibit A Grant Services; Fees

EXHIBIT A
to Grant Consulting Services Agreement

Description of Grant Services and Fees

The Grant Services Package includes the following during the subscription period:

- **16 hours of consultant's time in developing, researching, editing and submission of up to 4 grant applications.** Fire Departments and Non-Affiliated EMS please note; This includes work on any current year Fire Act Grants (Assistance to Firefighters Grant, Fire Prevention & Safety and SAFER)
Note: This does not include work on multi-agency grant applications or regional type projects which are considered Special Projects.
- **Unlimited phone and email consultation with our consultants.**
- **Timely notifications** of special grant opportunities and grant news relevant to your agency and funding needs through mass emailing, newsletter and social media.
- **How to conduct a needs and capabilities assessment**, to document need in your applications and to plan your grant strategy around known agency needs.
- **A custom grant strategy** tailored to your department's needs, personnel and budget.
- **Funded examples of grant narratives for specific projects** the client may be working on, at no charge (subject to availability).

Time Period of Agreement: 05/01/21 through 04/30/22

Price

The cost for this package of services is \$1,500 per year. Special discounts may be applied to this on an individual basis.

AGENDA ITEM REPORT
Item 1

Meeting Date: May 10, 2021

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Other: _____

Attachments:

1. Copy of excerpt from LGC 22.037

Agenda Item / Topic:

ITEM 1. DISCUSSION/ACTION – Consideration of and action on nominations and an appointment of Mayor Pro Tem.

Discussion / Justification:

Section 22.037 of the Local Government Code states that the Mayor Pro-Tem is a council member that performs the mayor's duties in the event of the Mayor's incapacity or absence. The Mayor-Pro-Tem is selected by a majority vote of the council from among its own governing body. The Mayor-Pro-Tem's term renews annually following the municipal election and retains the right to vote on all matters before the Council while performing those duties in the Mayor's absence.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move that Council appoints _____ to serve as Mayor pro-Tem for the City of Ovilla following the May 2021 general election for a term through the May 2022 Uniform Election Date.

LOCAL GOVERNMENT CODE

TITLE 2. ORGANIZATION OF MUNICIPAL GOVERNMENT

SUBTITLE B. MUNICIPAL FORM OF GOVERNMENT

CHAPTER 22. ALDERMANIC FORM OF GOVERNMENT IN TYPE A GENERAL-LAW
MUNICIPALITY

SUBCHAPTER A. GENERAL PROVISIONS

...

Sec. 22.037. MAYOR AS PRESIDING OFFICER; PRESIDENT PRO
TEMPORE. (a) The mayor shall preside at all meetings of the
governing body of the municipality and, except in elections, may
vote only if there is a tie.

(b) At each new governing body's first meeting or as soon
as practicable, the governing body shall elect one alderman to
serve as president pro tempore for a term of one year.

(c) If the mayor fails, is unable, or refuses to act, the
president pro tempore shall perform the mayor's duties and is
entitled to receive the fees and compensation prescribed for the
mayor.

(d) If the mayor and the president pro tempore are absent,
any alderman may be appointed to preside at the meeting.

...

AGENDA ITEM REPORT Item 2

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

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

Attachments:

Resolution R2021-05

Confirmation letter from Judge Kurth with desire to continue serving Ovilla.

Agenda Item / Topic:

ITEM 2. DISCUSSION/ACTION – Consideration of and action on Resolution R2021-05 authorizing and approving the appointment of a Municipal Court Judge for a two-year term effective immediately.

Discussion / Justification:

In accordance to Chapter 7 of the Ovilla Code of Ordinances:

Sec. 7.01.004 Judge

(a) The municipal court of record shall be presided over by a municipal judge who shall be appointed by the city council for a term of two (2) years, which term shall be coextensive with the term of the mayor of the city. The municipal judge must be a licensed attorney in good standing in the state, and must have two or more years of experience in the practice of law in the state. The judge must be a citizen of the United States and of the state. (Ordinance 07-010, sec. 4, adopted 5/15/07)

Ovilla is a court of record and Mr. Scott Kurth, a licensed attorney, has served as Ovilla Municipal Court Judge since May 2007.

Recommendation / Staff Comments:

Staff recommends approval of Resolution R2021-05

Sample Motion(s):

I move to approve Resolution R2021-05 authorizing and approving the appointment of Scott Kurth as the Ovilla Municipal Court Judge for a two-year term effective immediately.

RESOLUTION NO. R2021-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS AUTHORIZING
AND APPROVING THE APPOINTMENT OF SCOTT KURTH AS THE OVILLA MUNICIPAL
JUDGE FOR A TWO-YEAR TERM, EFFECTIVE May 10, 2021**

Whereas, pursuant to Chapter 7, Section 7.01.004 of the Ovilla Code of Ordinances the municipal court of record shall be presided over by a municipal judge who shall be appointed by the city council for a term of two (2) years, which term shall be coextensive with the term of the mayor of the city.

Whereas, the municipal judge must be a licensed attorney in good standing in the state, and must have two or more years of experience in the practice of law in the state. The judge must be a citizen of the United States and of the state.

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

Section 1.

The City Council of the City of Ovilla hereby appoints Scott Kurth as the Ovilla Municipal Court Judge for a term of (2) years, to commence on May 10, 2021.

PASSED, APPROVED, AND RESOLVED this 10th day of May 2021.

ATTEST: _____

G Miller, CITY SECRETARY

APPROVED: _____

Richard Dormier, MAYOR

SCOTT E. KURTH

April 28, 2021

Mayor Richard Dormier
105 S. Cockrell Hill Road
Ovilla, Texas 75154

Members of the Ovilla City Council
105 S. Cockrell Hill Road
Ovilla, Texas 75154

Re: Application for reappointment as the Presiding Judge of the Ovilla Municipal

Dear Mayor Dormier and Council Members of the Ovilla City Council:

Please accept this letter as my request to be reappointed as the Presiding Judge of the Ovilla Municipal Court. It is my honor and privilege to serve the citizens of my home town as the Presiding Judge and Magistrate, and I very much would like to continue serving in this important role for another term.

Respectfully,


Scott E. Kurth
Presiding Judge
Ovilla Municipal Court

AGENDA ITEM REPORT Item 3

Meeting Date: May 10, 2021

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

Amount: N/A

Attachments:

1. Ordinance 2021-09

Agenda Item / Topic:

ITEM 3. DISCUSSION/ACTION – Consideration of and action on Ordinance 2021-09 of the City Council of the City of Ovilla, Texas, amending Chapter 2, Article 2.01 of the Code of Ordinances of; repealing and replacing Chapter 2, Article 2.02, amending Article A3.000, Section A3.001 of the Appendix to the Ovilla Code of Ordinance; amending the definition of “Vaccinated Animal”, providing requirements for the vaccination, and registration of dogs and cats; providing for the issuance of registrations; and providing registrations fees.

Discussion / Justification:

Legal counsel drafted this ordinance to provide some clean up in the chapter that addresses animal control vaccinations and registration, including fees. A few changes in fees are submitted:

Currently the Code states the registration fee is \$12 for a two-year period. There are discrepancies in vaccination requirements and fees.

The presented ordinance states the fees as listed, adding a free incentive for microchipped pets and for seniors:

Sec. A3.001 – Animal registration fees.

(a) Fees.

- (1) \$0.00 if the animal is microchipped (with documentation).
- (2) \$5.00 for animals not microchipped but spayed/neutered.
- (3) \$15.00 for animals not microchipped and not spayed/neutered.
- (4) Free for seniors (65+) or for persons with proof of physical disability.

(b) Replacement registration tag and/or certificate: \$5.00

Recommendation / Staff Comments:

Staff recommends approval

Sample Motion(s):

I move that Council approves/denies Ordinance 2021-09 of the City Council of the City of Ovilla, Texas, amending Chapter 2, Article 2.01 of the Code of Ordinances of; repealing and replacing Chapter 2, Article 2.02, amending Article A3.000, Section A3.001 of the Appendix to the Ovilla Code of Ordinance; amending the definition of “Vaccinated Animal”, providing requirements for the vaccination, and registration of dogs and cats; providing for the issuance of registrations; and providing registrations fees.

ORDINANCE NO. 2021-09

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 2, ARTICLE 2.01 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA; REPEALING AND REPLACING CHAPTER 2, ARTILCE 2.02, OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA; AMENDING ARTICLE A3.000, SECTION A3.001 OF THE APPENDIX TO THE CODE OF ORDINANCES OF THE CITY OF OVILLA; AMENDING THE DEFINITION OF "VACCINATED ANIMAL" PROVIDING REQUIREMENTS FOR THE VACCINATION AND ANNUAL REGISTRATION OF DOGS AND CATS; PROVIDING FOR THE ISSUANCE OF ANNUAL REGISTRATIONS; PROVIDING ANNUAL REGISTRATION FEES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCORPORATION INTO OVILLA'S CODE OF ORDINANCES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the vaccination of dogs and cats is essential to the health and safety of the community; and

WHEREAS, annual registration of dogs and cats allows for the identification of them as pets instead of homeless strays; and

WHEREAS, annual registration of dogs and cats provides emergency information and helps citizens and authorities to quickly reunite lost and found pets with their owners; and

WHEREAS, annual registration of dogs and cats provides proof of vaccination; and

WHEREAS, the City Council of the City of Ovilla finds and determines that the vaccination and annual registration of dogs and cats is an essential part of animal care; and

WHEREAS, the City's administrative staff periodically reviews the City's ordinances and recommends revisions thereto based on current needs, outdated provisions, changes in the law, advances in technology, changes in costs and necessary fees, for the protection of citizens, and/or for the efficient administration of the City's operations; and

WHEREAS, the City's administrative staff and legal counsel have recommended the repeal and replacement of the City's current regulations for the licensing of pets, and revisions to the related fees; and

WHEREAS, the City Council finds and determines the recommended repeal, replacement and revisions of current pet licensing and fee regulations as set forth herein are in the best interest of the health, safety and welfare of the citizens of the City of Ovilla.

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

SECTION 1. AMENDMENT OF CHAPTER 2, ARTICLE 2.01, SECTION 2.01.001 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS

Chapter 2, Article 2.01, Section 2.01.001, of the Code of Ordinances of the City of Ovilla, Texas, is hereby amended in part by the following definition of a vaccinated animal:

Vaccinated animal. Unless otherwise indicated, an animal that has been vaccinated against rabies within the preceding twelve (12) months for animals being registered for a twelve-month period, or thirty-six (36) months for animals being registered for a thirty-six-month period.

SECTION 2. REPEAL AND REPLACEMENT OF CHAPTER 2, ARTICLE 2.02, OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS

Chapter 2, Article 2.02 of the Code of Ordinances of the City of Ovilla, Texas, is hereby repealed in its entirety and replaced with the following provisions:

**ARTICLE 2.02
REGISTRATION OF DOGS AND CATS**

Sec. 2.02.001 - Registration and vaccination required.

- (a) A person commits an offense if they own any dog or cat over four (4) months of age without having such dog or cat currently vaccinated against rabies.
- (b) A person commits an offense if they own any dog or cat over four (4) months of age without having such dog or cat currently registered with the City of Ovilla.
- (c) A person who owns a dog or cat commits an offense if they fail to display on such dog or cat both a current rabies vaccination tag furnished by a veterinarian and a current annual registration tag furnished by the City of Ovilla.

ORDINANCE NO. 2021-09

(d) A person who owns a dog or cat commits an offense if they display on such dog or cat a rabies vaccination tag or registration tag issued to another animal.

(e) Each violation of this section constitutes a separate, punishable offense.

Sec. 2.02.002 - Issuance of registration.

(a) Written application for a dog or cat registration and payment of the applicable annual registration fee shall be made to the city's animal services manager or registration authority designated by the city council. The application shall include:

- (1) The name, telephone number, and address of the applicant;
- (2) A description of the animal, including name, breed, color, gender, and age;
- (3) A current and valid rabies certificate issued by a licensed veterinarian showing that said dog or cat has been vaccinated within the preceding twelve (12) months for animals being registered for a twelve-month period or thirty-six (36) months for animals being registered for a thirty-six-month period.
- (4) For registration of an animal as a sterilized animal, a certificate by a veterinarian or other clear and convincing evidence that the animal has, in fact, been sterilized; and
- (5) For registration of a microchipped animal, a certificate or other evidence establishing the animal's microchip identification number and registration bank.

(b) The annual registration fee shall be an amount set by the city council and set forth in Section A3.001 of the Appendix to this Code of Ordinances.

(c) No registration fee shall be required for the registration of:

- (1) A support dog which is professionally and specifically trained to assist a disabled owner;
- (2) A dog or cat which is owned by and residing with a person who is sixty-five (65) years of age or older;
- (3) A dog or cat which is owned by and residing with a person who provides proof of currently receiving Social Security disability income as a result of their own disability; and
- (4) A police service animal, as defined in Texas Penal Code, § 38.151.

(d) Registration shall be purchased for a period of twelve (12) months by making application as provided herein, providing proof of rabies vaccine certification, and payment of the appropriate fee.

(e) Upon acceptance of the registration application, the city's animal services manager or registration authority shall issue the owner a registration tag stamped with an identifying number for the dog or cat and designating the effective period. A registration certificate shall

also be issued which identifies the animal by age, gender, breed, color, name, and owner, the dates of issuance and expiration of the annual registration.

(f) In the event a registration tag or registration certificate is lost, the owner may obtain a duplicate tag or certificate after paying the applicable fee.

SECTION 3. AMENDMENT OF ARTICLE A3.000, SECTION A3.001 OF THE APPENDIX TO THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS

Article A3.000, Section A3.001 of the Appendix to the Code of Ordinances of the City of Ovilla is hereby amended to read as follows:

Sec. A3.001 – Animal registration fees.

- (a) Fees.
 - (1) \$0.00 if the animal is microchipped (with documentation).
 - (2) \$5.00 for animals not microchipped but spayed/neutered.
 - (3) \$15.00 for animals not microchipped and not spayed/neutered.
 - (4) Free for seniors (65+) or for persons with proof of physical disability.
- (b) Replacement registration tag and/or certificate: \$5.00

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 and any and all such conflicting ordinances are hereby repealed.

SECTION 3. SEVERANCE CLAUSE

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid, unconstitutional or otherwise unenforceable by any court of competent jurisdiction, such shall be deemed to be a separate, distinct and independent provision and such holding will 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 Code of Ordinances of the City of Ovilla, Texas, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

ORDINANCE NO. 2021-09

SECTION 5. EFFECTIVE DATE

This ordinance shall take effect immediately upon the passage, approval and adoption by the City Council of the City of Ovilla, Texas.

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 as provided by law.

PASSED, APPROVED and ADOPTED by the City Council of the City of Ovilla, Texas, on this _____ day of _____, 2021.

Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

AGENDA ITEM REPORT

Item 4

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Other: Mike Dooly, Code Enforcement

Attachments:

1. Permit Application
2. Excerpt from Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 4. DISCUSSION/ACTION – Consideration of and action on a Meritorious Exception, Chapter 3, Section 3.06.012 Granting of Exceptions of the Ovilla Code of Ordinances, filed by First Graphic Services to place a 8' X 12' pole sign for Broadmoor Estates on Westmoreland Road, Ovilla, Ellis County, Texas.

Discussion / Justification:

Applicant First Texas Homes applied to place a pole sign at Westmoreland Road, for subdivision development of Broadmoor Estates. Section 3.06 of the Ovilla Code of Ordinances prohibits placement of pole signs.

Sign description: 8X12 pole sign

Materials: Wood

Duration: This sign is for temporary placement and expected to remain at this location until the subdivision is primarily developed.

Sec 3.06.012 Granting of exceptions

- Generally, It is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this article and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.
- Request for exception, Upon request of an interested party, the city council, upon recommendation by the administrative official, shall hear and shall seriously and fairly consider a request for a meritorious exception under this section.

Recommendation / Staff Comments:

Staff recommends approval

Sample Motion(s):

I move to approve/deny a Meritorious Exception request filed by First Texas Homes for the placement of a 8'X12' pole sign located Broadmoor Estates on Westmoreland Road, authorizing the City Manager to execute, as presented.



Residential Building Permit

Application

City of Ovilla

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

Building Permit #	2021-0110	Valuation:	\$500.00
Zoning:		Valuation w/	\$0.00
		Land:	

Project Address: WESTMORELAND RD
Lot: Block: Subdivision:

Project Description:

New SFR	Flatwork
Plumbing/Electrical	Accessory Building
Swimming Pool	Sprinkler
SFR Remodel/Addition	Fence
Roof	Mechanical
Other	Specify Other:

Proposed Use: SIGN
Description of Work: INSTALLING ONE 8X12 BACK TO BACK MDO SIGN MOUNTED ON FOUR 4X4 POSTS

Area Square Feet:

Living:	Garage:	Covered Porch:
Total: 0.00		
# of Stories:		

Homeowner Details

Name: FIRST TEXAS HOMES INC
Address: 2415 SOMERFIELD DR, MIDLOTHIAN ,TX 76065
Phone # Email:

Applicant Details

Applicant Type: Agent
Name: CANDACE HARDY
Address: ,
Phone # (972) 494-6199 Email: candace@firstgraphicservices.com

General Contractor Details**License #****Company:** FIRST GRAPHIC SERVICES**Name:** CANDACE HARDY**Phone #** (972) 494-6199 **Email:** candace@firstgraphicservices.com**Mechanical Contractor Details****License #****Company:****Name:****Phone # Email:****Electrical Contractor Details****License #****Company:****Name:****Phone # Email:****Plumber/Irrigator Details:****License #****Company:****Name:****Phone # Email:**

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

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

Plan Review Fee: \$0.00**Total Fees:** \$0.00**Building Permit Fee:** \$0.00**Issued Date:****Park Impact Fee:** \$0.00**Expiry Date:****Capital Recovery Fee:** \$0.00**Issued By:****Fire Meter:** \$0.00**BV Project #****Water Meter Cost:** \$0.00**Water Impact:** \$0.00**Sewer Connection Fee:** \$0.00**Sewer Impact:** \$0.00



Building Permit

City of Ovilla

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

Permit No. 2021-0110

Location: WESTMORELAND RD

Description: INSTALLING ONE 8X12 BACK TO BACK MDO SIGN MOUNTED ON FOUR 4X4 POSTS

Owner: FIRST TEXAS HOMES INC

Date Issued:

Building Inspector: _____

This Permit To Be Posted In Conspicuous Place On Site

City of Ovilla**Sign Permit
Application**

Phone: (972) 617-7262

Fax: (972) 515-3221

105 S. Cockrell Hill Rd.

Ovilla, Texas 75154

Residential Building Permit Application

Building Permit Number:				Valuation: \$500.00
Zoning:				Valuation w/land:
Project Address:				
Lot: 5 BLOCK 1	Subdivision: Broadmoor Estates			
Project Description:	NEW SFR <input type="checkbox"/>	SFR REMODEL/ADDITION <input type="checkbox"/>	SPECIFY OTHER: <input checked="" type="checkbox"/> SIGN	
PLUMBING/ELECTRICAL <input type="checkbox"/>	FLATWORK <input type="checkbox"/>	SPRINKLER <input type="checkbox"/>		
SWIMMING POOL <input type="checkbox"/>	ACCESSORY BUILDING <input type="checkbox"/>	FENCE <input type="checkbox"/>		
Proposed Use:				
Description of Work: installing one 8' x 12' back to back MDO Sign mounted on four 4" x 11" Posts				
Area Square Feet: 910' Living: _____	Covered Garage: _____	Porch: _____	Total: _____	Number of stories: _____

Homeowner's name:			
Address:			
Phone Number:	Home Number	Mobile Number:	

General Contractor	Contact Person	Phone Number	Contractor License Number
First graphic Services	Candace Hardy	972-494-6199	
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number
Electrical Contractor	Contact Person	Phone Number	Contractor License Number
Plumber/Irrigator	Contact Person	Phone Number	Contractor License Number

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

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

Signature of Applicant: Candace Hardy Date: 4/19/2021

OFFICE USE ONLY:

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

Plan Review Fee: _____	Receipt # _____	Total Fees: _____
Building Permit Fee: _____		Issued Date: _____
Park Impact Fee: _____		Expires: 180 Days
Capital Recovery Fee: _____		Issued By: _____
Fire Meter: _____		
Water Meter Cost: _____		
Water Impact: _____		
Sewer Connection Fee: _____		BV Project # _____
Sewer Impact: _____		



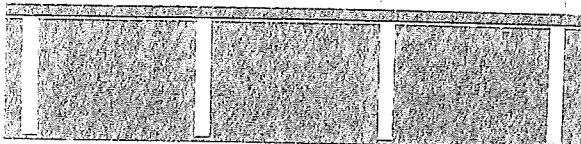
Job Notes:
1@ 8' x 12' Back to Back 1/2" MDO
Digital Print - Mounted on 4@4" x 4" Po:
Painted White

5'7" HAGL

[Rider]
2@ 1' x 12' Single Face 1/2" MDO
Digital Print - Mounted Back to Back
Broadmoor Estates
Location & Plat to follow
Ovilla, TX

Lot 5 ~~BLK~~ BLK 1

5'-7'
HAGL



Work Order # 95084

Customer Name: First Texas Homes- Broadmoor Estates

SCALE: 1/10

Date Last Modified: 4/12/20

By: Robert

Please DOUBLE CHECK the following: Spelling, Grammar, Punctuation, Addresses, Phone Numbers, Etc.
By submitting approval of this proof, you agree to the following...
- You have verified that spelling and content are correct.
- You are satisfied with the document layout.
- We will print exactly what appears on this proof, and you cannot make any changes once approval has been approved and sent to print.

Note: Due to inherent differences between viewing an image on a computer monitor and viewing a printed image, there may be some variation in color and tonality between what you see on your monitor and the print we produce for you. We strongly recommend supplying Solid Coated (C) PMS (Pantone Matching System) colors for colors that you wish to be exact.

First Graphic Services, Inc.
229 Garvon St. Garland, TX 75040
(972) 494-6199 (972) 494-9399
www.firstgraphicservices.com

Page 1 of 1

Meritorious Sign Request
First Texas Homes.

Permit 2021-0110 DENIED
City ordinance prohibits pole signs.

Sec. 3.06.004 Schedule for permanent signs

A person commits an offense if that person erects, places, displays or locates a permanent or temporary sign that does not meet the requirements of this article or tables included within.

Sign Type	Permitted District	Permit Required?	Maximum Area (sq. ft.)	Height of Sign	Number of Signs	Setback	Spacing of Signs
Wall	All non-residential uses and zoning districts	Yes	25% of wall facing the street	Attached to structure and not to exceed the roof line	One sign for each business or tenant, for each street frontage	—	—
Pole and pylon	None	NA	NA	NA	NA	NA	NA
Monument	All non-residential uses and zoning districts	Yes	100 sq. ft. in residential districts & RC;	8 feet	One sign for each premises, or for each street frontage	10' (any portion of the sign)	No restrictions
			200 sq. ft. in all other non-residential districts	12 feet			
Canopy, marquee, or projection	All non-residential uses and zoning districts	Yes	9 square feet	Shall not exceed the height of the main structure	One sign for each main structure, or tenant for each street frontage	—	—

(Ordinance 07-014, ex. A, sec. 4, adopted 8/13/07)

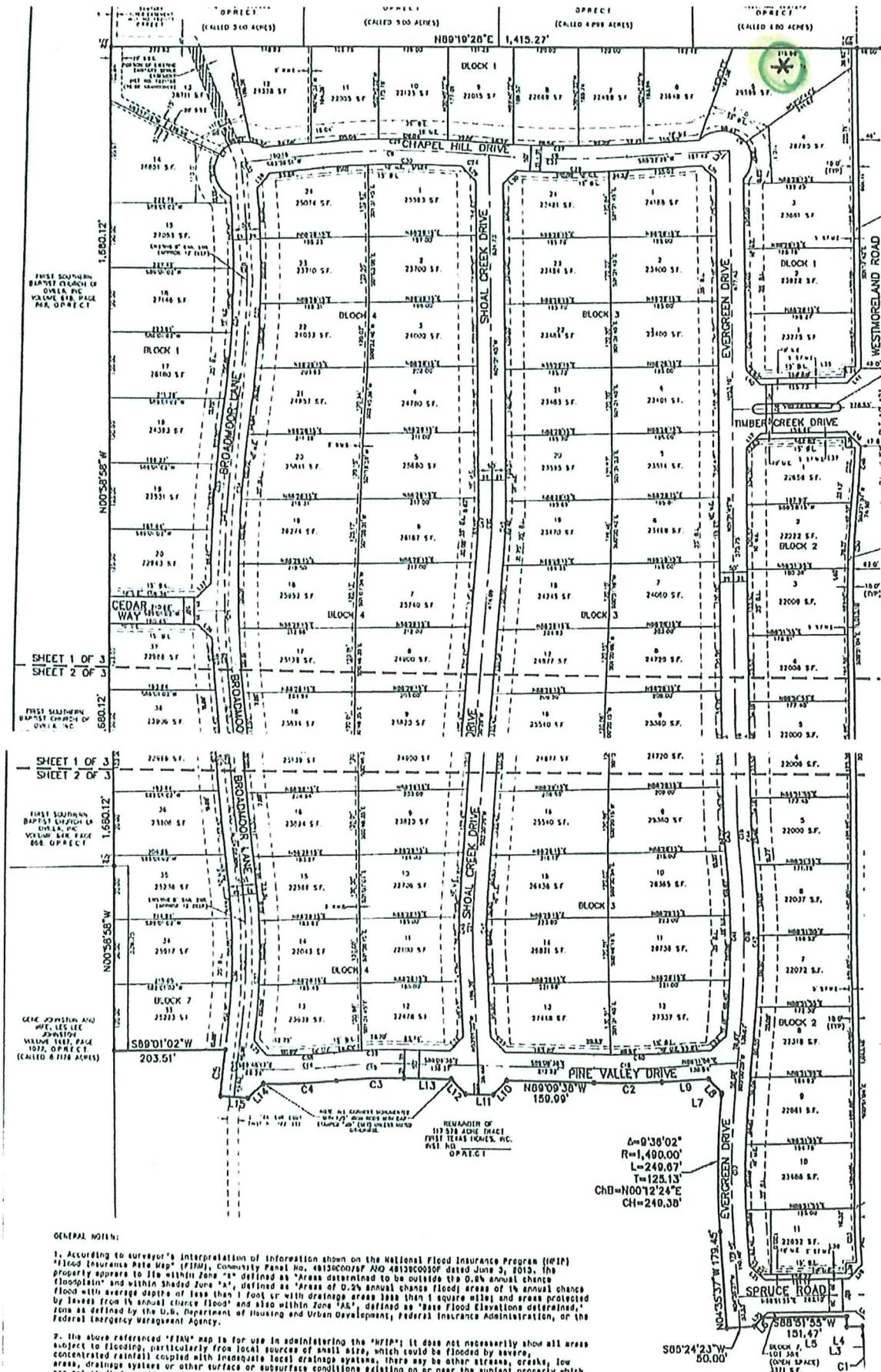
Sec. 3.06.012 Granting of exceptions

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

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

(c) Conditions. The city council may impose conditions on the granting of an exception if the council deems such condition further carries out the intent and purpose of this article.

(Ordinance 07-014, ex. A, sec. 16, adopted 8/13/07)



GENERAL NOTES:

1. According to surveyor's interpretation of information shown on the National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRMAP), Community Panel No. 48138C00707 ANO 48138C00930 dated June 3, 2013, the property appears to lie within "Zone J-1", defined as areas determined to be outside the 0.2% annual chance floodplain and within shaded Zone "J-1", defined as "areas with a 0.2% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile" and areas protected by levees from its annual chance flood and also within Zone "J-1A", defined as "Base Flood Elevations determined, Federal Emergency Management Agency.

2. The above referenced "FIRMAP" map is for use in administering the "NFIP"; it does not necessarily show all areas subject to flooding, particularly from local sources of small size, which could be flooded by levees, concentrated rainfall coupled with insufficient local drainage systems, there may be other areas, crevices, low areas, drainage systems or other surface or subsurface conditions existing on or near the subject property which are not studied or addressed as a part of the "NFIP".

3. All lot corners shown herein will be monumented with a 1/8" iron rod with cap stamped "J&J", unless noted otherwise.

4. All bearings shown herein are Texas State Plane Coordinate System, HJD93 (CORS), Texas North Central Zone (4002). All distances shown herein are surface distances.

5. All open spaces are dedicated for landscape, erosion control, utility and drainage purposes and are not

Scanned with CamScanner

Chelsea Ellis

From: candace@firstgraphicservices.com
Sent: Monday, April 19, 2021 3:20 PM
To: Chelsea Ellis
Subject: Sign Permit Application
Attachments: CCE_000590.pdf; CCF_000889.pdf; CCF_000887.pdf

Please see attachments and advise if anything else is needed. I have been communicating with Mike Dooly back and forth. Per Mike we will request this to be placed on the City Council Agenda and ask the city council for a Meritorious Sign Exception as pole signs are only allowed via a Meritorious Exception from the City of Ovilla City Council.

Thank you,
Candace Hardy

First Graphic Services, Inc
229 Garvon St,
Garland, TX 75040

Office 972-494-6199 | www.firstgraphicservices.com

AGENDA ITEM REPORT

Item 5

Meeting Date: May 10, 2021

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

Amount: N/A

Attachments:

1. Permit Application
2. Excerpt from Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 5. DISCUSSION/ACTION – Consideration of and action on a variance to Chapter 14, Section 32, Temporary Uses and Special Events, 32.3 Permitted Special Events to allow unlimited Sundays for the set-up of Mobile Penny Paws Vet Community Outreach low-cost animal vaccinations at the Pickard House, 713 West Main Street, Ovilla, TX 75154.

Discussion / Justification:

Staff received a request for a Special Events Permit from Pamilee Koval on April 22, 2021 to host a mobile vaccination with Penny Paws at the Pickard Place of 713 West Main Street. Normally these requests require a 30-day advanced notice, however, because Ms. Koval's first event occurred on May 02, the request was disseminated to department directors and reviewed immediately. The first request was approved for the date of May 02, 2021.

Ms. Koval noted on her Special Events Permit Application that she wished this to be a bi-monthly event. Chapter 14, Section 32.3 permits a special event annually. Ms. Koval is requesting a variance to operate this same event twice a month if it continues to draw an interest to the public for vaccination of their pets.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny a variance filed by Pamilee Koval to host a mobile Penny Paws event twice a month at 713 W. Main Street.

SPECIAL EVENTS PERMIT APPLICATION

City of Ovilla
105 S Cockrell Hill Rd
Ovilla, TX 75154

DISTRIBUTION:

City Manager

Fire

Parks & Recreation

Police _____

Date of Application: 4/21/2021

Event Information: *APPROVAL OF THIS DATE ONLY.*

Date(s) and day(s) of the week of the event: 5/2/2021 3:00-5:00 p.m. 5/23/2021

Official Name of event: Penny Paws Vet. Community Outreach ^{3:00-5:00 p.m.}

Theme or reason for event: Pet Vaccinations

Brief description of event: 11 11

Estimated length of event (Days, Hours, Minutes): 2 hours

Start time: 3:00 p.m. End time: 5:00 p.m.

Will the solicitation of money, items, and/or other services be involved? yes no

Address (es) or block number(s) and street(s) to be used for assembly:

713 West Main Ovilla Texas

Address (es) or block number(s) and street name(s) of dispersal area:

Estimated number of persons expected to participate in event: Unknown (25 ppl)

Estimated number, if any, of animals (with or without riders), animal-drawn units, floats, motor vehicles, motorized displays and/or marching units or organizations such as bands, color guards, and drill units:

Unknown number

Applicant/Organization Information:

Name of applicant (person requesting permit): Tamilee Kovel

Address of applicant including zip code: 121 Water St. Ovilla

Telephone numbers of applicant including area code:

Business _____ Residence _____ cell 469.323.1407

Name of requesting organization, firm, or corporation on whose behalf application is being made:

Title or position of applicant with requesting organization: Management

Address of requesting organization, firm, or corporation including zip code:

Telephone number of requesting organization including area code: 817-993-1234 *ext 302*

All licenses and permits required by this code or other city ordinances or by state law for the conduct of this special event have been obtained. If yes, attach copies of all licenses and permits.

Copies attached yes no

On separate paper, specify in detail the following information (please initial):

A sketch showing the area to be used during the special event including with proposed structures, tents, fences, barricades, signs, banners, and restroom facilities.

N/A Provisions for parking with a designation of where "No Parking" signs will be used.

N/A Describe how applicant will provide security and fire, medical and traffic control. (Attach copies of all certificates and licenses of personnel.)

Details of the sale of merchandise or the sale or serving of food or alcoholic beverages at the special event, designating any street vendors or peddlers involved. (Attach copies of all certificates and licenses required.)

Details of how the applicant will clean up the area used after the special event if on public property.

N/A Route of parade from assembly point to dispersal or termination point.

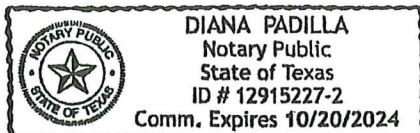
The permit holder must remain in compliance of the city's noise ordinance during the event. A copy of this ordinance is available at City Hall.

Submit application and accompanying documents to the city secretary's office, 105 S. Cockrell Hill Road.

This application must be signed by the applicant and sworn to before an officer authorized to administer oaths. (Notary Public)

Diana Padilla
Applicant

Scribed and sworn to before me, this the 21 day of April, A.D. 2021



Diana Padilla
Notary Public in and for Ellis County, Texas

B. O. D.
Approved by Police Chief

Date

4/23/21

Pending details of cleanup of city parking lot
no reservations for parking - parking to remain open to general public

DENIED by Police Chief

Date

Approval for 5.2.2021 (FIRST DATE LISTED) ONLY.

THE SECOND DATE WILL REQUIRE CITY COUNCIL APPROVAL. *gw*

Site
Plan

1.0172 ACRES
(VOL. 544, PG. 305 DR)

(VOL. 544, PG. 305 DIRECT)

210.74

31

Small
Tall

Public RD
Parking (CRE)

RECT

13.07.1966

SET
1/2
S.R.

47.88

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63

60

105

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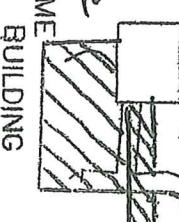
100

FND 1/2" S.R

MAIN STREET

Sicca
Conc
Frame
Building

ONE STORY
FRAME
713 MAIN
STREET



110-MILE

FRAI

FRAN
Snow
Conc

32.3 PERMITTED SPECIAL EVENTS

Special Events may be permitted in all zoning districts provided the sponsor has obtained approval and meets the following requirements:

1. No **special** event permit shall be issued for a period of time exceeding three (3) consecutive days;
2. No more than one **special** event permit shall be issued for any one property during any calendar year;
3. A **special** event must be organized and conducted in a way that ensures that it meets minimum standards of health, sanitation, and safety required by city or state law, codes, ordinances, rules, or regulations;
4. No retail sales may be conducted except those incidental to the primary activity such as refreshment and souvenir sales. Charitable and nonprofit organizations may conduct retail sales for fund-raising purposes on private property in any zoning district provided the property owner has given written permission; and
5. All parking for a **special** event shall be provided off street and on an area and surface reasonably anticipated to be dry and safe for vehicular and pedestrian traffic. The surface of such parking areas need not be paved or otherwise surfaced as otherwise required by this ordinance for permanent parking areas, but it must be suitable for the type and amount of vehicular and pedestrian traffic reasonably anticipated for the **special** event at issue. No public property or rights-of-way may be utilized or included in such parking areas except upon administrative approval by the City Administrator.

AGENDA ITEM REPORT

Item 6

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Department: Administration/Code

Budgeted Expense: YES NO N/A

Amount: N/A

Other: Mike Dooly, Code Enforcement

Attachments:

1. Permit Application
2. Excerpt from Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 6. 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 Pamilee Koval to place a temporary 4'X5' pole sign for Penny Paws Mobile Vet in yard of 713 W. Main Street on the north and/or east side of property.

Discussion / Justification:

Applicant Pamilee Koval applied to place a pole sign at 713 W. Main Street on the north or east side of the property 2 days prior to the Penny Paws Mobile Vet event that will take place on the 1st and 3rd Sunday of each month.

Section 3.06 of the Ovilla Code of Ordinances prohibits placement of pole signs.

Sign description: 2 - 4'x5' plastic signs

Materials: pole sign 2 metal posts

Duration: This sign is for temporary placement and is expected to be placed 2 days prior to each event.

Sec 3.06.012 Granting of exceptions

- Generally, It is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this article and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.
- Request for exception, Upon request of an interested party, the city council, upon recommendation by the administrative official, shall hear and shall seriously and fairly consider a request for a meritorious exception under this section.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve/deny a Meritorious Exception request filed by Pamilee Koval for the placement of a 4'x5' temporary pole sign located at 713 W. Main Street, authorizing the City Manager to execute, as presented.



Residential Building Permit Application

City of Ovilla

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

Building Permit #	2021-0119	Valuation:	\$0.00
Zoning:		Valuation w/	\$0.00
Project Address:	713 W MAIN ST	Land:	
Lot:	Block:	Subdivision:	
Project Description:			
New SFR		Flatwork	
Plumbing/Electrical		Accessory Building	
Swimming Pool		Sprinkler	
SFR Remodel/Addition		Fence	
Roof		Mechanical	
Other	Yes	Specify Other:	SIGN
Proposed Use:	SIGN		
Description of Work:	PENNY PAWS CLINIC SIGNS		
Area Square Feet:			
Living:		Garage:	Covered Porch:
Total:	0.00		
# of Stories:			

Homeowner Details

Name: THOMAS, GLENDELL WAITS RE TRUST
Address: 1906 S WESTMORELAND DESOTO, DESOTO, TX 75123
Phone # (469) 323-1407 Email:

Applicant Details

Applicant Type: Owner
Name: PAMILEE KOVAL
Address: ,
Phone # (469) 323-1407 Email:

left VM 4/29/21 Ce
& emailed

Pole sign NOT allowed
m Dooly

General Contractor Details

License #

Company:

Name:

Phone # Email:

Mechanical Contractor Details

License #

Company:

Name:

Phone # Email:

Electrical Contractor Details

License #

Company:

Name:

Phone # Email:

Plumber/Irrigator Details:

License #

Company:

Name:

Phone # Email:

Applicant's Signature

Office Use Only:

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

Plan Review Fee: \$0.00

Total Fees: \$0.00

Building Permit Fee: \$0.00

Issued Date:

Park Impact Fee: \$0.00

Expiry Date:

Capital Recovery Fee: \$0.00

Issued By:

Fire Meter: \$0.00

BV Project #

Water Meter Cost: \$0.00

Water Impact: \$0.00

Sewer Connection Fee: \$0.00

Sewer Impact: \$0.00



Building Permit

City of Ovilla

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

Permit No. 2021-0119

Location: 713 W MAIN ST

Description: PENNY PAWS CLINIC SIGNS

Owner: THOMAS, GLENDELL WAITS RE TRUST

Date Issued:

Building Inspector: _____

This Permit To Be Posted In Conspicuous Place On Site

April 27, 2021

Mike,

For the special event signs (Penny Paws) if having the two post in the ground is a problem We can always lean it against our building without mounting. We are willing to work with the city to make this successful. I believe it will help our community to take care of their pets and get them vaccinated.

We could also have forms for people to register their permits with the city ☺

Let us know how to help ☺

Thank you

Pamilee Koval
469-323-1407

City of Ovilla

Phone: (972) 617-7262

105 S. Cockrell Hill Rd.

Fax: (972) 515-3221

Ovilla, Texas 75154

Commercial Building Permit Application

Building Permit Number:					Valuation:
Project Name:	<u>Penny Paws Mobile Clinic</u>				Square Foot: <u>4x5 =</u>
Project Address:	<u>713 W. Main Ovilla</u>				<u>Possible Yard Signs</u>
Project Description:	New <input type="checkbox"/>	C/O <input type="checkbox"/>	Sign <input type="checkbox"/>	Irrigation <input type="checkbox"/>	
	Fence <input type="checkbox"/>	Flatwork <input type="checkbox"/>	Electrical <input type="checkbox"/>	Other <input type="checkbox"/>	
Scope of Work:	<u>Temporary Signage - Pet clinic</u>				

Owner Information:	<u>Thomas Waits</u>		
Name:	<u>Thomas Waits</u>		
Address:	<u>713 West Main</u>	Contact Person:	<u>Pamilee Koval</u>
Phone Number:	<u>469.323.1407</u>	Fax Number:	
		Mobile Number:	

Engineer	Contact Person	Phone Number	Fax Number
Architect	Contact Person	Phone Number	Fax Number
General Contractor	Contact Person	Phone Number	Contractor License Number
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number
Electrical Contractor	Contact Person	Phone Number	Contractor License Number
Plumbing Contractor	Contact Person	Phone Number	Contractor License Number

A certificate of occupancy must be issued before any building is occupied.

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

Signature of Applicant: Pamilee Koval

Date: 4-27-2021

OFFICE USE ONLY:

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

Plan Review Fee:

Permit Fees:

Building Permit Fee:

REC #

Permit Fees:

Capital Recovery Fee:

Issued Date:

Fire Meter:

Issued By:

Water Meter Cost:

1st 3rd Sunday

Water Impact:

35:00 PM

BV Project #

Sewer Connection Fee:

Sewer Impact:

Fire Fee:

Site Plan

1.0172 ACRES
(VOL. 544, PG. 305 DRECT)

P/P
Q
E
E
E
E
E
E
P/P

MAIN STREET

Snow Cone
FRAME
BUILDING

FND 1/2" S.R.

ONE STORY
FRAME
713 MAIN
STREET

SMALL
TENT
SMALL
TENT

Rest
room

Ct. B" Public RD
J. PARKING (CRE)
3, PG. 142
RECT

S 00° 31' E

210.74'

13° 07" W
10.07'

SET
1/2"
S.R.

713 MAIN
TENT

47.88'

13.34'

N

Mike Dooly

From: Mike Dooly
Sent: Friday, April 30, 2021 9:51 AM
To: Mike Dooly
Subject: IMG_6125.jpeg



Sent from my iPhone

Mike Dooly

From: Mike Dooly
Sent: Friday, April 30, 2021 9:51 AM
To: Mike Dooly
Subject: IMG_6124.jpeg



Sent from my iPhone

12:32



tractorsupply.com — Private



My TSC Store: A small dark gray location pin icon.



Glennell Miller

From: Pam Koval <kovalpam@yahoo.com>
Sent: Thursday, May 6, 2021 12:35 AM
To: Glennell Miller
Subject: Screenshot 2021-05-06 at 12.32.05 AM

Temporary medal post-
Sign is approx 4x5
Sign will be up 2 days prior

Location on North or East side of property

AGENDA ITEM REPORT

Item 7

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

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

Department: Administration

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

1. Annual Activity Report
2. Attendance Record
3. Current Membership

Agenda Item / Topic:

ITEM 7. **DISCUSSION/ACTION** – Receive annual report and consider and act on volunteer board reappointments to serve another term on the Board of Adjustment and direct staff to solicit for new applicants.

Discussion / Justification:

Chapter 14, Section 45.2 TERMS OF OFFICE

A. Terms. Each member shall serve a term of office of two years. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of three of the members shall expire on the first Monday in June of each odd-numbered year, and the terms of two of the members shall expire on the first Monday in June of each even-numbered year.

B. Places. The members of the Board shall be identified by place numbers one through five. The odd-numbered places shall expire in the odd-numbered years; the even-numbered places shall expire in the even-numbered years. (There are two alternate positions, Places 6 & 7)

Places 1, 3 and 5 and 7 (alternate) will expire this June.

BOA Place 1 – Carol Richtsmeier voiced desire for reappointment

BOA Place 3 – Barbara Betik voiced desire for reappointment

BOA Place 5 – Richard Ware voiced desire for reappointment

BOA Place 7 – Alternate, Mark Clark resigned

(BOA Place 2 – Patricia Halyard-King resigned Alternate PL6, Steven Miner moving up to replace)

The Review Committee interviewed multiple applicants and offer the following recommendation:

Place 7 Bert Holombek and/or Michael Mohon

Recommendation / Staff Comments:

The Boards and Commission Appointment Review Board and staff recommends one or two new appointments.

Sample Motion(s):

I move to reappoint the following to the Board of Adjustment for a new term:
BOA Place 1 Carol Richtsmeier
BOA Place 3 Barbara Betik
BOA Place 5 Richard Ware
And/or direct staff to solicit for new applicants.

05.10.2021

Annual Update Activity 2020-2021

To: Honorable Mayor
and Council

BOA ACTIVITY:

Zoning Board of Adjustment

From:
Pam Woodall, CM

CC:
G Miller, City Sec
Cathy Gaeta, DCS

Re: Zoning Board of
Adjustment Annual
Activity

1. Upcoming Variances and Special Exceptions:
 - a. Accessory Building – Placement completely behind the rear plane of the main dwelling
2. Completed:
 - a. 741 Westmoreland – Fence
To construct on or beyond the building line – **Approved**
 - b. 839 Johnson – Fence
To construct on or beyond the building line – **Approved**
 - c. 605 Clinton St – Accessory Building
To construct in excess of the maximum allowed amount per Ordinance
Withdrawn
 - d. 607 Buckboard – Detached carport
Not allowed per ordinance - **Approved**
 - e. 206 Johnson Ln – Fence
To construct on or beyond the building line - **Approved**
 - f. 338 Johnson Ln – Accessory Building
To construct in excess of the maximum allowed amount per Ordinance
Approved
 - g. 3001 E. Ovilla Rd – Fence
Placement on or beyond the building line - **Approved**
 - h. 400 Montpelier – Accessory Building
Placement completely behind the rear plane of the main dwelling - **Denied**
 - i. 400 Montpelier – Accessory Building
Placement closer than 5' to the lot line - **Withdrawn**
 - j. 624 Meadow Lark Dr – Fence
To construct on or beyond the building line - **Approved**

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org



BOA ATTENDANCE RECORD JUNE 2020 THROUGH MAY 2021

	NO MTG DUE TO NO REQUEST		NO MTG DUE TO NO REQUEST		NO MTG DUE TO NO REQUEST		NO MTG DUE TO NO REQUEST	NO MTG CANCELLED DUE TO WEATHER				
BOA	2020.06.15	2020.07.20	2020.08.17	2020.09.21	2020.10.19	2020.11.16	2020.12.21	2021.01.19	2021.02.16	2021.03.15	2021.04.19	2021.05.17
PL1 Carol Richtsmeier		X		X	X		X			X	X	
PL2 Patricia Halyard-King		X		X	X		X			A	Resigned	
PL3 Barbara Betik		X		X	X		X			X	X	
PL4 Stephanie Hemibuch		A		X	X		X			X	A	
PL5 Richard Ware		A		A	A		A			A	X	
ALTERNATE (S)												
PL6 Steven Miner		X		X	X		X			X	X	
PL7 Mark Clark		X		A	A		A			A	Resigned	
STAFF												
City Manager						X	X			X	X	
City Secretary		X		X	X		X			X	X	
Code Enforcement		X		X	X		X			X	X	
BOA Secretary				X	X		X			X	X	
Other							X-PW DIR					

BOA Information Sheet



Personal- Do not Give Out!

MEMBERS:

RICHTSMEIER, Carol CHAIR 2019 PL1

925 Red Oak Creek Dr.

Ovilla, TX 75154

Hm:

Wk: N/A

Cell: N/A

E-Mail:

MINER, Steven 2020 PL2

621 Ariel St.

Ovilla, TX 75154

Hm: 469.222.4845

Wk: N/A

Cell: N/A

E-Mail:

BETIK, Barbara 2019 PL3

601 Buckboard Trail

Red Oak, TX 75154

Hm:

Wk: N/A

Cell: N/A

E-Mail:

HEIMBUCH, Stephanie - 2020 PL4

613 William Drive

Ovilla, TX 75154

Hm:

Wk:

Cell: N/A

E-Mail:

Ware, Richard 2019 PL5

116 Water Street

Ovilla, TX 75154

Hm:

Wk:

Cell: N/A

E-Mail:

ALTERNATES

VACANT - 2019 PL7 (ALTERNATE)

VACANT – 2020 PL6 (ALTERNATE)

Last update 2021.04

AGENDA ITEM REPORT

Item 8

Meeting Date: May 10, 2021

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Other: _____

Attachments:

1. EDC annual attendance
2. EDC annual activity report

Agenda Item / Topic:

ITEM 8. DISCUSSION/ACTION – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer board appointments and/or reappointment(s) to serve a term on the Economic Development Corporation (EDC) Board of Directors and/or direct staff to solicit for new applicants.

Discussion / Justification:

Pursuant to the By-Laws of the Economic Development Corporation, the Board of Directors consists of a seven-member board and states that each member shall be appointed by the City Council for a two-year term. The EDC has one vacancy. Expiring terms are Places 2, 4 and 6.

Staff additionally received confirmed commitments from current EDC members that wish to continue serving on the board of directors for the EDC, and desire reappointment(s). The Boards and Commission Appointment Review Committee respectfully submits the following recommendations for two-year reappointments as board of directors to the EDC:

1. PL2 Bob Betik – desires reappointment
2. PL4 Lyn Henderson – desires reappointment
3. PL6 Amanda McCloskey – desires reappointment

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move that Council appoints the following to serve a term to expire in 2023 as directors to the EDC as follows:

1. – PL2 _____
2. – PL4 _____
3. – PL6 _____

EDC	No Mtg	No Mtg	No Mtg		No Mtg	No Mtg		No Mtg	Joint Mtg	Ice storm-canceled		No Mtg
	May 20, 2020	June 2020	July, 2020	August 27, 2020	Sept. 2020	Oct. 2020	Nov. 16, 2020	Dec. 2020	Jan. 2021	Feb. 16, 2021	Mar. 2020	April 2020
PL1 Garner Garner appointed 2019				✓			✓		✓			✓
PL2 Betik				✓			✓		✓			✓
PL3 Huntington				Absent			✓		✓			✓
PL4 Henderson				✓			✓		✓			✓
PL5 Collett Appt 08/2020				✓			✓		✓			✓
PL5 Melina appt and resigned 2019						Resigned /Vacant						
PL6 McCloskey McCloskey appointed 04-2018				✓			Absent		✓			Absent
PL7 Turner				✓			Absent		✓			✓
CM				✓			✓		✓			✓
C-SEC				✓			✓		✓			✓
D SC				✓			✓		✓			✓
Finance							✓		✓			✓

05.10.2021

Annual Activity Update 2020-2021

To
Honorable Mayor
and Council

From
P Woodall, CM

CC G. Miller, CS

Re
Annual Activity.

EDC ACTIVITY:

Economic Development Corporation:

1. Pending items:
 - a. Potential property purchase at 104 Cockrell Hill Road
 - b. Continued discussion for improvements to the downtown area, following the Strategic Plan.
 - c. Continued work defining and categorizing EDC's target business types.
 - d. Update mission statement, goals and brochure.
2. Upcoming economic development and events:
 - a. Discussion to develop 708 W. Main for business opportunities.
3. Completed:
 - a. Committed funding for Main Street Sanitary Sewer Project
 - b. Annual participation the BSW membership for the City.
 - c. Matching Funds Grant to Pam Koval for the renovation of Tiverton Bakery off FM664.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org



AGENDA ITEM REPORT

Item 9

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Department: Administration

Budgeted Expense: YES NO N/A

Amount: N/A

Other: _____

Attachments:

1. Current list of members
2. Activity Report

Agenda Item / Topic:

ITEM 9. DISCUSSION/ACTION – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer committee appointments and/or reappointment(s) to serve a term on the Municipal Development District Board of Directors and/or direct staff to solicit for new applicants.

Discussion / Justification:

Municipal Development District (“MDD”)

This board of directors was authorized and created by the voters of Ovilla in 2009 for the imposition of a sales and use tax at the rate of one-fourth of one-percent for the purpose of financing development projects beneficial to the district. The MDD consists of a five-member board of directors appointed by Council.

MDD Meetings: The MDD meets the second Monday of the month, quarterly or as needed at 5:00 pm
The last quorum and completed meeting of the MDD was April 12, 2021.

The Boards and Commission Review Committee received limited applications and do not have a selected applicant for recommendation to fill the vacancy.

Last named members that have terms expiring in 2021:

PL1 Rachel Huber

PL3 Richard Dormier

PL5 Vacant

Recommendation / Staff Comments:

The Boards and Commission Appointment Review Board and staff recommends one new appointment.

Sample Motion(s):

I move that Council APPOINT:

*to serve a term on the volunteer board of the MDD *or* I move that Council direct staff to solicit for new applicants for consideration.*

05.10.2021

Annual Activity Update 2020-2021

To
Honorable Mayor
and Council

From
P Woodall, CM

CC G. Miller, CS

Re
Annual Activity.

MDD ACTIVITY:

MDD Corporation:

2019-2020

1. Budgeted \$250,000 for the Main Street Parking which did not occur in the fiscal year.

2020-2021

1. Pending items for this fiscal year:
 - a. Approved the completion of Main Street Parking
 - b. Approved Phase 1 of the renovation of the police station.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org





105 South Cockrell Hill Road
Ovilla, Texas 75154
Ph: (972) 617-7262 Fax: (972) 515-3221

**INFORMATION
SHEET**
Administration use only

MUNICIPAL DEVELOPMENT DISTRICT – EST. 11.03.2009

TERM 2 YR – EXP. 11.2021

HUBER, Rachel - PL1

TERM 2 YR – EXP. 11.2022

JONES, Gary - PL2

Ovilla, TX 75154

Ovilla, TX 75154

Hm:

Hm:

Wk: Retired

Wk: Retired

Cell: n/a

Cell: n/a

Personal E-Mail: place1huber@cityofovilla.org

Personal Email:

TERM 2 YR – EXP. 11.2021

DORMIER, Richard - PL3

TERM 2 YR – EXP. 11.2022

VACANT PL4

Ovilla, TX 75154

Ovilla, TX 75154

Hm:

Hm:

WK:

WK:

Cell:

Cell:

Personal E-Mail: mayordormier@cityofovilla.org

Personal E-Mail: [:@](mailto:@)

TERM 2 YR – EXP. 11.2021

VACANT

Ovilla, TX 75154

Hm:

WK:

Cell:

Personal email:

(*) DO NOT RELEASE PERSONAL EMAIL ADDRESS

AGENDA ITEM REPORT

Item 10

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

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

Department: Administration

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

1. Annual Activity Report
2. Attendance Record
3. Current Membership

Agenda Item / Topic:

ITEM 10. DISCUSSION/ACTION – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer committee appointments and/or reappointment(s) to serve a term on the Ovilla Park Board Advisory Committee and/or direct staff to solicit for new applicants.

Discussion / Justification:

Sec. 1.09.123 Term of members; removal

The term of office of members of the board shall be two (2) years. The members of the board shall be identified by place numbers. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of odd-numbered places shall expire the last day in June in the odd-numbered years. Members may be re-appointed for additional terms.

(Ordinance 2017-03 adopted 3/13/17)

It has been difficult (and even more so through Covid) to keep places filled and all in attendance for this advisory committee. There are no pending applications for consideration.

Places 1, 3 and 5 expire this June.

BOA Place 1 – Sheila Domestead voiced willingness to serve only until replacement is found.

BOA Place 3 – Brian Treadaway resigned in April.

BOA Place 5 – Windy Zobojnik voiced willingness to serve only until replacement is found.

Recommendation / Staff Comments:

The Boards and Commission Appointment Review Committee and staff have no recommendations.

Sample Motion(s):

I move to appoint the following to the Board of Adjustment for a new term:

Park Board Place 1 _____

Park Board Place 3 _____

Park Board Place 5 _____

And/or direct staff to solicit for new applicants. Dissolve Park Board?

05.10.2021

Annual Activity Update 2020-2021

To:
Honorable Mayor
and Council

From:
Staff

Re:
Annual Activity.

PARK BOARD ACTIVITY:

1. Pending items:
 - a. Continued discussion for improvements to the downtown area with lighting, walkways and better parking, in conjunction with EDC.
 - b. Pavilion
 - c. Refurbish restrooms in ballfields.
 - d. Uniform theme for all park signs
 - e. Park irrigation
2. Planning and fulfillment of annual events:
 - a. Movie in the Park
 - b. Music in the Park
 - c. Annual Christmas Tree Lighting
 - d. Heritage Day assistance
3. Completed or continual:
 - a. Participated in the design of new monument signs.
 - b. Parks Master Plan.
 - c. Founders Park Concept Plan
 - d. Created design for pavilion
 - e. Flagpole installation for Tyler Homouth
 - f. Purchased new benches and trash receptacles for parks
 - g. New playground equipment in Cindy Jones, Ashburne Glenn, Silver Spur

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org



June 2020 – May 2021
Park Board Attendance Record

Park Board	No Mtg			No Mtg			No Mtg	No Mtg	No Mtg		No Quorum/Mtg Canceled	
	06.01.10	07.06.20	08.03.20	09.07.20	10.05.20	11.02.20	12.07.20	01.04.21	02.08.21	03.01.21	04.05.21	05.03.21
Members												
PL1 Lindsey	Resigned											
PL1 Knight	Resigned											
PL1 Domstead		✓	✓		✓	✓				Absent	Absent	
PL2 Yordy												
PL2 Lewis		✓	✓		Absent	✓				✓	✓	
PL3 Treadaway	Absent	✓			✓	Absent				Absent Resigned	Vacant	
PL4 Love	Not renewed											
PL4 Edwards		✓	✓		Absent	✓				✓	✓	
PL5 Zabojnik	Absent	✓			✓	Absent				✓	Absent	

Ovilla PARK BOARD ADVISORY COMMITTEE

MEMBERS

VACANT (Domstead-until replaced) PL1 2021	LEWIS, Josh PL2 2020 144 Water Street Ovilla, TX 75154 Hm: 972-369-4132 Wk: Cell: E-Mail: josh.lewis00@gmail.com
VACANT PL3 2021	EDWARDS, Matthew PL4 2020 100 Cumberland Drive Ovilla, TX 75154 Hm: 214.399.6127 Wk: 972.935.9710 Cell: E-Mail: mattedwards22@yahoo.com
VACANT (Zabojnik-until replaced) PL5 2021	



105 South Cockrell Hill Road
Ovilla, Texas 75154
Ph: (972) 617-7262 Fax: (972) 515-3221

AGENDA ITEM REPORT

Item 11

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Pam Woodall, CM

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

Department: Administration/P&Z

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

1. Annual Activity Report
2. Attendance Record
3. Current list of members

Agenda Item / Topic:

ITEM 11. DISCUSSION/ACTION – Receive annual report from staff and recommendation from the Board Review Committee to consider and act on volunteer board appointment and/or reappointment(s) to serve a term on the Planning and Zoning Commission and/or direct staff to solicit for new applicants.

Discussion / Justification:

EXCERPT: Pursuant to Chapter 14 , Section 47.3 of the Ovilla Code of Ordinances:

The Planning and Zoning Commission shall consist of seven (7) members. The members shall be residents of the City and qualified voters. They shall be appointed by a majority vote of the members of the City Council at a regular or specially called meeting thereof.

47.3 TERMS OF OFFICE

Each member shall serve a term of office of two years. After the expiration of a two-year term of office, a member shall serve until a successor is appointed. The terms of four of the members shall expire on the first meeting in July of each odd-numbered year. The members of the commission shall be identified by place numbers one through seven. Newly appointed members shall be installed at the first regular commission meeting after their appointment.

This July, Places 1,3, 5, and 7 will expire:

Place 1 Darrell Jungman – voiced acceptance to serve until replacement found.

Place 3 Carol Lynch – voiced desire to serve another term.

Place 5 Joseph Alexander – voiced desire to no longer serve.

Place 7 Bill Zimmermann – voiced acceptance to serve until replacement found.

The Review Committee interviewed multiple applicants and offer the following recommendations:

Place 1 Pat Gray

Place 3 Carol Lynch

Place 5 Dani Muckelroy

Place 7 James Hall

Recommendation / Staff Comments:

The Boards and Commission Appointment Review Board and staff recommends multiple new appointments.

Sample Motion(s):

I move that Council REAPPOINT/APPOINT:

1. PL1 -
2. PL3 -
3. PL5 -
4. PL7 -

to serve a term on the volunteer Planning & Zoning Commission (P&Z).

-OR

I move that Council direct staff to solicit for new applicants for consideration of P&Z appointment(s)

To: Honorable Mayor
and Council

Planning & Zoning Annual Activity:
P & Z Commission reviewed 13 requests: May 2020 – April 2021

From: Pam Woodall, CM

CC:
G Miller, City Sec
Cathy Gaeta, DCS

Re: Planning and
Zoning Commission
Annual Activity

1. Completed:
 - a. Specific Use Permit: Ware – *Tabled – waiting on applicant*
 - b. Preliminary Plat: Broadmoor Estates/Hargrove – *Recommend approval to Council*
 - c. Final Plat: Broadmoor Estates/Hargrove – *Recommend approval to Council*
 - d. Specific Use Permit: Koval/Waits, Legacy Nutrition – *Recommend approval to Council*
 - e. Revised Final Plat: Broadmoor Estates – *Recommend approval to Council*
 - f. Final Plat: Bryson Manor III - *Recommend approval to Council*
 - g. Thoroughfare Plan Revision - *Recommend approval to Council*
 - h. Specific Use Permit: Koval/Weyand, Tiverton Bake Shop - *Recommend approval to Council*
 - i. Amendment to Utility Easements - *Recommend approval to Council*
**Failed - Council amended brought back to P&Z and recommended approval to Council second time.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org
pwoodall@cityofovilla.org



P&Z ATTENDANCE RECORD JUNE 2020 THROUGH MAY 2021



105 South Cockrell Hill Road
Ovilla, Texas 75154
Ph: (972) 617-7262 Fax: (972) 515-3221

INFORMATION

SHEET

Administration Use Only

PLANNING AND ZONING COMMISSION

JUNGMAN, Darrell PL1 2021

VACANT PL2 2022

Ovilla, TX 75154

Hm: _____

Wk: _____

Cell: _____

E-Mail: _____

*LYNCH, Carol CHAIR PL3 2021

WHITTAKER, Alan Vice Chair PL4 2022

Ovilla, TX 75154

Hm: _____

Wk: _____

Cell: n/a

E-Mail: _____

Ovilla, TX 75154

Hm: _____

Wk: N/A

Cell: N/A

E-Mail: _____

*HART, Fred PL6 2022

Ovilla, TX 75154

Ovilla, TX 75154

Hm: _____

Hm: _____

Wk: _____

Wk: n/a

Cell: _____

Cell: n/a

E-Mail: _____

E-Mail: _____

ZIMMERMANN, Bill PL7 2021

Ovilla, TX 75154

Hm: _____

Wk: _____

Cell: _____

E-Mail: _____

AGENDA ITEM REPORT

Item 12

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Department: Administration

Budgeted Expense: YES NO N/A

Amount: \$459,431

Other: Chief Windham & Public Works Dept.

Attachments:

1. Main Street Parking lot amendments and MDD cash flow
2. MDD Financials
3. Phase 1 police building renovation

Agenda Item / Topic:

ITEM 12. DISCUSSION/ACTION – Receive recommendation from the Municipal Development District for consideration of and action to approve the Municipal Development District FY2020-2021 Budget amendments to fund the completion of the Main Street Parking Lot located at 702 W. Main Street and Phase 1 renovations to the police station.

Discussion / Justification:

Background: The Municipal Development District bylaws Article IV, Section 1, state that an annual budget will be prepared and presented to the MDD before October 1 each year.

Article 1.05 Finances, Section 1.05.038 of the Ovilla Code of Ordinances, states that any mid-year review and amendments will be considered and approved before May 31.

Staff presented the proposed budget amendments to the MDD and received approval and recommendation to forward to Council. These amendments were approved by Council at their April 12 Council meeting. The MDD budgeted for the Main Street Parking in the previous fiscal year. Only engineering fees were paid in the previous year, so most of the project's expenses are in this fiscal year. The initial FY 2019-2020 budget in for this project was \$250,000.

This amendment is included in Item 13 with the ordinance.

Budget Amendment in the amount of \$459,431:

Main Street Parking completion, including the added lighting, fence, and signs: \$248,431

Police Department Phase 1 renovation: \$211,000

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move that Council approves the recommendation Municipal Development District for consideration of and action to approve the Municipal Development District FY2020-2021 Budget in the amount \$459,431 to fund the purchase of signage, lighting and fencing for the completion of the Main Street Parking Lot located at 702 W. Main Street and Phase 1 renovations to the police station.

Budget Amendments for MDD

City Hall Parking Lot

Current FY2021 Expenses	220,431.00
Add'l. Expenses to be incurred	
Wrought Iron Fence	3,500.00
Parking Lot Lights	<u>24,500.00</u>
Total Budget Amendment For City	
Hall Parking Lot	248,431.00 Acct. # 500-10-9109216

Note: Budgeted \$250,000 in
FY2020, nothing budgeted in
FY2021

Police Station Remodel	211,000.00
------------------------	------------



Date: May 10, 2021

To: The MDD Board

Subject – Cash Flow

For Municipal Development District-Fund 500

From:

Sharon Jungman – Finance Director

MDD Cash Flow as of 4-30-21

Bank Balance as of 4-30-21	253,365.59
Add'l Budgeted Expenses 2021	(2,220.21)
Add'l Sales tax Revenue Expected	<u>38,000.00</u>
Sub-total before additional expenditures	289,145.38
Estimated Cost of Wrought Iron Fence	(3,500.00)
Solar Lighting for City Hall Parking Lot	<u>(24,282.50)</u>
Additional Expenses	(27,782.50)
Net Estimated Balance remaining before Amendment	261,362.88
Budget Amendment for Police Station	<u>211,000.00</u>
Net Estimated Balance remaining	50,362.88



Date: May 10, 2021

To: The MDD Board

**Subject: Financial Statement Summaries for
October 2020 Thru April 2021**

For Municipal Development District- Fund 500

(With Unreconciled Bank Statements)

From:

Sharon Jungman – Finance Director

City of Ovilla
 Financial Statement
 As of April 30, 2021

5/4/2021 4:29 PM

500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	6,183.58	5,331.20	852.38	57,943.03	64,000.00	90.54%	6,056.97
Other Revenue	0.00	283.22	(283.22)	638.85	3,400.00	18.79%	2,761.15
Revenue Totals	<u><u>6,183.58</u></u>	<u><u>5,614.42</u></u>	<u><u>569.16</u></u>	<u><u>58,581.88</u></u>	<u><u>67,400.00</u></u>	<u><u>86.92%</u></u>	<u><u>8,818.12</u></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	100.07	23.32	76.75	300.21	280.00	107.22%	(20.21)
Reserve	0.00	5,449.50	(5,449.50)	0.00	65,420.00	0.00%	65,420.00
Capital Outlay	<u><u>7,007.65</u></u>	<u><u>0.00</u></u>	<u><u>7,007.65</u></u>	<u><u>220,430.95</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>	<u><u>(220,430.95)</u></u>
Expense Totals	<u><u>7,107.72</u></u>	<u><u>5,614.48</u></u>	<u><u>1,493.24</u></u>	<u><u>220,731.16</u></u>	<u><u>67,400.00</u></u>	<u><u>327.49%</u></u>	<u><u>(153,331.16)</u></u>

City of Ovilla
 Financial Statement
 As of April 30, 2021

5/4/2021 4:29 PM

500 - Municipal Development District	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fund							
Taxes							
500-4000120 Sales tax	6,183.58	5,331.20	852.38	57,943.03	64,000.00	90.54%	6,056.97
Taxes Totals	<u>6,183.58</u>	<u>5,331.20</u>	<u>852.38</u>	<u>57,943.03</u>	<u>64,000.00</u>	<u>90.54%</u>	<u>6,056.97</u>
Other Revenue							
500-4000840 Interest Income	0.00	283.22	(283.22)	638.85	3,400.00	18.79%	2,761.15
Other Revenue Totals	<u>0.00</u>	<u>283.22</u>	<u>(283.22)</u>	<u>638.85</u>	<u>3,400.00</u>	<u>18.79%</u>	<u>2,761.15</u>
Revenue Totals	<u><u>6,183.58</u></u>	<u><u>5,614.42</u></u>	<u><u>569.16</u></u>	<u><u>58,581.88</u></u>	<u><u>67,400.00</u></u>	<u><u>86.92%</u></u>	<u><u>8,818.12</u></u>

City of Ovilla
 Financial Statement
 As of April 30, 2021

5/4/2021 4:29 PM

500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
500-10-9102240 Audit	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
500-10-9103110 Office Supplies	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
500-10-9105620 Insurance - Liability	100.07	23.32	76.75	300.21	280.00	107.22%	(20.21)
500-10-9109015 Administrative Reserves	0.00	5,407.83	(5,407.83)	0.00	64,920.00	0.00%	64,920.00
500-10-9109215 Admin. Expense to General F	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
500-10-9109216 Capital Improvements	7,007.65	0.00	7,007.65	220,430.95	0.00	0.00%	(220,430.95)
Administration Totals	<u>7,107.72</u>	<u>5,614.48</u>	<u>1,493.24</u>	<u>220,731.16</u>	<u>67,400.00</u>	<u>327.49%</u>	<u>(153,331.16)</u>
Expense Totals	<u>7,107.72</u>	<u>5,614.48</u>	<u>1,493.24</u>	<u>220,731.16</u>	<u>67,400.00</u>	<u>327.49%</u>	<u>(153,331.16)</u>

Police Phase 1 Renovation presented in April / approved in April 2021

Background: The Ovilla Police Department is in the beginning stages of a remodel plan that involves the garage area that formerly housed public works. The entire project involves remodeling the existing department and enlarging it from 1800 sq ft to 3600 sg. ft. The project includes:

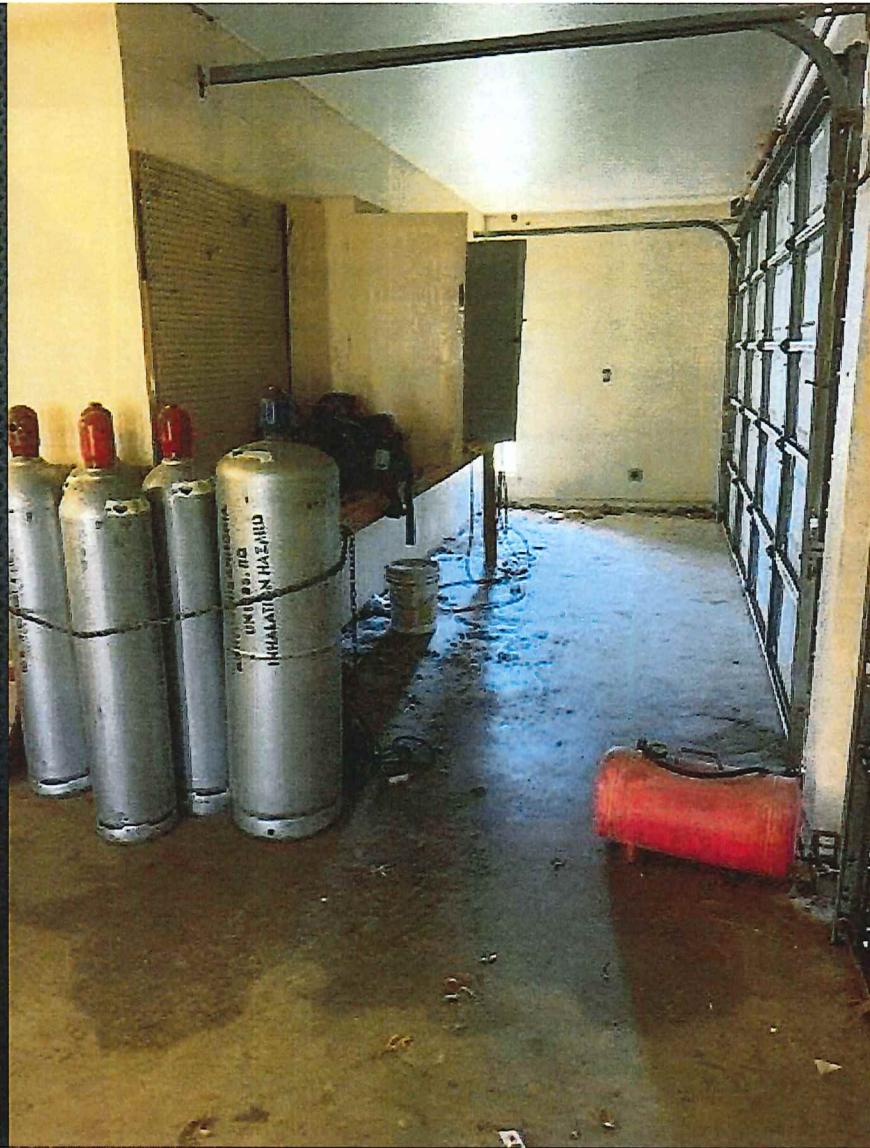
- enlarging the lobby area
- creating a complaint room
- creating a suspect interview room
- creating a men's and women's locker room
- creating a break room, hardened as a storm shelter
- creating a Sergeant's office
- moving the Detective's office
- creating a standalone property/evidence storage room
- creating a holding cell
- creating a training room
- bringing the existing building up to ADA standards

To begin this involved process, we must first enclose the garage area and create an indoor office space. The existing modified records room must be demolished, and the three garage doors must be removed and walled over. A new back entry door must also be added. There are additional inside repairs that must also be made:

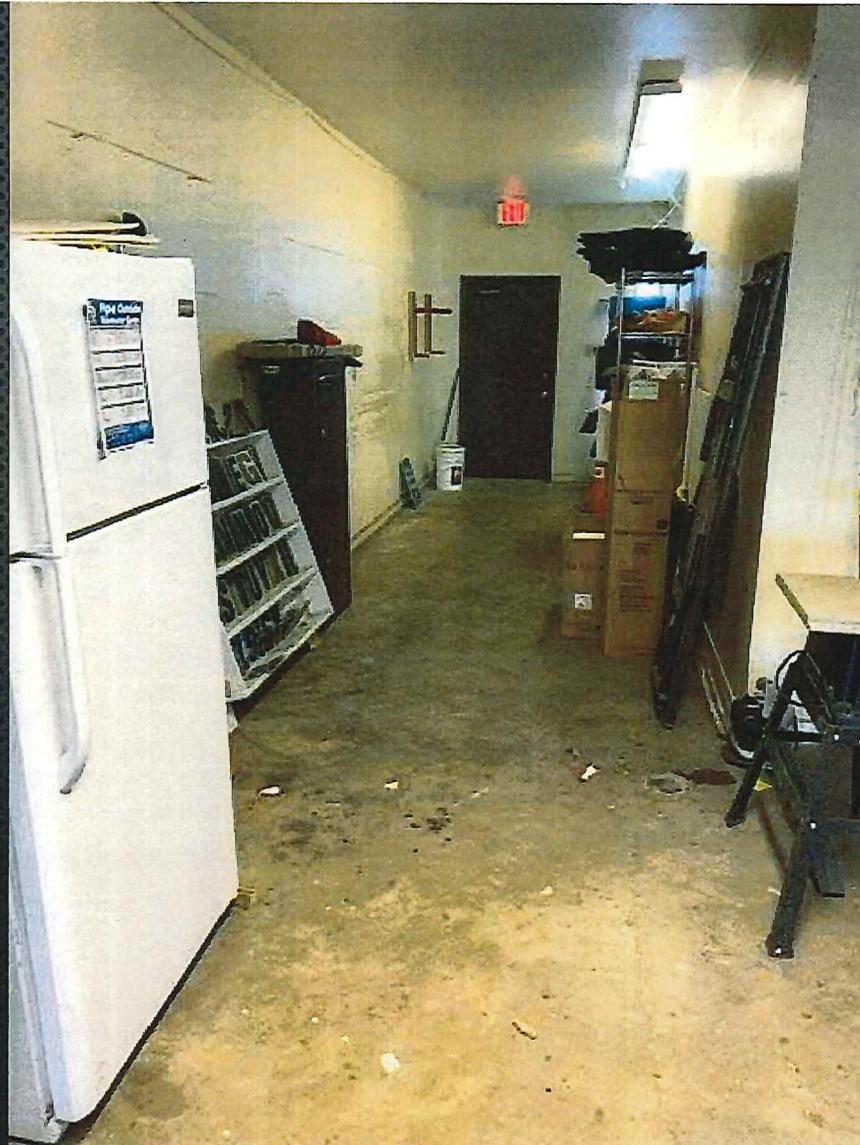
- add HVAC system
- add infrastructure such as wiring and plumbing
- repair existing walls
- repair and relocate attic entry
- repair existing water faucet
- repair ceiling



POLICE
DEPARTMENT
REMODEL OF
GARAGE SPACE

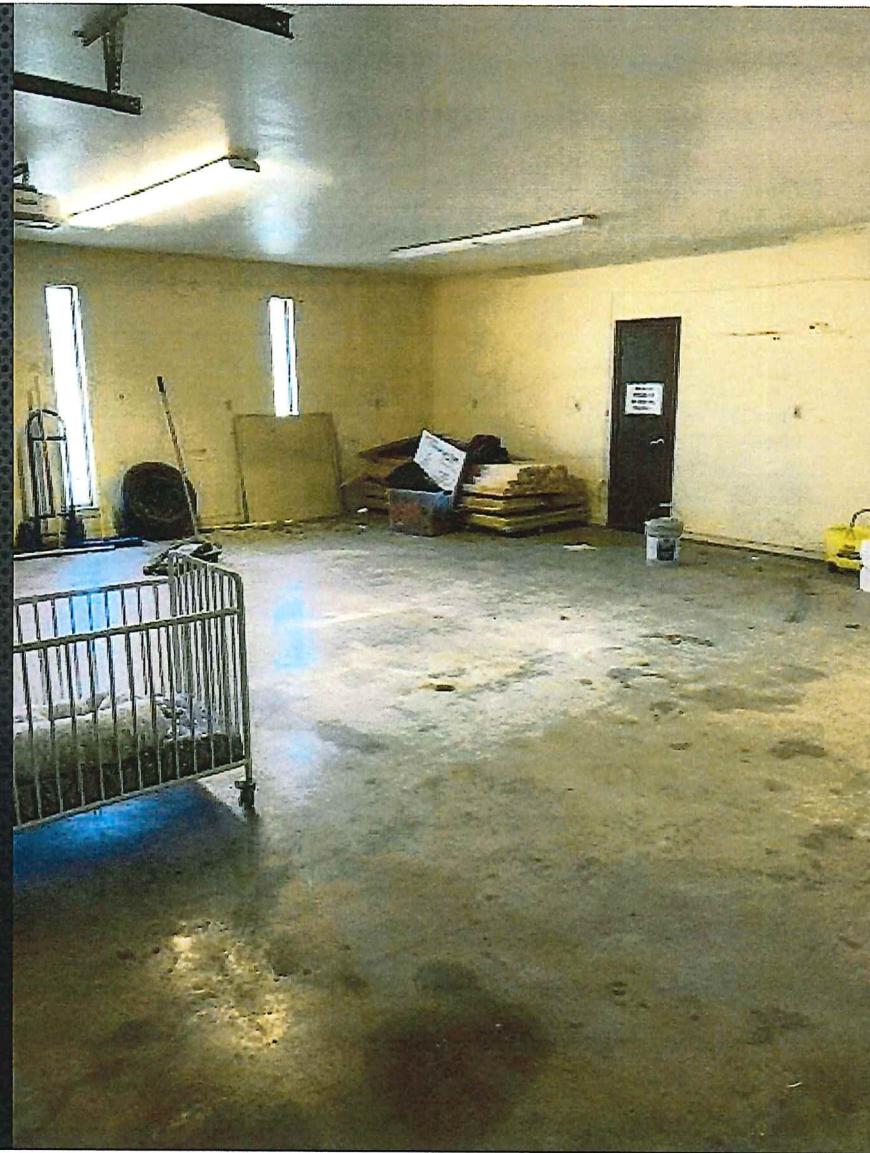


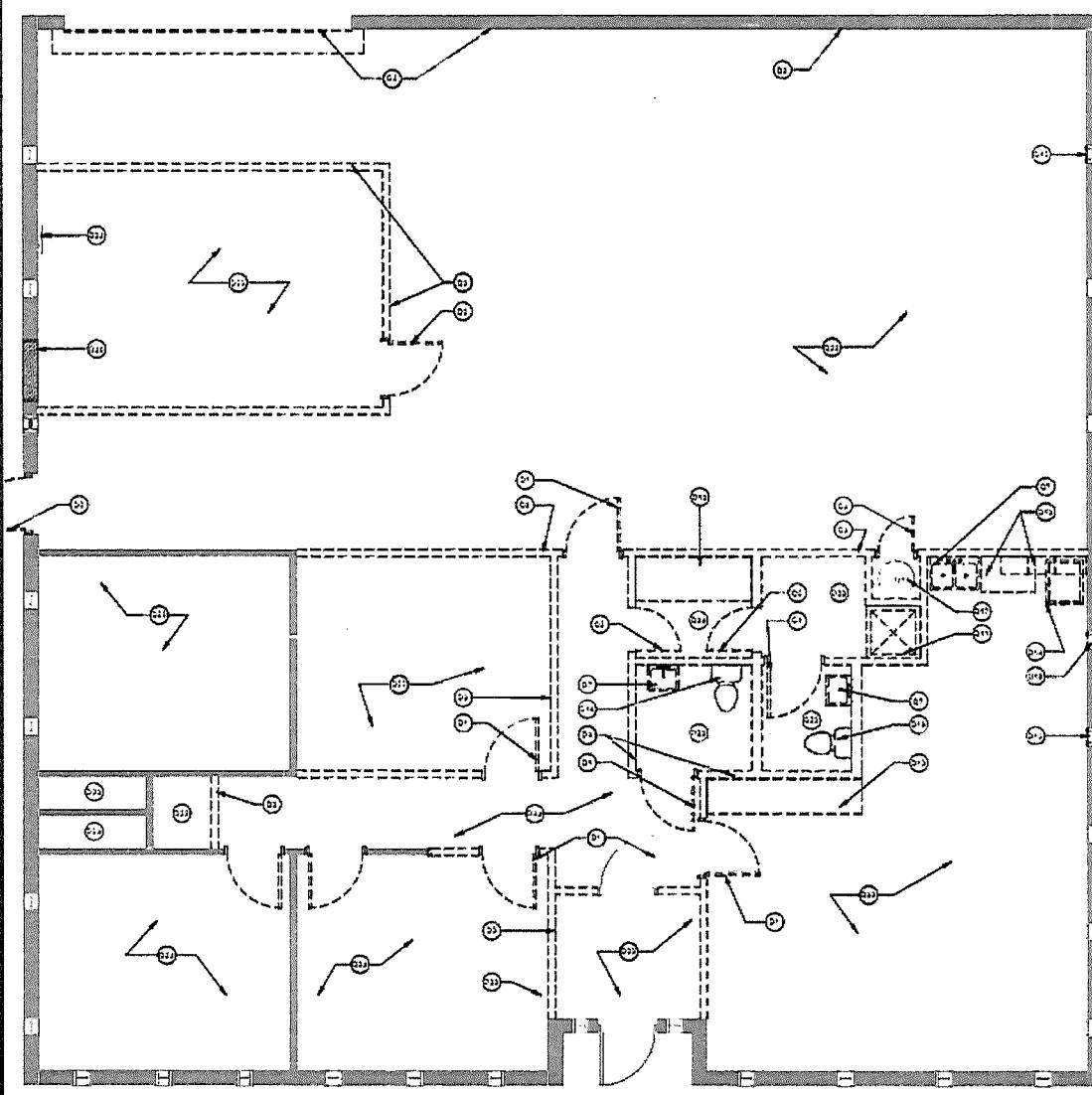


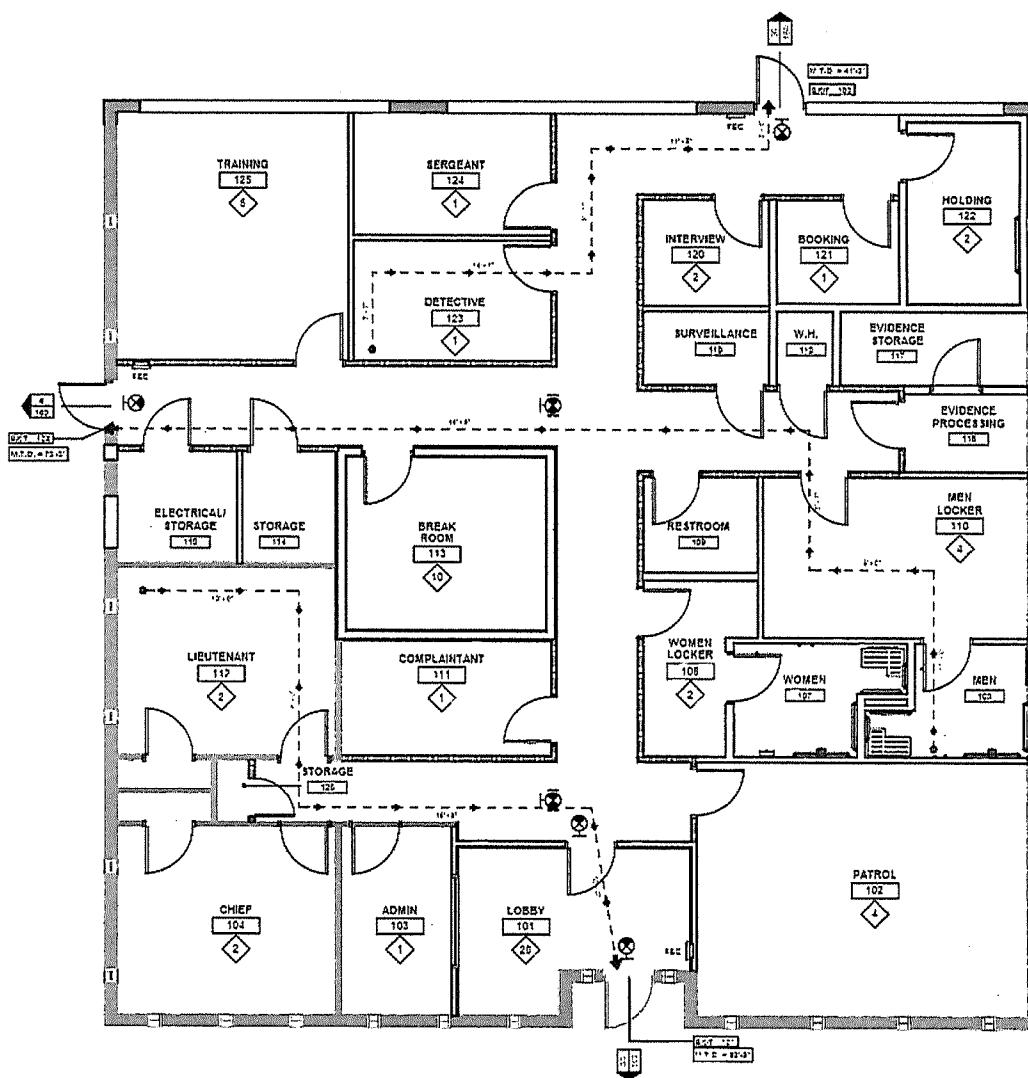


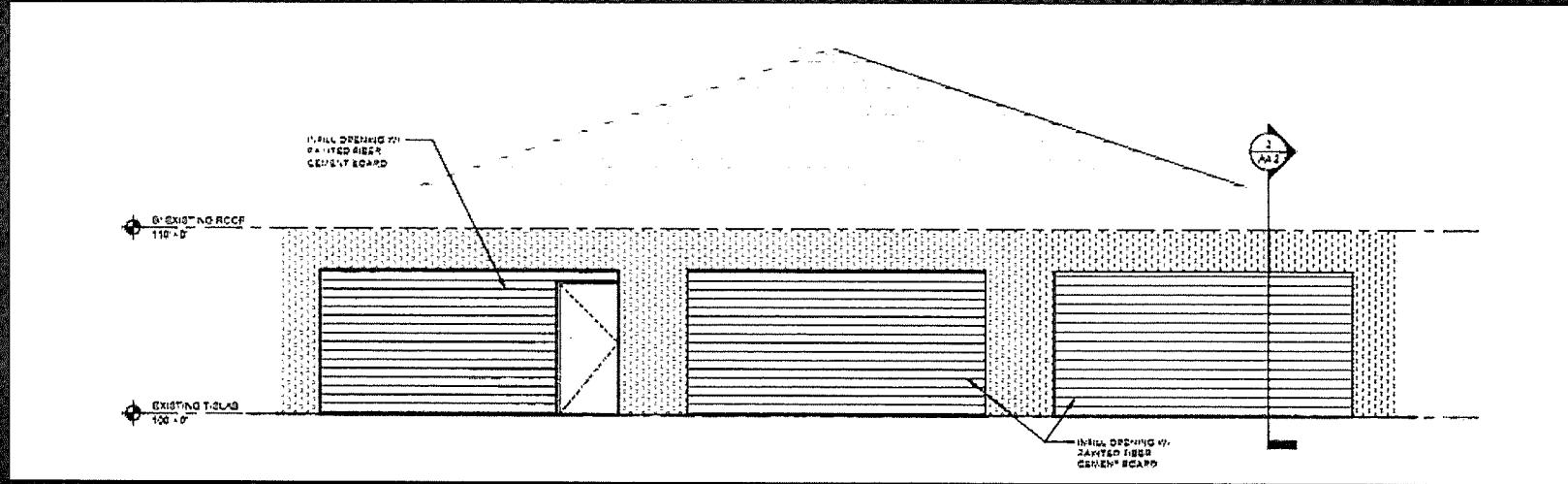


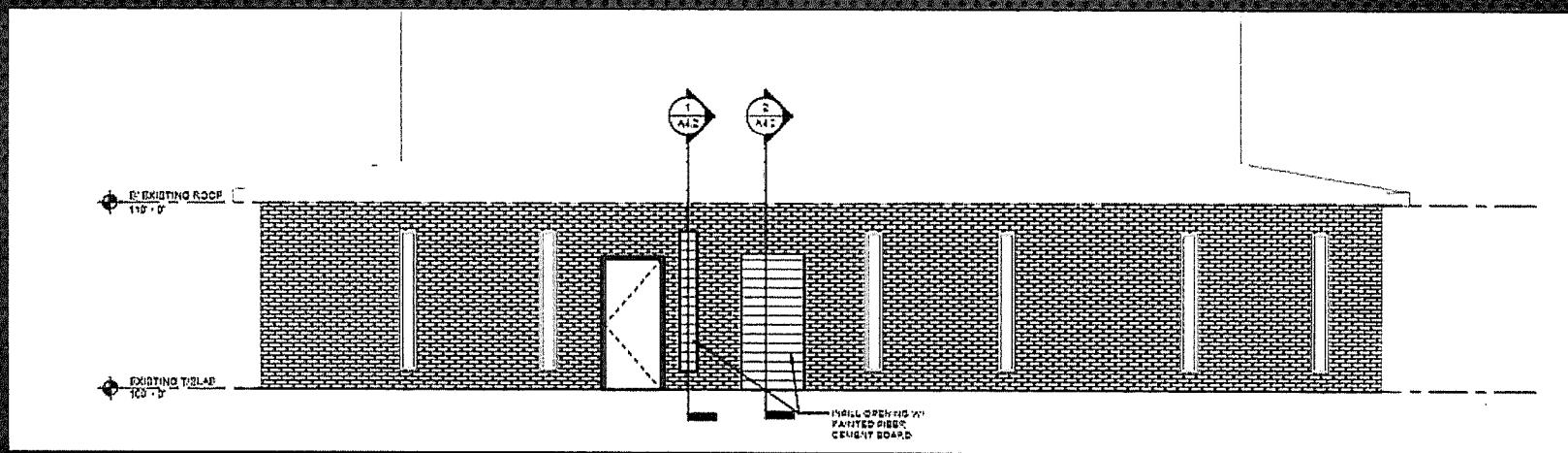












AGENDA ITEM REPORT

Item 13

Meeting Date: May 10, 2021

Department: Administration / Finance

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: General Fund: **Incomplete (until Monday)**
MDD: \$459,431

Reviewed By: City Manager City Secretary City Attorney
 Finance Director staff

Attachments:

1. Ordinance 2021-10 with Exhibits A and B

Agenda Item / Topic:

ITEM 13. **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2021-10 of the City of Ovilla, TX, amending the Fiscal Year 2020-2021 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process.

Discussion / Justification:

Chapter 1, Article 1.05, Sec. 1.05.038 Mid-year review and amendment of the Ovilla Code of Ordinances states:

Each year the budget officer or his designee shall present to the city council a mid-year budget review and amendment(s) to be considered and approved before May 31. Such review and amendment(s) will include information on the status of all funds and line items at the fiscal year's midway point and will include any recommended amendments to the annual budget. An amended budget will be filed with the city secretary's office and with the county clerk's office following the approval of the amendments.

The annual mid-year review of revenues and expenses has been completed with staff for the current fiscal year as well as a review of estimated amounts for the remainder of the fiscal year. Budget amendments are prepared and presented. Only a few amendments are requested. Submitted is detailed mid-year amendments of all revised items, with Attachments A & B, to the presented Ordinance.

Attachment A Budget Amendment:

All General Fund amendments.

1. \$305,000 Water Street Bridge – Streets (This portion will be presented on Monday, pending the engineer's review of the request for the final draw (and retainage).)
2. \$18,050 Staffing changes in the Park Department

Mid-Year Budget Review will include an overall increase in Expense of \$_____. The expense will be offset by reduction of fund balance of \$_____ in General Fund.

Additionally, an annual mid-year budget amendment to the Municipal Development District is included with an Attachment B to the presented Ordinance.

Attachment B MDD Budget Amendment:

Mid-Year Budget review to the MDD will include an overall increase in expense of \$459,431.

\$459,431 increase to the MDD budget.

\$459,431 increase in reduction of Fund Balance.

1. \$211,000 Phase 1 Police Building renovation
2. \$248,431 Completion of the Main Street Parking lot
 - a. Signs
 - b. Lighting
 - c. Fencing

The Main Street Parking lot was budgeted in FY2020 at \$250,000. Only engineering fees were paid from that year's budget. It is not in this year's budget.

Recommendation / Staff Comments:

Staff recommends approval

Sample Motion(s):

I move that Council approves/denies Ordinance 2021-10 of the City of Ovilla, TX, amending the Fiscal Year 2020-2021 Annual Budget and Program of Services in accordance with Chapter 1, Article 1.05, Section 1.05.038 Mid-Year Budget Review and Amendment, of the City of Ovilla Code of Ordinances, as part of the formal budget process, and the presented budget amendment to the Municipal Development District.

Exhibit A**ORDINANCE 2021-10****City of Ovilla****Midyear Budget Amendments - Fiscal Year 2020-2021****General Fund - Fund 100**

Project	Account Description	Account Number	2021 Budget	2021 Amendment	Increase (Decrease)
Street Dept.					
Water Street Bridge	Infrastructure - Water Street Bridge	100-50-57463	0.00		Pending
	Reduction in Fund Balance	100-4000990			
Parks Dept.					
Upgrade Current Park					
Employee to Supervisor for June-Sept.	Salaries & Wages - Supervisor & Benefit Accounts	100-60-51133	0.00	3,350.00	3,350.00
	Reduction in Fund Balance	100-4000990			(3,350.00)
Hire New Employee for Park					
Maintenance for June - Sept.	Support Staff & Benefit Accounts	100-60-51405	0.00	14,700.00	14,700.00
	Reduction in Fund Balance	100-4000990			(14,700.00)
Total Mid Year Budget Amendments					Pending



103 South Cockrell Hill Road
Ovilla, Texas 75154
Phone: (972) 617-7462 Fax: (972) 515-3221

STAFF INCREASE

Fiscal Year: 2021

Title of Position: PARK MAINTENANCE WORKER Department: PARKS

DESCRIPTION OF POSITION: to maintain the parks and buildings in the City of Ovilla. Will work side-by-side with the Park Supervisor to ensure the citizens of Ovilla have a pleasant experience when visiting our facilities.

JUSTIFICATION FOR POSITION:

At the present time we have one employee trying to maintain all of the parks and rights-of-ways. If I use another employee from Water Department or Street Department that will put these particular departments behind. In order to effectively maintain the parks and facilities, I need an additional employee. In addition, this department has also been given the huge task of maintaining the baseball fields due to the OBA no longer maintaining them.

CURRENT CLASSIFICATION: Full time Part time Temporary* Seasonal*

PROPOSED ANNUAL SALARY: \$28,080.00

PROPOSED CLASSIFICATION: Full time Part time Temporary* Seasonal*

Proposed Effective Date: 06-01-2021

Requirements & Knowledge for this position: The Maintenance worker will need to be knowledgeable of all sorts of lawn equipment including tractors and brush hogs. They must have excellent attendance and work well as part of a team. They must be able to work in adverse conditions, and always represent the City of Ovilla in a professional manner.

Administration / Budget use only

POSITION APPROVED: YES NO DATE APPROVED: _____

CITY MANAGER RECOMMENDATION TO COUNCIL: _____ DATE: _____

COUNCIL APPROVED DATE: _____



STAFF CHANGE REQUEST FORM

Fiscal Year: 2021

Current Title of Position: PARK/BUILDING MAINTENANCE Department: PARKS

New Title: PARKS/BUILDING MAINTENANCE SUPERVISOR

DESCRIPTION OF POSITION: To supervise the day-to-day operations of the parks and building maintenance dept. To make sure the duties are getting done in a timely manner. To maintain a budget. Plan future projects in the city parks and recreation areas.

JUSTIFICATION FOR POSITION: The Public Works Dept. has gone through a huge restructuring in the past 11 months, and the parks are a significant part of that change. The City Council has made it possible for the City of Ovilla to have top notch equipment installed and we need someone with the skills and certifications to lead the Department. We have great plans for the future and I think a supervisory position that holds these certifications for the department is a great asset to the City of Ovilla.

CURRENT CLASSIFICATION: Full time Part time Temporary* Seasonal*

CURRENT ANNUAL SALARY: \$ 40,414.40 plus certification

PROPOSED ANNUAL SALARY: \$ 46,696.00 plus certification

PROPOSED CLASSIFICATION: Full time Part time Temporary* Seasonal*

Proposed Effective Date: 06-01-2021

Is this a promotional position? Yes No

Internal only? Yes No

Requirements & Knowledge for this position: Along with the CPSI 600 Park Certification, the Park Supervisor must have skills in running light machinery and excellent carpentry skills. They must be driven to deliver the best job possible and keep the City of Ovilla always in professional presentation.

Administration / Budget use only

POSITION APPROVED: YES NO DATE APPROVED: _____

CITY Manager Recommendation to Council: _____ DATE: _____

Council Approved Date: _____

**City of Ovilla
Standard Schedule of Pay for
Fiscal Year 2020-2021**

			<u>Minimum</u>	<u>Intermediate</u>	<u>Maximum</u>
<u>GRADE 1</u>					
Street Maintenance Technician (recruit)	Hourly	\$13.50	\$15.80	\$18.90	
Park Maintenance Technician (recruit)					
Water Maintenance Technician (recruit)					
<u>GRADE 2</u>					
Customer Service Representative	Hourly	\$14.50	\$17.45	\$20.50	
Municipal Court Clerk – no experience (recruit)					
<u>GRADE 3</u>					
Water/Sewer Maintenance Technician w/Cert	Hourly	\$15.50	\$18.45	\$21.50	
Administrative Assistant I (Police Secretary)					
AP Specialist					
<u>GRADE 4</u>					
Planning Clerk/Admin Secretary	Hourly	\$16.50	\$19.45	\$22.50	
<u>GRADE 5</u>					
Water/Sewer Maintenance Technician Dual Certs	Hourly	\$18.50	\$22.45	\$27.50	
Deputy City Secretary (enrolled in TMCA)					
Municipal Court Clerk (enrolled in TCCA)					
Police Recruit (in school and while under FTO)					
Park/ Building Maintenance Supervisor					
<u>GRADE 6</u>					
Code Enforcement - Animal Control (Certs)	Hourly	\$20.50	\$24.45	\$29.50	
Street/Code (position split half Street, half Code)					
Street Supervisor					
Water Supervisor					
<u>GRADE 7</u>					
Police Patrol Officer / Detective		\$24.76	\$27.45	\$33.50	
Construction Inspector on all projects					
<u>GRADE 8</u>					
Police Sergeant	Hourly	\$22.75	\$26.45	\$32.38	
<u>GRADE 9</u>					
Police Lieutenant *	Annual	\$56,000	\$68,750	\$81,500	
<u>GRADE 10</u>					
City Secretary *	Annual	\$66,500	\$78,250	\$90,000	
Police Chief *					
Public Works Director *					
<u>GRADE 11</u>					
Finance Director*	Annual	\$75,000	\$84,500	\$93,000	
<u>GRADE 12</u>					
City Manager * - Council discretion	Annual				
* FLSA Exempt Positions					

Park Salary Budget Amendment Adjustments

Employee Name	Position	Department	Account #	Current Wages	Proposed Wages	Proposed Yearly Wages	Medicare Employer 1.45%	Total Payroll Taxes	Months @9.99	Months @9.91	TMRS Total	Comp Rate	Worker's Comp Amount	Insurance	
Parks Dept. 60															
Ainsley Jarvis	Park & Building Maint.	Parks (Dept.60)	100-60-51415	19.00	19.43	40,414.40	586.01	586.01	1,009.35	3,003.80	4,013.15	4.61	2339.84		
				Parks Total		40,414.40	586.01	586.01	1,009.35	3,003.80	4,013.15		2,339.84	51,952.56	
Proposed													Same	Totals	
Ainsley Jarvis	Park & Building Maint.	Parks (Dept.60)	100-60-51415	19.43	22.45	46,696.00	677.09	677.09	1,166.23	3,470.68	4,636.91	4.61	2,339.84		
				Annual Increase		6,281.60	91.08	91.08	156.88	466.88	623.76	4.61	0.00	7,715.90	
				33% Based on June-Sept.		0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33		
				Total for June - Sept.		2,072.93	30.06	30.06	51.77	154.07	205.84	1.5213	772.15	3,318.39	
														643.36*12	
New Employee	Park & Building Maint.	Parks (Dept.60)	100-60-51415	Annual Increase	13.50	28,080.00	407.16	407.16	0.00	2,782.73	2,782.73	4.61	2339.84	7696.32	44,500.55
				33% Based on June-Sept.		0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	
				Total for June - Sept.		9,266.40	134.36	134.36	0.00	918.30	918.30	1.5213	772.15	2,539.79	14,685.18

Exhibit B**ORDINANCE 2021-10****City of Ovilla****Midyear Budget Amendments - Fiscal Year 2020-2021****Municipal Development District - Fund 500**

Project	Account Description	Account Number	2021 Budget	2021 Amendment	Increase (Decrease)
City Hall Parking Lot	Capital Improvements	500-10-9109216	0.00	248,431.00	248,431.00
	Reduction in Fund Balance	500-4000990			(248,431.00)
Police Station Remodel	Buildings	100-20-57420	0.00	211,000.00	211,000.00
	Reduction in Fund Balance	500-4000990			(211,000.00)
				Total Mid Year Budget Amendments	459,431.00

Budget Amendments for MDD

City Hall Parking Lot

Current FY2021 Expenses **220,431.00**

Add'l. Expenses to be incurred

Wrought Iron Fence **3,500.00**

Parking Lot Lights **24,500.00**

Total Budget Amendment For City

Hall Parking Lot

Note: Budgeted \$250,000 in
FY2020, nothing budgeted in
FY2021

Police Station Remodel **211,000.00**

AGENDA ITEM REPORT
Item 14

Meeting Date: May 10, 2021

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director Street Department

Attachments:

N/A

Agenda Item / Topic:

ITEM 14 DISCUSSION – Review and discuss the need for speed humps in Ovilla Oaks Residential Subdivision and direct staff as necessary.

Discussion / Justification:

Having received concerns from a resident in Ovilla Oaks residential subdivision, Mayor Dormier asked to place this on the agenda for discussion.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

Discussion only.

AGENDA ITEM REPORT Item 15

Meeting Date: May 10, 2021

Discussion Action

Submitted By: P. Woodall

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

Department: Administration

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

Agenda Item / Topic:

ITEM 15. DISCUSSION/ACTION – Consideration of and action to either cancel or to set the official date for Heritage Day 2021, appointing various assignments to facilitate plans of the 2021 Heritage Day Celebration and festivities.

Discussion / Justification:

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to approve the cancelation of Heritage Day 2021 as discussed due to the COVID-19 pandemic.

I move to set the official date for Heritage Day 2021 as _____ and appoint the various assignments to facilitate the festivities:

1. Coordinator
2. Managing secretarial assistant
3. Managing grounds and outside preparations
4. Financials

AGENDA ITEM REPORT

Item 16

Meeting Date: May 10, 2021

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Other: All departments/all buildings

Attachments:

1. Executive Order No. GA-35

Agenda Item / Topic:

ITEM 16. DISCUSSION/ACTION – Consideration of and action on the opening of municipal facilities to the public and the option to discontinue zoom.

Discussion / Justification:

Background: 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.

Findings/Current Activity:

Staff continues to provide services to all customers except for open entry to the main offices. We encourage customers to:

1. Use the night deposit drop box for multiple needs.
2. On-line services.
3. Our Fire Department sprays all buildings almost daily.

The governor's office recently issued GA-34, announcing the State Disaster Declaration for COVID-19 will be lifted on March 10, 2021. Along with the issuance of GA-35. In preparation for a possible reopening, the following needs should be addressed and adhered.

1. The most recent Governor's Order GA-35 mandates no government entity should compel disclosure of vaccine information by mandating a so-called 'vaccine passport'.
2. In a previous meeting, the Council Chamber room was marked to indicate if there was enough space to hold an open meeting and with how many, while maintaining safe distancing.
3. City staff will take direction regarding discontinuation of Zoom.
4. Mask mandates inside the building to continue.
5. Mark lobby for social distancing. (increase need for additional counter cleaning products)
6. Use of hand sanitizers (affixed to the walls at most entry/exit points)
7. Continue mandated temperature monitoring.

Recommendation / Staff Comments:

Staff recommends the opening of the building for customer services with the mandate for continued masks and social distancing. Staff will continue monitor temperatures and meet with customers by appointment only.

Sample Motion(s):

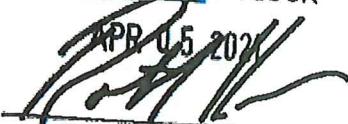
I move to recommend/not recommend the opening of municipal buildings with the recommended listed provisions.



GOVERNOR GREG ABBOTT

April 5, 2021

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
1:30 PM O'CLOCK

APR 05 2021

Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

Executive Order No. GA-35 relating to COVID-19 vaccines and the protection of Texans' private health information.

The original executive order is attached to this letter of transmittal.

Respectfully submitted,



Gregory S. Davidson
Executive Clerk to the Governor

GSD/md

Attachment

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
April 5, 2021

EXECUTIVE ORDER GA 35

Relating to COVID-19 vaccines and the protection of Texans' private health information.

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, I have issued executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, the U.S. Food and Drug Administration (FDA) has granted emergency use authorizations for COVID-19 vaccines that are not yet FDA-approved, pursuant to the Project BioShield Act of 2004, 21 U.S.C. § 360bbb-3; and

WHEREAS, that federal statute expressly recognizes that each individual has "the option to accept or refuse administration of the product" under an emergency use authorization, 21 U.S.C. § 360bbb-3(e)(1)(A)(ii)(III); and

WHEREAS, receiving one of these COVID-19 vaccines under an emergency use authorization, while strongly encouraged, is always voluntary in Texas and will never be mandated by the government; and

WHEREAS, Texas has administered over 12 million doses of the COVID-19 vaccines, and every person who is at least 16 years old is now eligible to receive a shot if they so choose; and

WHEREAS, millions more Texans have already recovered from COVID-19 and thus acquired some degree of immunity; and

WHEREAS, some Texans are still waiting to receive a COVID-19 vaccine, while others will opt out altogether due to a religious objection, a health concern, or some other reason; and

WHEREAS, an individual's COVID-19 vaccination status is private health information, and no governmental entity should compel disclosure of this information by mandating a so-called "vaccine passport" for COVID-19 or by otherwise conditioning receipt of

11:30 AM O'CLOCK

APR 05 2021

services on an individual's COVID-19 vaccination status; and

WHEREAS, the Constitution does not empower the federal government to mandate nationwide vaccine passports for COVID-19, and Texas will not impose such vaccine passports with the police power that is reserved to the States under our system of federalism; and

WHEREAS, I request that the 87th Legislature address this important privacy issue in the current legislative session; and

WHEREAS, in the Texas Disaster Act of 1975, the legislature charged the governor with the responsibility "for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and expressly granted the governor broad authority to fulfill that responsibility; and

WHEREAS, under Section 418.012, the "governor may issue executive orders ... hav[ing] the force and effect of law;" and

WHEREAS, under Section 418.016(a), the "governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business ... if strict compliance with the provisions ... would in any way prevent, hinder, or delay necessary action in coping with a disaster;" and

WHEREAS, under Section 418.018(c), the "governor may control ingress and egress to and from a disaster area and the movement of persons and the occupancy of premises in the area;"

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis effective immediately:

1. I hereby suspend Section 81.082(f)(1) of the Texas Health and Safety Code to the extent necessary to ensure that no governmental entity can compel any individual to receive a COVID-19 vaccine administered under an emergency use authorization.
2. State agencies and political subdivisions shall not adopt or enforce any order, ordinance, policy, regulation, rule, or similar measure that requires an individual to provide, as a condition of receiving any service or entering any place, documentation regarding the individual's vaccination status for any COVID-19 vaccine administered under an emergency use authorization. I hereby suspend Section 81.085(i) of the Texas Health and Safety Code to the extent necessary to enforce this prohibition. This paragraph does not apply to any documentation requirements necessary for the administration of a COVID-19 vaccine.
3. Any public or private entity that is receiving or will receive public funds through any means, including grants, contracts, loans, or other disbursements of taxpayer money, shall not require a consumer to provide, as a condition of receiving any service or entering any place, documentation regarding the consumer's vaccination status for any COVID-19 vaccine administered under an emergency use authorization. No consumer may be denied entry to a facility financed in whole or in part by public funds for failure to provide

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
1:30 PM O'CLOCK

APR 05 2021

documentation regarding the consumer's vaccination status for any COVID-19 vaccine administered under an emergency use authorization.

4. Nothing in this executive order shall be construed to limit the ability of a nursing home, state supported living center, assisted living facility, or long-term care facility to require documentation of a resident's vaccination status for any COVID-19 vaccine.
5. This executive order shall supersede any conflicting order issued by local officials in response to the COVID-19 disaster. I hereby suspend Sections 418.1015(b) and 418.108 of the Texas Government Code, Chapter 81, Subchapter E of the Texas Health and Safety Code, and any other relevant statutes, to the extent necessary to ensure that local officials do not impose restrictions in response to the COVID-19 disaster that are inconsistent with this executive order.

This executive order does not supersede Executive Orders GA-10, GA-13, or GA-34. This executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor.



Given under my hand this the 5th
day of April, 2021.

A handwritten signature of Greg Abbott in black ink.

GREG ABBOTT
Governor

ATTESTED BY:

A handwritten signature of Ruth R. Hughes in black ink.

RUTH R. HUGHS
Secretary of State

RECD IN THE OFFICE OF THE
SECRETARY OF STATE
1:30 PM O'CLOCK

APR 05 2021

AGENDA ITEM REPORT Item 17

Meeting Date: May 10, 2021

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director Other

Attachments:

1. N/A

Agenda Item / Topic:

ITEM 17. DISCUSSION/ACTION – Consideration of and action on the future plans for 708 Main Street.

Discussion / Justification:

Staff received contact from a local resident that voiced interest in leasing the house/building at 708 Main Street for the intended use of counseling services, anywhere from a 1 year lease to a 3 year lease.

This property would require asbestos abatement prior to leasing.

Recommendation / Staff Comments:

Staff is receptive to whatever intended purpose the governing body has in mind for this property.

Sample Motion(s):

I move that Council

AGENDA ITEM REPORT
Item 18

Meeting Date: May 10, 2021

Discussion Action

Submitted By: Staff

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

Department: Administration

Budgeted Expense: YES NO N/A

Amount: N/A

Attachments:

Agenda Item / Topic:

ITEM 18. 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

AGENDA ITEM REPORT Item 19

Meeting Date: May 10, 2021

Department: Police

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Amount: N/A

Reviewed By: City Manager City Secretary City Attorney

Finance Director

Other: Police command staff

Attachments:

1. N/A

Agenda Item / Topic:

ITEM 19. DISCUSSION/ACTION – Consideration of and action to set a date and time for a “Police Basic Operational Workshop” with Council and police command staff.

Discussion / Justification:

This item is a follow up to schedule a meeting for a “police basic operational workshop” with Mayor, Council, and police command staff.

In April, Chief Windham, Lt. Bennett and Sergeants Geiser and Breedlove met with the Mayor and city manager and provided clear and comprehensible understanding of the responsibilities of all officers and what one may encounter or be cognizant of during a given shift.

This workshop is intended to help provide an explanation of data presented in monthly reports and what revisions to the next data report Lt. Bennett will provide you. These gentlemen are professionals in their field and will share their policing principles.

This meeting is expected to take a couple of hours depending on discussion and questions.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

I move to schedule (date) and (time) for a police basic operation workshop.

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	April 2021	April 2021 YTD	April 2020	April 2020 YTD
Accident	6	23	4	19
Alarms	21	67	10	57
Arrest	5	11	4	17
Assault/Assault FV	1	3	0	3
Assists	88	241	66	261
Building / House Security Check	382	1887	968	2891
Burglary	0	0	0	2
Burglary of Motor Vehicle	0	0	0	1
Criminal Mischief	0	0	0	0
Disturbance	13	46	11	39
Neighborhood Check	867	3941	1194	4412
Other Calls for Service	86	390	69	351
Suspicious Person	4	18	2	14
Suspicious Vehicle	17	68	14	79
Theft	0	1	2	4
Traffic Assignment/School Enforcement	56	264	14	84
TOTAL CALLS FOR SERVICE	1546	6960	2358	8234

Volunteer and Reserve Officer Hours	37	139	0	32
Average Response Time (Minutes)	3.59	3.8525	4.22	4.4725
Total Citations	94	219	0	105
Total Traffic Stops	240	888	13	520
Traffic Stop Disposition Warning	146	675	13	419
Traffic Stop Disposition Citation	83	202	0	101
PERCENT OF STOPS RECEIVING CITATIONS	34.6	22.7	0.0	19.4

STAFFING

Full Time Sworn	10
Full Time Civilian	1
Part Time Sworn	2
Reserve Officer	2
Total Staffing	15

December	TO	December 2020	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	108,348	108,623	275	
117	105,380	106,210	830	Oil Change & New Oil Filter, Tire Rotation
216	33,539	34,060	521	
119	45,585	46,596	1,011	
120	30,684	33,045	2,361	New License Plate Bulbs, 4 New Tires, Tire Dismount/Balance, New Battery
220	32,563	34,448	1,885	

RECEIPT FOR CASH OR OTHER ITEMS

TO: (Name, Title, Address (including ZIP CODE); # applicable)		CASE NO. GMA-21-9459	IG DEP
Ovilla PD 105 South Cockrell Hill RD Ovilla, TX 75154		FILE TITLE National Take Back Initiative	
FROM CLAIMANT (IMPRINT ONLY): NAME GROUP		LAST FOUR DIGITS OF SSN	DATE 4/26/2021
/ <i>Chris Romy #355</i>			CS NUMBER
DIVISION/DISTRICT OFFICE Drug Enforcement Administration, Dallas Field Division 10160 Technology Blvd, E. Dallas, Texas 75220		CALENDAR YEAR CAP LIFETIME CAP	
EXTENSION APPROVAL		APPROVED	

EXTENSION APPROVAL APPROVER _____
DATE EXTENDED THROUGH _____
File (and printed name/date if not signed digitally).

I hereby acknowledge receipt of the following described cash or other item(s), which was given into my custody by the above named individual.

Additional Approver, if any _____

RECEIVED BY (Signature)	NAME, TITLE AND DATE
<i>MC</i>	M. CHOQUETTE DI 4/26/21

WITNESSED BY (Signature) _____ NAME, TITLE and DATE _____

SEARCHED INDEXED SERIALIZED FILED
Donna K Henderson 4/26/21

DOCUMENT NUMBER / FISCAL INFORMATION

FORM DEA-12 (Rev. 2020)



JOIN US:

May 13, 2021

9:00 am

at the

Ovilla Police Dept.

105 S. Cockrell Hill Rd.

**JOIN YOUR NEIGHBORS AND LOCAL LAW ENFORCEMENT
FOR COFFEE AND CONVERSATION**

**NO AGENDA OR SPEECHES, JUST A CHANCE TO ASK QUESTIONS, VOICE CONCERNs
AND GET TO KNOW THE OFFICERS IN YOUR NEIGHBORHOOD**



HOSTED BY:

Ovilla Police Department



In an effort to minimize confusion over traffic citation/warning data, we are providing a different format for some numbers for council. What we have done is ask the officers to:

- For serious moving violations where a citation is not issued, please issue a written warning.
- For non-serious/equipment/regulatory violations, where a citation is not issued, a verbal warning will suffice.

We are attempting to gather the data from the month of April. Since issuing the directive to the officers was for the last week of April, we are having to watch each individual stop on video and mine the data. It is a tedious process, but we are working our way through the month.

In order to present the council with some data we provide the following:

Citations=94

- Moving=56
- Equipment=0
- Regulatory=37
- Criminal=1

Written warnings=18

- Moving=11
- Equipment=0
- Regulatory=6
- Criminal=2

Verbal warnings=128

total stops=240

total warnings=146

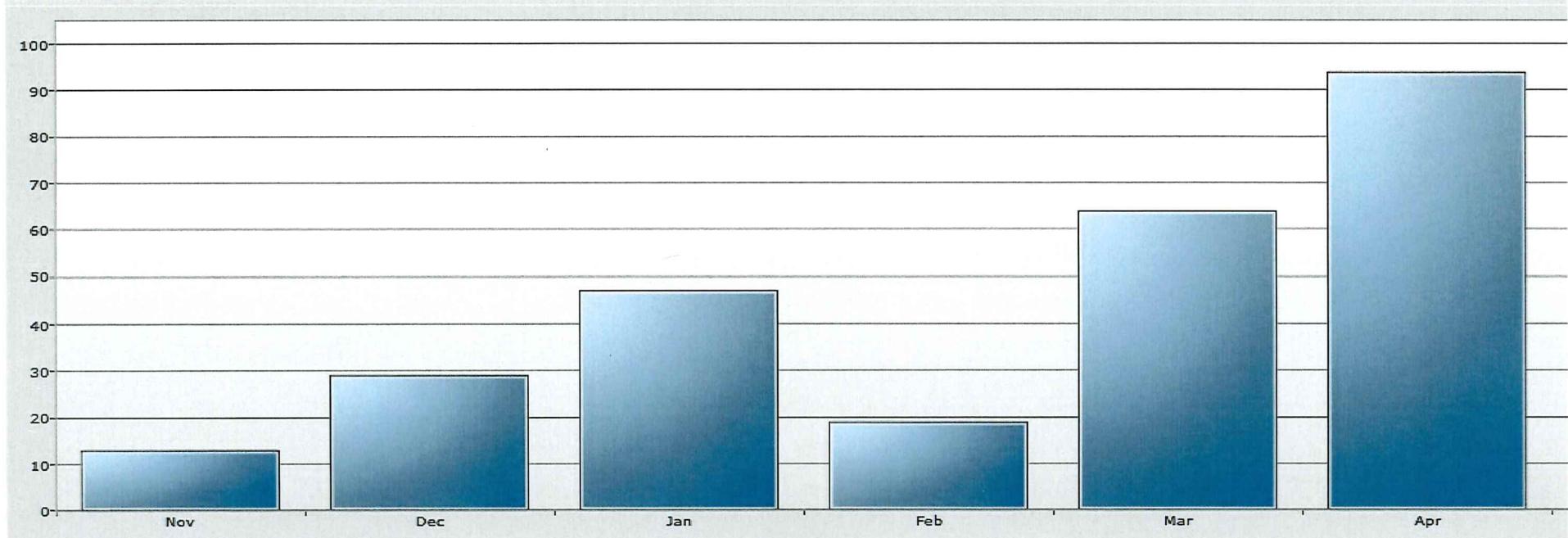
total citation=94

total stops resulting in citation=83

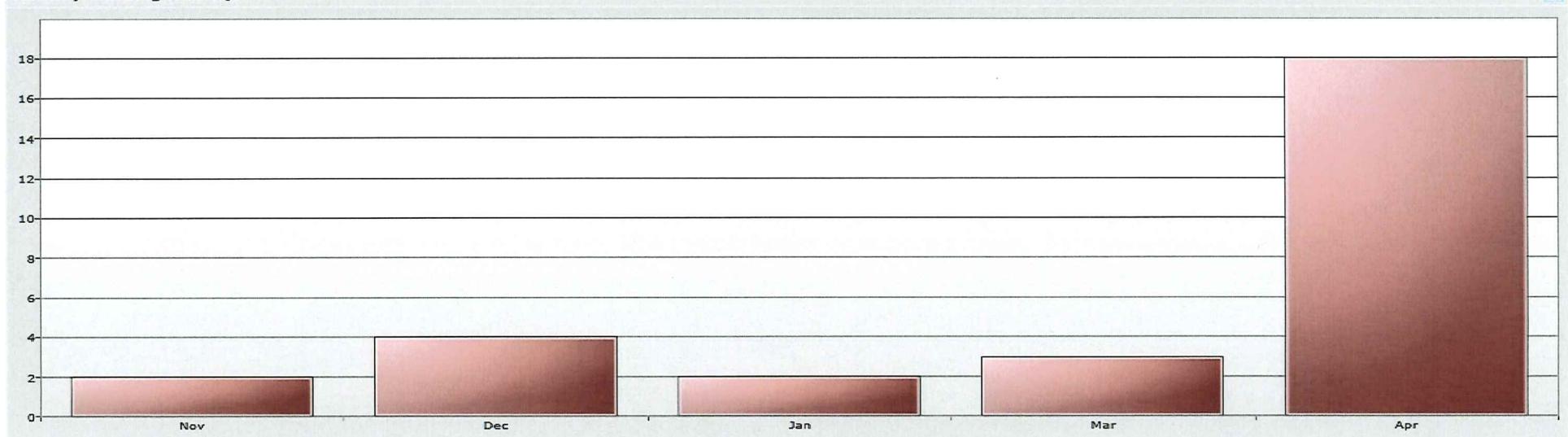
percent of violations receiving citation vs warnings, $94/112$ ($112=94+18$)=84% (based on limited data)

percent of all stops receiving citations vs warning, $83/240$ =35%

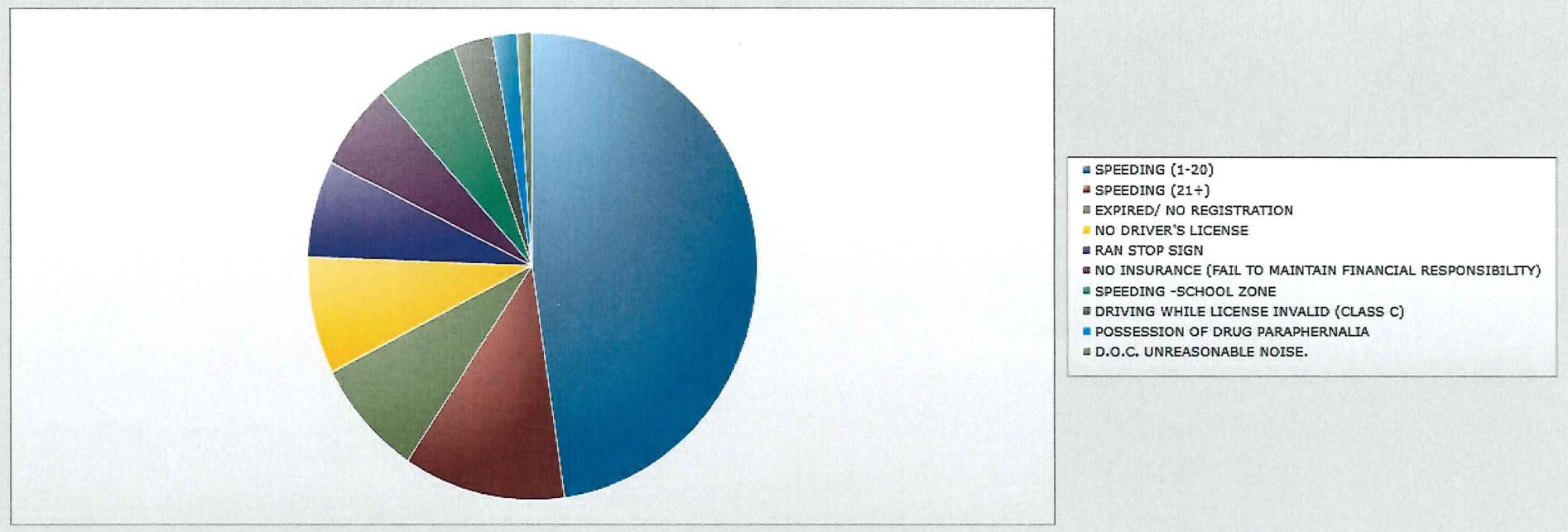
Monthly Ticket Activity



Monthly Warning Activity



Most Common Violations



Brian Windham
Chief of Police

Ovilla Fire Department

April 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 0 Firefighter Paramedic position open.
- Currently the Department has 4 Firefighter Basic position open.
- Currently the Department has 5 Volunteer Firefighter position open.
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 23 Firefighter Paramedics
 - 4 Firefighter EMT-Basics
 - 7 Volunteer Firefighters
 - Total Staffing of 41 out of 50 positions
- Of the Volunteers on staff,
 - 2 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic and or Paramedic
 - 1 have just their Fire Certs
 - 0 have just their EMT Basic or Paramedic
 - 4 Volunteers do not have any Certification currently.

Grants Report

- Have turned in four Texas Forestry Service Grants, waiting for notification of award and they will remain active until they are awarded without reapplying for them.
 - 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
 - 12/30/2020 submitted all paperwork for the Coronavirus Relief Fund (CRF),
 - Allotted – \$207,000.00
 - Turned in documentation for – \$227,000.00
 - Have Received – \$147,879.00

Summary of Events for the Department

- April, we had a total of 76 (April 2020 we ran 78) 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 1 possible COVID-19 calls this month, with 0 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)
- **52 / 60** Volunteer shifts were covered, and these 52 shifts we had 4 personnel on the Engine.

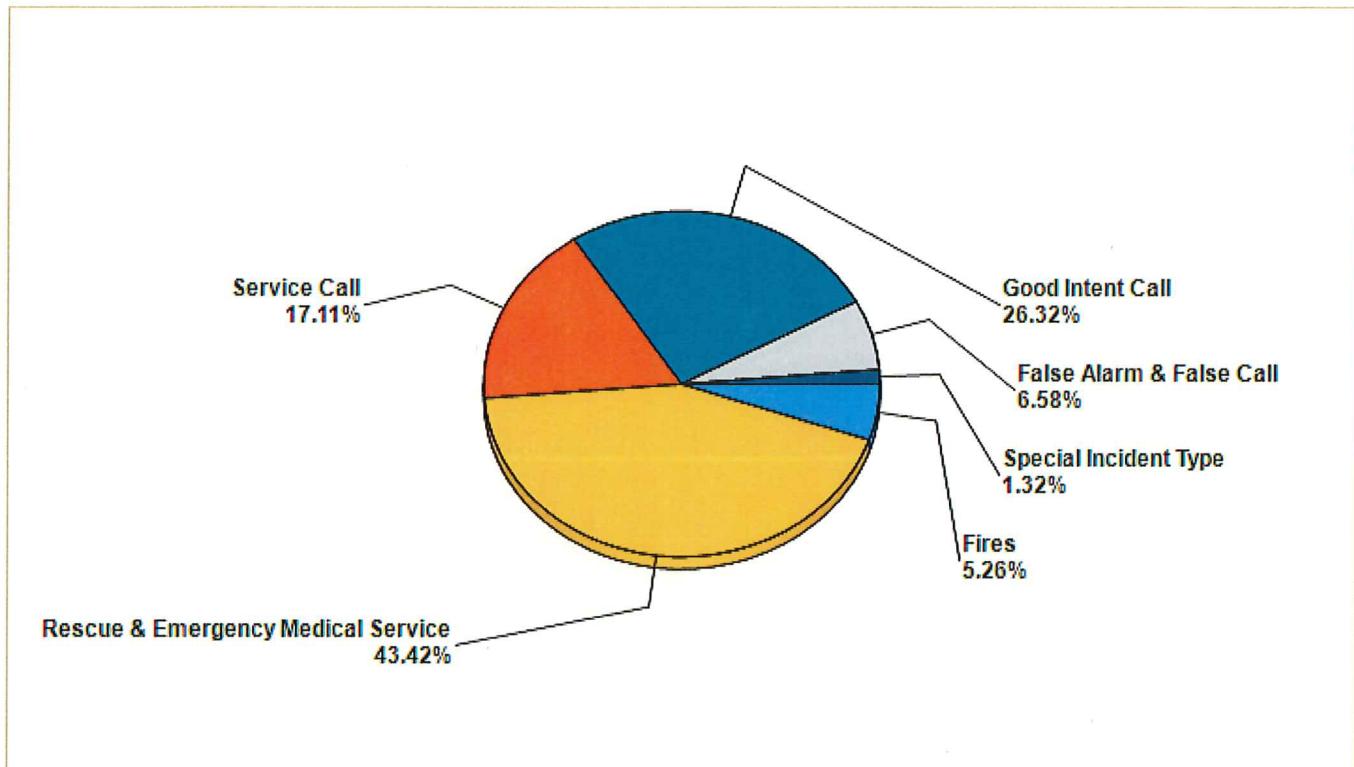
Summary of Activity from Deputy Chief / Fire Marshal's Office

- 8 consults
- CQI Reports
- 4 meetings
- Assist PD as needed
- Budget planning for 21-22

Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE	# INCIDENTS	
EMS		33
FIRE		43
TOTAL		76
MUTUAL AID		
Aid Type	Total	
Aid Given	6	
Aid Received	3	
OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
7	9.21	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:05:46	0:04:53
AVERAGE FOR ALL CALLS		0:05:37
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:00:56	0:01:26
AVERAGE FOR ALL CALLS		0:01:10
AGENCY		
Ovilla Fire Department	AVERAGE TIME ON SCENE (MM:SS)	
	22:20	

Breakdown by Major Incident Type



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	5.26%
Rescue & Emergency Medical Service	33	43.42%
Service Call	13	17.11%
Good Intent Call	20	26.32%
False Alarm & False Call	5	6.58%
Special Incident Type	1	1.32%
TOTAL	76	100%

Average 1.00 fire per week

Average 2.54 calls per day

Average 19 calls per week

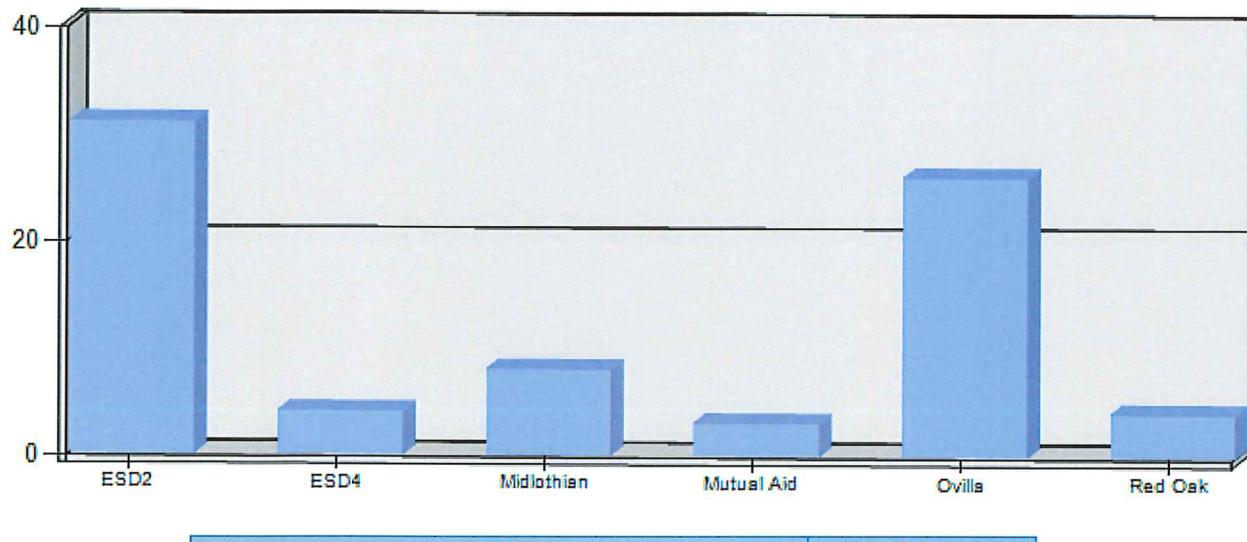
C701 Responses | 16

C702 Responses | 16

Number of Overlapping Calls | 7

Total Ovilla Fire Department Runs | 76

Breakdown by Districts



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

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

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

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

ZONE TITLE	AVERAGE RESPONSE TIME IN MINUTES (DISPATCH TO ARRIVED)
Mutual Aid - Mutual Aid	9.57
ESD4 - ESD #4	7.85
ESD2 - ESD #2	7.53
Red Oak - Red Oak City Limits	5.03
Ovilla - City Limits	4.74
Midlothian - Midlothian City Limits	0
Average Response	6.71

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	TURNOUT TIME (min) (Dispatch to Enroute)
B701	2:05
C701	1:11
C702	0:49
E701	1:32
E702	2:57
R755	0:00
S701	0:00
AVERAGE TURNOUT TIME: 1:13	

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	8
C701	16
C702	16
E701	54
E702	1
R755	1
S701	1

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

Fleet Report

Ovilla Fire Department Mileage, Fuel and Maintenance Report for April						
Apparatus	Beginning Mileage	Ending Mileage	Mileage for the Month	Fuel Expenses	Maintenance Expenditures	
B701	59,894	59,953	59	\$ 36.18	\$ 107.66	
B702	4,219	4,227	8	\$ 52.00	\$ 10,298.74	
C701	35,281	35,707	426	\$ 58.00	\$ -	
C702	5,763	6,241	478	\$ 73.71	\$ -	
S701	109,481	109,635	154	\$ 51.07	\$ -	
E701	26,236	26,541	305	\$ 347.14	\$ -	
E702	30,879	31,082	203	\$ 105.34	\$ -	
E703	-	-	0	\$ -	\$ -	
R755	21,380	21,391	11	\$ 130.42	\$ -	
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ -	\$ 28.55	
Totals for the Month			1,644	\$ 853.86	\$ 10,434.95	

COVID-19 Update as of May 5th, 2021

DSHS Dashboard: Ellis County

- Confirmed Cases: 22,727
- Active: 78
- Deaths: 310
- Recovered (estimated): 22,573
- Test Administered in Ellis County: 192,952

Current Executive Orders: GA- 10, 13, & 34

Executive Order GA-34 Update: March 2, 2021

- All businesses of any type may open to 100% capacity
- This order ends the statewide mask mandate in Texas.
 - Businesses may still limit capacity or implement additional safety protocols at their own discretion.
- If COVID-19 hospitalizations in any of the 22 hospital regions in Texas get above 15% of the hospital bed capacity in that region for seven straight days, a County Judge in that region may use COVID-19 mitigation strategies.
 - However, County Judges may not impose jail time for not following COVID-19 orders nor may any penalties be imposed for failing to wear a face mask.
 - If restrictions are imposed at a County level, those restrictions may not include reducing capacity to less than 50% for any type of entity.

State Vaccine Updates:

In anticipation of the expansion of the Pfizer COVID-19 vaccine's Emergency Use Authorization to include adolescents ages 12 year and older, the Texas Department of State Health Services (DSHS) Immunization Unit is encouraging all pediatric providers to enroll in the COVID-19 Vaccine Program. Currently, the Pfizer COVID-19 vaccine is authorized for the ages 16 years and older.

National Updates:



Globally:



GOVERNOR'S UPDATES:

COVID:

On May 4, Governor Abbott announced that the Texas Health and Human Services Commission (HHSC) is providing approximately \$246 million in emergency Supplemental Nutrition Assistance Program (SNAP) food benefits for the month of May as the state continues its response to the COVID-19 pandemic.

HHSC received federal approval from the U.S. Department of Agriculture to extend the maximum, allowable amount of SNAP benefits to recipients based on family size, and all SNAP households will receive a minimum of \$95 in emergency allotments.

The emergency May allotments are in addition to the more than \$3.1 billion in benefits previously provided to Texans since April 2020.

Recipients will also continue to receive a 15 percent increase in their total benefits, which will continue monthly until September 2021. This 15 percent increase and the additional emergency allotment amount should appear in recipients' accounts by May 31. Administered by HHSC, SNAP is a federal program that provides food assistance to approximately 1.6 million eligible low-income families and individuals in Texas. Texans in need can apply for benefits, including SNAP and Medicaid, at YourTexasBenefits.com or use the Your Texas Benefits mobile app to manage their benefits.

Webpage has the revised Open Texas checklists
<https://gov.texas.gov/organization/opentexas>

PUBLIC WORKS DIRECTOR REPORT

TO: Honorable Mayor and City Council Members, City Manager-Pam Woodall

FROM: James Kuykendall –Public Works Director

TOPIC: April 2021 Public Works Overview Report

Employee status report

- We currently have one opening for Street Maintenance position.
- I currently have one employee signed up for a certification test on 5/14/21 in Corsicana.

Public Works Project Overview

The Public Works Department would like to thank the council and staff for continued support on our efforts to make Ovilla a customer friendly city.

- **Public Parking Lot** - the final payment has been made and the project is complete. Public Works will maintain the landscaping. The lights and the fence have been ordered and are on back order.
- **Walking paths and crosswalks** - Flashing pedestrian signs and the crosswalk signs have been installed. They are in compliance. We have been waiting on a dry day to paint the crosswalks.
- **Chemical Buildings** - The chemical buildings have been ordered and are in the process of being built. They come with a new concrete slab and all installation at a total cost of \$34,100.00.
- Vehicle Status – 2021 GMC has been delivered and are waiting for the lightbar and the strobes to be delivered. Ford dump truck had to have the hydraulic cylinders rebuilt at a cost of \$1,072.00 the 2013 black F150 has an oil leak that will need to be addressed soon.
- **Scada System update** – Since Kinmark has taken over our Scada system we have been running strong - no issues.
- **Stand by generators** - I spoke with a Kohlor rep. and he is getting the information together for a quote. He did tell me that it would be cheaper to have two separate units for Public Works and PD. The wiring is what drives the price up if we do one unit. We can purchase our propane tanks outright and that allows us to shop for the cheapest price for the fuel. He did tell me that a 20kw will operate Public Works no problem PD is getting some info together so we can see what size unit will be needed for them.

PUBLIC WORKS DIRECTOR REPORT

- **Water dept.** *The Water/Wastewater department has completed all regulatory reports for sampling and water quality to TCEQ for the month of April.*
- **Street dept.** *the street department has been working on potholes and street repairs between the storms and rain.*
- **Parks department.** *The parks department has kept up with the mowing as well as possible and keeping the play grounds cleaned and in top shape. Ainsley was asked to evaluate a leak at the fire dept. coming from the roof and was able to determine where it was coming from. Also found some structural issues that need to be inspected.*
- **Directors remarks.** *I think we have accomplished a lot this month even with the rain. We are still playing catch-up due to equipment failures and weather. We still have a lot of work to do, but I am proud of the work the Public Works employees have done and continue to do. I would ask the council and staff to be patient as we are doing what we can with what we have. I believe that the City of Ovilla, has become a better place to live and the citizens are seeing changes being made. I want to thank the city council for all of the support that you have given us and we strive to meet your expectations daily.*

CONSTRUCTION/PROJECTS REPORT

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

FROM: Randall Bailey

TOPIC: Construction Inspection/Overview Report April 2021

Bryson Manor Phase III

- CIRCLE H CONSTRUCTION HAS COMPLETED INSTALLATION OF STORM DRAIN INLET BOX TOPS AND ALL MANHOLES ARE UP TO GRADE. CONTRACTOR HAS ALSO COMPLETED THE FLUMES IN THE RETENTION PONDS
- CIRCLE H CONSTRUCTION HAS ALSO COMPLETED THE INSTALLATION OF RIP RAP ROCK ON THE OUTFALL DRAINAGE FROM THIS PHASE
- SANITARY SEWER MAINS AND SEWER SERVICE LINE WERE TELEvised AND CLEANED BY M.J.M UNDERGROUND SERVICES

City Hall Parking

- PEDESTRIAN CROSSING SIGNS WERE INSTALLED AROUND THE PARKING LOT BY OVILLA STREET DEPARTMENT

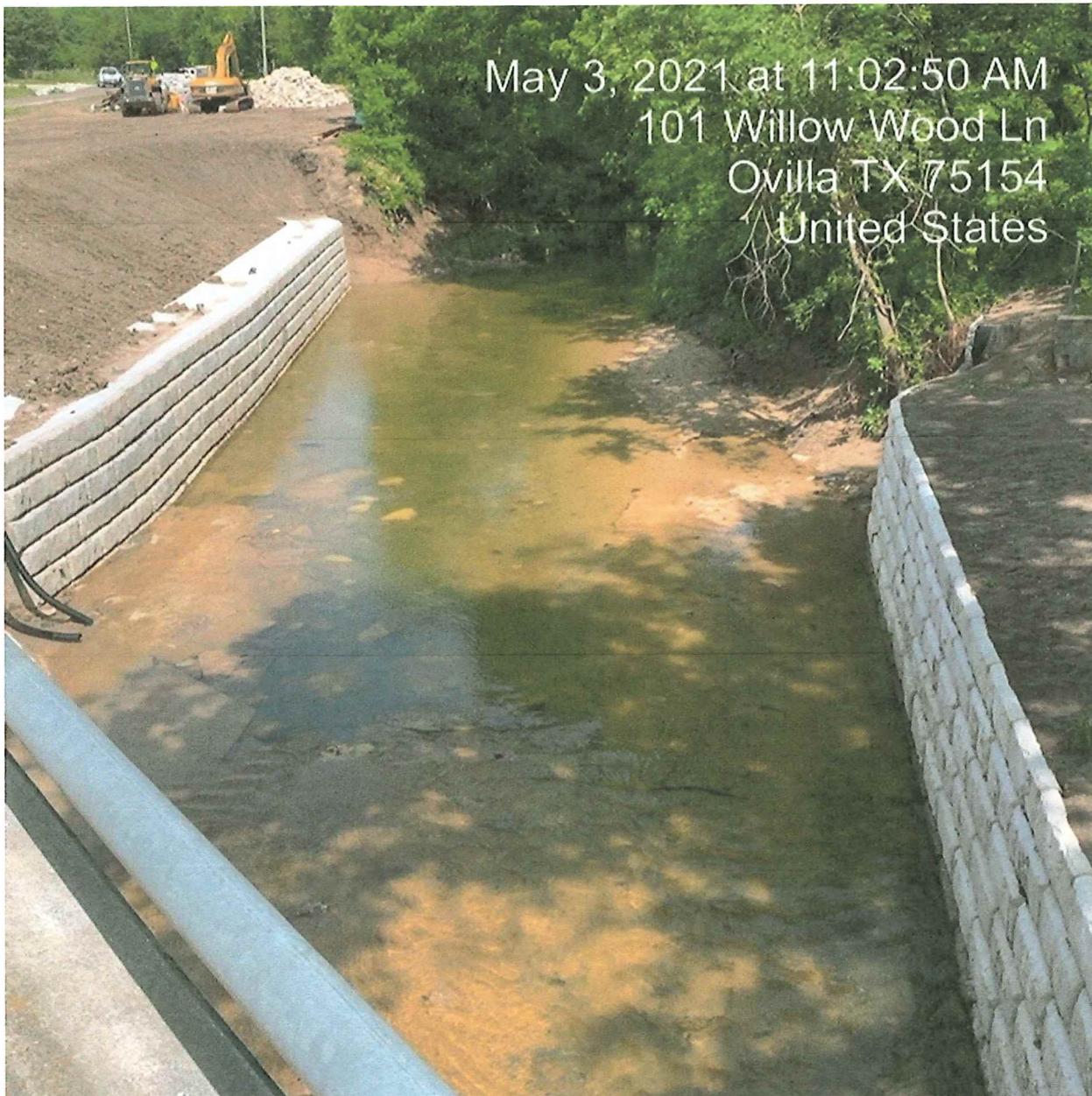
Water Street Bridge

- J&K Excavation HAS COMPLETED THE BRIDGE REPAIRS AND ARE FINISHING UP THE FINAL GRADING AND RIP RAP ROCK ON THE COUNTY SIDE OF THE BRIDGE

Broadmoor Estates

- ROADWAYS HAVE BEEN COMPLETED BY GTI PAVING
- A.C.T. SAW CUT CONTRACTOR HAS COMPLETED SAW CUTTING THE TRANSVERSE DUMMY JOINTS EVERY 20 FEET ON ALL CONCRETE
- NORTH TEXAS HARDSCAPE HAVE STARTED THE INSTALLATION OF THE SCREENING WALL

CONSTRUCTION/PROJECTS REPORT



Water Street Bridge

BRYSON MANOR

- CIRCLE H IS INSTALLING STORM DRAING INLET TOP AND BRING ALL MANHOLES UP TO GRADE
- SAW CUT THE TRANSVERSE DUMMY JOINTS EVERY 20 FEET ON ALL CONCRETE THAT HAD BEEN POURED AND SEALING OVER REDWOOD EXPANSION JOINTS IN THE CONCRETE HAS BEEN COMPLETED
- GTI IS REPARING ALL SEWER CLEANOUTS THAT WERE DAMAGED WHILE THE CONCRETE WAS BEING INSTALLED

CITY HALL PARKING

- FINAL PAYMENT HAS BE RELEASED TO CONTRACTOR

WATER STREET BRIDGE

- GRADING BOTTOM OF CREEK
- WAIT ON METERIAL FOR THE COUNTY SIDE OF THE BRIDGE

BROADMOOR ESTATES

- FARGO CONSULTANTS ARE PERFORMING AND ONGOING SOIL STUDY TO DETERMING THE AMOUNT OF LIME STABILZATION NEED FOR THE ROADWAYS
- 2 LIME STABILZATION TANKER WERE DROPPED OFF AT THE SITE
- GTI IS MOVING IN LIME EQUIPMENT
- GTI IS MIXING STABILZATION LINE ON TO THE ROADWAYS
- LIME STABILZATION HAS BEEN COMPLETED

CITY OF OVILLA WATER DEPT

**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 April 2021

**Water/Wastewater Staffing: Superintendent- 1 / Utility Crew Leader- 1 /
Utility Worker- 1 (Water Dept is currently fully staffed)**

WORK ORDERS

Work Orders completed for the month of April ,2021.

Gov Pilot Reporting

Balances

	Completed	Remaining
--	------------------	------------------

Water/Wastewater		
Dept -	16	9

WATER

- **State Reporting – 2nd quarter DLQOR completed and submitted to TCEQ**
- **State Reporting – TWDB Water loss audit completed and submitted.**
- **Employee Training – (Daniel Durham- Completed 20hr CE course and renewed Water Distribution Operator Licenses with TCEQ) (Dustin Cleveland – Attended 20hr water distribution class at Tarrant county college to work towards obtaining licenses) (Mario Herrera – Scheduled to test for water distribution operator C licenses this month May 14th)**
- **Water repairs – 3" Waterline was rerouted out of Cindy Jones Park and tied back into existing 3" waterline that supplies the baseball fields.**

CITY OF OVILLA WATER DEPT

WATER

- **Water repairs** – 806 Johnson Ln. replaced service line that was old and brittle too bad of shape to make single repair.
- **Water cutoffs** – Water cutoffs were performed for month of April.
- **Gallons pumped**- **14.149.000MG** Retail Billed **11.315.300MG**, Retail Unbilled **20.8K** , Builder metered **0.3K** , Maintenance flushing **120.000K**,
- **Daily water sampling and pump station site check.** (State Requirement)
- **Daily Monitoring Chemical Feed** - CL2 & NH3 feed rate and ratio check. (State Requirement)
- **NAP Nitrification Action Plan** performed daily @ 5 distribution locations. (State Requirement)
- **Monthly TCEQ BACTI**- water samples collected and sent to lab. (State Requirement)
- **Performed calibration checks** -chlorine meter & HACH SL1000 meter (State Requirement)
- **Flushed dead end mains**- Per state requirement.
- **Water Meter** - Read monthly water meters.
- **Monthly Repairs List**- Completed monthly repairs list for replacing meter lids, boxes & water meters as needed.

CITY OF OVILLA WATER DEPT

WASTEWATER

- **Daily Site Checks of Liftstations**
 - 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)
- **Site Maintenance-** Cleaned all stations and wet wells.
- **Liftstation preventive maintenance-** Added lift station degreaser / Emulsifier once weekly to all stations as part of a maintenance program.
- **Cumberland Liftstation-** Pump #1 was replaced as scheduled station operating as should.

This completes the monthly report for Ovilla Water/Wastewater Dept overview in the month of April 2021.

STREETS AND DRAINAGE REPORT

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

FROM: Johnny Cruz

TOPIC: Public Works Overview Report April 2021

Street/Drainage

- Picked up 12 tons of hot mix asphalt (Luna Plant)
- Picked up 5 tons of cold mix High performance asphalt (Sunnyvale Plant)
- Ordered for delivery 5 yards of Concrete.
- Dug out saw cut alligator spot 749 Cockrell Hill and patched with hot mix asphalt.
- Patch with hot mix asphalt in front of driveway entrance 200 Silverwood damaged from service line leak.
- Patch with hot mix asphalt driveway approach 915 Cockrell Hill Rd damaged from 4" water main leak.
- Patched potholes Shiloh, Westmoreland, Bryson, Joe Wilson, Johnson Lane, Cardinal, Meadowlark, Meadow Glen.
- Pro Coat Tech had a demo asphalt trailer that had a 4-ton hopper with heater built in to warm up cold mix asphalt or keep hot mix asphalt hot with a nozzle hose to spray tack to keep asphalt combined.
- Form up 14'x14' pad and pour concrete ground storage facilities to keep cold mix asphalt off ground.
- Form up flume to pour concrete in front of culvert 200 Silverwood damaged from service line leak.
- City Of Ovilla hosted bulk and hazardous cleanup day.
- Set out clean up day traffic signs to detour traffic route to event.
- Install watch for pedestrian signs Cockrell Hill Rd and W. Main and cross walk signs with arrows at 105 S. Cockrell Hill and 704 W. Main at cross walk locations.
- Pull up silt fence, pick up chunks of asphalt, concrete, rocks and mow and weedeat around new city parking lot.
- Hauled off fallen tree limb 808 E. Main.
- Cut down and haul off over hanging tree limbs on Hosford over hanging property 601 Buckboard.

STREETS AND DRAINAGE REPORT

- Street sign was knocked down at Williamburg and Savannah was put back up.
- R-Panel gate entrance at water tower was adjusted and lifted so it want drag the ground when opened.
- Help water dept. read monthly water meters.

Parks

Pick up four loads of pea gravel spread and level out access road by Cindy Jones Park.

Administrative

- Cut temporary flume in front of city hall to help divert water runoff from flowing back towards building.

Street and Drainage Department

Johnny Cruz

PARK DEPARTMENT REPORT

TO: Honorable Mayor and City Council Members, Pam Woodall - City Manager,

FROM: James Kuykendall – Public Works Director

TOPIC: Park Department Report April 2021

PARK OVERVIEW

- **Heritage Park** – Mowing is done on a regular weekly schedule when weather permits. Check and clean rest rooms on a daily schedule. Pick up fallen limbs and garbage in park daily
- **Cindy Jones Park** – Mowing is done on a regular weekly schedule when weather permits. Check for debris in park and playground area. Check kiddie cushion in playground area and rake it out adequately around playground structures for maximum critical fall protection. Empty garbage cans when needed usually once a week when we have good weather and park is used more. Check picnic tables and benches and wipe down clean.
- **Ashburne Glen Park** – Mowing is done on a regular weekly schedule when weather permits. Check park for debris in park and playground area. Check kiddie cushion in playground area and rake it out adequately around playground structures for maximum critical fall protection. Empty garbage cans when needed usually once a month when we have good weather and park is used more. Check picnic tables and benches and wipe down clean.
- **Silver Spur Park** – Mowing is done on a regular weekly schedule when weather permits. Check park for debris in park and playground area. Check kiddie cushion in playground area and rake it out adequately around playground structures for maximum critical fall protection. Empty garbage cans when needed. Check picnic tables and benches and wipe down clean. Entering park through ditch has created a concern since ditch work was done. Have been in contact with Street and Drainage Department about this concern.
- **Facilities** – Changed Marquee sign 4 times in a month. Ordered new flags for City flag poles. Installed hand sanitizers in city offices. Raised and lowered flags at Heritage and Cindy Jones park 2 times this month.

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

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

Subject:Code Enforcement Monthly Report

Calls For Service	Apr 2021	Apr.2021 YTD	Apr .2020	
Complaint (Nuis 10 Permit 4,Parking 4)	18	93	28	
Follow up (Nuis 10 Permit 8 Park 5)	23	98	31	
Door Notice (Nui - 6 Permit 4 Parking 5)	15	42	3	
Mail Notice (Parking 4 nuisance 7 perm 2)	13	63	21	
Posted Property (nuisance 3)	3	17	3	
Court 5 (4 FTA- 4 Nuisance, 1 GuiltyNis,)	\$180	\$496	\$0.00	
Citizen Contacts	39	158	8	
Permits Reviewed	20	77	17	
Permits Issued	17	63	13	
Inspections	32	115	30	
Nuisance Abated by City 1 illegal dump	1	10	0	
Nuisance Signs (Garage sale-8 business 21)	29	112	13	
BOA 1 app fence	1	5	1	

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

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

Subject:Animal Control Monthly Report

Calls For Service	Apr.2021	Apr.2021 YTD	Apr.2020	
Complaint (Regist-19 At Large11 7 Bark 2)	32	107	29	
Follow up	32	113	29	
Door Notice (Regis-5, Bark 1 at large 2	8	35	10	
Impounded Animal (Dog 8)	8	15	6	
Animal welfare check	17	92	4	
Impound Results (Transport 6 Ret to own 2)	8	18	6	
Impound fee collected	\$70.00	\$180.00	105	
Court	\$0.00	\$0.00	0	
Citizen Contacts	19	80	11	
Animal registration \$12	1	29	2	
Registration Letter Mailed	0	54	22	
Nuisance letter -1 barking 1 At large	2	8	1	
Animals released 2 possum 1 skunk 2 Rac	5	13	2	
Deceased removed	15	91	31	
Oak Leaf - (2 Dogs)	2	6	0	
Traps Checked Out	3	12	2	



Date: May 10, 2021

To: Honorable Mayor and Council Members

**Subject: Financial Statement Summaries for
October 1, 2020 thru March 31, 2021**

This period covers 50% of the FY2021 Budget.

(With Unreconciled Bank Statements)

From:

Sharon Jungman – Finance Director

CITY-WIDE OPERATING FUND TOTALS

For FY2021 October 2020 thru March 2021



TOTAL REVENUES		2020	2021	2021	2021
		Actual	Actual	Adopted	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	2,833,493	2,692,589	4,097,770	66%
110	Leose	-	-	1,100	0%
120	Street Improvement	31,349	55,122	63,000	87%
130	Court Technology	1,187	697	2,000	35%
140	Court Security	998	799	1,500	53%
200	Water & Utilities	810,228	845,229	1,664,229	51%
250	WWW Infrasturcture Improv.	33,948	330,375	65,000	508%
400	Debt Service Fund	463,613	557,460	570,550	98%
500	Municipal Devel. District	40,994	52,398	67,400	78%
600	4B Economic Devel. Fund	65,411	111,494	159,420	70%
700	Park Impact Fund	3,345	-	26,000	0%
800	Water & Utilities Impact Fund	27,890	1	131,705	0%
Total		\$ 4,312,456	\$ 4,646,165	\$ 6,849,674	68%

TOTAL EXPENDITURES		2020	2021	2021	2021
		Actual	Actual	Adopted	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	1,717,356	2,093,263	4,097,770	51%
110	Leose	-	-	1,100	0%
120	Street Improvement	-	-	63,000	0%
130	Court Technology	-	-	2,000	0%
140	Court Security	676	400	1,500	27%
200	Water & Utilities	523,401	628,145	1,664,229	38%
250	WWW Infrasturcture Improv.	(4)	-	65,000	0%
400	Debt Service Fund	199,012	75,000	570,550	13%
500	Municipal Devel. District	70	213,623	67,400	317%
600	4B Economic Devel. Fund	2,176	5,114	159,420	3%
700	Park Impact Fund	-	-	26,000	0%
800	Water & Utilities Impact Fund	-	-	131,705	0%
Total		\$ 2,442,687	\$ 3,015,546	\$ 6,849,674	44%

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	106,998.38	221,164.33	(114,165.95)	2,286,312.80	2,654,965.00	86.11%	368,652.20
Licenses-Permits-Fees	4,218.99	10,621.58	(6,402.59)	20,604.37	127,510.00	16.16%	106,905.63
Services	137,175.20	47,144.46	90,030.74	161,043.89	565,960.00	28.45%	404,916.11
Fines & Forfeitures	5,226.94	10,458.32	(5,231.38)	23,052.12	125,550.00	18.36%	102,497.88
Other Revenue	8,528.51	40,476.70	(31,948.19)	95,200.10	485,785.00	19.60%	390,584.90
Transfers	0.00	11,708.34	(11,708.34)	0.00	138,000.00	0.00%	138,000.00
Intergovernmental	106,376.10	0.00	106,376.10	106,376.10	0.00	0.00%	(106,376.10)
Revenue Totals	<u>368,524.12</u>	<u>341,573.73</u>	<u>26,950.39</u>	<u>2,692,589.38</u>	<u>4,097,770.00</u>	<u>65.71%</u>	<u>1,405,180.62</u>
Expense Summary							
Employee Benefits	29,966.41	37,663.31	(7,696.90)	217,281.46	457,931.00	47.45%	240,649.54
Other Expense	1,564.47	3,947.53	(2,383.06)	10,745.77	48,370.00	22.22%	37,624.23
Personnel	167,472.46	165,959.54	1,512.92	1,017,780.96	1,994,046.00	51.04%	976,265.04
Special Services	12,676.45	12,828.73	(152.28)	40,214.90	144,775.00	27.78%	104,560.10
Contractual Services	20,454.15	22,395.65	(1,941.50)	84,415.50	280,781.00	30.06%	196,365.50
Operating Services	9,243.32	8,162.53	1,080.79	45,083.79	98,142.00	45.94%	53,058.21
Special Expenses	8,836.77	2,720.22	6,116.55	103,693.67	32,650.00	317.59%	(71,043.67)
Supplies	2,608.31	4,968.73	(2,360.42)	21,604.62	58,350.00	37.03%	36,745.38
Professional Development	568.29	2,024.00	(1,455.71)	4,149.06	26,800.00	15.48%	22,650.94
Software & Computer Equipment	1,574.22	6,516.33	(4,942.11)	40,756.51	78,029.00	52.23%	37,272.49
Printing Expense	669.87	1,474.12	(804.25)	6,555.67	17,644.00	37.16%	11,088.33
Utilities	31,769.90	31,640.08	129.82	156,191.41	379,480.00	41.16%	223,288.59
Repairs - Bldg & Machinery	7,059.83	11,792.32	(4,732.49)	34,599.02	141,668.00	24.42%	107,068.98
Insurance	0.00	3,712.40	(3,712.40)	23,220.64	39,579.00	58.67%	16,358.36
Minor Capital Outlay	1,728.05	11,215.72	(9,487.67)	65,234.22	124,925.00	52.22%	59,690.78
Vehicle Expenses	3,722.75	3,857.40	(134.65)	13,600.03	46,300.00	29.37%	32,699.97
Capital Outlay	800.00	10,416.67	(9,616.67)	206,231.92	125,000.00	164.99%	(81,231.92)
Rentals	271.91	274.89	(2.98)	1,903.37	3,300.00	57.68%	1,396.63
Expense Totals	<u>300,987.16</u>	<u>341,570.17</u>	<u>(40,583.01)</u>	<u>2,093,262.52</u>	<u>4,097,770.00</u>	<u>51.08%</u>	<u>2,004,507.48</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

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	<u>0.00</u>	<u>91.67</u>	<u>(91.67)</u>	<u>0.00</u>	<u>1,100.00</u>	<u>0.00%</u>	<u>1,100.00</u>
Expense Summary							
Professional Development	0.00	91.63	(91.63)	0.00	1,100.00	0.00%	1,100.00
Expense Totals	<u>0.00</u>	<u>91.63</u>	<u>(91.63)</u>	<u>0.00</u>	<u>1,100.00</u>	<u>0.00%</u>	<u>1,100.00</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

120 - Street Improvement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	6,644.27	5,247.90	1,396.37	55,122.14	63,000.00	87.50%	7,877.86
Revenue Totals	<u>6,644.27</u>	<u>5,247.90</u>	<u>1,396.37</u>	<u>55,122.14</u>	<u>63,000.00</u>	<u>87.50%</u>	<u>7,877.86</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 March 31, 2021

5/4/2021 11:05 AM

130 - Court Technology	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	167.21	166.60	0.61	696.56	2,000.00	34.83%	1,303.44
Revenue Totals	<u>167.21</u>	<u>166.60</u>	<u>0.61</u>	<u>696.56</u>	<u>2,000.00</u>	<u>34.83%</u>	<u>1,303.44</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 March 31, 2021

5/4/2021 11:05 AM

140 - Court Security	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	185.29	124.95	60.34	798.59	1,500.00	53.24%	701.41
Revenue Totals	<u>185.29</u>	<u>124.95</u>	<u>60.34</u>	<u>798.59</u>	<u>1,500.00</u>	<u>53.24%</u>	<u>701.41</u>
Expense Summary							
Other Expense	79.95	99.96	(20.01)	399.75	1,200.00	33.31%	800.25
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>399.75</u>	<u>1,500.00</u>	<u>26.65%</u>	<u>1,100.25</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	138,605.06	106,190.94	32,414.12	817,240.79	1,274,800.00	64.11%	457,559.21
Other Revenue	0.98	5,837.49	(5,836.51)	27,988.64	70,050.00	39.96%	42,061.36
Transfers	0.00	26,604.27	(26,604.27)	0.00	319,379.00	0.00%	319,379.00
Revenue Totals	<u>138,606.04</u>	<u>138,632.70</u>	<u>(26.66)</u>	<u>845,229.43</u>	<u>1,664,229.00</u>	<u>50.79%</u>	<u>818,999.57</u>
Expense Summary							
Personnel	31,745.47	28,622.83	3,122.64	173,489.51	340,466.00	50.96%	166,976.49
Employee Benefits	8,324.63	8,274.95	49.68	50,064.44	98,982.00	50.58%	48,917.56
Special Services	0.00	7,477.53	(7,477.53)	0.00	91,550.00	0.00%	91,550.00
Contractual Services	1,050.00	1,106.65	(56.65)	1,050.00	14,000.00	7.50%	12,950.00
Supplies	718.00	750.39	(32.39)	5,085.22	8,150.00	62.40%	3,064.78
Special Expenses	1,448.40	0.00	1,448.40	4,411.13	0.00	0.00%	(4,411.13)
Professional Development	0.00	534.37	(534.37)	2,121.11	5,700.00	37.21%	3,578.89
Software & Computer Equipment	1,349.99	1,124.63	225.36	7,661.95	13,500.00	56.76%	5,838.05
Printing Expense	0.00	129.12	(129.12)	0.00	1,550.00	0.00%	1,550.00
Utilities	2,560.76	60,478.93	(57,918.17)	303,963.55	725,691.00	41.89%	421,727.45
Other Expense	655.08	833.12	(178.04)	4,123.78	9,880.00	41.74%	5,756.22
Rentals	0.00	72.10	(72.10)	276.83	1,130.00	24.50%	853.17
Operating Services	438.00	699.84	(261.84)	5,854.26	8,400.00	69.69%	2,545.74
Vehicle Expenses	206.27	804.36	(598.09)	3,350.81	8,215.00	40.79%	4,864.19
Repairs - Bldg & Machinery	1,091.79	3,529.16	(2,437.37)	14,260.39	39,500.00	36.10%	25,239.61
Insurance	0.00	675.95	(675.95)	4,273.46	8,115.00	52.66%	3,841.54
Minor Capital Outlay	232.92	842.77	(609.85)	4,710.17	7,150.00	65.88%	2,439.83
Capital Outlay	32,475.20	13,655.61	18,819.59	43,448.20	173,950.00	24.98%	130,501.80
Reserve	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Expense Totals	<u>82,296.51</u>	<u>138,633.70</u>	<u>(56,337.19)</u>	<u>628,144.81</u>	<u>1,664,229.00</u>	<u>37.74%</u>	<u>1,036,084.19</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	6,527.70	5,414.50	1,113.20	33,037.64	65,000.00	50.83%	31,962.36
Revenue Totals	<u>6,527.70</u>	<u>5,414.50</u>	<u>1,113.20</u>	<u>33,037.64</u>	<u>65,000.00</u>	<u>50.83%</u>	<u>31,962.36</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
 As of March 31, 2021

5/4/2021 11:05 AM

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)	1.75	550.00	0.32%	548.25
Transfers	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Taxes	16,861.66	38,459.61	(21,597.95)	557,458.35	461,700.00	120.74%	(95,758.35)
Revenue Totals	<u>16,861.66</u>	<u>47,526.83</u>	<u>(30,665.17)</u>	<u>557,460.10</u>	<u>570,550.00</u>	<u>97.71%</u>	<u>13,089.90</u>
Expense Summary							
Long Term Debt	0.00	47,526.81	(47,526.81)	75,000.00	570,550.00	13.15%	495,550.00
Expense Totals	<u>0.00</u>	<u>47,526.81</u>	<u>(47,526.81)</u>	<u>75,000.00</u>	<u>570,550.00</u>	<u>13.15%</u>	<u>495,550.00</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 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	6,472.80	5,331.20	1,141.60	51,759.45	64,000.00	80.87%	12,240.55
Other Revenue	0.00	283.22	(283.22)	638.85	3,400.00	18.79%	2,761.15
Revenue Totals	<u><u>6,472.80</u></u>	<u><u>5,614.42</u></u>	<u><u>858.38</u></u>	<u><u>52,398.30</u></u>	<u><u>67,400.00</u></u>	<u><u>77.74%</u></u>	<u><u>15,001.70</u></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)	200.14	280.00	71.48%	79.86
Reserve	0.00	5,449.50	(5,449.50)	0.00	65,420.00	0.00%	65,420.00
Capital Outlay	<u><u>10,618.35</u></u>	<u><u>0.00</u></u>	<u><u>10,618.35</u></u>	<u><u>213,423.30</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>	<u><u>(213,423.30)</u></u>
Expense Totals	<u><u>10,618.35</u></u>	<u><u>5,614.48</u></u>	<u><u>5,003.87</u></u>	<u><u>213,623.44</u></u>	<u><u>67,400.00</u></u>	<u><u>316.95%</u></u>	<u><u>(146,223.44)</u></u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 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	13,288.54	10,412.50	2,876.04	110,244.31	125,000.00	88.20%	14,755.69
Other Revenue	0.00	433.16	(433.16)	1,249.80	5,200.00	24.03%	3,950.20
Transfers	0.00	2,434.02	(2,434.02)	0.00	29,220.00	0.00%	29,220.00
Revenue Totals	<u>13,288.54</u>	<u>13,279.68</u>	<u>8.86</u>	<u>111,494.11</u>	<u>159,420.00</u>	<u>69.94%</u>	<u>47,925.89</u>
Expense Summary							
Not Categorized	5,000.00	416.67	4,583.33	5,000.00	5,000.00	100.00%	0.00
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>5,000.00</u>	<u>13,279.88</u>	<u>(8,279.88)</u>	<u>5,114.37</u>	<u>159,420.00</u>	<u>3.21%</u>	<u>154,305.63</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

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	<u>0.00</u>	<u>2,165.80</u>	<u>(2,165.80)</u>	<u>0.00</u>	<u>26,000.00</u>	<u>0.00%</u>	<u>26,000.00</u>
Expense Summary							
Capital Outlay	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00
Expense Totals	<u>0.00</u>	<u>2,165.80</u>	<u>(2,165.80)</u>	<u>0.00</u>	<u>26,000.00</u>	<u>0.00%</u>	<u>26,000.00</u>

City of Ovilla
 Financial Statement
 As of March 31, 2021

5/4/2021 11:05 AM

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
Other Revenue	0.00	0.00	0.00	0.88	0.00	0.00%	(0.88)
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>0.88</u>	<u>131,705.00</u>	<u>0.00%</u>	<u>131,704.12</u>
Expense Summary							
Contractual Services	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>

Cash Flow as of 3-31-21 for General Fund Consolidated Cash Accounts

Bank Account Descriptions	Acct. #	Bank Balances	GF 30% of Consolidated Cash	GF Totals
		as of 3-31-21		
Consolidated Cash	9437	3,455,488.53	30%	1,036,646.56
General Fund Reserve	7583	130,783.29		130,783.29
GF Designated Cash	7605	235,196.61		235,196.61
TexStar - GF Operating	1110	3,948.09		3,948.09
TexStar - General Fund Reserve	1120	983.73		983.73
Pros. CD - General Fund Reserve	608	58,442.86		58,442.86
Pros. CD - General Fund Reserve	694	<u>259,837.35</u>		<u>259,837.35</u>
Total Bank Account Balances as of 3-31-21		4,144,680.46		1,725,838.49

Estimated Revenue Remaining in each Consol. Fund

General Fund - 100	1,405,180.62	<u>1,405,180.62</u>
Total of expected Revenue Budgeted	1,405,180.62	<u>1,405,180.62</u>

Budgeted Expenses Remaining in each Consol. Fund

General Fund - 100	2,004,507.48	<u>2,004,507.48</u>
Total of Budget Remaining	2,004,507.48	<u>2,004,507.48</u>

Bank Balances plus Remaining Revenue

Expected Less Remaining Budgeted Expenses	3,545,353.60	1,126,511.63
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Committed Fund Balance for FY2021 Budget

Total Budget for FY2021 for General Fund	4,097,770.00
Less Capital Expenditures	
Park Pavillion (100-60-57420)	<u>125,000.00</u>
Budget for FY2021 Less Capital Expenditures	3,972,770.00
Reserve Budget Percentage	<u>0.25</u>
Reserve Amount for FY2021	993,192.50
Estimated Balance Remaining after 25%	
Reserve Deducted	133,319.13
Plus prior Year GF Fund Balance	<u>880,302.58</u>
Estimated Fund Balance at Year End less 25% Reserve	1,013,621.71



Date: May 10, 2021

**To: The Honorable Mayor and City Council
Members**

Subject – Cash Flow

For General Fund

As of March 31, 2021

From:

Sharon Jungman – Finance Director



Date: May 10, 2021

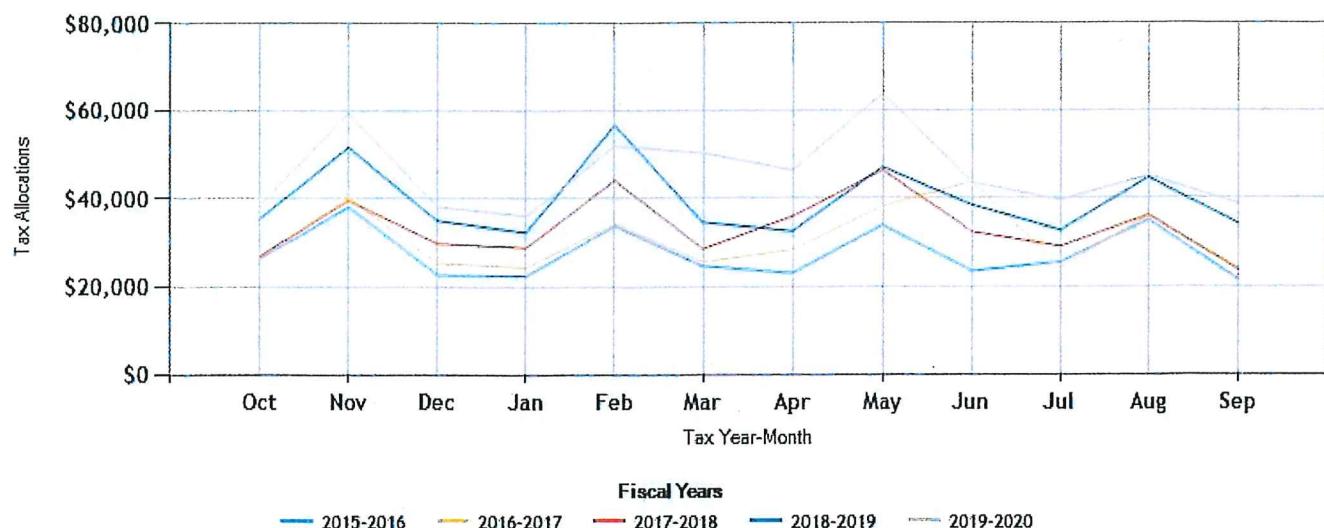
To: Honorable Mayor and Council Members

Subject: Analysis of Sales Tax Received

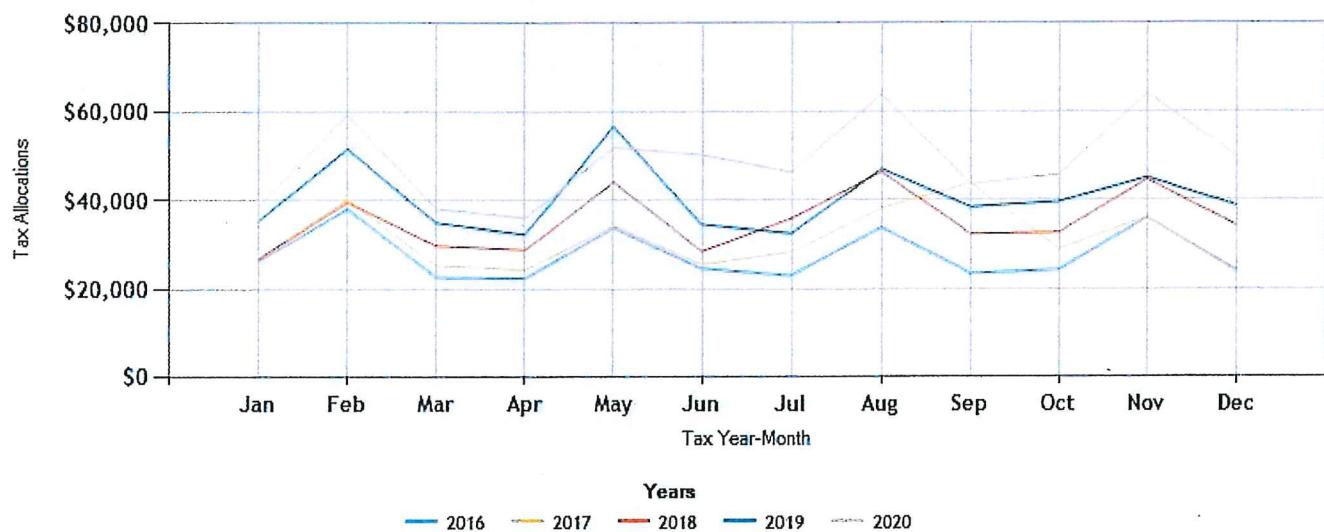
From:

Sharon Jungman – Finance Director

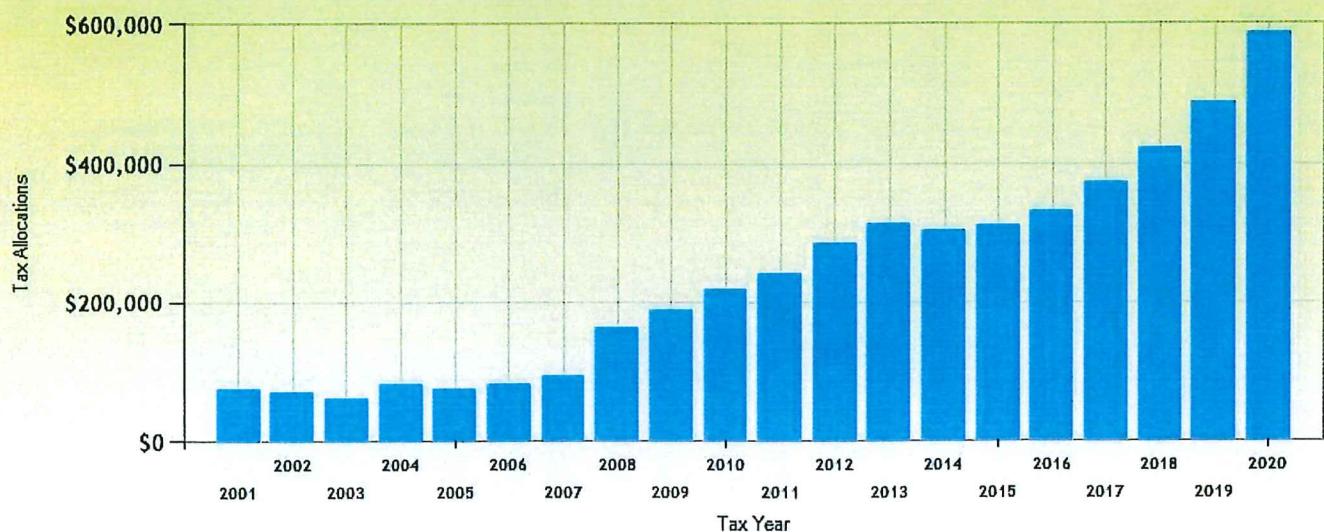
Monthly - Sales Tax Allocations - By Fiscal Year 10/01 - 09/30



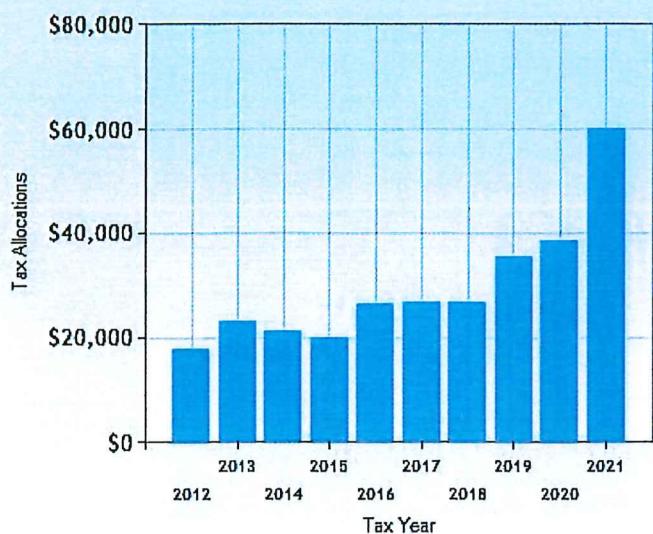
Monthly - Sales Tax Allocations - By Calendar Year



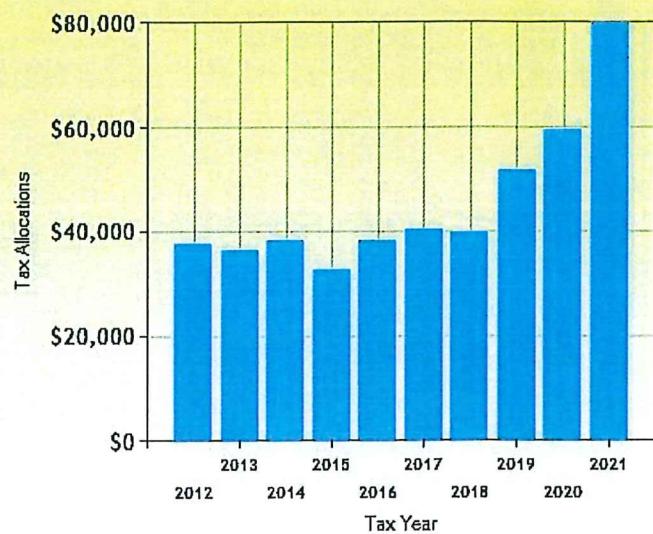
Yearly - Sales Tax Allocations - Past 20 Years



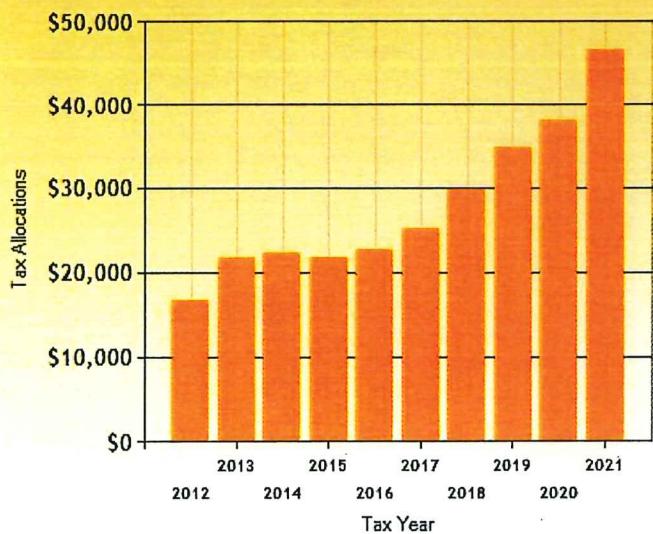
January - Sales Tax Allocations by Year



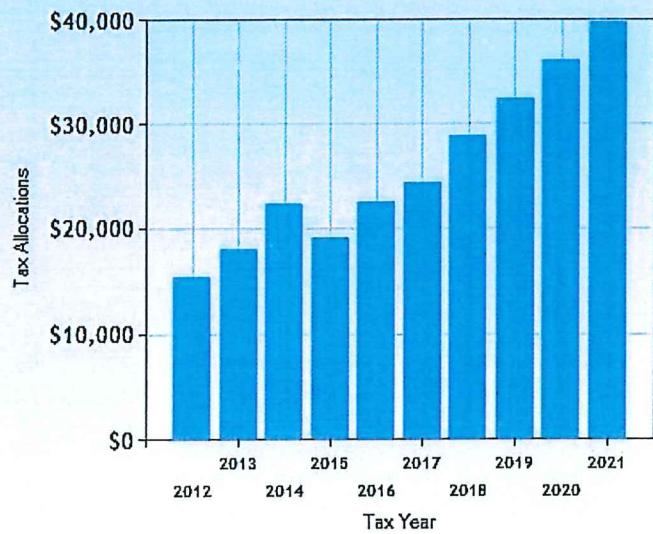
February - Sales Tax Allocations by Year



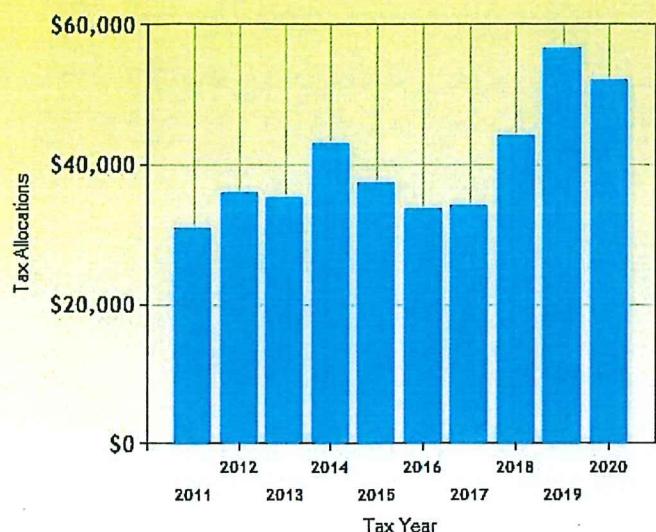
March - Sales Tax Allocations by Year



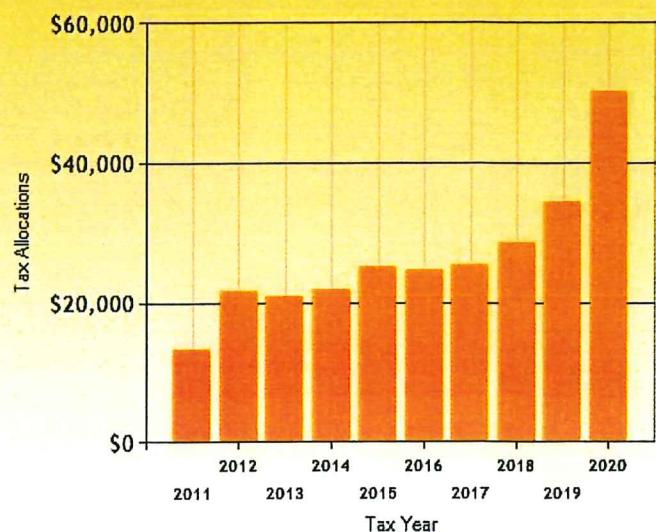
April - Sales Tax Allocations by Year



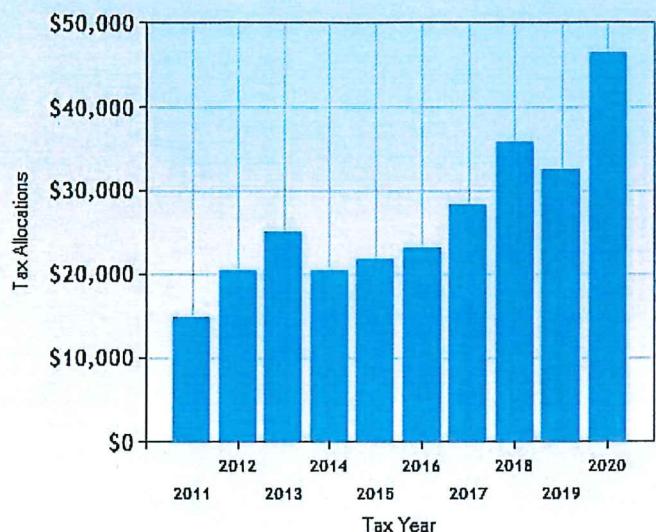
May - Sales Tax Allocations by Year



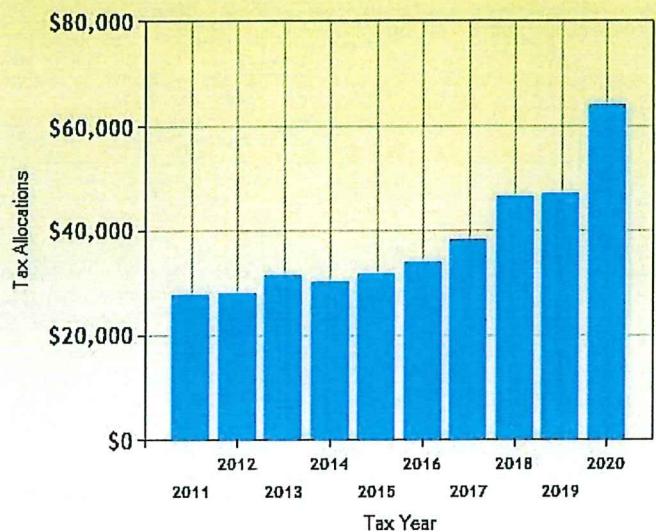
June - Sales Tax Allocations by Year



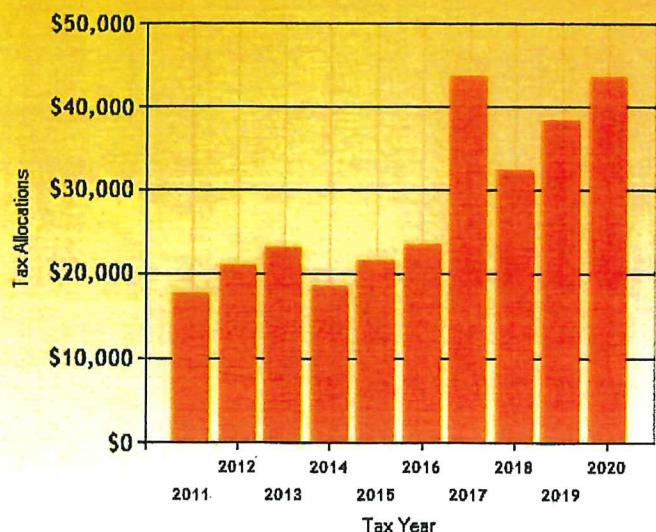
July - Sales Tax Allocations by Year



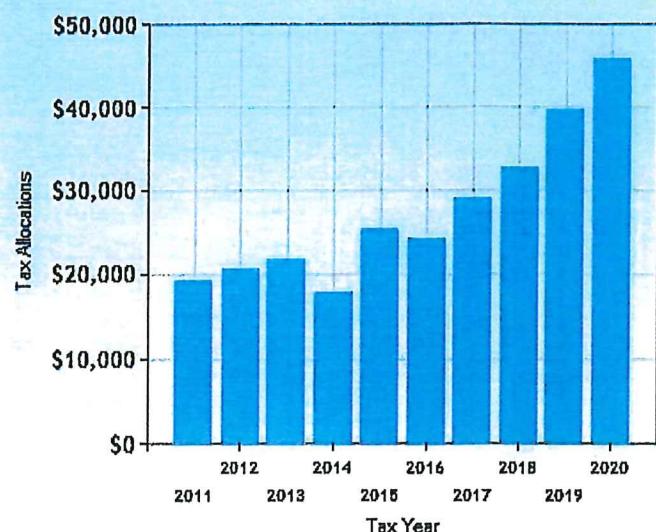
August - Sales Tax Allocations by Year



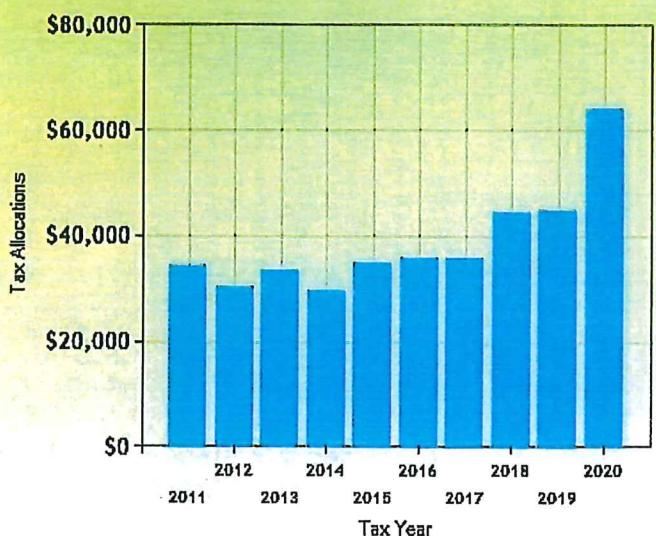
September - Sales Tax Allocations by Year



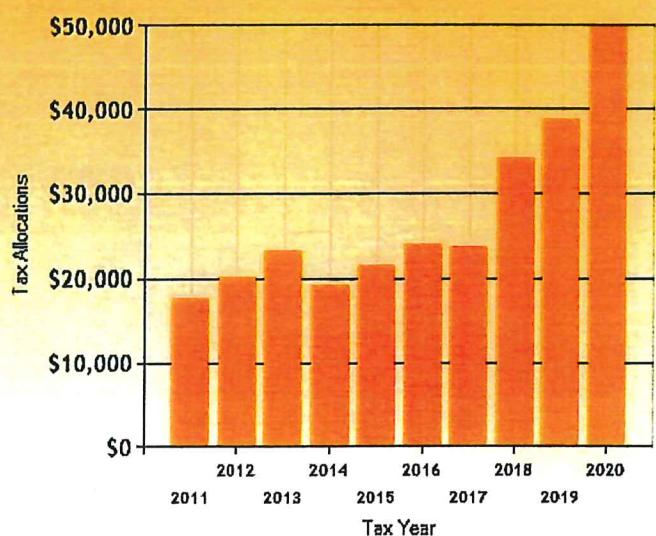
October - Sales Tax Allocations by Year



November - Sales Tax Allocations by Year



December - Sales Tax Allocations by Year



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	29	3	\$9,085.90	\$6,032.82	\$3,053.08	0	3	15	9	7	0	0
January	46	1	\$7,019.60	\$4,305.42	\$2,714.18	0	3	5	9	5	0	0
February	19	0	\$4,709.70	\$2,812.74	\$1,896.96	0	7	7	4	7	0	0
March	64	2	\$10,436.61	\$6,312.23	\$4,124.38	0	10	21	5	14	0	0
April	94	5	\$13,019.20	\$7,433.53	\$5,585.67	0	4	16	15	9	1	0
May												
June												
July												
August												
September												
Totals	287	11	\$55,725.68	\$33,393.79	\$22,331.89	0	32	78	47	49	1	0

2019-2020 FY

April	1	0	\$3,662.67	\$2,976.32	\$686.35	0
FY Totals	304	6	\$81,847.29	\$55,756.76	\$26,090.53	157

Staffing

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

Ovilla UB Cut-Off APRIL 2021

FY-2020-2021	TOTAL LETTERS MAILED	TOTAL CUT-OFFS	TOTAL # REMAINING OFF	TOTAL AMOUNT COLLECTED	TOTAL AMOUNT IN ARREARS	CUSTOMERS ON PAYMENT PLAN
MARCH	170	49	7	\$10,236.12	\$2,115.45	1
APRIL	129	26	2	\$3,793.43	\$210.08	0
Totals	299	75	9	\$14,029.55	\$2,325.53	1

HONORABLE MAYOR AND CITY COUNCIL OF OVILLA
Administration Monthly Report for May 2021 Council
City Manager - City Secretary

ADMINISTRATION, front office, and HR –

1. Staff posted the open position for customer service representative (funded position). Front office has been down one employee this entire fiscal year and part of the previous year.
 - o Second time since the onset of COVID-19 that the City has implemented cut-offs for non-payment for water services. (itemization in monthly financial reports)
2. Municipal Court continues to conduct court via Zoom and conduct in-person when municipal building open.
3. Comprehensive Land Use Plan Review Committee has been notified of appointments and will begin the review in the coming month.
 - o 1 application received this month for CLUP. Listed under consent on this agenda.
 - o 1 P&Z member is on the CLUP.
4. BKD Auditors were in office at the municipal building the past week. Completion date of late May is still on target. It is expected to be complete in mid-to-late May and audit will be presented at the June 2021 meeting.
5. HR and CM continue working on a revised Employees Policies Manual.
6. Public Works is reworking the drainage at the municipal building.

BOARDS AND COMMISSIONS –

Board of Adjustment:

1. May 17, 2021:
 - o Variance on accessory building placement at 613 William Drive.

Economic Development Corporation:

1. Potential purchase of 104 Cockrell Hill Road is temporarily suspended per Shiloh Cumberland Presbyterian Church.
2. Next scheduled meeting May 17, 2021 if we need to address necessary activity.

Municipal Development District:

1. Meeting April 05, 2021
 - a. Approved budget amendments for completion of the Main St Parking and police building renovations totaling \$239,000.

Park Board Advisory Committee:

1. Meeting scheduled for May 03 was canceled due to lack of a quorum.
 - a. Staff has advised the Board that immediate plans for a June *Music in the Park* is canceled until new board members are appointed.

Planning and Zoning Commission:

- No activity in May 2021.

CURRENT AND PLANNED DEVELOPMENT PROJECTS-

Residential:

- Broadmoor Estates Phase II – construction plans are emailed.



HONORABLE MAYOR AND CITY COUNCIL OF OVILLA
Administration Monthly Report for May 2021 Council
City Manager - City Secretary

- Bryson Manor II – Advised by developer and his legal counsel that the fence along Shiloh is by their terms, satisfactorily complete and no improvements will occur. Public Works cleaned up the area for safe mowing.
- Miracle Farms / Hollywood Estates / 20-acres east of Broadmoor Estates – Staff met with Chad Adams and “Steve” for preliminary discussions for residential development of three areas in Ovilla, asking for the potential to develop with greater density. (15,000 sq lot sizes)
- Windsor Development LLC – No new information – pending.

Infrastructure:

- Water Street Bridge-
 - Received final invoice. Preparing to invoice Ellis County portion.
- Main Street Parking lot expansion at 701 W. Main
 - Fence materials and lighting ordered.
- Police Building Renovation
 - Pending.
- Received notice of estimates for the TXDot expansion of FM664.

Misc.

- Ovilla Baseball Fields Association has refused to enter into any agreement with Ovilla for the reservation and use of the ballfields.
- Received interest from local resident to lease 708 Main Street for 2-3year period. Asbestos abatement will need to be conducted first and is the responsibility of the City to do that.
- Two-weeks annual clean-up was successful, albeit the rain.
- Annual settlement report from TRA - Red Oak Creek Regional Wastewater System resulted in a refund of \$61,419.
- Finance will begin the reviews of our bonds in the upcoming week, looking for an opportunity to refinance. The Finance Director has been in communication with Hilltop Securities advising that our earliest date to refinance is August 2021.
- Finance is in the FY2021-2022 budget preparations and online software support with ECAD for up-to-date information on Ovilla.



APRIL 2021 BUILDING PERMITS

DATE ISSUED	APPLICANT FIRST NAME	APPLICANT LAST NAME	PROPERTY ADDRESS	DATE APPROVED	PERMIT NUMBER	PROPOSED USE	VALUATION BLDG	VALUATION BLDG W/LAND	BV PROJECT NO.	BUILDING PERMIT	FEES RECOVERY	FEES METER	FEES PARK IMPACT	FEES PLAN REVIEW	FEES SEWER CONNECTION	FEES SEWER IMPACT	FEES WATER CONNECTION	FEES WATER IMPACT	FEES WATER METER COST	FEES DUE	LIVING SQ FT	TOTAL SQ FT	PROPERTY COUNTY	
4/26/2021	JUSTIN	SMITH	338 JOHNSON LN	4/23/2021	2020-0698	ACCESSORY BUILDING	95000	0	2021-000763	1030.53	0	0	0	0	0	0	0	0	0	1030.53	5176	5176	ELLIS	
4/26/2021	MICHAEL	TERRAZAS	721 WESTMORELAND RD	4/2/2021	2020-0708	ADD ON/REMODEL	7550	82550	2021-002730	1200	0	0	0	0	0	0	0	0	0	1200	0	694	ELLIS	
4/23/2021	JUSTIN	BRIGHT	107 SUBURBAN DR	1/26/2021	2021-0021	SWIMMING POOL	75000	0	2021-001661	893.53	0	0	0	0	0	0	0	0	0	0	893.53	0	0	ELLIS
4/15/2021	JEREMY	BUTLER	106 MEADOWWOOD LN	2/2/2021	2021-0034	ADD ON/REMODEL	67710	0	2021-002125	1200	0	0	0	0	0	0	0	0	0	1200	1128	1128	ELLIS	
4/14/2021	NATHAN	KOVAL	713 W MAIN ST	4/14/2021	2021-0068	SIGN	0	0		60	0	0	0	0	0	0	0	0	0	60	0	0	ELLIS	
4/16/2021	RAYNARD	KEARBEY	619 GREEN MEADOWS LN	4/15/2021	2021-0070	ACCESSORY BUILDING	20000	25000		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
4/14/2021	JASON	MCDOWELL	621 GREEN MEADOWS LN	4/14/2021	2021-0071	SWIMMING POOL	68134.23	0	2021-007320	838.58	0	0	0	0	0	0	0	0	0	838.58	0	0	ELLIS	
4/1/2021	DONNA	MCDOWELL	313 SHADOW WOOD TRL	3/30/2021	2021-0072	SWIMMING POOL	30000	0	2021-006049	481.89	0	0	0	0	0	0	0	0	0	481.89	0	0	ELLIS	
4/5/2021	CHELSEA	BRANTLEY	911 COCKRELL HILL RD	4/1/2021	2021-0075	SWIMMING POOL	40000	0	2021-006044	591.29	0	0	0	0	0	0	0	0	0	591.29	0	0	DALLAS	
4/20/2021	BILL	HILEMAN	7010 CEDAR CT	3/31/2021	2023-0077	SWIMMING POOL	45000	0	2021-006373	645.99	0	0	0	0	0	0	0	0	0	645.99	0	0	ELLIS	
4/12/2021	DONALD	FOSHEE	419 SHADOWWOOD TRL	4/12/2021	2021-0078	ADD ON/REMODEL	25000	0	2021-006660	1200	0	0	0	0	0	0	0	0	0	1200	0	0	ELLIS	
4/1/2021	ROSINA	MCDANIEL	200 OAKWOOD LN	3/29/2021	2021-0079	ACCESSORY BUILDING	3100	0		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
4/12/2021	AZUEL	MALDONADO	202 BURTONWOOD CIR	4/7/2021	2023-0084	FENCE	13000	413000		25	0	0	0	0	0	0	0	0	0	25	0	0	DALLAS	
4/12/2021	JUAN	MONDRAGON	108 BENT TREE LN	4/12/2021	2021-0085	IRRIGATION	350	30		25	0	0	0	0	0	0	0	0	0	25	0	0	ELLIS	
4/6/2021	TOM	FISCH	103 HUMMINGBIRD LN	4/6/2021	2023-0086	ELECTRICAL	800	800		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
4/16/2021	MELISSA	GONZALES	831 COCKRELL HILL RD	4/13/2021	2023-0087	CABLE	0	1		0	0	0	0	0	0	0	0	0	0	0	0	0	0	DALLAS
4/8/2021	JASON	MCDOWELL	621 GREEN MEADOWS LN	4/8/2021	2021-0088	FENCE	7500	0		25	0	0	0	0	0	0	0	0	0	25	0	0	ELLIS	
4/22/2021	DEAN	HUDSON	100 NOB HILL LN	4/9/2021	2023-0089	ADD ON/REMODEL	13000	0	2021-007024	1200	0	0	0	0	0	0	0	0	0	1200	0	0	ELLIS	
4/6/2021	EMILY	WOOD	605 GEORGETOWN RD	4/6/2021	2023-0090	SOLAR PANELS	46729	0		325	0	0	0	0	0	0	0	0	0	325	0	0	ELLIS	
4/14/2021	GENE	MCCORKLE	302 BURTONWOOD CIR	4/14/2021	2021-0091	ACCESSORY BUILDING	20098	0		40	0	0	0	0	0	0	0	0	0	40	0	624	DALLAS	
4/8/2021	WILLIAM	MILLER	403 OVILLA OAKS DR	4/8/2021	2021-0093	ROOF	26811.75	26811.75		50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
4/12/2021	KELLY	GREEN	103 WILLOWWOOD LN	4/12/2021	2021-0095	FLATWORK	23000	0		80	0	0	0	0	0	0	0	0	0	80	0	0	ELLIS	
4/12/2021	KYLIE	PIRET	105 SUBURBAN DR	4/12/2021	2021-0096	PLUMBING	1300	1300		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
4/13/2021	DEAN	FERRELL	401 COCKRELL HILL RD	4/12/2021	2023-0098	ROOF	10667	0		50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
4/12/2021	DENISE	WALTERS	201 WILLOWWOOD LN	4/12/2021	2021-0099	ROOF	4500	0		50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
4/15/2021	BLAKE	LEPPER	722D JUDY DR	4/14/2021	2021-0101	ACCESSORY BUILDING (PERGOLA)	5796	0		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
4/15/2021	EDDIE	WILSON	201 OAKWOOD LN	4/15/2021	2021-0102	ROOF	1700	0		50	0	0	0	0	0	0	0	0	0	50	0	0	ELLIS	
4/16/2021	MATTHEW	METCALFE	7240 JUDY DR	4/15/2021	2021-0103	ELECTRIC	6375	0		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
4/26/2021	MICHAEL	TERRAZAS	721 WESTMORELAND RD	4/21/2021	2021-0105	FLATWORK	2500	77500		40	0	0	0	0	0	0	0	0	0	40	0	0	ELLIS	
4/19/2021	TIM	MCGREGOR	804 OVILLA OAKS DR	4/19/2021	2021-0106	ELECTRICAL	1000	0		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
4/19/2021	TIM	MCGREGOR	907 OVILLA OAKS DR	4/19/2021	2021-0107	ELECTRICAL	1000	0		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	
4/20/2021	STEVE	LADD	103 BENT TREE LN	4/20/2021	2021-0109	PLUMBING	1000	0		100	0	0	0	0	0	0	0	0	0	100	0	0	ELLIS	

APRIL 2021 BUILDING PERMITS

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4/23/2021	JACK	ODOM	3251 OVILLA RD	4/22/2021	2021-0111	ACCESSORY BUILDING	5500	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
4/22/2021	CHARLOTTE	BAILEY	623 ARIEL ST	4/22/2021	2021-0112	ROOF	22435	0		50	0	0	0	0	0	0	0	0	50	53	53	ELLIS
4/26/2021	BARRI	SEIF	907 OVILLA OAKS DR	4/23/2021	2021-0114	PLUMBING	1980.43	0		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
4/26/2021	JIMMIE	DALE	410 THORNTREE DR		2021-0115	PLUMBING	3600	3600		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
4/27/2021	JOEY	ESTRADA	102 BURTONWOOD CIR		2021-0116	MECHANICAL	13400	305400		125	0	0	0	0	0	0	0	0	125	2549	2549	ELLIS
4/27/2021	AMBER	DANIELS	255 WILLIAMSBURG LN	4/27/2021	2021-0117	MECHANICAL	5025	5025		125	0	0	0	0	0	0	0	0	125	1	3	ELLIS
4/30/2021	DAVID	RIVERA	124 OVILLA CREEK CT	4/30/2021	2021-0118	FLAT WORK	2800	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS

REPORT A CONCERNS APRIL 2021

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
						Will the trash be picked up today for last week missed pick up? Or will the trash be picked up on Thursday regular trash day?
Administration	315 COVINGTON LN	2/22/2021	2/22/2021		4/19/2021	Thanks
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	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		UNREGISTERED ANIMALS
Animal Services	200 COCKRELL HILL RD	11/13/2020	11/13/2020	11/13/2020		UNREGISTERED ANIMAL
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	125 LARIAT TRL	12/16/2020	12/17/2020	12/17/2020	4/26/2021	DOGS/ANIMAL UNREstrained
Animal Services	125 LARIAT TRL	12/16/2020	12/17/2020	12/17/2020		UNREGISTERED DOGS
Animal Services	100 SILVERWOOD DR	12/18/2020	12/21/2020	12/21/2020	4/27/2021	UNREstrained DOGS
Animal Services	100 SILVERWOOD DR	12/18/2020	12/21/2020	12/21/2020		UNREGISTERED DOGS
Animal Services	808 COCKRELL HILL RD	1/7/2021	1/7/2021	1/7/2021		UNREGISTERED ANIMALS
Animal Services	808 COCKRELL HILL RD	1/7/2021	1/7/2021	1/13/2021		PUBLIC NUISANCE DOGS BARKING
Animal Services	881 JOHNSON LN	4/4/2021	4/6/2021	4/4/2021	4/4/2021	5 cows in road
Animal Services	114 LARIAT TRL	4/5/2021	4/5/2021		4/5/2021	LARGE REDDISH BROWN DOG RUNNING LOOSE IN FRONT YARD (NOTIFIED DANIEL BY PHONE)
Animal Services	201 WILLOWWOOD LN	4/11/2021	4/12/2021		4/12/2021	stray dog in road following walker
Animal Services	200 COCKRELL HILL RD	4/18/2021	4/21/2021	4/21/2021		Dog from this location killed 5 kittens at 104 Westlawn
Animal Services	130 MEADOW GLEN LN	4/23/2021	4/26/2021	4/26/2021		NUISANCE ANIMAL-DOG BARKING
Animal Services	111 WESTLAWN DR	4/29/2021	5/3/2021	5/3/2021		UNREstrained DOG
Animal Services	111 WESTLAWN DR	4/29/2021	5/3/2021	5/3/2021		UNREGISTERED ANIMAL
Animal Services	139 SUBURBAN DR					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.

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Animal Services	139 SUBURBAN DR		7/18/2020	12/9/2020		<p>Re: RAC-2020-01242</p> <p>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.</p> <p>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.</p>
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.
Animal Services	125 LARIAT TRL		12/16/2020	12/16/2020	4/16/2021	mario noticed german shepherd in road
Animal Services	338 JOHNSON LN		1/7/2021	1/7/2021	4/23/2021	2 dogs running johnson lane, getting into trash
Animal Services	200 COCKRELL HILL RD		3/22/2021	3/22/2021		dog loose in road , brown tan mix
Animal Services	1920 JUNIPER LN		4/6/2021		4/2/2021	skunk in trap
Animal Services	1921 DUNCANVILLE RD		4/12/2021		4/12/2021	raccoon in trap
Animal Services	1921 DUNCANVILLE RD		4/21/2021		4/21/2021	raccoon in trap
Animal Services	300 THORNTREE DR		4/26/2021		4/23/2021	stray dogs in road
Animal Services	101 PEBBLE RIDGE CT		4/26/2021		4/26/2021	gate open 2 dogs in road, neighbor confirmed they live at the address
Animal Services	705 GEORGETOWN RD		4/27/2021	4/27/2021		bite reported to Ovilla Police by Red Oak medical
Animal Services	613 BUCKBOARD ST		4/28/2021	4/16/2021		3 horses on 1 acre

Code Enforcement	520 WESTMORELAND RD	6/14/2018	6/14/2018	6/21/2018		
Code Enforcement	JOHNSON LN	7/5/2019	7/5/2019			Concerned about high grass/weeds/snakes.
Code Enforcement	803 E MAIN ST	8/14/2019	8/20/2019	8/20/2019		DUMPSTER SCREENING
Code Enforcement	201 BROOKWOOD CT	8/20/2019	8/21/2019	8/21/2019		OUTSIDE STORAGE
Code Enforcement	338 JOHNSON LN	11/11/2019	11/14/2019	11/14/2019		PARKING VEHICLE IN YARD
Code Enforcement	613 GEORGETOWN RD	3/27/2020	3/27/2020			QUESTIONS REGARDING INSPECTIONS
Code Enforcement	838 COCKRELL HILL RD	4/14/2020	4/17/2020	4/17/2020		FENCE NEEDS REPAIR
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	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	3155 OVILLA RD	9/15/2020	9/16/2020	9/16/2020	4/27/2021	NUISANCE OUTSIDE STORAGE
Code Enforcement	101 OAKWOOD LN	9/16/2020	9/16/2020	9/16/2020		PUBLIC NUISANCE OUTSIDE STORAGE
Code Enforcement	102 LARIAT TRL	11/3/2020	11/3/2020	11/3/2020		ROOF REPLACED WITHOUT PERMIT
Code Enforcement	503 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONSTRUCTED

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Code Enforcement	509 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONTRACTED
Code Enforcement	513 FOREST EDGE LN	11/6/2020	11/6/2020	11/6/2020		NEW ROOF ALREADY CONTRACTED
Code Enforcement	834 E MAIN ST	11/6/2020	11/6/2020	11/6/2020		Cassaro Winery is 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.
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	372 JOHNSON LN	12/14/2020	12/15/2020	12/15/2020		TRASH CONTAINERS LEFT OUT
Code Enforcement	901 RED OAK CREEK DR	12/15/2020	12/16/2020	12/16/2020		FENCE NEEDING REPAIR
Code Enforcement	613 GREEN MEADOWS LN	12/18/2020	12/21/2020	12/21/2020	4/12/2021	ROOF CONSTRUCTION WITHOUT PERMIT
Code Enforcement	613 GREEN MEADOWS LN	12/18/2020	12/21/2020	12/21/2020		ROOF CONSTRUCTION WITHOUT PERMIT
Code Enforcement	3321 OVILLA RD	12/30/2020	12/31/2020	12/31/2020		Received a late evening call from a Council member asking Code to check Ovilla Auto for violations, stating that some junked vehicles had been visible for longer than 90-days. Additionally, the outside visible area was junky and needed cleaning up.
Code Enforcement	3322 FM 664	12/31/2020	1/5/2021	1/5/2021		JUNK VEHICLE
Code Enforcement	3315 OVILLA RD	1/13/2021	1/13/2021	1/13/2021	4/8/2021	FENCE CONSTRUCTION WITHOUT PERMIT
Code Enforcement	833 E MAIN ST	1/13/2021	1/13/2021	1/13/2021	4/8/2021	OUTSIDE STORAGE
Code Enforcement	300 E UNIVERSITY ST	1/22/2021	1/22/2021	1/22/2021		Home unkept in many areas outside.
Code Enforcement	609 CLINTON ST	1/25/2021	1/25/2021	1/25/2021	4/26/2021	FENCE CONSTRUCTION WITHOUT PERMIT
Code Enforcement	800 COCKRELL HILL RD	1/28/2021	1/29/2021	1/29/2021	4/23/2021	After receiving a call I drove by this address - or I believe it to be this address. Multiple vehicles parked on the grass at the side of the house. Also, noticed what appeared to be a junked vehicle in the driveway.
Code Enforcement	300 E UNIVERSITY ST	2/5/2021	2/5/2021	2/5/2021		OUTSIDE STORAGE
Code Enforcement	509 FOREST EDGE LN	2/12/2021	2/12/2021	2/12/2021		NO ROOF PERMIT
Code Enforcement	509 FOREST EDGE LN	2/12/2021	2/12/2021	2/12/2021		NO CONTRACTOR REGISTRATION
Code Enforcement	318 COVINGTON LN	3/3/2021	3/3/2021	3/3/2021		Resident voiced concerns that contractors at Bryson Manor are leaving trash and debris at construction site(s) and along Shiloh Road.
Code Enforcement	713 W MAIN ST	3/8/2021	3/8/2021	3/8/2021	4/7/2021	IRRIGATION CONSTRUCTION WITHOUT PERMIT
Code Enforcement	696 W MAIN ST	3/11/2021	3/11/2021	3/11/2021		NO BACKFLOW PREVENTION TEST
Code Enforcement	705 W MAIN ST	3/12/2021	3/15/2021	3/15/2021	4/8/2021	DUMPSTER SCREENING
Code Enforcement	803 E MAIN ST	3/12/2021	3/15/2021	3/15/2021		DUMPSTER SCREENING
Code Enforcement	2885 OVILLA RD	3/12/2021	3/15/2021	3/15/2021		DUMPSTER SCREENING
Code Enforcement	696 W MAIN ST	3/12/2021	3/15/2021	3/15/2021		DUMPSTER SCREENING
Code Enforcement	1908 DUNCANVILLE RD	3/16/2021	3/16/2021	3/16/2021		trailer and other equipment in the front side of the yard.

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Code Enforcement	403 COCKRELL HILL RD	3/16/2021	3/16/2021	3/16/2021		Believe this is the correct address. There are multiple houses along this area that have vehicles on the grass.
Code Enforcement	1908 DUNCANVILLE RD	3/16/2021	3/16/2021	3/16/2021		TRAILER PARKED IN YARD
Code Enforcement	1910 DUNCANVILLE RD	3/16/2021	3/16/2021	3/16/2021	4/8/2021	BOAT PARKED IN YARD
Code Enforcement	203 WILLOW CREEK LN	3/23/2021	3/23/2021	3/23/2021	4/26/2021	TREE SERVICE OUTSIDE STORAGE AND TREE BURNING
Code Enforcement	105 ELMWOOD DR	3/24/2021	3/24/2021	3/24/2021	4/1/2021	GRASS TALLER THAN 9 INCHES
Code Enforcement	304 E UNIVERSITY ST	3/25/2021	3/29/2021	3/29/2021	4/8/2021	TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS
Code Enforcement	6980 CEDAR CT	3/25/2021	3/29/2021	3/29/2021		TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS
Code Enforcement	7010 CHERRY CT	3/25/2021	3/29/2021	3/29/2021		TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS
Code Enforcement	372 JOHNSON LN	3/25/2021	3/29/2021	3/29/2021		TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS
Code Enforcement	624 CARDINAL DR	3/25/2021	3/29/2021	3/29/2021	4/7/2021	TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS
Code Enforcement	830 E MAIN ST	3/25/2021	3/29/2021	3/29/2021		ACCESSORY BUILDING NEEDS REPAIR
Code Enforcement	207 COCKRELL HILL RD	3/29/2021	3/29/2021	3/29/2021		JUNK VEHICLE
Code Enforcement	843 RED OAK CREEK DR	3/29/2021	3/29/2021	3/29/2021	4/14/2021	JUNK VEHICLE
Code Enforcement	620 WILLIAM DR	3/29/2021	3/29/2021	3/29/2021		OUTSIDE STORAGE
Code Enforcement	108 LARIAT TRL	3/29/2021	3/29/2021	3/29/2021	4/6/2021	NO PERMIT ACCESSORY BUILDING
Code Enforcement	213 LARIAT TRL	3/30/2021	3/30/2021	3/30/2021		HOME OCCUPATION VIOLATION OUTSIDE STORAGE
Code Enforcement	106 WESTLAWN DR	3/30/2021	3/30/2021	3/30/2021		OUTSIDE STORAGE
Code Enforcement	422 JOHNSON LN	3/30/2021	3/30/2021	3/30/2021		BRUSH
Code Enforcement	307 JOHNSON LN	3/30/2021	3/30/2021	3/30/2021	4/26/2021	TRASH AND DEBRIS
Code Enforcement	108 WOODRIDGE CT	3/31/2021	3/31/2021	3/31/2021	4/14/2021	HOME REMODEL BATHROOMS
Code Enforcement	207 COCKRELL HILL RD	4/5/2021	4/5/2021	4/5/2021		Complainant emailed CM this date with these comments: Can anything be done here. There are also three cars not pictured in the back yard that are clearly junk. All this is visible from Silverwood. This property is an eyesore and a poor representation of our neighbor hood
Code Enforcement	116 WATER ST	4/6/2021	4/6/2021			Please investigate and if operating as a Bed and Breakfast they will need to be shut down. (see link) https://www.airbnb.com/rooms/41936183?source_impression_id=p3_1617732547_cROOmI7fGbMbapnS
Code Enforcement	233 LARIAT TRL	4/7/2021	4/7/2021	4/7/2021		DRIVEWAY CONSTRUCTION WITHOUT PERMIT
Code Enforcement	233 LARIAT TRL	4/7/2021	4/7/2021	4/7/2021		JUNK VEHICLE
Code Enforcement	303 COCKRELL HILL RD	4/8/2021	4/8/2021	4/8/2021	4/27/2021	VEHICLE PARKED IN YARD
Code Enforcement	305 COCKRELL HILL RD	4/8/2021	4/8/2021	4/8/2021	4/27/2021	TRAILER PARKED LONGER THAN 48 HOURS
Code Enforcement	401 COCKRELL HILL RD	4/8/2021	4/8/2021	4/8/2021	4/27/2021	VEHICLE PARKED IN YARD
Code Enforcement	211 LARIAT TRL	4/8/2021	4/8/2021	4/8/2021		JUNK VEHICLE

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Code Enforcement	213 LARIAT TRL	4/8/2021	4/8/2021	4/8/2021		JUNK VEHICLE
Code Enforcement	100 OAKWOOD LN	4/12/2021	4/13/2021	4/13/2021	4/26/2021	OUTSIDE STORAGE
Code Enforcement	100 OAKWOOD LN	4/12/2021	4/13/2021	4/13/2021		JUNK VEHICLE
Code Enforcement	754 COCKRELL HILL RD	4/12/2021	4/13/2021	4/13/2021	4/26/2021	BRUSH PILED
Code Enforcement	JOHNSON LN	4/14/2021	4/14/2021	4/14/2021		Multiple vehicles parked in yard and on grass along Johnson Lane beginning next door to 180 Johnson Lane going west toward Duncanville Road,
Code Enforcement	1908 DUNCANVILLE RD	4/14/2021	4/14/2021	4/14/2021		Multiple vehicles and trailers in yard
Code Enforcement	307 JOHNSON LN	4/15/2021	4/15/2021			Multiple vehicles park on the grass on the side front of the house
Code Enforcement	3251 OVILLA RD	4/15/2021	4/15/2021	4/15/2021		<p>834 E. Main Street (Chief Windham has already done some checking) The school has started parking their buses next to our house The church fence is falling down. As you are aware we had to go to court to get issues resolved with the church/school many years back. The court determined with us that the church was in the wrong. Certain requirements were mandated by the court for the church to take care of. These are the issues that have come up again that we need your assistance on.</p> <p>1)They had to build a privacy fence between our properties. They have not maintained their fence and it is falling down. I sent an email to the church on Sept 17th 2021 hoping to get them to do the right thing and repair or replace the fence. They did get back with me that they had gotten estimates for the repair/replacement and that is was being submitted to the board for approval. I never heard back from them. Please get with the church to resolve this issue.</p> <p>2)They were told they were not to park their buses anywhere along our property line. They have been parking there buses ever since then at the corner of Ovilla Rd. and Main St. away from everyone's homes. For some reason they are back to parking them by our house. They were ordered by the court to not do this. I did not even try to contact them over this as they never responded to my email on the fence. So if you could please address this as well.</p>
Code Enforcement	611 GEORGETOWN RD	4/15/2021	4/19/2021	4/19/2021		CAR PARKED IN YARD
Code Enforcement	101 OVILLA CREEK CT	4/23/2021	4/23/2021			Complaint about the high grass at this location.
Code Enforcement	133 SUBURBAN DR	4/26/2021	4/26/2021	4/26/2021		FENCE CONSTRUCTION WITHOUT PERMIT
Code Enforcement	207 COCKRELL HILL RD	4/29/2021	5/3/2021	5/3/2021		PUBLIC NUISANCE OUTSIDE STORAGE
Code Enforcement	905 RED OAK CREEK DR		12/1/2017	12/1/2017		
Code Enforcement	105 COCKRELL HILL RD RD		1/16/2018			Christmas tree in PD parking lot matter taken care of.
Code Enforcement	1408 RED OAK CREEK DR		9/5/2018			
Code Enforcement	107 GREENWOOD DR		5/1/2019	5/1/2019		High Grass around property

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Code Enforcement	109 GREENWOOD DR		5/1/2019	5/1/2019		High Grass around the property
Code Enforcement	300 E UNIVERSITY ST		5/1/2019	5/1/2019		High Grass, and Junk on 300 and the empty lot next door that is owned by the same person.
Code Enforcement	1408 RED OAK CREEK DR		5/2/2019			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	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	4/12/2021	No dumpster screening
Code Enforcement	696 W MAIN ST		5/2/2019	2/4/2020		no dumpster screening
Code Enforcement	613 GEORGETOWN RD		5/17/2019			Tall Grass
Code Enforcement	GEORGETOWN RD		5/17/2019			Corner of Hosford Rd & Georgetown- Debris and tall grass.
Code Enforcement	605 MEADOW LARK DR		7/3/2019			Tall Grass
Code Enforcement	1212 RED OAK CREEK DR		11/5/2019			Tall grass at 1212 ROCD
Code Enforcement	701 OVILLA OAKS DR		6/25/2020	6/24/2020		<p>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.</p> <p>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.</p>
Code Enforcement	RED OAK CREEK DR		8/28/2020	2/3/2021		<p>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?</p> <p>Thank you for helping to make our community a safe and friendly place.</p>
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	901 RED OAK CREEK DR		12/15/2020	12/16/2020		iron fence in need of painting and repair
Code Enforcement	GEORGETOWN RD		1/20/2021			trash dumped on side of road

Department Assigned	Concern Address	Date Received	Date Entered	Date In Progress	Date Closed	Concern Description
Code Enforcement	105 COCKRELL HILL RD STE 2		3/23/2021	3/23/2021		PLEASE PURCHASE AND DISTRIBUTE MOUSE TRAPS IN THE OLD PUBLIC WORKS OFFICE (THE NEW RETENTION ROOM) ASAP.
Code Enforcement	625 CARDINAL DR		3/29/2021	3/29/2021		VEHICLE PARKED IN YARD
Code Enforcement	108 ELMWOOD DR		3/29/2021	3/29/2021	4/26/2021	JUNK VEHICLE
Code Enforcement	202 OAKWOOD LN		4/6/2021		4/6/2021	squirrel in house
Code Enforcement	900 RED OAK CREEK DR		4/15/2021	4/15/2021		<p>The house at 900 Red Oak Creek burned out two years ago and has been an eyesore since then. There is also an abandoned automobile, lawn tractor, two jet skis, motorboat as well as much other various junk in the yard. I have seen rats running around the structure and wonder what else might be in the house.</p> <p>I assume that the City is aware of this and I would like to know what can be done to rectify the situation. It probably devalues the surrounding properties, of which mine is one.</p> <p>I look forward to a timely response regarding the city's responsibility in this matter. and perhaps comment on what I might do to get things moving in a positive direction.</p>
Code Enforcement	109 ELMWOOD DR		4/26/2021			The new home being built at 109 Elmwood is pouring a driveway in the utility easement that serves the homes on Shadowwood Trail. Once this is done will utility trucks still be able to get to the transformers and internet and phone lines in the easement.
Code Enforcement	129 CLAREMONT DR		5/3/2021	5/3/2021		littering, storm water violation , blowing leaves and grass clipping into storm drain
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
Drainage	3790 BRYSON LN	4/30/2021	5/4/2021	5/4/2021		Homeowner voiced concerns with the drainage issues at their home - especially since the heavy rains and work conducted by the developer in the past few months. Staff will inspect and review BMIII draining study plans and then contact BMIII engineers. This may be a county issue. Staff will evaluate first before contact with county.

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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.
						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	2/5/2020	2/5/2020			BOA books to be delivered please - they are ready
Facilities	105 COCKRELL HILL RD RD	2/12/2020	2/12/2020			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
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	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

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Facilities	105 COCKRELL HILL RD	12/31/2020	12/31/2020	12/31/2020		It was reported that the garage area has a couple of leaks from the rain. Please check the retention room for leaks. Thank you.
Facilities	105 COCKRELL HILL RD	3/8/2021	3/8/2021	4/8/2021		Please re-hang the hand sanitizer dispensers in the Council Chamber Room before month end (March) THEY WILL PROBABLY NEED CONCRETE SCREWS FOR THE WALLS. I HAVE MARKED WITH BLACK X WHERE TO INSTALL. THIS STILL IS NEEDING TO BE DONE BY THE END OF THIS WEEK PLEASE (4/9/21) YOU WILL NEED CONCRETE SCREWS TO INSTALL THEM.
Facilities	105 COCKRELL HILL RD	4/5/2021	4/5/2021	4/5/2021		Please remove top line 'City Offices Closed April 2'
Facilities	105 COCKRELL HILL RD	4/6/2021	4/6/2021	4/8/2021		MTGS APR 12 MDD 5PM CITY COUNCIL 6:30PM BY ZOOM 4-24DRUG TAKE BACK DAY 10-2 CITYOFOVILLA.ORG
Facilities	105 COCKRELL HILL RD	4/13/2021	4/7/2021	4/13/2021		APR 17BULK CLEANUP DAY 19BOA ZOOM MTG 7PM 24HAZARDOUS CLEANUP DAY 24DRUG TAKE BACK DAY 10-2 CITYOFOVILLA.ORG
Facilities	105 COCKRELL HILL RD	4/26/2021	4/26/2021	4/27/2021		PLEASE REMOVE CLEAN UP DAY AND DRUG TAKE BACK DAY. ADD MTGS 5/3 PARK BOARD 5PM 5/10 MDD 4PM 5/10 CITY COUNCIL 6:30PM ZOOM
Facilities	105 COCKRELL HILL RD	5/4/2021	5/4/2021			Please remove May 3 Park Board 5pm Please add May 13 Coffee with a Cop 9am
Facilities	105 COCKRELL HILL RD RD		6/15/2020			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		4/13/2021	4/13/2021		S. Jungman asked for Ainsley to switch out all of the a/c unit filters. I am creating the ticket only. Thank you g
Facilities	105 COCKRELL HILL RD		4/23/2021			We need another couple of sanitizers hung - in the Conference Room and in the kitchen. Thank you

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Garbage	384 JOHNSON LN	1/7/2021	1/7/2021		4/19/2021	Customer has issue about times the trash has to be put out at curb if CWD does not collect until late afternoon. Complained that trash sits out all day and wild dogs get into it.
Garbage	1707 S Joe Wilson RD	1/8/2021	1/8/2021		4/19/2021	TRASH NOT COLLECTED-SEE NOTES
Garbage	104 LARIAT TRL	1/25/2021	1/25/2021		4/19/2021	Customer stated his garbage was not collected on Friday.
Garbage	624 MEADOW LARK DR	2/5/2021	2/5/2021		4/19/2021	Customer called stating trash is not being completely emptied from bins, leaving bins in the street where they can cause accident. Trash was not collected last week. Please contact customer in regards to this issue she did try to speak with the driver that was on route today.
Garbage	110 ROBIN GLEN LN	3/13/2021	3/15/2021		4/19/2021	Hello-our recycling was not picked up in Ashburn Glen this last Friday the 12th.
Garbage	101 SLIPPERY ROCK CT	4/9/2021	4/9/2021		4/12/2021	16 bags out for bulk collection. Resident has called CWD prior to placing them out and was told it was okay and would be collected. Only half of the bags were collected.
Garbage	713 GEORGETOWN RD	4/16/2021	4/16/2021		4/26/2021	Customer called stating her bulk has not been collected in 3 times. Has called CWD and said it would be picked up certain days and it has not been. Was told it wouldn't get picked up today because CWD is running behind. She has sent in pictures.
Garbage	618 MEADOW LARK DR	4/26/2021	4/26/2021		5/4/2021	CUSTOMER CALLED STATING CANS ARE BEING LEFT IN FRONT OF MAIL BOX & HAS REC'D NOTICE FROM POST OFFICE THAT THEY WILL NOT DELIVER MAIL.
Garbage	3151 OVILLA RD	4/26/2021	4/28/2021			Customer called stating that trash was missed. This has happened numerous times and has called CWD and was told someone would come out there to collect. Same issue for a year. Asked to speak with supervisor/manager and was told they were on the phone. Please contact customer regarding issue.
Garbage	719 WESTMORELAND RD	4/26/2021	4/28/2021			Customer called stating neighbor north of them has limbs that have been sitting out for a month. I described to her the requirement for pick up and she did state that the limbs are not within those guidelines. It sounds more like a code violation. Not really sure

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	10/26/2020	10/30/2020	10/30/2020		STARTING DAY FOR REMOVAL AND INSTALLATION OF NEW EQUIPMENT AT CINDY JONES PARK.

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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	11/12/2020	11/12/2020	11/12/2020		PL1 Huber asks that the Service League building be painted.
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	12/2/2020	12/2/2020	12/2/2020	4/1/2021	HERITAGE WOMAN REST ROOM ONE TOILET NOT WORKING.

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	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.
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.</p> <p>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>

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Street Department	105 COCKRELL HILL RD RD	5/15/2020	5/15/2020			Patch pothole at Pickard Bridge turning off Ovilla RD
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	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	8/6/2020	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	705 SILVER SPUR LN	8/26/2020	8/26/2020	8/26/2020		Home owner at 705 Silver Spur voiced appreciation for the culvert clean-out being done by Ellis County Precinct, however, he would ask that a City representative contact him and come to his residence to enable him to show how this will affect his property - creating other drainage issues. He asks what can be done to remedy his drainage issue.
Street Department	105 COCKRELL HILL RD RD	9/16/2020	9/16/2020			Purchase paint to spray 40` container
Street Department	105 COCKRELL HILL RD RD	9/23/2020	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	10/14/2020	10/28/2020			At the entrances of Cardinal & Meadowlark install slow children at play sign
Street Department	105 COCKRELL HILL RD	10/19/2020	10/19/2020			Help Parks dept. remove concrete culverts, broken concrete slab etc. (Sliver Spur Park)

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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	10/29/2020	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
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	12/8/2020	12/9/2020			Need to pick up 9 tons of asphalt
Street Department	105 COCKRELL HILL RD	12/10/2020	12/11/2020			Start crack sealing sector #2 Water St, Westlawn, Silverwood, Greenwood, Willowwood, Shadowwood, Lariat Suburban, Westmain, Cockrell Hill Rd
Street Department	105 COCKRELL HILL RD	12/31/2020	12/31/2020	12/31/2020		Certain city offices are encountering rain water coming inside the building: Front city hall office, garage at the police station.
Street Department	105 COCKRELL HILL RD	1/4/2021	1/4/2021			Need to pull edges off of road (Northwood) cut down high spots sweep and prep for asphalt overlay
Street Department	105 COCKRELL HILL RD	2/11/2021	2/11/2021			Sand bridges and major intersections Cockrell Hill, Water St, Bryson, Shiloh Rd, Westmoreland, Red Oak Creek, City Hall parking lot
Street Department	312 COVINGTON LN	2/24/2021	2/24/2021			Please fix Shiloh Road! It is so bad after our ice storm. It needs so much T.L.C. Its been bad but now its BAD BAD!
Street Department	105 COCKRELL HILL RD	2/25/2021	2/25/2021	2/25/2021		Received call on voicemail of bad road area on Shiloh near Ovilla Road.
Street Department	1900 DUNCANVILLE RD	2/26/2021	2/26/2021	2/26/2021		Potholes all along D-Ville Road.
Street Department	SHILOH RD	3/2/2021	3/5/2021			Road damaged from freeze on Shiloh in front of Claremont Dr. need to mill up spread and compact and prep for chip seal overlay
Street Department	606 CREEK VIEW CIR	3/8/2021	3/8/2021	3/8/2021		Resident wants speed humps in Ovilla Oaks
Street Department	901 OVILLA OAKS DR	4/1/2021	4/6/2021			Citizen called and said that there are several streetlight poles in the Ovilla Oaks subdivision that the poles need painting and have become an eyesore. He contacted Oncor and they told him to contact the city. You can reach Terry Davidson @ 214-616-0246 for further details.
Street Department	601 BUCKBOARD ST	4/1/2021	4/12/2021	4/1/2021		Cut down dead tree limbs on Hosford over hanging onto property 601 Buckboard
Street Department	105 COCKRELL HILL RD	4/6/2021	4/12/2021	4/6/2021		form up pad 14'x14' to have concrete slab to keep cold mix asphalt piles off ground (Ground Storage)
Street Department	200 SILVERWOOD DR	4/8/2021	4/12/2021	4/8/2021		Ordered 5 yards of concrete
Street Department	105 COCKRELL HILL RD	4/9/2021	4/12/2021	4/9/2021		pull silt fence up, pick up chunks of asphalt, concrete, rocks and mow and weed eat around new city parking lot.
Street Department	105 COCKRELL HILL RD	4/12/2021	4/12/2021	4/12/2021		Concrete being delivered pour, screed, float and finish jobs 200 Silverwood 1908 Duncanville Rd
Street Department	105 COCKRELL HILL RD	4/12/2021	4/12/2021	4/16/2021		R-Panel gate entrance at the Elevated Tower facilities is now dragging the ground when opened.
Street Department	105 COCKRELL HILL RD	4/12/2021	4/12/2021			Hook up brush hog to Kubota tractor

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Street Department	105 COCKRELL HILL RD	4/12/2021	4/12/2021		5/20/2021	Install poles and cross walking signs along walking trail
Street Department	235 WILLIAMSBURG LN	4/12/2021	4/12/2021		4/12/2021	Street sign down at Williamsburg and Savannah the resident at 235 Williamsburg has the street sign
Street Department	105 COCKRELL HILL RD	4/16/2021	4/16/2021		4/16/2021	Set out clean up day signs to detour traffic, relocate red bleachers out of traffic lane and patch pot hole at gate entrance by fire dept. parking lot.
Street Department	105 COCKRELL HILL RD	4/19/2021	4/19/2021		5/19/2021	Pick up loads of pea gravel level out access road by Cindy Jones Park.
Street Department	100 MEADOWWOOD LN	4/22/2021	4/22/2021		4/23/2021	patch pot hole 100 block of Meadow Glen
Street Department	105 COCKRELL HILL RD	4/26/2021	4/26/2021		4/26/2021	Pick up 7 tons of hot mix asphalt (Luna Plant)
Street Department	200 SILVERWOOD DR	4/26/2021	4/26/2021		4/26/2021	Patch in front of driveway 200 Silverwood damaged form water leak dig up
Street Department	915 COCKRELL HILL RD	4/26/2021	4/26/2021		5/26/2021	Patch entrance of drive way 915 Cockrell Hill Rd damaged form water leak dig up
Street Department	749 COCKRELL HILL RD	4/27/2021	4/30/2021		4/27/2021	Dig out saw cut alligator spot 749 Cockrell Hill Rd. And patch with hot mix asphalt
Street Department	105 COCKRELL HILL RD	4/27/2021	4/30/2021		4/27/2021	Pick up 5 tons hot mix asphalt (Luna Plant)
Street Department	808 E MAIN ST	4/29/2021	5/3/2021		4/29/2021	Fallen tree limb 808 E. Main blocking roadway.
Street Department	556 JOHNSON LN		8/12/2019	8/12/2019		NEED TO CORRECT DRAINAGE ISSUE AT CULVERT
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	RED OAK CREEK DR		5/17/2020			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	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	900 COCKRELL HILL RD		3/2/2021			Damage guard rail and reflective sign due to a motor vehicle accident. Accident report #20OP003826, driver and insurance information available at the police department for compensation.
Street Department	401 BURTONWOOD CIR		3/12/2021	3/15/2021		STREET LIGHT IS OUT LOCATED 401 Burtonwood cir thks

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Street Department	3500 BRYSON MANOR DR		3/28/2021			There is a median directly in front of our home and it comes out about 10 feet in front of our driveway which makes it difficult to turn left from our driveway to get to Shiloh road. When I leave my house, I have to swing out to the right, out of my driveway, to make a hard left turn because of this median. My husband has a new truck and cannot make a left turn from our driveway to the correct side of the median. In order for him to leave our driveway to get to Shiloh, he turns left on the wrong side of the median, the on coming traffic side. This is dangerous and inconvenient. We're asking that y'all please come see what we're talking about in hopes that this median can be modified.
Street Department	105 COCKRELL HILL RD		4/22/2021			Need to patch pot holes Westmoreland, Shiloh, Bryson, Meadowlark, Johnson Ln
Street Department	105 COCKRELL HILL RD		4/30/2021		4/28/2021	Pro Coat Tech had a demo asphalt trailer that was used to patch a section of parking lot behind police station
Street Department	214 WILLOW CREEK LN		4/30/2021			Someone needs to take a look at the drainage problem on our property. There needs to be a drain pipe installed across Elmwood on Willow Creek Lane. We are getting the blunt of the drain water on our property.

Water/Wastewater	720 E HIGHLAND ROAD	3/27/2020	3/31/2020		4/9/2021	PLEASE GET READING..THANKS
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Water/Wastewater	202 SPLIT ROCK TER	9/8/2020	9/9/2020			<p>Hi, 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, it's 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.</p> <p>I expect a call or text to 214-226-7483 or the courtesy of a reply by email.</p> <p>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.</p> <p>Please advise ASAP when we may expect to have the basic necessity of water service flowing from our taps.</p>
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
Water/Wastewater	609 CARDINAL DR	9/22/2020	9/22/2020			Check for meter leak
Water/Wastewater	1202 RED OAK CREEK DR	12/28/2020	12/28/2020		4/8/2021	<p>ACROSS THE STREET/END OF DRIVE WAY,</p> <p>NEIGHBOR CALLED STATING ITS NOT AT ADDRESS BUT ACROSS THE STREET/BEEN LEAKING FOR A MONTH</p>

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Water/Wastewater	109 OAK FOREST LN	2/18/2021	3/2/2021	3/2/2021		<p>Complainant, Mr. Rarick sent this during the ice storm. I held it allowing time for crews to handle the water emergencies resulting from the ice storm. I believe we already have a 'report of concern' open a large tree branch/log behind this property at the creek also.</p> <p>1. Some type of animal is building a dam, on the south side of the bridge on Shiloh in the creek.</p> <p>2. Large trucks are travelling over that same bridge that appear to be over the set limits. I think the bridge needs to be inspected.</p> <p>3. There is a dam building up against the sanitary sewer line that runs across the creek near my lot. There is still a large tree log pushed against the line.. Spring rains could be too much pressure on that line'</p> <p>4. The creek is still not draining, therefore I have a lake behind our house which becomes a mosquito breeding ground every summer.</p> <p>The bridge is a real concern. The other items need some attention.</p> <p>05/02/2021 Received updated information via message on iPad regarding the debris still there. Work crews responded to this area, took photos and had one vendor to review. Ovilla crews do not have the equipment to make the necessary cleanout. We are currently waiting on quotes from this vendor and others that the public works director has scheduled appointments to meet at the site.</p>
Water/Wastewater	100 ELMWOOD DR	3/29/2021	3/29/2021	3/29/2021	4/5/2021	CUSTOMER STATING HIGH BILL
						FINAL OUT READING LOCK BOX
Water/Wastewater	111 Robin Glen	4/1/2021	4/5/2021		4/7/2021	NO NEW APPLICATION/DEP REC'D
Water/Wastewater	705 BUCKBOARD ST	4/5/2021	4/5/2021		4/5/2021	FINAL OUT READING ***APRIL 5TH***
Water/Wastewater	603 MEADOW LARK DR	4/5/2021	4/5/2021			VALVE NEXT TO WATER METER IS BROKEN, WATER LEAK ON STREET SIDE. (REPORTED BY PHONE TO DANIEL)
Water/Wastewater	105 COCKRELL HILL RD	4/9/2021	4/9/2021		4/16/2021	METER BOOKS PLACED IN PW BOX, START READINGS APRIL 14TH
Water/Wastewater	808 COCKRELL HILL RD	4/9/2021	4/16/2021		4/19/2021	FINAL OUT READING/LOCK BOX **APRIL 19**
Water/Wastewater	105 COCKRELL HILL RD STE 2	4/16/2021	4/16/2021		4/17/2021	PLEASE SEE ATTACHED APRIL 2021 REREAD LIST
Water/Wastewater	105 COCKRELL HILL RD STE 2	4/16/2021	4/16/2021		4/30/2021	SEE ATTACHED APRIL 2021 REPAIR LIST
Water/Wastewater	112 LARIAT TRL	4/20/2021	4/20/2021		4/21/2021	IN-READ FOR NEW CUSTOMER
Water/Wastewater	607 MEADOW LARK DR	4/20/2021	4/20/2021		4/30/2021	new lid

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Water/Wastewater	105 COCKRELL HILL RD	4/22/2021	4/22/2021		4/22/2021	Please have someone remove the first two lines on the marquee. (just remove, no need to move the others lines up right now) April 17 Bulk Clean Up Day 19 BOA Zoom Mtg 7pm Completed by Public Works (Dustin Cleveland)
Water/Wastewater	105 COCKRELL HILL RD STE 2	4/28/2021	4/28/2021		4/29/2021	APRIL 2021 CUT OFF-LIST PLEASE START CUT-OFFS APRIL 28TH
Water/Wastewater	509 FOREST EDGE LN	4/28/2021	4/29/2021		4/29/2021	CUSTOMER STATING HIGH BILL-REREAD METER
Water/Wastewater	101 NORTHWOOD ST	4/29/2021	4/29/2021		4/30/2021	FINAL OUT READING/LOCK BOX
Water/Wastewater	610 GREEN MEADOWS LN	4/29/2021	4/29/2021		4/30/2021	TURN ON WATER STARTING APRIL 30TH
Water/Wastewater	105 COCKRELL HILL RD RD		7/8/2020			Take monthly water samples and carry to the lab.
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	SHILOH RD		9/17/2020			Circle H is now working on the water main installation.
Water/Wastewater	141 WATER ST		11/17/2020		4/21/2021	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	113 ASHBURNE GLEN LN		2/23/2021			Need to replace the angle stop at this location due to the operation nut being broke.
Water/Wastewater	3251 OVILLA RD		3/9/2021			2` Valve is leaking needs to be replaced at the second entrance going into the parking lot
Water/Wastewater	804 COCKRELL HILL RD		3/29/2021		4/7/2021	Reset water valve on the SW corner of this property.
Water/Wastewater	601 BUCKBOARD ST		4/7/2021		4/8/2021	Please test customers water meter he is saying his bill is high and no extra usage has been applied.
Water/Wastewater	822 COCKRELL HILL RD		4/20/2021			Replace broke angle stop and move meter to the top of the hill. Homeowner will be installing a new fence and has requested that we move the meter to the outside of where the new fence will be installed. I believe this is 3/4` need to verify prior to the job for material reasons.
Water/Wastewater	909 COCKRELL HILL RD		4/23/2021		4/30/2021	Please replace water meter lid at this location
Water/Wastewater	411 SHADOWWOOD TRL		4/23/2021			Customer states that the angle stop wont turn off the water to his home all the way and believes he has a leak under his foundation at the house.
Water/Wastewater	321 SHADOWWOOD TRL	4/23/2021	4/23/2021			IN-READ FOR NEW CUSTOMER
Water/Wastewater	108 MEADOW GLEN LN		4/26/2021		4/27/2021	Please get a final reading and lock meter no new applications for service at this time.

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Water/Wastewater	710 HOLLINGSWORTH LN		4/26/2021			Need to replace angle stop its hard to operate and leaks by when turned off. Homeowner has a leak to repair and cant do so because water wont shut off all the way.
Water/Wastewater	601 BUCKBOARD ST		4/28/2021			Change out water meter. Customer has been having high water bills for no apparent reason says that they have not changed the way they use water inside or outside.
Water/Wastewater	401 SHADOWWOOD TRL		4/28/2021			Place a concrete pad around the fire hydrant valve and fill in low spots where washed out.
Zoning	105 COCKRELL HILL RD RD	9/1/2020	9/3/2020		4/27/2021	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.