

# City of Ovilla City Council

Rachel Huber, Place One  
Dean Oberg, Place Two

Richard Dormier, Mayor  
Doug Hunt Place Four, Mayor Pro Tem

David Griffin, Place Three  
Michael Myers, Place Five

105 S. Cockrell Hill Road, Ovilla, TX 75154  
Monday, September 13, 2021 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, September 13, 2021**, at **6:30 P.M.** in the Ovilla Municipal Building, Council Chamber Room, 105 S. Cockrell Hill Road, Ovilla, Texas, 75154, for the purpose of considering the following items:

**I. CALL TO ORDER**

- Invocation – *led by Mayor Pro Tem Doug Hunt*
- US. Pledge of Allegiance and TX Pledge – *led by PL2 Dean Oberg*

**II. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS**

- Proclamation: DAR Constitution Week
- CWD Annual Review and notice of impending rate adjustments.

**III. CITIZENS COMMENTS**

*The City Council welcomes comments from Citizens. Those wishing to speak must sign in before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised or make any decisions at this time. Speakers under citizen's comments must observe a three-minute time limit. Inquiries regarding matters not listed on the agenda may be referred to Staff for research and possible future action.*

**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. Trinity River Authority Technical Services Fee Annual Agreement FY 2022
- C3. Fiscal Year 2021–2022 scheduled Council Meetings and annual holidays
- C4. Minutes of the Special Council Meeting on September 03, 2021
- C5. Minutes of the Regular Council Meeting on August 09, 2021
- C6. Minutes of the Council Budget Workshop on July 26, 2021
- C7. Minutes of the Joint Budget Meeting of the Council and the Economic Development Corporation on July 22, 2021
- C8. Minutes of the Council Budget Workshop on July 22, 2021
- C9. Minutes of the Council Budget Workshop on July 19, 2021

**V. PUBLIC HEARINGS AND REGULAR AGENDA**

**ITEM 1. DISCUSSION-** Discuss concerns and recent complaints received regarding services provided by Community Waste Services.

**ITEM 2. PUBLIC HEARING AND DISCUSSION –** Presentation on the Fiscal Year 2021-2022 Budget

- a. Receive public comment on the Fiscal Year 2021-2022 Budget.

**DISCUSSION/ACTION –** Consideration of and action on Ordinance No. 2021-17 approving and adopting the Budget and making appropriations for the support of the city government of the

# *City of O*VILLA City Council

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City of Ovilla, Texas for the fiscal year beginning October 01, 2021, and ending September 30, 2022; providing an effective date.

**ITEM 3. PUBLIC HEARING AND DISCUSSION – A TAX RATE OF \$0.660000 per \$100 valuation proposed by the governing body of the City of Ovilla, with a maintenance and operation rate of \$0.5262 and a debt rate of \$0.1338**

a. Receive public comment on the proposed tax rate.

<i>PROPOSED TAX RATE</i>	<i>\$0.6600 PER \$100</i>
<i>PRECEDING YEAR'S TAX RATE</i>	<i>\$0.6600 PER \$100</i>
<i>NO-NEW TAX RATE</i>	<i>\$0.6458 PER \$100</i>
<i>VOTER APPROVAL TAX RATE</i>	<i>\$0.6649 PER \$100</i>

**DISCUSSION/ACTION –** Consideration of and action on Ordinance No. 2021-18 levying, assessing and fixing the tax rate for the use and support of the municipal government of the City of Ovilla, Texas, and providing for the Debt Service Fund for fiscal year 2021-2022 and apportioning each levy for the specific purpose, and providing for collection of all annual taxes provided by state law; and providing an effective date.

**ITEM 4. DISCUSSION/ACTION –** Consideration of and action on Ordinance No. 2021-19 of the City of Ovilla, Texas, ratifying the budget for the 2021-2022 tax year that raised more revenue from property taxes than in the previous year.

**ITEM 5. DISCUSSION/ACTION –** Consideration of and action on Resolution No. R2021-10 approving an updated organizational chart.

**ITEM 6. DISCUSSION/ACTION –** Consideration of and follow up discussion regarding the cancellation of the Saturday, September 25 Annual Heritage Day celebration and a possible reschedule of the event.

**ITEM 7. DISCUSSION/ACTION –** Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

## **VI. STAFF REPORTS**

- **Department Activity Reports / Discussion**
  - Police Department Chief J. Bennett
  - Fire Department Chief B. Kennedy
  - Public Works Departments Public Works Director J. Kuykendall
    - 1. Construction/Development
    - 2. Water/wastewater
    - 3. Streets
    - 4. Parks
    - 5. Monthly Code/Animal Control Reports
  - Administration
    - 1. Financials (reconciled) Finance Director Sharon Jungman
      - a) Municipal Court Report
      - b) Utility Billing delinquencies August 2021
    - 2. Administration Reports City Manager P. Woodall  
City Secretary G. Miller

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## 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).

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

A. *Convene into Executive Session.*

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

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

B. *Reconvene into Regular (Open) Session*

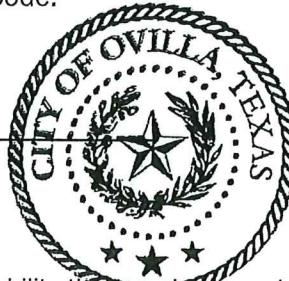
## VII. REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF

## VIII. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF THE NOTICE OF the September 13, 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](http://www.cityofovilla.org), on the 10th day of September 2021 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.

*G Miller*  
G Miller, City Secretary

DATE OF POSTING: 9.10.21 TIME: 3:40 am/pm  
DATE TAKEN DOWN: \_\_\_\_\_ TIME: \_\_\_\_\_ am/pm



This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call 972-617-7262 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. 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.**

**PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.**

**CONFORME A LA SECCIÓN 30.06 DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA OCULTA), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA OCULTA.**

**PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.**

**CONFORME A LA SECCIÓN 30.07 DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA VISIBLE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA VISIBLE.**



# PROCLAMATION

**WHEREAS:** September 17, 2021, marks the two hundred and thirty-fourth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

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

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

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

## CONSTITUTION WEEK

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

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the (State or City) to be affixed this 13th day of September of the year of our Lord two thousand twenty-one.

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Richard A. Dormier  
Mayor of Ovilla

Attest

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G Miller  
City Secretary

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

To  
Honorable Mayor  
and Council

From  
Staff

CC  
Applicable  
Departments

- C1. Financial Transactions over \$5000
- C2. Trinity River Authority Technical Services Fee Annual Agreement FY 2022
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#### BACKGROUND AND JUSTIFICATION:

C1: Financial Transactions over \$5000

**STAFF RECOMMENDATION:** Staff recommends approval

C2: Trinity River Authority Technical Services Fee Agreement FY2 2022

This is an annual agreement for the continuation of services, including a regulatory fee schedule.

**STAFF RECOMMENDATION:** Staff recommends approval

C3: FY2021-2022 Council Meetings schedule & annual holidays

This are the annual schedules of next year's Council meetings and approved holidays.

**STAFF RECOMMENDATION:** Staff recommends approval

C4: Minutes of the Special Council Meeting on September 03, 2021

C5: Minutes of the Regular Council Meeting on August 09, 2021

C6: Minutes of the Council Budget Workshop on July 26, 2021

C7: Minutes of the Joint Mtg with Council and the EDC on July 22, 2021

C8: Minutes of the Council Budget Workshop on July 22, 2021

C9: Minutes of the Council Budget Workshop on July 19, 2021

**STAFF RECOMMENDATION:** Staff recommends approval



**Date: September 13, 2021**

**To: Honorable Mayor and Council Members**

**Subject: Transactions over \$5,000 From  
October 1, 2020 thru  
July 30, 2021**

**From:**

**Sharon Jungman – Finance Director**

City of Ovilla  
 Transaction Detail Report  
 10/1/2020 - 7/31/2021

9/8/2021 3:19 PM

100 - General Fund

Account 100-10-52240

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/4/2021	6/4/2021	AP Invoice	YEAR END SEPT 2020 AUDIT OF FIN STMTS	BKD, LLP	BK01415126	051580	7,500.00	0.00	7,500.00
							Total		
							7,500.00	0.00	

100 - General Fund

Account 100-10-52250

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/11/2020	12/11/2020	AP Invoice	FY2020 Reconciliations	Eddie Peacock, PLLC	EPPLLC-1295	051029	5,925.00	0.00	5,925.00
							Total		
							5,925.00	0.00	

100 - General Fund

Account 100-10-53425

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/17/2021	6/17/2021	AP Invoice	FEBRUARY 2021 STORM RECOVERY ANCILLARY ELECTRICITY COST	Gexa Energy LP	GEXA STORM REC	051638	24,445.39	0.00	24,445.39
							Total		
							24,445.39	0.00	

100 - General Fund

Account 100-10-55240

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/29/2021	7/29/2021	AP Invoice	ANNUAL GL/AP SUBSCRIPTION	Fund Accounting Solutions Technologies	21-2104	051793	5,250.00	0.00	5,250.00
							Total		
							5,250.00	0.00	

100 - General Fund

Account 100-10-56465

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/27/2021	5/27/2021	AP Invoice	FILE CABINETS FOR HR AND PLANNING	Citi Cards	9813	051560	5,162.18	0.00	5,162.18
							Total		
							5,162.18	0.00	

100 - General Fund

Account 100-20-52380

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/9/2020	10/9/2020	AP Invoice	Semi Annual Dispatch	City of Midlothian	Ovilla 100120	050835	20,475.00	0.00	20,475.00
4/23/2021	4/23/2021	AP Invoice	Communications Contract 4/1/21- 9/30/21 Semi Annual Invoice	City of Midlothian	Ovilla 040121	051470	20,475.00	0.00	40,950.00
6/4/2021	6/4/2021	AP Invoice	RADIO SERVICE AGREEMENT FYE 2020-2021	City of Midlothian	RSA 2021-2	051581	7,689.46	0.00	48,639.46
							Total		
							48,639.46	0.00	

100 - General Fund

Account 100-20-52390

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/25/2020	11/25/2020	AP Invoice	SRRG/SRT annual Membership	City of Midlothian	SRRG-21-7	050985	8,250.00	0.00	8,250.00
						Total	8,250.00	0.00	

100 - General Fund									
Account 100-20-55240									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/2/2020	10/2/2020	AP Invoice	Crimes Software For FY21	Sam Houston State University	10/01/2020	050818	16,500.00	0.00	16,500.00
						Total	16,500.00	0.00	

100 - General Fund									
Account 100-30-52380									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/4/2021	6/4/2021	AP Invoice	RADIO SERVICE AGREEMENT FYE 2020-2021	City of Midlothian	RSA 2021-2	051581	8,869.48	0.00	8,869.48
						Total	8,869.48	0.00	

100 - General Fund									
Account 100-30-52385									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
2/1/2021	2/1/2021	AP Invoice	EMS Services for Oct-Dec. 2020	City of Midlothian	EMS123120	051204	15,889.75	0.00	15,889.75
3/31/2021	3/31/2021	AP Invoice	EMS FOR EMERGENCY MEDICAL TRANSPORT SERVICES FY 2019-2020	City of Midlothian	EMS093020	051393	15,889.75	0.00	31,779.50
4/15/2021	4/15/2021	AP Invoice	EMS FOR EMERGENCY MEDICAL TRANSPORT SERVICES 2ND QTR 2021	City of Midlothian	EMS033121	051439	15,889.75	0.00	47,669.25
						Total	47,669.25	0.00	

100 - General Fund									
Account 100-30-53415									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/23/2020	12/23/2020	AP Invoice	Life Pack 15 Plus Accessories	Stryker Sales Corporation	3240678M	051102	37,787.54	0.00	37,787.54
12/23/2020	12/23/2020	AP Invoice	Chest Compression Device & Accessories	Stryker Sales Corporation	3231626M	051102	15,138.58	0.00	52,926.12
12/29/2020	12/29/2020	AP Invoice	AED	Stryker Sales Corporation	3245262M	051106	10,455.00	0.00	63,381.12
12/30/2020	12/30/2020	AP Invoice	Access, for Life Pak and AED	Stryker Sales Corporation	8903365 DM	051119	7,592.92	0.00	70,974.04
2/11/2021	2/11/2021	AP Invoice	Parts for Life Pak 15	Stryker Sales Corporation	3282448M	051270	7,200.00	0.00	78,174.04
						Total	78,174.04	0.00	

100 - General Fund									
Account 100-30-55545									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/13/2020	11/13/2020	AP Invoice	E-702 -Pump Drain , warning Lights, Rear Brakes, water tank Sensors	Siddons-Martin Emergency Group, LLC	14405984A	050948	10,485.07	0.00	10,485.07
4/15/2021	4/15/2021	AP Invoice	REPAIRS TO BRUSH TRUCK 702	Cummins Inc	83-22577	051441	10,298.74	0.00	20,783.81
6/17/2021	6/17/2021	AP Invoice	E701 REPAIRS	Siddons-Martin	14407383A	051651	6,339.24	0.00	27,123.05

## Emergency Group, LLC

Total	<u><u>27,123.05</u></u>	<u><u>0.00</u></u>
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## 100 - General Fund

## Account 100-30-56445

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
2/1/2021	2/1/2021	AP Invoice	20 sets of Bunker Gear	Delta Industrial Service and Supply	77603	051206	41,977.80	0.00	41,977.80
						Total	<u><u>41,977.80</u></u>	<u><u>0.00</u></u>	

## 100 - General Fund

## Account 100-45-55465

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/6/2020	11/6/2020	AP Invoice	Trash Service for October	Community Waste Disposal	1085050	050925	23,002.34	0.00	23,002.34
12/11/2020	12/11/2020	AP Invoice	Waste Disposal for November	Community Waste Disposal	1094117	051024	22,987.73	0.00	45,990.07
1/7/2021	1/7/2021	AP Invoice	Trash collection for December 2020	Community Waste Disposal	1103574	051128	22,900.07	0.00	68,890.14
2/11/2021	2/11/2021	AP Invoice	Trash collection for January 2021	Community Waste Disposal	1113641	051260	23,388.48	0.00	92,278.62
3/5/2021	3/5/2021	AP Invoice	Trash collection for February 2021	Community Waste Disposal	1122359	051312	23,403.41	0.00	115,682.03
4/15/2021	4/15/2021	AP Invoice	Trash Collection for March 2021	Community Waste Disposal	1132213	051440	23,418.34	0.00	139,100.37
5/6/2021	5/6/2021	AP Invoice	Monthly Statement for April 2021	Community Waste Disposal	1149934	051501	23,448.20	0.00	162,548.57
6/4/2021	6/4/2021	AP Invoice	Monthly Statement for May 2021	Community Waste Disposal	1159239	051582	23,448.20	0.00	185,996.77
7/9/2021	7/9/2021	AP Invoice	MONTHLY STATEMENT FOR JUNE 2021	Community Waste Disposal	1169102	051702	23,433.27	0.00	209,430.04
					Total		<u><u>209,430.04</u></u>	<u><u>0.00</u></u>	

## 100 - General Fund

## Account 100-50-55555

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/23/2021	7/23/2021	AP Invoice	POLYFLEX TYPE 3	Crafco, Inc.	9402506310	051751	6,534.98	0.00	6,534.98
					Total		<u><u>6,534.98</u></u>	<u><u>0.00</u></u>	

## 100 - General Fund

## Account 100-50-55565

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/16/2021	7/16/2021	AP Invoice	CREEK PIPE CROSSING	Yarling Custom Fence LLC and CF Services	3440	051745	5,550.00	0.00	5,550.00
					Total		<u><u>5,550.00</u></u>	<u><u>0.00</u></u>	

## 100 - General Fund

## Account 100-50-57463

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/30/2020	10/30/2020	AP Invoice	Water Street Bridge Progress Billing #1	J & K Excavation	9287	050895	103,233.00	0.00	103,233.00
2/5/2021	2/5/2021	AP Invoice	Construct Redi-Rock Retaining Wall for Water St. Bridge	J & K Excavation	2	051232	99,764.42	0.00	202,997.42

6/22/2021	6/22/2021	AP Invoice	WATER STREET BRIDGE IMPROVEMENTS #18138.09	J & K Excavation	9365	051662	100,927.11	0.00	303,924.53
						Total	303,924.53	0.00	

#### 100 - General Fund

#### Account 100-60-56440

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/10/2021	6/10/2021	AP Invoice	PARK EQUIPMENT	Lea Park & Play Inc	8173	051615	10,000.00	0.00	10,000.00
						Total	10,000.00	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-4000460

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/31/2021	3/31/2021	AP Invoice	Final Bill 1-01-05743-00	TEXAS STERLING CONSTRUCTION	033121	051401	5,457.42	0.00	(5,457.42)
						Total	5,457.42	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-4000890

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/13/2020	11/13/2020	AP Invoice	Settlement from Sabine River Authority	City of Dallas	050302083684	050954	0.00	27,986.00	27,986.00
						Total	0.00	27,986.00	

#### 200 - Water And Utilities Fund

#### Account 200-70-52240

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/4/2021	6/4/2021	AP Invoice	YEAR END SEPT 2020 AUDIT OF FIN STMTS	BKD, LLP	BK01415126	051580	7,500.00	0.00	7,500.00
						Total	7,500.00	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-70-52260

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/13/2021	5/13/2021	AP Invoice	SERVICES FROM 3/29/21-4/25/21	Birkhoff, Hendricks and Carter, LLP	17152	051524	9,648.50	0.00	9,648.50
7/16/2021	7/16/2021	AP Invoice	ENGINEERING SERVICES	Birkhoff, Hendricks and Carter, LLP	17286	051718	14,276.50	0.00	23,925.00
						Total	23,925.00	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-75-53425

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
4/23/2021	4/23/2021	AP Invoice	Emergency Disaster Winter Storm 2021	Kimark Systems Inc	23215	051475	5,465.00	0.00	5,465.00
						Total	5,465.00	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-75-55460

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/13/2020	11/13/2020	AP Invoice	Water purchase for 10-1 to 10-29-20	City of Dallas	050302083684	050954	39,858.92	0.00	39,858.92
12/18/2020	12/18/2020	AP Invoice	Water Purchase for 10-30 to 12-1	City of Dallas	050302103660	051068	35,640.91	0.00	75,499.83

2/1/2021	2/1/2021	AP Invoice Water Purchase 12/2 to 12/29/20	City of Dallas	050302120258	051203	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	City of Dallas	050302137080	051280	28,440.66	0.00	131,671.51
4/15/2021	4/15/2021	AP Invoice WATER PURCHASE 3/5/20 - 3/30/21	City of Dallas	050302171520	051438	23,422.37	0.00	155,093.88
4/15/2021	4/15/2021	AP Invoice WATER PURCHASE 2/3/20 - 3/4/21	City of Dallas	050302150857	051438	26,484.19	0.00	181,578.07
5/13/2021	5/13/2021	AP Invoice WATER PURCHASE 3/31/20 - 5/3/21	City of Dallas	050302190690	051527	36,507.50	0.00	218,085.57
6/17/2021	6/17/2021	AP Invoice WATER PURCHASE 5/4/21 - 6/2/21	City of Dallas	050302208605	051632	24,598.46	0.00	242,684.03
7/16/2021	7/16/2021	AP Invoice WATER PURCHASE 5/4/21 - 6/2/21 AND 6/3-7/1/21	City of Dallas	050302225508	051723	63,677.00	0.00	306,361.03
					Total	306,361.03	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-80-52350

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/16/2021	7/16/2021	AP Invoice	CREEK PIPE CROSSING	Yarling Custom Fence LLC and CF Services	3440	051745	7,000.00	0.00	7,000.00
						Total	7,000.00	0.00	

#### 200 - Water And Utilities Fund

#### Account 200-80-55463

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/2/2020	10/2/2020	AP Invoice	Sewer Service for October	Trinity River Authority of Texas	BH1532	050819	14,065.00	0.00	14,065.00
10/16/2020	10/16/2020	AP Invoice	Sewer Treatment for November	Trinity River Authority of Texas	BH1538	050848	14,065.00	0.00	28,130.00
12/11/2020	12/11/2020	AP Invoice	Waste Disposal for December	Trinity River Authority of Texas	BH1544	051043	33,066.00	0.00	61,196.00
12/18/2020	12/18/2020	AP Invoice	Waste Disposal for January	Trinity River Authority of Texas	BH1550	051082	33,066.00	0.00	94,262.00
2/1/2021	2/1/2021	AP Invoice	Sewage Treatment for Feb. 2021	Trinity River Authority of Texas	BH1556	051220	33,066.00	0.00	127,328.00
2/25/2021	2/25/2021	AP Invoice	Sewage Treatment for March 2021	Trinity River Authority of Texas	BH1562	051301	33,066.00	0.00	160,394.00
4/15/2021	4/15/2021	AP Invoice	O&M WATER TREATMENT FOR MAY 2021	Trinity River Authority of Texas	BH 1574	051463	33,066.00	0.00	193,460.00
4/15/2021	4/15/2021	AP Invoice	O&M WATER TREATMENT	Trinity River Authority of Texas	BH 1568	051463	33,066.00	0.00	226,526.00
5/13/2021	5/13/2021	AP Invoice	O&M WATER TREATMENT FOR JUNE 2021	Trinity River Authority of Texas	BH1584	051542	33,066.00	0.00	259,592.00
6/10/2021	6/10/2021	AP Invoice	O&M WATER TREATMENT FOR JULY 2021	Trinity River Authority of Texas	BH 1590	051624	33,066.00	0.00	292,658.00
7/16/2021	7/16/2021	AP Invoice	Monthly Statement for August 2021	Trinity River Authority of Texas	BH 1596	051743	33,066.00	0.00	325,724.00
					Total	325,724.00	0.00		

#### 200 - Water And Utilities Fund

#### Account 200-80-57440

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
1/7/2021	1/7/2021	AP Invoice	Aluminum Build a Box - safety box 6x6x6	Sunstate Equipment Co., LLC	8698610-001	051147	8,973.00	0.00	8,973.00

					Total	8,973.00	0.00
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**200 - Water And Utilities Fund**
**Account 200-80-57450**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/11/2021	3/11/2021	AP Invoice	2021 GMC Double Cab Pickup 2500 VIN #4800	Gunn Buick GMC, LTD	DG 210551	051340	32,325.20	0.00	32,325.20
						Total	32,325.20	0.00	

**400 - Debt Service Fund**
**Account 400-15-57940**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
2/19/2021	2/19/2021	AP Invoice	Bond Interest Pmt.	U.S. Bank	1709911		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	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/30/2020	10/30/2020	AP Invoice	Progress Billing #1 on City Hall Parking Lot	Leland & Bradlee Construction, Inc.	18138.21 #1	1015	52,426.80	0.00	52,426.80
12/3/2020	12/3/2020	AP Invoice	City Hall Parking Lot Progress Billing #2	Leland & Bradlee Construction, Inc.	18138.21 #2	1019	99,675.00	0.00	152,101.80
2/5/2021	2/5/2021	AP Invoice	City Hall Parking Final Bill less Retainage	Leland & Bradlee Construction, Inc.	18138.21 1-21-21 1023		46,150.85	0.00	198,252.65
3/31/2021	3/31/2021	AP Invoice	CITY HALL PARKING LOT PROJECT FINAL RETAINAGE	Leland & Bradlee Construction, Inc.	033121	1025	10,618.35	0.00	208,871.00
4/30/2021	4/30/2021	AP Invoice	PEDESTRIAN CROSSING SIGNS	SA-SO	S21-0346	1028	6,526.75	0.00	215,397.75
						Total	215,397.75	0.00	

**600 - 4B Economic Development Fund**
**Account 600-10-8102240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/9/2021	7/9/2021	AP Invoice	Audit fees for FY2020	BKD, LLP	BK01428010	06/3 1033	6,300.00	0.00	6,300.00
						Total	6,300.00	0.00	

**700 - Park Impact Fund**
**Account 700-60-56440**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/10/2021	6/10/2021	AP Invoice	PARK EQUIPMENT	Lea Park & Play Inc	8173	051615	6,836.85	0.00	6,836.85
						Total	6,836.85	0.00	

# Trinity River Authority of Texas



Central Regional Wastewater System

3110.500.050.100

August 9, 2021

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

Dear Ms. Miller:

Subject: Contract for Services - Fiscal Year 2022  
Regulatory Services Fee Schedule  
Central Regional Wastewater System

The Trinity River Authority Board of Directors, in Board Action June 2021, approved the Regulatory Services Fee Schedule for Fiscal Year 2022 which is in connection with all contracting work relating to the analysis of water and wastewater, industrial inspections, and/or sampling services. According to our records, your current contract expires September 30, 2021. As in past years we propose to continue performing associated services to all Authority Contributing Parties under the provisions of a contract for services. Enclosed please find two (2) copies of the Trinity River Authority FY 2022 Contract for Services and the revised Regulatory Services Fee Schedule. Please review the attached and indicate the requested services between the contracting party and Trinity River Authority. The service fees are effective based on the Authority's fiscal year, December 1, 2021 through November 30, 2022. However, in accordance with the contracting party's fiscal year, the contract may begin on October 1, 2021 unless otherwise noted, and will terminate on date specified by the contracting party.

Please return both signed and notarized copies of the contract along with the Regulatory Services Fee Schedules for final execution to the address referenced below:

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

6500 W. Singleton Blvd.  
Dallas, Texas 75212  
Metro (972) 263-2251  
Admin Fax (972) 975-4412  
Lab Fax (972) 975-4414



August 9, 2021  
FY-2022 Contract for Services  
Page 2

After execution by the Authority's General Manager, one (1) original Contract for Services will be returned for your files. Should you have any questions concerning the FY 2022 Contract for Services or the Revised Regulatory Services Fee Schedule, please contact this office at your convenience.

Sincerely,



WM. B. CYRUS  
Manager, Technical Services

BC/mlt

Enclosures

c: Patricia M. Cleveland, Executive Manager, Northern Region  
John K. Bennett, Deputy Executive Manager, Northern Region  
Jennifer I. Moore, Senior Manager, Operations and Compliance  
Craig Harvey, Laboratory Division Chief  
Natalie Taylor, Environmental Services Coordinator

## CONTRACT FOR REGULATORY SERVICES

### I. CONTRACTING PARTIES

The Receiving Agency: City of \_\_\_\_\_, whose authorized address is: \_\_\_\_\_

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

### II. STATEMENT OF SERVICES TO BE PERFORMED

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

#### A. PERFORMANCE OF SERVICES

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

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

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

##### 2. Significant Industrial User Permit and Inspection Services:

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

The Performing Agency shall perform all Industrial Pretreatment Inspections, review permit applications and prepare for submittal Permits to Discharge Industrial Wastes to the Sanitary Sewer in accordance with procedures established by the Trinity River Authority of Texas in accordance with 40 CFR § 403.8. Industrial Pretreatment

Inspections, Application reviews and permit preparations and submittals shall be in compliance with the Receiving Agency's Industrial Waste Ordinances, Sewer Ordinance Numbers \_\_\_\_\_, and EPA General Pretreatment Regulations for Existing and New Sources. Records of Inspections, Applications and Permits shall be maintained as required by EPA General Pretreatment Regulations, 40 CFR § 403.12.

3. Industrial User Sampling Services:

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

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

4. Analytical Services:

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

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

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

and by mutual agreement. The chain-of-custody sheet submitted with each sample will designate the particular analysis or analyses to be made of each sample submitted. The laboratory will be operated in such a manner as to ensure the legal sufficiency of the sample handling; analytical and reporting procedures; and to remedy defects in the procedures should such be discovered.

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

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

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

#### B. TERMINATION

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

#### C. AMENDING THE CONTRACT

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

### III. BASIS FOR CALCULATING REIMBURSABLE COSTS

The financial basis for calculating reimbursable costs shall be as stated in Attachment A. Said Attachment A may be revised and updated annually by the Authority, and upon such annual update, the new schedule of costs shall be substituted automatically for said Attachment A and be incorporated herein by reference. A cost analysis shall be prepared each year by the Trinity

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

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

**IV. CONTRACT AMOUNT**

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

**V. PAYMENT FOR SERVICES**

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

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

**VI. TERM OF CONTRACT**

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

**VII. INTERLOCAL AGREEMENT**

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

Receiving Agency:

CITY OF \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
(SEAL)

Performing Agency:

TRINITY RIVER AUTHORITY OF TEXAS

BY: \_\_\_\_\_

TITLE: GENERAL MANAGER \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
(SEAL)

## CHAIN-OF-CUSTODY PROCEDURES

### Sample Collection and Shipment

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

### Transfer of Custody and Storage

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

**REGULATORY SERVICES FEE SCHEDULE**

**FOR**

**LABORATORY ANALYSES,**

**INDUSTRIAL INSPECTIONS**

**AND**

**INDUSTRIAL SAMPLING**

**FISCAL YEAR 2022**

**December 1, 2021 through November 30, 2022**

**NELAP CERTIFICATE T104704287-10-TX**

## CHEMICAL ANALYSES

### Liquid Samples

Alkalinity:		Phosphorus:	
Total (*)(**)	\$13.00	Ortho (*)	\$15.00
		Total (*)	\$20.00
Biochemical Oxygen Demand:		Solids Testing (Gravimetric):	
5-Day (*)	\$34.90	Total (TS)	\$16.00
5-Day Carbonaceous (*)	\$38.50	Total Dissolved (TDS) (*)	\$29.20
5-Day Filtered (Dissolved)	\$48.50	Total Suspended (TSS) (*)	\$21.25
7-Day	\$44.50	Volatile Suspended (VSS *)	\$11.00
Extra Dilution (Each)	\$ 2.50	(after TSS)	
		Percent Solids, Total and Volatile	\$18.50
Chlorophyll "a"	\$23.00	Sulfate (*)	\$14.00
Chlorophyll "a" and Pheophytin	\$33.00	Turbidity (*) (**)	\$10.00
Chemical Oxygen Demand (*)	\$20.00	UV254	\$20.00
Chloride (*)	\$14.00		
Conductance, Specific (*) (**)	\$10.50	Mercury (*) (**)	\$30.00
Cyanide:			
Total (*)	\$45.00	Metals (EPA 200.8) (*) (**) (***):	\$15.00 ea.
Amenable to Chlorination (*)	\$56.00	Aluminum	Lead
Fluoride, Total (**)	\$14.00	Arsenic	Manganese
Glycols	\$21.70	Antimony	Molybdenum
Hardness (*) (**)	\$24.00	Barium	Nickel
Nitrogen:		Beryllium	Selenium
Ammonia (*)	\$20.00	Boron	Silver
Ammonia by Distillation (*)	\$30.00	Cadmium	Thallium
Kjeldahl, Total (*)	\$28.00	Chromium	Tin
Nitrate (*)	\$14.00	Cobalt	Titanium
Nitrite (*)	\$14.00	Copper	Vanadium
Total	\$40.00	Iron	Zinc
Oil and Grease (*)	\$73.80		
Organic Carbon:		Minerals (*):	\$15.00 ea.
Dissolved	\$23.00	Calcium	
Total (*) (**)	\$14.50	Magnesium	
pH (*)	\$11.30	Potassium (***)	
		Silica	
		Sodium	

### Solid Samples

Ammonia (***)	\$28.50
Chemical Oxygen Demand	\$35.00
Nitrogen, Kjeldahl, Total	\$35.50
Phosphorus, Total (***)	\$24.25
pH (***)	\$21.00
Mercury (***)	\$65.00
Metals Preparation	\$35.00

NELAP Accreditation

\*Non-Potable Water

\*\*Drinking Water

\*\*\* Solids

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**MICROBIOLOGICAL ANALYSES**

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**Drinking Water:**

Total Coliform (MMO/MUG) (**)	\$20.00
Heterotrophic Plate Count	\$22.00

**Wastewater:**

Coliform, Fecal (Membrane Filter (*)	\$19.00
Coliform, Fecal (MPN (**))	\$65.40
Coliform, Total (MPN-Q Tray)	\$21.20
E. Coli (MPN-Q Tray) (*)	\$21.20
Streptococcus, Fecal (Membrane. Filter) (*)	\$19.00
Microscopic General Examination	\$25.00

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**TRACE ORGANIC (GC-GC/MS) ANALYSES**

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**EPA 624 (\*):**

3-Day (unpreserved)	\$160.00
BTEX (only)	\$150.00
Trip Blanks	\$103.00
Geosmin/MIB	\$91.00

**EPA 625 (\*):**

Total Semi-Volatiles	\$200.00
Semi-Volatile Trip Blank	\$181.00

**Pesticides/PCB**

EPA 608 (*):	
Full List	\$343.00
Chlorinated Pesticides (only)	\$226.50
PCB (aqueous and solid)	\$226.50
PCB Solid - EPA 8082:	\$165.00

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**BY QUOTE**

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Chromium Hexavalent

Oil and Grease (solids)

Organophosphate Pesticide

Phenols

TCLP Metals

TCLP Organic Compounds

Total Petroleum Hydrocarbons (solids and liquids)

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## **INDUSTRIAL PRETREATMENT SERVICES**

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### **SAMPLING**

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

### **PRETREATMENT ASSISTANCE**

Inspection (permitted users)	\$ 721.00
Inspection (unpermitted users)	\$ 103.00
Permit Preparation (5yr permit)	\$2,060.00
Field Surveillance Event	\$1,063.00
Industrial User Survey Fee	Formula

#### Industrial User Survey Fee Formula:

(No. of Survey Entities<sup>1</sup> X \$3.75) + (No. of identified industrial users<sup>2</sup> X \$16.00)

#### Formula Footnotes:

<sup>1</sup> Users from the Texas Manufactures Guide List for Contracting Party's jurisdiction.

<sup>2</sup> Users that require further manufacturing process and discharge classification

### **PRETREATMENT SERVICES INCLUDE**

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

## **GENERAL SERVICE INFORMATION**

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1. Effective Date: December 1, 2021. All prices listed are per sample and subject to review.
2. All analyses are performed in accordance with "Standard Methods for the Examination of Water and Wastewater," 20<sup>th</sup> Edition, 1998 or most recent approved and/or EPA "Manual of Methods for Chemical Analysis of Water and Wastes," 1983 and the "3<sup>rd</sup> Edition of Solid Waste Manual SW 846."
3. Prices include the cost to maintain the normal quality assurance program.
4. Standard turn-around time is considered 15 business days for most testing. Priority is half of the standard time. Customer requiring PRIORITY turn-around time will be billed at one and one-half (1 1/2) times the routine rate. Customer requiring RUSH turn-around time, run immediately on the next or a special run, will be billed at two times the normal rate. It is recommended to call in advance of sample submission or inquire at the time of submission for estimated turn-around time.
5. The Laboratory will follow instructions as stated on the Chain-of-Custody submitted with samples. The Customer may be contacted by the lab representative on any variance issues and written instruction may be requested concerning the variance.
6. For EPA624 VOC 3 day analysis, do not lower the pH of the sample.
7. Sampling supplies will be provided upon request at a reasonable charge. Bacteriological sampling supplies are included in the cost of analyses.
8. Samples other than bacteriological samples should be delivered to the laboratory before 4:00 p.m. on weekdays. Samples cannot be accepted on weekends or holidays unless special arrangements are made in advance. Bacteriological samples should be delivered prior to 2:00 p.m. unless special arrangements are made in advance. For after-hour samples, please call and arrange for leaving in cold storage vault with analyses request form.
9. A monthly invoice for completed analyses is mailed the following month.
10. Laboratory hours are weekdays 7:00 a.m. to 4:30 p.m. To contact the lab about emergency samples use the number below.
11. Environmental Field, Engineering Field and Pretreatment Services office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. For after-hour emergencies, leave message with computer operator.
12. Environmental Field and Engineering Field Services are requested to be scheduled a minimum of 72 hours in advance.
13. Laboratory Certificate Number T104704287-10-2.

### **FOR MORE INFORMATION, CONTACT:**

**METRO: (972) 263-2251**

**FAX: (972) 975-4414**

**WILLIAM B. CYRUS**  
Technical Services  
Manager

**CRAIG HARVEY**  
Laboratory Division  
Chief

**NATALIE TAYLOR**  
Environmental Services  
Coordinator

**CATHY SIEGER**  
Quality Assurance  
Coordinator

**JENNIFER MOORE**  
Senior Manager  
Operations and Regulatory Compliance  
817-493-5100

## FY 2021-2022 Scheduled Council Meetings

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

Tuesday, October 12, 2021

Monday, November 15, 2021

Monday, December 13, 2021

Monday, January 10, 2022

Monday, February 14, 2022

Monday, March 14, 2022

Monday, April 11, 2022

Monday, May 9, 2022

General Election – TBD

Canvass Election – TBD

Monday, June 13, 2022

Monday, July 11, 2022

Budget Meetings – TBD

Monday, August 8, 2022

Budget Meetings – TBD

Monday, September 12, 2022



### Ovilla City Council Members

Mayor Richard Dormier

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

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

**2021 - 2022**  
***Fiscal Year Calendar & Holidays***

Columbus Day	Monday	October 11, 2021
Veteran's Day	Thursday	November 11, 2021
Thanksgiving Holiday	Thursday Friday	November 25, 2021 November 26, 2021
Christmas Holiday	Friday Monday	December 24, 2021 December 27, 2021
New Year's Holiday	Friday	December 31, 2021
Martin Luther King Day	Monday	January 17, 2022
Presidents' Day	Monday	February 21, 2022
Good Friday (Easter)	Friday	April 15, 2022
Memorial Day	Monday	May 30, 2022
Independence Day Holiday	Monday	July 04, 2022
Labor Day	Monday	September 5, 2022
*Heritage Day	Saturday	September 24, 2022
3 Personal Days!		

**Approved by Council during the October 12, 2021 Council Meeting**  
**\*Not a Holiday-Special Calendar Days**



**CITY OF OVILLA MINUTES**  
***Friday, September 03, 2021***  
***Special City Council Meeting***  
***105 S. Cockrell Hill Road, Ovilla, TX 75154***

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Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 4:05 PM, in the Ovilla Council Chamber room, 105 S. Cockrell Hill Road, Ovilla, TX 75154, with notice of the meeting duly posted.

The following City Council Members were present:

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

Mayor Dormier noted the participating Council Members, thus constituting a quorum. City manager, city secretary, and directors were also present.

**CALL TO ORDER**

Invocation – *led by PL2 Dean Oberg.*

US. Pledge of Allegiance and TX Pledge – *led by PL5 Mike Myers.*

**ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS**

None.

**CITIZEN COMMENTS:**

None.

**REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Consideration of and action on whether to move forward with the 2021 Heritage Day scheduled event due to changing conditions with the COVID-19 pandemic, as well as receiving updates on all activities related to the celebration, Saturday, September 25<sup>th</sup>.

Mayor Dormier called a special meeting to discuss the Heritage Day event. Recent changes to the Covid-19 pandemic had caused concern for some employees fearful to work in crowds. Additionally, Council wished to be mindful of the health and safety of all residents and visitors coming to Ovilla.

Place 4 Doug Hunt shared a brief overview of the most recent progress of Heritage Day plans to date. Booth rentals were down but as Place 4 Hunt explained that oftentimes rental activity increases the last few weeks prior to the event – as does the parade participation. Currently there were only three entries committed to enter into the parade. The entertainment was already under contract so that would be a reimbursement or loss of money as would many booth rentals and other pledged or already donated monies if Council were to decide to cancel the event.

Both Chief Bennett and Chief Kennedy were asked to share their comments or concerns with the current situation and having the event. Chief Bennett advised that his officers would be at post for the parade, but he could not in good faith expect them to engage in the daily activities of the event.

Chief Bennett also advised he would be the only attending police employee at the booth area. Chief Kennedy provided the latest situation report showing numbers of the Covid variant on the rise and the overcrowding of the hospitals again. His recommendation was to either cancel or as the least postpone the event until Covid numbers declined.

The city manager as well as all directors and Council acknowledged the hard work and dedication Place 4 Hunt and police administrative assistant, Emily Starkey had put into the planning for this annual event, however, agreed with both chiefs. The city manager advised Council that she could not mandate employees to work this special event if they feared they were not safe or unable maintain a social distance. It would have to be voluntary to work. As much as staff would love to proceed with this annual event, at this time being able to provide essential services to the city were more important. Because the city is small, one positive case could jeopardize an entire department as we have seen and had to work through on multiple occasions.

Public Works Director Kuykendall advised that his department would be available if Council chose to move forward with the September 25<sup>th</sup> event, although with some concern and reservation.

Mayor Dormier suggested that maybe a spring event would be possible if Covid numbers were down. The consensus of the Council was agreeable.

Place 2 Dean Oberg moved to cancel the September 25 Heritage Day event, seconded by Place 4 Hunt.

No oppositions, no abstentions.

*VOTE: The motion to cancel the September 25, 2021, Heritage Day event carried unanimously: 5-0.*

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

1. Mayor Dormier	Watch for future hosting of this event in the spring.
2. PL1 Huber	None
3. PL2 Oberg	None
4. PL3 Griffin	Consider combined special event with Christmas Tree Lighting.
5. PL4 Hunt	Watch for Covid numbers to decline to reschedule.
6. PL5 Myers	None
7. City Manager	None

**ADJOURNMENT**

PL2 Oberg moved to adjourn the special meeting of September 03, 2021, seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 4:54 p.m.

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Richard Dormier, Mayor

ATTEST:

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G Miller, City Secretary

**Approved September 13, 2021**

# CITY OF OVILLA MINUTES

**Monday August 09, 2021**

**Regular City Council Meeting**

**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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In accordance with order of the Office of the Governor the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:30 PM, Monday August 09, 2021, via Zoom in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The public was also permitted to attend in person however, also permitted to offer public comments via Zoom as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 6:35 PM, with notice of the meeting duly posted.

The following City Council Members were present:

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

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

## CALL TO ORDER

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

## ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS

None

### CITIZEN COMMENTS:

- Cheryl House – 1711 Joe Wilson Road – CWD issues having to call for over a year, CWD and City to have them pick up their missed trash.
- Don Grogan – 1707 Joe Wilson Road – CWD issues having to call for over a year, CWD and the City to have them pick up their missed trash. The City Public Works department has also sent employees to pick up their trash that CWD had not – very appreciative of the city for their help.

### CONSENT AGENDA –

- C1. Financial Transactions over \$5000 for October 1, 2020, thru June 30, 2021
- C2. Minutes of the Regular City Council Meeting July 12, 2021

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

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE  
 PL5 Myers AYE

REGULAR AGENDA

ITEM 1. **DISCUSSION/ACTION** – Consideration of and action on a variance to Chapter 10, Section 35.1(D) of the Ovilla Code of Ordinances, to the Broadmoor Estates Subdivision Phase 1, allowing certain construction stipulations, directing, and authorizing the City's building inspector to monitor the process.

Mayor Dormier explained that some cities Ordinances allow builders to start working once the streets, water and sewer are excepted by the city. They then allow to put up model homes as the screening wall is being finished.

PL4 Hunt made the motion to approve the variance to Chapter 10, Section 35.1(D) of the Ovilla Code of Ordinances to allow Broadmoor Estates Subdivision Phase 1 to begin construction on no more than 20 homes prior to the completion of the required screening wall per the Code of Ordinances with stipulation of no occupancy until the screening wall is completed and all public improvements accepted before homes can begin.

Seconded by PL2 Oberg.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

ITEM 2. **DISCUSSION/ACTION** – Receive recommendation from the Municipal Development District to consider and act on the FY2021-2022 MDD Budget.

PL4 Hunt made the motion to approve the Municipal Development District FY2021-2022 Budget.

PL1 Huber seconded.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

ITEM 3. **DISCUSSION/ACTION** – Review of the proposed Fiscal Year 2021-2022 Budget, discuss the preliminary determination of the tax rate, and direct staff as necessary.

Staff has direction to complete the budget as prepared.

*No Action*

ITEM 4. DISCUSSION/ACTION – Consideration of and action on a proposed tax rate for the Fiscal Year 2021-2022 Budget and take a record vote.

Going up in the tax rate to .6650 is what is being recommended by staff.

PL1 Huber recommended .6650

PL2 Oberg recommended current rate @ .6600

PL3 Griffin recommended current rate @.6600

Mayor Pro Tem Hunt recommended current rate @.6600

PL5 Myers recommended .6650

PL4 Hunt made the motion on the proposed tax rate to remain at the .6600 for the Fiscal Year 2021-2022 Budget.

PL2 Oberg seconded.

*VOTE: The motion to approve carried: 3-2*

Recorded Vote:

PL1 Huber NAY

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers NAY

ITEM 5. DISCUSSION/ACTION – Consideration of and action to schedule a date for public hearing on the proposed Tax Rate for Fiscal Year 2021-2022.

PL5 Myers made the motion to schedule the date of the public hearing on the proposed Tax Rate for Fiscal Year 2021-2022 to be Monday September 13, 2021.

PL4 Hunt seconded.

*No opposition/abstentions.*

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

ITEM 6. DISCUSSION/ACTION – Consideration of and action to schedule a date to adopt the proposed tax rate for Fiscal Year 2021-2022.

PL4 Hunt made the motion to schedule the date to adopt the proposed tax rate for Fiscal Year 2020-2021 to be Monday September 13, 2021.

PL1 Huber seconded.

*No opposition/abstentions.*

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

Recorded Vote:

PL1 Huber AYE

Richard Dormier, Mayor

Rachel Huber, Place One

Dean Oberg, Place Two

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

Motion was given with incorrect date. Mayor Dormier had Councilmembers make the motion to reconsider Item 6.

PL4 Hunt made the motion reconsider Item 6.

PL1 Huber seconded.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

PL4 Hunt made the motion to schedule a date of September 13, 2021 as the date to adopt the proposed tax rate for FY2021-2022.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action on Resolution R2021-09 approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Mid-Tex Division regarding the company's 2021 Rate Review and Settlement.

PL4 Hunt made the motion approve the Resolution R2021-09 approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Mid-Tex Division regarding the company's 2021 Rate Review and Settlement as presented.

PL5 Myers seconded the motion.

No opposition/abstentions.

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

Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

PL3 Griffin AYE

Mayor Pro Tem Hunt AYE

PL5 Myers AYE

**ITEM 8. DISCUSSION** – Discuss progress and receive updates on activities related to 2021 Heritage Day celebration, Saturday, September 25, 2021.

Discussion Only

**ITEM 9. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

None

**STAFF REPORTS**

- Department Activity Reports / Discussion
  - Police Department Chief J. Bennett
  - Fire Department Chief B. Kennedy
  - Public Works Departments Public Works Director J. Kuykendall
    - 1. Construction/Development
    - 2. Water/wastewater
    - 3. Streets
    - 4. Parks
    - 5. Monthly Code/Animal Control Reports
  - Administration
    - 1. Financials (non-reconciled) Finance Director Sharon Jungman
      - a) Monthly Municipal Court Report
      - b) UB Cut-Off July 2021
    - 2. Administration Reports City Manager P. Woodall

City Secretary G. Miller

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

Mayor Dormier - CWD Complaints to be addressed

PL3 Griffin – Surface Material in lieu of concrete for residential driveways – will have presentation.

The City Council Meeting was Adjourned at 8:38 pm.

Richard Dormier, Mayor

ATTEST:

G Miller, City Secretary

*Approved September 13, 2021*

# CITY OF OVILLA MINUTES

**Monday July 26, 2021**

**City Council Special Budget Workshop #3  
105 S. Cockrell Hill Road, Ovilla, TX 75154**

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In accordance with order of the Office of the Governor the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 5:00 PM, Monday July 26, 2021, via Zoom in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The public was also permitted to attend in person however, also permitted to offer public comments via Zoom as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 5:33 PM, with notice of the meeting duly posted.

The following City Council Members were present and participating either in person or by Zoom:

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

Mayor Dormier announced the absence of PL1 Huber, and the presence of participating Council Members, thus constituting a quorum. Department directors and various staff were also present and on the Zoom call.

## CALL TO ORDER

PL3 Griffin gave the invocation and Mayor Pro Tem Hunt led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

## ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS

None

## CITIZEN COMMENTS:

None

## REGULAR AGENDA

**ITEM 1. DISCUSSION** – Workshop and continued review of the preliminary Fiscal Year 2021-2022 Budget.

Mayor opened discussion stating that this was a continuation of the previous budget workshops at the of Council. City Manager Pam Woodall advised that the governing body's recommended updates from the previous workshop were presented.

Topics discussed:

### GENERAL FUND

Administration:

- Health Insurance final numbers have not been confirmed by company, to date, however staff made notable changes to ensure premiums remained as current with no increase.
- Still waiting on Ellis County Appraisal District certified totals.
- Accountant position was discussed as well as the salary for that position.

**FIRE:**

- GF Revenue: ESD#4 notified Chief Kennedy of an increase of \$6,000 to Ovilla.
- Sale of the Brush Truck for the Fire Department at \$150,000 using those proceeds for purchase of a smaller brush truck.

**Public Works:**

- Ford Dump Truck for Public Works
- Skid Loader
- Street Improvements per CIP
- First Payment Installment added from Right of Way
- John Deer
- 1 Ton dump-truck
- Playground equipment for Silver Spur Park

**WATER/SEWER**

- Door/Security Gate for Public Works building
- Emergency Generator
- The American Rescue Plan to fund: Electronic Water Meters with 1<sup>st</sup> installment as well as SCADA System

**Overall updates**

1. Staff received direction to begin the process to increase water/wastewater rates due to the cost increases the city will incur with Dallas Water Utilities and Trinity River Authority. Staff advised that the last rate increase to the customer occurred in 2018.
2. The consensus of the Council was to fund 3% wage increases across the board in the budget, including specific salary increases of certain employees.
3. The Municipal Development District (MDD) will meet to discuss, approve, and send recommendation to the governing body to fund \$300,000 for the first phase of the police station renovation.
4. The Economic Development Corporation (EDC) will approve their budget on August 16 and forward recommendation to Council. Staff is proposing that the EDC fund a pavilion and public restrooms in Founders Park at \$380,000 to \$400,000.

The consensus of the Council was to move forward to fund all noted items in the budget.

Discussion only.

**EXECUTIVE SESSION**

N/A

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

None

PL4 Hunt moved to adjourn the meeting, seconded by PL3 griffin. There being no further business, Mayor Dormier adjourned the meeting at 7:20 pm.

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Richard Dormier, Mayor

ATTEST:

*Approved September 13, 2021*

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G Miller, City Secretary

**CITY OF OVILLA**  
**JOINT MEETING MINUTES OF THE CITY COUNCIL AND THE**  
**ECONOMIC DEVELOPMENT CORPORATION**

**Monday July 22, 2021**

**EDC Budget Workshop - Fire Department Training Room**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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In accordance with order of the Office of the Governor the CITY COUNCIL and the ECONOMIC DEVELOPMENT CORPORATION of the CITY OF OVILLA conducted a meeting at 5:13 PM, Thursday July 22, 2021, via Zoom in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The public was also permitted to attend in person however, also permitted to offer public comments via Zoom as provided by the agenda and as permitted by the presiding officer during the meeting.

The following City Council Members were present:

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

Mayor Dormier noted present and participating Council Members, and advised that Place 1 Huber was absent, thus constituting a quorum. The city secretary and deputy city secretary were noted absent. Department directors and various staff were also present either in person or on the Zoom call.

EDC Vice-President Bob Betik announced the following EDC Directors in attendance either in person or by Zoom call, thus constituting a quorum:

William Garner, Place 1	Attended via zoom
Bob Betik, Place 2	Present
Greg Huntington, Place 3	Attended via zoom
Brandon Collett, Place 5	Present

EDC Directors Lyn Henderson, Place 4, Amanda McCloskey, Place 6 and Barbara Turner, Place 7 were noted absent.

Noting the present members of both the Council and the EDC, Mayor Dormier called the joint meeting to order at 5:13 PM, with notice of the meeting duly posted:

**CALL TO ORDER**

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

**ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS**

None

**CITIZEN COMMENTS:**

None

REGULAR AGENDA

ITEM 1. **DISCUSSION/ACTION** – Review and forward recommendation to the Ovilla City Council on the Fiscal Year 2021-2022 Budget for Economic Development Corporation and direct staff as necessary.

Mayor Dormer began discussion on the EDC's Fiscal Year 2021-2022 Budget. One capital expenditure was presented in the EDC budget as in the last few previous fiscal years, being the proposed pavilion presented by staff. The development of Founders Park is in the Strategic Plan as well as the Master Parks Plan and the pavilion has been included in that concept plan.

Park Supervisor Jarvis and PW Director Kuykendall located a 60' x 60' structure on Buy Board in a price range of \$350,000 - \$380,000. A photo giving an example of the building design desired was presented. The current budget funded \$125,000 for a pavilion. It was clear that the current budgeted amount would not afford the size and style pavilion desired. There were various pavilion designs presented in the past, but no firm decisions were made. It was debated that a pavilion may need to be constructed in phases. There was continued discussion on the structure and design of the pavilion as well as the cost with differing opinions. EDC Directors Garner and Huntington voiced concerns if this building would meet their purpose to enhance business development.

Finance Director Sharon Jungman reviewed the proposed budget and financials, clearly showing that the EDC could fund the entire project in the Fiscal Year 2021-2022 and recommended providing a "not to exceed" statement for the dollar amount in a motion.

EDC Director Place 2 Bob Betik moved to approve the Fiscal Year Budget 2021-2022 to include a pavilion not to exceed \$350,000, seconded by EDC Director Place 5 Brandon Collett.

**EDC VP Place 2 Betik asked for a roll call vote:**

EDC VP Place 2 Betik	Yes
EDC Director Place 1 Garner	Nay
EDC Director Place 3 Huntington	Nay
EDC Director Place 5 Collett	Yes

**VOTE: Motion Failed 2-2**

EDC Directors Place 4 Henderson, Place 6 McCloskey, and Place 7 Turner absent.

EXECUTIVE SESSION

None

REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS:

EDC VP Place 2 Betik	None
EDC Place 1 Garner	More discussion on pavilion
EDC Place 3 Huntington	None
EDC Place 5 Collett	None

There being no further business, VP Place 2 Betik adjourned the Joint EDC meeting with Council.

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

2

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

*William Garner, EDC Place One  
Bob Betik, EDC Place Two  
Greg Huntington, Place Three  
Lyn Henderson, EDC Place Four*

*Brandon Collett, ED Place Five  
Amanda McCloskey, EDC Place Six  
Barbara Turner, EDC Place Seven*

Place 2 Oberg moved that the Council adjourn the Joint Council meeting with the EDC, seconded by Place 3 Griffin. There being no further business, Mayor Dormier adjourned the joint meeting between the EDC and Council at 5:59 pm.

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Richard Dormier, Mayor

ATTEST:

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Glennell Miller, City Secretary

*Approved September 13, 2021*

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Bob Betik, EDC Vice President, Place 2

ATTEST:

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Pam Woodall, City Manager

*Approved September 20, 2021*

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

3

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

*William Garner, EDC Place One*  
*Bob Betik, EDC Place Two*  
*Greg Huntington, Place Three*  
*Lyn Henderson, EDC Place Four*

*Brandon Collett, ED Place Five*  
*Amanda McCloskey, EDC Place Six*  
*Barbara Turner, EDC Place Seven*

**CITY OF OVILLA MINUTES**  
**Monday July 22, 2021**  
**City Council Budget Workshop #2**  
**Fire Department Training Room**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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In accordance with order of the Office of the Governor the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:00 PM, Thursday July 22, 2021, via Zoom (or in person) in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The public was also permitted to attend in person however, also permitted to offer public comments via Zoom as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Budget Workshop of the Ovilla City Council to order at 6:12 PM, with notice of the meeting duly posted.

The following City Council Members were present:

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

Mayor Dormier noted the present and participating Council Members, thus constituting a quorum. PL1 Huber was noted absent. Department directors and various staff were also present in person or on the Zoom call. The city secretary and deputy city secretary were noted absent.

**CALL TO ORDER**

PL3 Griffin gave the invocation and P4 Hunt led the reciting of the U.S. Pledge of Allegiance. and the Pledge to the Texas Flag.

**ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS**

None.

**CITIZEN COMMENTS:**

1. MS Dani Muckleroy praised Council for providing for police, fire and public works departments and asked that Council take serious consideration when discussing the budget to adequately provide for the police, fire, and public works departments. She specifically noted that Council be considerate of salaries and having adequate staff.

**CONSENT AGENDA**

None.

**REGULAR AGENDA**

ITEM 1. **DISCUSSION/ACTION** – Workshop and review of the preliminary Fiscal Year 2021-2022 Budget for and direct staff as necessary.

Mayor Dormier advised the review and discussions would resume from the previous budget workshop, starting with the budget proposals of the Street Department. Staffing sheets were provided. The Finance Director advised that a new fund "Non-Departmental" was created this year in both the Water/Sewer Fund and the General Fund. This fund covers costs associated with basic utilities of

electricity, telephones, IT services for all municipal buildings, and engineering fees for the 664 widening.

Specific Street considerations:

- Skid-loader at \$63,292 – Council consensus was to leave in the budget.
- Dump truck - \$95,388 – Council consensus was to leave in the budget.

The Capital Improvements Projects (CIP) was updated to reflect rehabilitation to specific streets that will paid from street sales and use tax and the street fund. Those streets were listed: Elmwood, Northwood, Oakwood, Willow Creek Court and Shiloh – totaling approximately \$490,742 – Council consensus was to leave in the budget.

Specific Park Considerations:

- John Deere bunker and field rake - \$14,070 – Council consensus was to leave in the budget.
- 1-ton truck with dump bed - \$64,000 – Council consensus was to leave in the budget.
- 60-inch turn mower - \$12,000 Council consensus was to leave in the budget.
- Playground equipment for Silver Spur - \$17,827 - Council consensus was to leave in the budget.

Mayor Dormier called a recess at 7:36 pm

Mayor Dormier called the meeting back into session at 7:51 pm.

Finance Director gave a brief review of funds 70, 75, and 80, (Water and Wastewater Funds), that were continuation expenditures. Staff was in communication with engineers for the relocation of utilities on the 664 expansion. The Finance Director noted that \$195,000 for engineering fees and lines relocation is in the budget.

Specific Water Administration Considerations:

- Door and gate security - \$11,300 - Council consensus was to leave in the budget.
- Emergency generator – \$13,000 - Council consensus was to leave in the budget.

Dallas Water Utilities and Trinity River Authority notified the city of increases. These increases will have to be passed on to the customer. Staff will return with ordinances at a future meeting. Revenue is already down this year, resulting the need for reduction in fund balance.

Staff filed for grant funds (expected anytime) from the American Rescue Grant, which is specific to water/drainage infrastructure. If received, staff will purchase electronic meters and a Scada system. The two items were not in the budget, not until funds are received.

Specific Water Considerations:

- Truck – \$36,000 – not approved.

Overall Budget Review Included:

- Up to a 3% increase across the board for all employees that are not on probation.
- Salary increases proposed for the Public Works Director and Finance Director.
- TMRS increased from 9.91% to 10.38%
- Health insurance coverage remained without increase.

No motion was made by the Council; however, the Council consensus was to leave specific consideration requests/expenditures in the budget for now. Staff was directed to remove a truck consideration from the Water Fund. At the next budget meeting all items approved to date would be in the budget.

EXECUTIVE SESSION

N/A

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

1. Mayor Dormier	None
2. PL1 Huber	Absent
3. PL2 Oberg	None
4. PL3 Griffin	None
5. PL4 Hunt	None
6. PL5 Myers	None
7. City Manager	None

ADJOURNMENT

Mayor Pro Tem PL4 Hunt moved to adjourn the Council budget workshop meeting, seconded by PL2 Oberg. There being no further business, Mayor Dormier adjourned the meeting at 10:25 pm.

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Richard Dormier, Mayor

ATTEST:

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G Miller, City Secretary

*Approved September 13, 2021*

Attachment: Citizens Forum sheet – Dani Muckleroy



## WELCOME TO THE CITY OF OVILLA CITIZENS FORUM

The Ovilla City Council and City Staff welcome you to a meeting of the Ovilla City Council. Ovilla Council Meetings are open to the public and residents are encouraged to attend.

It is the policy of the City of Ovilla to give all individuals and lawful organizations an opportunity to formally address the Mayor and Council regarding any posted Agenda item or items not on the agenda. Each participant will be permitted to speak for a maximum of three minutes. Regarding non-agenda items, please be advised that the Mayor and Council cannot respond but may direct inquiries to staff for current policy or for later review.

The form must be complete.

DATE: 7.22.2021

PHONE: 972-217-5005  
972-839-8946 CELL

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

NAME: DANI MUCKLEROY

ORGANIZATION / DEPARTMENT:

ADDRESS: 600 GREEN MEADOWS Ln

CITY / ZIP: OVILLA 75154

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

I wish to address the Council during the Citizens Forum.

AGENDA ITEM(S) NUMBER:

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

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

(Circle one) FOR      AGAINST

Comments: RE BUDGET

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

Yes  No

The City Council convenes in regular session on the second Monday of each month at 6:30 P.M. unless otherwise noted. Special meetings may be called as deemed necessary to conduct business of the City.

"I authorize the city to release ALL information on this sheet to the public. (If no signature is provided, the City shall not release information that is protected under the Texas Public Information Act.) Signature \_\_\_\_\_"

**CITY OF OVILLA MINUTES**  
**Monday July 19, 2021**  
**City Council Budget Workshop #1**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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In accordance with order of the Office of the Governor the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 5:00 PM, Monday July 19, 2021 in the Fire Department Training Room, via Zoom in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The public was also permitted to attend in person however, also permitted to offer public comments via Zoom as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 5:18 PM, with notice of the meeting duly posted.

The following City Council Members were present:

Dean Oberg	Council Member, Place 2
David Griffin	Council Member, Place 3
Michael Myers	Council Member, Place 5

Mayor Dormier noted the participating Council Members, thus constituting a quorum. PL1 Huber and PL4 Mayor Pro Tem Hunt were noted absent. City Secretary, department directors and various staff were also present in person as well as via Zoom.

**CALL TO ORDER**

Mayor Dormier gave the invocation and led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

**ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS**

None

**CITIZEN COMMENTS**

None

**REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2021-16 appointing a substitute Judge of the Municipal Court of Record; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing an effective date.

City Manager Pam Woodall explained that the city keeps a substitute Municipal Court Judge on file for cases that our Municipal Court Judge, there is always a possibility of Judge Scott Kurt having to recuse himself.

PL2 Oberg made the motion to approve the Ordinance No. 2021-16 appointing a substitute Judge of the Municipal Court of Record; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing an effective date.

PL5 Myers seconded.

No opposition/abstentions.

***VOTE: The motion to approve carried unanimously: 3-0***

Recorded Vote:

PL2 Oberg AYE

PL3 Griffin AYE

PL5 Myers AYE

PL1 Huber, Mayor Pro Tem Hunt noted absent.

ITEM 2. **DISCUSSION/ACTION** – Consideration of and action to approve a letter of engagement with Eddie Peacock, PLLC, to provide professional services or interim financial support to staff, authorizing the Mayor's execution.

The consensus of the Council members was to authorize to approve \$13,200.

PL5 Myers made the motion to approve the Mayor's execution on engagement letter between the city and Eddie Peacock, PLLC – to provide professional services up to the amount of \$13,200 to reconcile bank statements up to date.

PL2 Oberg seconded.

No opposition/abstentions.

**VOTE: The motion to approve carried unanimously: 3-0**

Recorded Vote:

PL2 Oberg AYE

PL3 Griffin AYE

PL5 Myers AYE

PL1 Huber, Mayor Pro Tem Hunt noted absent.

ITEM 3. **DISCUSSION/ACTION** – Workshop and review of the preliminary Fiscal Year 2021-2022 Budget (General Fund) and direct staff as necessary.

City Manager Pam Woodall as well as Financial Director Sharon Jungman gave a general overview of the preliminary Fiscal Year Budget.

Mayor called for a recess at 7:08 pm  
Meeting back in session at 7:15 pm

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

None

The City Council Meeting was Adjourned at 7:17 pm.

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Richard Dormier, Mayor

ATTEST:

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G Miller, City Secretary

**Approved September 13, 2021**

## AGENDA ITEM REPORT

### Item 1

Meeting Date: September 13, 2021

Discussion  Action

Submitted By: Staff

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

#### Attachments:

1. Complaint log

#### Agenda Item / Topic:

ITEM 1. DISCUSSION- Discuss concerns and recent complaints received regarding services provided by Community Waste Services.

#### Discussion / Justification:

Continued complaints during the spring and summer months caused the need to address these concerns with CWD representative(s).

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

Discussion only.

### CWD COMPLAINT LOG

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
12/07/18	Juniper (whole street)	Trash missed	12/10/18	This was from Thursdays route. I will check this out and take care of it. Street was serviced.
12/07/18	704 E Highland (whole street)	Trash missed	12/07/18	picked up
12/17/18	403 Cockrell Hill	Trash missed	12/17/18	We will get this picked up today.
12/17/18	807 Westmoreland	Neither the trash or recycle was picked up on Friday	12/17/18	We will look into 807 Westmoreland and try and get this picked up tomorrow.
12/19/18	609 William	Brush not picked up Friday, called CWD said would be picked up Mon/Tues but was not	12/27/18	We will be sure to enter a Work Order and complete either today or tomorrow
12/27/18	603 Oakridge Ct	Customer says that her bulk was never picked up last week and is still sitting at street and needs picked up asap		
12/27/18	612 Georgetown	He received two of the new recycle bins and only needs one. There old Progressive bin was not out when the exchange was made so he needs it picked up as well.	12/27/18	On schedule to for Monday 12.31.18 to have the extra CWD recycle cart removed and a work order was entered to have the recycle cart serviced and to have the progressive cart removed also .
12/28/19	103 Ridgeway Gap	Called and said they have had brush out for several weeks now and it hasn't been picked up.	12/28/18	Today is their bulk/brush day, so it should get completed. Previous bulk/brush date was 12/14, if it was out then, it would have been a miss. We will make sure it's picked up today. Customer Service – please send to dispatch to ensure
12/28/19	Ashburne Glen	Customer calling saying that none of the recycling has been picked up in their neighborhood.	12/28/19	Still working on recycle
12/31/18	Lariat Trail and Cockrell Hill	Numerous calls that bulk and recycle were not picked up on Friday		
12/31/18	221 Lariat	Scott Cavaness wrote: The new Recycle Trash pickup did not occur Friday as scheduled. I called Saturday asking the company when they were going to pickup the recycle bins. About 20 neighbors on my street had their bins out Saturday like me. 2 neighbors drove by and asked me same question if this company was going to show up. After Christmas, all bins were filled to the max so the pickup is expected and needed. The lady in Customer Svc was nice and said they would be out sometime	12/31/18	I saw this come in earlier from Cathy. Our drivers were still working at 7-8pm this past Friday and Parker was on the street and instructed the drivers to finish that area. With the holidays our guys are running a little later than
01/08/19	907 Ovilla Oaks	Recycle missed	01/08/19	picked up
01/02/19	Cockrell Hill	sent Monday about pickup on Lariat Trail and Cockrell Hill. You emailed that you collected recycle on Lariat Trail but we are still getting calls from Cockrell Hill residents. Most of their cans are still at the street.		
01/03/19	103 Ridgeway Gap	customer called and said this has still not been picked up. Their house is at the end of the culdesac and brush pile is in front. She said if you drive to the end of the street you can't miss it.	01/03/19	I call dispatch and have them send a reminder to the driver
01/04/19	300 Blk Westmoreland, 102 Oakwood, 1707 Joe Wilson, 711 Joe Wilson, 200 Silverwood	In order: missed twice, missed recycle, missed recycle/trash, missed recycle, said trash cans moved to end of property	01/05/19	All homes serviced
01/07/19	3419 Ovilla Rd	Please have someone pick up the trash at 3419 Ovilla Rd. It has been out there since Thursday morning.	01/07/19	They are throwing trash in their recycle bin. Recycle driver will not dump this. They have painted the word trash over the recycle marker. We will not service this as trash. I have left a new bin for them to recycle.
01/07/19	103 Ridgeway Gap	Customer called in again today and this has still not been picked up. Please address asap		
01/07/19	1707 Joe Wilson	I sent this on Friday and you replied back that all these were serviced. The one below said her recycle was picked up but her trash is still out there.	01/07/19	Recycle bins dumped on Saturday. The trash can was about 15 feet off the road. I did not realize that it has not been serviced. I have dumped this bin
01/11/19	881 Johnson	Trash missed		
01/11/19	921 Red Oak Creek	Said that their recycle hasn't been picked up since CWD started. Said they put it out the night before. Also says others on the street have not been picked up either all the way up to red light at Ovilla Rd.	01/11/19	Recycle Driver has not been to red oak creek rd east of Westmoreland. He will be there within the hour. All trash has been collected and I have verified service
01/11/19	Forest Edge	Said trash has not been picked up on their street		
01/11/19	405 Ovilla Oaks	Said bulk has not been picked up last three times		
01/14/19	100 Silverwood	Limbs out for a month	01/14/19	Work order
01/14/19	256 Johnson Ln	Trash not picked up, still at street	01/14/19	I have submitted work orders to recover services at both locations
01/14/19	609 William	Bulk not picked up / next door neighbor also	01/14/19	I have submitted work orders to recover services at both locations

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
01/14/19	103 Ridgeway Gap	I have been reporting this one since December 28 <sup>th</sup> and the customer called again this morning and it has still not been picked up	01/14/19	I apologize for the delay in services. Working with dispatch to ensure the brush is collected this Thursday, January 17, 2019. I added the information from one of your earlier emails regarding the home being located at the end of the cul
01/16/19	256 Johnson Ln	Said her trash still had not been picked up. Tomorrow will be a week. She would like to know if she is doing something wrong on her side or why it wasn't and hasn't been picked up yet.	01/16/19	I apologize for the delay in service. We had entered a work order on Monday to service this trash but it looks like it didn't get carried over to a driver yesterday or today. I have moved it to tomorrow to ensure the pick up.
01/18/19	114 Cumberland	Trash missed		
01/22/19	810 Cockrell Hill	Would someone please address this customer's ongoing concern	01/22/19	This has been picked up
01/22/19	612 E Highland	Customer came in the office and said that his recycle has not been picked up in six weeks. He had two bins (which he is only paying for one) and said that you all had picked up one of them but since his recycle was not picked up and overflowing he came up here and got one of the vacant lot. Now he has two that are full and still not picked up. I informed him that he would have to pay for two if he wanted the extra and he said one is fine if he could just get any of it picked up. He also	1/22/19 and 1/23/19	I've entered multiple work orders for our drivers to ensure service for both recycling carts and trash. I apologize for the service issues. I do not have any tags or notes why we didn't collect but will report back Thursday if there was an issue.
01/25/19	602 Meadowlark	Trash bag thrown into recycle truck	01/25/19	Advice drivers to be careful
01/25/19	614 Buckboard	Called and said they came by and picked up everything but one bag of trash. He said he hollered at the truck and the guy just turned around and looked at him like he didn't care and they kept going.	01/25/19	I will get with the driver and helper and they will return to pick up the bags. I have talked to the recycle driver and he will communicate to his helpers that if someone is signaling them, they need to notify the driver to stop. He is driving
01/28/19	Meadow Glen Estates	I don't think we have received bulk trash pickup in Meadow Glen Estates since the city switched to the new garbage service. There is an accumulation on a couple of Meadow Glen Lane homes that needs to be picked up. According to the schedule, bulk pick up is scheduled for "every other week on recycle day." Please advise.	01/25/19	I put in a work order to record the issue and to have a driver return to service missed bulk/brush in neighborhood. Parker – can you please let us know when a driver can service? I will check it out in the morning and see what we need to
02/04/19	112 Silverwood	Small brush pile not collected	02/04/19	Picked up
02/04/19	411 Shadowwood	Brush not picked up for 2 weeks	02/04/19	Work order
02/05/19	1435 Cockrell Hill	Brush not picked up for month	02/05/19	Work order
02/06/19	613 Buckboard	Limbs out for a month	02/06/19	Work order
02/06/19	608 Creekview	Limbs	02/06/19	Work order
02/08/19	115 Hummingbird	Zero yards of brush collected	02/08/19	Work order
02/15/19	1435 Cockrell Hill	Limbs out for two months	02/15/19	Work order
02/15/19	208 Lariat	Trash missed	02/15/19	Driver will go back
02/19/19	625 Meadowlark	Trash missed	02/19/19	Parker said h/o was using recy bin for trash. Contacted h/o
02/19/19	256 Johnson Ln	Trash missed	02/19/19	Per Parker, can was behind the gate... Picked up.
02/19/19	613 Buckboard	Limbs not picked up-Previously reported	02/19/19	Collected
02/28/19	300 Willow Creek	Recycle missed	02/28/19	Work order -later response was some was collected too much out
03/08/19	112 Ovilia Creek Ct	2nd recycle bin delivered-not requested	03/08/19	Said it would be picked up
03/08/19	115 Claremont	Recycle bin was taken...	03/08/19	Returned
03/08/19	1711 S Joe Wilson	Trash missed	03/08/19	Collected
03/11/19	200 White Rock Ct	Recycle cart missing		
03/15/19	411 Burtonwood Cir	Small brush not picked up	03/15/19	Work order
03/25/19	837 E Main	Trash missed	03/25/19	Work order
03/25/19	834 E Main	Trash missed	03/25/19	Work order
03/29/19	1711 Joe Wilson	Recycle missed	03/29/19	Work order
03/29/19	411 Burtonwood Cir	Bulk not picked up on 3/28/19	03/29/19	Bulk not picked up on 3/28/19
03/29/19	113 Silverwood	Trash not picked up on 3/28/19	03/29/19	Trash not picked up on 3/28/19 – still at street need to pick up today
03/29/19	831 Cockrell Hill	Called and said they had brush out yesterday and it wasn't picked up. Needs to be addressed today as city had to go out and move some out of the road this morning.		
04/01/19	105 Silverwood	Dry brush skipped. Fire hazard	04/01/19	Picked up 4 yards
04/03/19	1435 Cockrell Hill	Trash missed	04/03/19	Work order
04/05/19	907 Ovilia Oaks	Trash missed	04/05/19	Work order
04/05/19	103 Suburban	Trash not picked up	04/05/19	Work order
04/08/19	210 Cockrell Hill	Called and said that her trash was not picked up on Friday. She said her brother was out in the yard and hollered at them but they just drove right past stopping at the neighbor's house. States this is not the first time this has happened. She also said that sometimes you all do not come until 8:00 at night. Her trash is no longer out there as they burned it due to smell.		
04/09/19	117 Cumberland Dr	Trash not picked up all month	04/09/19	Customer had trash written on lid of recy... called h/o
04/10/19	114 Hummingbird Ln	Brush not picked up	04/10/19	Work order
04/11/19	103 Cumberland	Recycle missed	04/11/19	Work order
04/11/19	101 Ridgeway Gap	Trash missed	04/11/19	Work order
04/12/19	206 Burtonwood Cir	Recycle missed	04/12/19	Work order

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
04/12/19	1707 Joe Wilson	Recycle missed	04/12/19	Work order
04/12/19	809 Cockrell Hill	Trash and recycle missed		
04/12/19	205 Cockrell Hill	Brush not picked up	04/12/19	Work order
04/12/19	319 Willow Creek	Called and said her brush was not picked up yesterday. She said the whole Brookwood area was not picked up and it is lined up and down the street. Please pick up today		
04/12/19	Burtonwood Cir	Customers on Burtonwood Circle are calling in and said the recycle in their whole community was not picked up yesterday and is still sitting at curb	04/12/19	I'll check it out and get it collected.
04/15/19	110 Meadowwood Lane	Will all of the tree branches left out on the side of the road be picked up this week? (Easter Sunday is this weekend and I would like the tree branches picked up before then.)	04/15/19	We just picked up two piles at this address today. Parker went to take a look at the address and we found that this section was missed last week and the driver never reported it. There were about 12 houses that had brush out that was not
04/16/19	610 Westmoreland	Brush not picked up last 2 Fridays	04/16/19	Jason going to look
04/22/19	111 Lariat Trail	Brush skipped over		
04/26/19	Johnson Lane	Few houses with bulk/limbs missed	04/26/19	Said it would be picked up
04/29/19	Johnson Lane	" " items still out	04/29/19	Parker said he would drive by
04/29/19	Johnson Lane	" " items still out	04/30/19	Collected
05/03/19	111 Lariat Trail	Brush skipped just like on 4/22	05/03/19	Driver will go back, had to leave for landfill; 6/11/19 There were 3 piles and the team pulled one. This was more than 3 sticks
05/03/19	604 E Highland	Trash missed	05/03/19	Collected
05/10/10		Trucks driving on the wrong side of the road		Will advise driver to drive on the correct side of the road
05/10/19	1707 Joe Wilson	Trash not picked up again	05/10/19	Work order
05/14/19	130, 338, 388, 423 Johnson	Limbs sitting out	05/14/19	Parker said it would be picked up that week
05/17/19	105 Meadowwood	Trash bags left	05/17/19	We will pick this up
05/21/19	130, 423 Johnson	Limbs still sitting out	05/21/19	
05/21/19	301 Willow Wood Ln	Brush not picked up in over a month, pick up on Thursday	05/21/19	We will get it
05/22/19	465 Johnson Ln	Brush has still not been picked up by waste Company. Been there for weeks. Limbs have been stacked for weeks and never picked up.		
05/23/19	607 Clinton	trash missed		
05/24/19	180 Johnson	recycle missed		
05/24/19	301 Willow Wood Ln	Brush not picked up in over a month, pick up on Thursday		
05/24/19	307 E University	trash not picked up		
05/25/19	1207 Red Oak Creek	trash missed again		
05/28/19	610 Savannah	trash missed on Thursday.. Still sitting out there	05/28/19	collected
05/28/19	301 Willow Wood Ln	Brush not picked up in over a month - 3rd notice	05/28/19	This will be picked up today.
05/31/19	224 Lariat	Customer at 224 Lariat Trl called and said he watched them go down the other side of the street and they were putting the trash and recycle in the same truck. At the time of his first call he said they left and didn't pick up his side of the street. He just called back and said they had been back by to pick up his side of the street but took his trash can. Customer can be reached at 469-337-2503.	05/31/19	Both the recycle truck (623) and the trash truck (612) were on Lariat Trl at the same time. They do have similar paint jobs and they did pass each other traveling in opposite directions which could lead to confusion on the collection. The
06/06/19	921, 923, 925 Cockrell Hill	Trash for these three addresses was missed again	06/06/19	I have picked up the 2 bags of trash at the end of this driveway. The driver has serviced all trash on both sides of this resident and verified on GPS that the truck drove past this address today. It appears that they may have not had it out. We
06/06/19	610 Westmoreland	Brush not picked up in 3 mos	06/06/19	610 Westmoreland has been collected
06/07/19	600 Christa	Brush not picked up	06/07/19	Parker will take care of it
06/07/19	100 Dusty Oak	Trash not picked up	06/07/19	Parker will take care of it-picked up
06/08/19	907 Ovilla Oaks	RECYCLE MISSED	06/11/19	parker picked up today
06/11/19	719 Westmoreland	brush missed for 8 weeks		
06/11/19	101 Hummingbird	brush missed for a month		
06/13/19	100 Dusty Oak	Trash not picked up Friday after being missed Thursday		no response
06/14/19	624 Meadowlark	trash bags left in can. Brush not touched		
06/18/19	3315 Ovilla Rd	Recycle missed		no response
06/20/19	105 northwood	all brush left	06/21/19	will pick up 4 yards today
06/21/19	132 Meadow Glen	trash was missed		no response
06/21/19	201 Williamsburg	all brush missed		
06/27/19	612 Meadowlark	trash cans taken and not left-would like a phone call		no response
07/01/19	100 Dusty Oak	trash missed	07/01/19	work order placed
07/12/19	1707 Joe Wilson	trash missed	07/12/19	work order placed
07/15/19	Westmoreland	whole street missed	07/15/19	will be pick 7/15/2019
07/15/19	100 Dusty Oak	trash missed- continually	07/15/19	collected and will get with the driver
07/18/19	807 Westmoreland	Trash not picked up in last two weeks	07/18/19	I have placed a work order for the missed pick up.
07/19/19	256 Johnson Ln	The trash was not picked up yesterday. Please have someone go by there today -- she still has it out at the street.	07/19/19	I've placed a work order to service trash cart.
07/19/19	1707 Joe Wilson	Trash missed again/not picked up last week either-reported	07/19/19	Jason sent to Parker to have it picked up
07/23/19	102 Burtonwood	trash missed 2 weeks now	07/23/19	on sch for today

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
07/26/19	101 Burtonwood	trash missed	07/26/19	on sch for today
07/26/19	309 Burtonwood	trash missed	07/26/19	on sch for today
07/26/19	1707 Joe Wilson	trash missed	07/26/19	on sch for today
07/26/19	1711 Joe Wilson	trash missed	07/26/19	on sch for today
07/26/19	1920 Juniper	trash missed	07/26/19	on sch for today
07/26/19	914 S Cockrell Hill	brush missed last Thursday	07/26/19	on sch for today
07/26/19	806 Johnson Lane	trash missed	07/26/19	on sch for today
07/26/19	423 Johnson	trash missed	07/26/19	on sch for today
07/26/19	665 Johnson	trash missed	07/26/19	on sch for today
07/26/19	180 Johnson Ln	trash cans thrown in middle of driveway	07/26/19	on sch for today
07/26/19	1942 Duncanville Rd	trash missed	07/26/19	on sch for today
07/26/19	104 Greenwood	trash missed	07/26/19	on sch for today
08/02/19	180 Johnson Ln	something missed past 7 weeks		
08/05/19	200 White Rock Ct	Trash missed Friday. Was out at 7am in regular trash can		
08/05/19	202 Burtonwood	trash missed Thursday, Friday, Saturday after multiple calls to cwd		
08/06/19	180 johnson	trash still not picked up		jason is aware
08/09/19	610 savannah	trash missed yesterday		
08/09/19	1435 s cockrell hill	trash missed yesterday		
08/09/19	306 E University (and neighbors)	Trash and recycle are being dumped into the same truck - not the first time it's happened		
08/15/19	6960 cedar ct	trash missed		
08/16/19	180 Johnson	Cans are left in the middle of the driveway and residence have to get out of car to move them in order to pull in, this is a safety concern/dangerous for citizens	08/16/16	forwarding complaint to supervisor
08/30/19	1206 Red Oak Creek Dr	recycle missed	08/31/19	was picked up over the weekend
08/30/19	1207 Red Oak Creek Dr	recycle missed	08/31/19	was picked up over the weekend
08/30/19	1208 Red Oak Creek Dr	recycle missed	08/31/19	was picked up over the weekend
08/30/19	6960 cedar ct	still no recycle bin (per cwd was added to list on 8/9.	09/05/19	cwd will deliver on 9/9
n/a	600 Christa	resi bulk		from cwd report not on our list
n/a	307 E University	service recycle cart		from cwd report not on our list
n/a	107 westlawn	service trash		from cwd report not on our list
n/a	504 edgewood	service recycle cart		from cwd report not on our list
n/a	1707 joe wilson	service trash		from cwd report not on our list
09/07/19	707 Hosford Rd	trash not picked up as of Saturday	09/09/19	Jason is looking into this
09/10/19	7021 Cherry Ct	still no recycle bin (per cwd was added to list on 8/27)	09/10/19	
09/10/19	7040 Cherry Ct	still no recycle bin (per cwd was added to list on 8/27)	09/10/19	
09/10/19	320 Willow Creek	trouble getting his bulk picked up for a month	09/10/19	Just got off the phone with Mr. Ramirez. When I asked what he has out for us to pick up he said he
09/18/19	206 Silverwood	Resident said his trash can lids were gone after pickup, most likely thrown away wanted to talk to someone about replacing the lids	09/18/19	Said the contacted him, but he will continue to use his own cans since their trash cart is pretty heavy
09/27/19	611 Taylor	trash nor recycle picked up		
09/26/19	105 s cockrell hill	recycle picked up at 8pm		A long piece folded in half. I asked him if he could put the tile in boxes to help us pick it up and to cut
09/30/19	Westmoreland	no trash picked up until Saturday	09/30/19	The carpet in 4 ft lengths. He said he'd get that done today or tomorrow.
10/11/19	501 Ovilla Oaks	Customer called and said they got her recycle yesterday, but not her trash. Still sitting at the road. Please send someone by there today to get.		
10/17/19	907A Cockrell Hill	Not all trash was collected	10/17/19	work order
10/21/19	3315 Ovilla Rd	Recycle missed-called Saturday and was told it would be collected that day, it was not. Several neighbors were missed too.	10/21/19	Collected along with 3519 Ovilla Rd
10/21/19	Red Oak Creek Rd	Recycle missed on this street- Asked that they down this street on Thursday while doing the other side of town	10/21/19	work order
10/21/19	100 Dusty Oak	Trash missed (continually)	10/21/19	work order entered
10/26/19	209 Creekview Ct	Not on our report on CWD report	10/26/19	PICKED UP 8 YDS, LEFT 10 YDS
10/28/19	506 Forest Edge	Trash missed Friday, homeowner called CWD office and was told it would be picked up Saturday, it was not.	10/28/19	collected
11/01/19	Thorntree	On Nextdoor: This Friday morning (11/01/2019) CWD has picked up recycling in the Thorntree neighborhood and knocked over my neighbors trash and did not bother to pick up the mess, so I did! They also have left the recycling bins up and down Thorntree Drive - which is normal for CWD! This is unprofessional, irresponsible and irritating!	11/01/19	The residential supervisor has been notified and is en route to the area and should be arriving soon to check it out.
11/14/19	615 Elmwood	Trash missed- she did have it out by 7		
11/15/19	256 Johnson Ln	She placed out 2 trash bins and only one was at house in the evening		
11/15/19	100 Hummingbird	2 houses missed- it appears the trucks have left the neighborhood		
11/18/19	600 Silver Spur	recycle missed	11/19/19	Went by and it wasn't out, I asked them if they contacted the homeowner to schdule a pick up and they tried to call her 3 times
11/25/19	607 Green Meadows	limbs/bulk missed		
12/02/19	907 Ovilla Oaks	Trash missed		
12/02/19	607 Green Meadows	Limbs out for 2 weeks. Went over the bulk schedule with resident	12/02/19	work order placed

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12/06/19	118 Meadowwood	Recyce missed	12/06/19	work order created
12/06/19	108 Nob Hill	PD officer called- someone dumped a tarp with rotten meat at this address. They got it out with the trash but want to confirm it will get collected		
12/06/19	822 Cockrell Hill	Recycle missed	12/06/19	They are not running recycle in the city today- driver can dump it in trash since its just now being reported
12/09/19	126 Meadow Glen	tree out for over a month, have been told several times it will be collect and hasn't been	12/09/19	work order placed
12/10/19	801 Hosford	limbs out- large amount- wants to check schedule	12/10/19	work order placed
12/13/19	834 E Main	Recycle missed	12/13/19	work order submitted
12/13/19	809 Cockrell Hill	Trash missed- put out the night before	12/16/19	work order entered
12/16/19	106 Nob Hill	Recycle missed	12/16/19	truck is heading that way
12/16/19	809 Cockrell Hill	trash missed- previously reported- still not collected		
12/20/19	Brookwood area	Several streets missed	12/20/19	Trucks were not able to finish route- coming back today to collect
12/23/19	100 Dusty Oak	trash missed	12/23/19	trash has been serviced
12/04/19	102 Robin Glen	There are 2 large piles of brush in front yard.The piles are too large for bulk to pick up. The bulk pick up occurred on Saturday, Nov 30, 2019. The piles remained after pick up. The piles have been in the front yard since, Wednesday, Nov 27, 2019.	12/04/19	A work order has been submitted. (Maida Torres) went by this address. 12/5/19: Two very large piles, totalling around 65 cubic yards. You can see from the pictures below, 4CY was pulled from the
12/30/19	Oak Creek Ln	Street missed	12/30/19	work order placed to service street
12/31/19	801 Hosford	Large amount of limbs out for 6 months, homeowner has only seen some being collected twice.		
12/31/19	807 Westmoreland	Trash and recycle continually missed		
12/31/19	600 Silver Spur	Trash missed for two weeks	12/31/19	account has been notated to ensure collection
01/02/20	3151 Ovilla Rd	trash missed- he called the CWD and was told it would be picked up but still sitting out	01/02/20	work order created
01/08/20	3151 Ovilla Rd	trash missed-continally missed. Contacts CWD office almost every week, is told it will get collected and often not collected.		
01/13/20	3151 Ovilla Rd	We sent an email saying no response to previous report	01/13/20	will be collected today
01/17/20	806 Johnson Lane	Recycle missed	01/17/20	work order submitted
01/17/20	1711 Joe Wilson	Recycle missed-it is continually missed	01/17/20	work order entered
01/22/20	834 E Main	Recycle missed for a month/wanted to confirm it will get collected	01/22/20	work order created
01/24/20	105 Robin Glen	Recycle & Garbage were picked up by the same truck. Why have recycling containers if recycle is not separate.		
01/24/20	706 BUCKBOARD	RECYCLE CART FILLED WITH TRASH WAS NOT SERVICED	01/24/20	TRASH WAS PLACED IN RECYCLE CART/ WAS NOT COLLECTED
01/31/20	Juniper & Joe Wilson	Recycle missed		
02/03/20	305 FOUNTAIN CREEK CT	CUSTOMER STATED TRASH WAS NEVER PICKED UP LAST FRIDAY, LEFT OUT TIL 10PM.		Customer error/ recycle was missed but not recycle week
02/14/20	104 NOB HILL	CANS MISSED	02/14/20	WORK ORDER PLACED
02/14/20	700 BUCKBOARD	TRASH WAS NOT COLLECTED	02/14/20	WORK ORDER PLACED
02/28/20	917 Red Oak Creek Rd	TRASH NOT COLLECTED	02/28/20	WORK ORDER PLACED/PER PARKER:Bags and can were full of bricks. Will drive by to investigate and tag if needed
03/06/20	Suburban Dr	trail of oil down the street	03/06/20	Clean up crew is there now
03/09/20	113 Hummingbird	Recycle missed Friday- placed out Thursday night	03/09/20	work order submitted
03/09/20	7040 Cherry Ct	Customer called Friday stating their trash was not collected and were told someone would be out there Friday or Saturday	03/09/20	PER PARKER: Trash has been collected
03/13/20	1711 JOE WILSON	TRASH NOT COLLECTED	03/13/20	WORK ORDER PLACED
03/13/20	607 CLINTON ST	TRASH NOT COLLECTED	03/13/20	WORK ORDER PLACED/TRASH WAS COLLECTED CUSTOMER CALLED BACK
03/19/20	6940 Cedar Ct	Trash missed- out by 7 am	03/09/20	work order entered
03/20/20	806 Johnson Lane	Customers trash was not collected and stated a supervisor was suppose to contact him	03/20/20	The only request we received was for recycle and not trash and nothing stating the resident wanted to speak to a supervisor
04/01/20	111 Oak Creek Lane	Continually missed trash on entire street - out by 7am	04/01/20	Clean up crew went out same day- picked up most (not paint, nor glass)
04/03/20	100 Dusty Oak	Trash missed	04/03/20	work order entered
04/03/20	113 Hummingbird	Recycle missed- she does put recycle in small bags (advised to leave recycle loose in the bin		
04/03/20	827 Red Oak Creek Rd	This address is continually missed, it was out by 7 today		
04/06/20	113 Hummingbird	Recycle still not collected		
04/13/20	100 Dusty Oak	Trash missed	04/13/20	work order entered
04/17/20	907 A Cockrell Hill	Not all bags collected		
04/17/20	115 Hummingbird	Resident has limbs out for bulk, neigbours limbs collected but his missed	04/17/20	work order entered
04/17/20	Meadowlark	Several houses will limbs our for bulk- sent reminder to have street serviced	04/17/20	work orders entered
04/20/20	907 A Cockrell Hill	Trashed not collected after repeated calls and email to CWD		

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04/20/20	100 Dusty Oak	TRASH MISSED	04/20/20	PER JASON: TRASH WAS COLLECTED
04/20/20	114 SUBURBAN DR	BULK NOT COLLECTED	04/20/20	WORK ORDER PLACED
				JASON WAS LOOKING INTO THE ISSUE/4/23/2020 PARKER CONFIRMED COLLECTED
04/20/20	621 & 601 MEADOW LARK	BULK NOT COLLECTED	04/22/20	
04/21/20	701 Georgetown	Bulk out for over a month	04/21/20	work order entered
				White truck came out - recycle for those that put theirs back out was collected
05/01/20	Univertisty street - complete street	No recycle collection on the street - repeated calls	05/03/20	
05/01/20	603 MEADOW LARK	TRASH MISSED	05/01/20	WORK ORDER PLACED
05/01/20	704 GEORGETOWN	TRASH MISSED	05/06/20	WORK ORDER PLACED
05/04/20	103 OAK CREEK	Trash & recycle was not collected on Friday, customer stated this has been an on going issue	05/04/20	WORK ORDER PLACED
05/04/20	Oak Creek Ln	Entire street not collected		
05/07/20	720 E HIGHLAND	TRASH NOT COLLECTED	05/07/20	PER PARKER TRASH WAS COLLECTED
05/08/20	200 Ovilla Oaks	Brush not collected		
				work order is still open-sorry for delay. Later- excessive amount out, collected the limit
05/08/20	612 Meadowlark	bulk sitting out for a long time	05/08/20	
05/08/20	301 OVILLA OAKS	Customer called stating his bulk was not collected on his normal Thursday bulk pick up	05/09/20	WORK ORDER PLACED
				Reminder put in to collect the 4 cubic yards of brush at this address this week
05/11/20	833 E Main	Limbs sitting out for several weeks	05/11/20	
				Jason Roemer emailed back and work crews picked up on 05/15/2020
05/14/20	907 A Cockrell Hill	Missed trash on regular collection day - homeowner emailed complaint	05/15/20	
05/14/20	109 BENT TREE	TRASH WAS NOT COLLECTED	05/14/20	WORK ORDER PLACED
				WORK ORDER PLACED/PER PARKER:I stopped by and there was no trash bin out. I did not see one by the house. I will get with the driver in regards to checking the bins
05/15/20	116 MEADOWWOOD	The customer at 116 Meadowwood called and said they are not emptying his cans all the way. They don't take the trash can to the truck they just reach in and take bags off the top and don't get it all. Not the first time it has happened.	05/15/20	
05/29/20	256 Johnson Ln	Trash missed	05/29/20	work order entered
06/01/20	256 Johnson Ln	Trash still sitting out	06/01/20	collected at 10:18am
06/15/20	612 MEADOWLARK	Customer called stating bulk/brush was not collected from in front of his house. Said this was the 6th time he has had to call about issue.	06/24/20	WORK ORDER WAS PLACED
06/19/20	890 JOHNSON RD	Customer stating bulk has not been collected last two times. Please collect & advise when completed	06/19/20	WORK ORDER PLACED
06/22/20	917 Red Oak Creek Rd	Recycle missed for a month		
06/24/20	917 Red Oak Creek Rd	Recycle missed for several weeks	06/24/20	Will be collected 6/26 on scheduled day
06/25/20	720 E HIGHLAND	TRASH NOT COLLECTED CONSISTANLEY OVER LAST SEVERAL MONTHS/REQUESTING RECYCLE CART	06/25/20	WORK ORDER PLACED
				Parker stated in May it was tagged with excess bulk, said nothing about the 4 other pick ups between then. They said several houses on this street has excess out. They would told to please call the customer.
06/29/20	612 Meadowlark	Bulk not being collected-customer wants a call from CWD	06/24/20	
07/07/20	100 Dusty Oak	trash not collected in two weeks	07/07/20	per Eric: work order placed ASAP
07/09/20	713 W. MAIN	RECYCLE WAS NOT COLLECTED	07/09/20	PER WALT THOMAS: WORK ORDER CREATED
07/10/20	316 FOUNTAIN CREEK	RECYCLE NOT COLLECTED	07/10/20	PER WALT THOMAS: WORK ORDER CREATED
07/13/20	3357 OVILLA ROAD	TRASH NOT COLLECTED REPEATEDLY	07/13/20	PER WALT THOMAS: WORK ORDER CREATED
07/17/20	465 Johnson Ln	RECYCLE WAS NOT COLLECTED	07/17/20	PER WALT THOMAS: WORK ORDER CREATED
07/20/20	827 Red Oak Creek Rd	TRASH HAS NOT BEEN COLLECTED LAST TWO FRIDAYS	07/20/20	per Eric: work order placed ASAP
07/24/20	227 WILLIAMSBURG	TRASH WAS NOT COLLECTED	07/24/20	PER WALT THOMAS: WORK ORDER CREATED
				PER WALT: A work order to service this customer has been added for 7/25
07/24/20	101 ROBIN GLEN	Customer upset that trash was missed today & frequently. She called & was told that it would possibly be collected today or tomorrow. Please collect ASAP.	07/24/20	
07/31/20	1707 & 1711 JOE WILSON RD	RECYCLE WAS NOT COLLECTED	07/31/20	PERT WALT: WORK ORDER HAS BEEN PLACED
7/31/2020*	915 Slippery Elm	Recycle missed-neighbor too	07/31/20	Work order for both addresses has been entered
07/31/20	907 Ovilla Oak Dr.	RECYCLE WAS NOT COLLECTED	07/31/20	PERT WALT: WORK ORDER HAS BEEN PLACED
08/07/20	601 CHRISTA	TRASH WAS NOT COLLECTED	08/07/20	PERT WALT: WORK ORDER HAS BEEN PLACED
08/10/20	601 Buckboard	Trash missed on Friday- she did call CWD herself but wanted the city to know also	08/10/20	Work order entered. Collected
08/14/20	907 A Cockrell Hill	Recycle lid broken after collected	08/14/20	New bin will be delivered

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08/17/20	105 NORTH WOOD	BULK WAS NOT COLLECTED	08/17/20	PER ERIC: WOULD CHECK ON BULK AT ADDRESS
08/21/20	907 A Cockrell Hill	Recycle bin still not replaced	08/21/20	New delivered old collected
08/21/20	604 & 606 FOREST EDGE	TRASH WAS NOT COLLECTED	08/21/20	PER WALT THOMAS: WORK ORDER CREATED
08/24/20	827 Red Oak Creek Rd	trash missed- continually	08/24/20	Work order entered, will speak to driver
08/28/20	1707 JOE WILSON	BRUSH NOT COLLECTED	08/28/20	PER WALT THOMAS: WORK ORDER CREATED
08/31/20	900 RED OAK CREEK	TRASH NOT COLLECT	08/31/20	PER WALT THOMAS: WORK ORDER CREATED
09/10/20	106 Silverwood	Cans often left in street or in front of mail boxes	09/10/20	Will speak to drivers and helpers
09/11/20	214 & 300 Willow Creek	Recycle missed (neighbors)	09/11/20	Work order placed for both
09/11/20	600 Christa	Small bundle of branches missed	09/11/20	Work order entered
09/11/20	704 E Highland	Hers and neighbors recycle missed	09/11/20	work order entered
10/02/20	115 Hummingbird	mirror out not collected with bulk	10/07/20	will be collected 10/8/20
10/05/20	611 Taylor	trash not collected	10/05/20	PER WALT THOMAS: WORK ORDER CREATED
10/05/20	100 Dusty Oak	trash not collected	10/05/20	PER WALT THOMAS: WORK ORDER CREATED
10/08/20	102 SLIPPERY ROCK CT	Customer called stating various addresses were missed on this street & this is not the first occurrence of this issue according to her. She would like a time of when the truck came through since she explained that they used to come and were consistent in times. I did explain to her that the trucks can run up through till the evening and she said she doubts they will come back.	10/08/20	PER WALT:  I have placed a work order for this street to ensure they are collected on today without issue .
10/09/20	117 SUBURBAN	TRASH WAS NOT COLLECTED	10/09/20	PER WALT: A work order has been entered to ensure the collection of this customer , I will also ask driver to leave a tag if there is an issue present .
10/09/20	911 Cockrell Hill	several cardboard boxes left out after bulk collection	10/09/20	a work order to service cardboard has been entered
10/09/20	103 RIM ROCK CT	BRUSH WAS NOT COLLECTED	10/09/20	PER WALT: WORK ORDER HAS BEEN PLACED
10/16/20	100 Dusty Oak	trash not collect	10/16/20	work order created-per walt
10/19/20	206 Silverwood	brust not collected	10/19/20	per walt: A work order has been entered to service this customer as soon as possible
10/19/20	601 Buckboard	Customer called stating they called because their trash was missed last week and their trash was collected on Saturday but the three addresses on Malloy were failed to get picked up. According to customer this is a continuous issue. Please collect asap for customers on Malloy.	10/19/20	per walt: I have submitted this request over to Parker & dispatch so we can get these customers taken care of asap .
10/21/20	3401 OVILLA RD	Customer called stating recycle has not been collected last couple of times. He called CWD Saturday and was told he was not within the limits to collect. Also stated that days that the trash is collected is not consistent when he is suppose to be Thursday pick up, said sometimes it comes on Fridays.	10/21/20	PER WALT: A work order has been entered to service recycle or to tag if issue is found . I will pass issue over trash to parker so he can review .
10/26/20	1201 RED OAK CREEK	trash was not collected	10/26/20	per walt: A work order has been entered to service this customer as soon as possible .
10/26/20	110 Holly	trash missed on Friday	11/26/20	a work order entered....later completed
11/12/20	907 Ovilla Oaks	trash missed	11/12/20	a work order to service customer as soon as possible has been entered
11/13/20	300 Westmoreland	Recycle missed- continually missed	11/13/20	work order has been entered
11/13/20	202 LARIAT	TRASH WAS NOT COLLECTED	11/13/20	PER WALT THOMAS: WORK ORDER CREATED
11/20/20	103 WINDSONG CT	TRASH WAS NOT FULLY COLLECTED	11/20/20	PER WALT THOMAS: WORK ORDER CREATED
11/30/20	100 Dusty Oak	trash not collected in two weeks	11/30/20	PER WALT: I have created a work order to have this address serviced as soon as possible
12/11/20	100 Dusty Oak	trash not collected		
12/14/20	100 Dusty Oak	trash not collected-no response to previous email	12/14/20	collected
12/18/20	822 Cockrell Hill	RECYCLE NOT COLLECTED	12/18/20	PER WALT: WORK ORDER HAS BEEN PLACED
01/04/21	107 OAK CREEK LN	GARBAGE WAS NOT COLLECTED AT 107, 103 & 111 PER CUST. @ 107	01/05/21	PER WALT: WORK ORDER HAS BEEN PLACED
01/07/21	1707 JOE WILSON RD	Customer called stating her trash and neighbors was not collected last week and are going on vacation and do not want to have three weeks worth of trash.	01/07/21	I have placed a work order to ensure service for this customer and her neighbor .
01/08/21	125 OVILLA CREEK	Customer is upset his limbs were not collected today on his bulk, brush and recycle. Was told by drivers it was not his day and even if it was they could not pick them up. Wife had called this morning to confirm it was for today.	01/08/21	PER WALT:  I have placed a work order to have this customer serviced as soon as possible .
01/08/21	305 FOUNTAIN CREEK CT	Customer states that trash was not collected & missed but everyone else's was collected.	01/08/21	PER WALT: I have created a work order to have this customer serviced as soon as possible .

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01/11/21	3316 OVILLA ROAD	GARBAGE WAS NOT COLLECTED: CUSTOMER CALLED FRIDAY TO CWD WAS TOLD T WOULD BE COLLECTED SATURDAY AND AS OF MONDAY IT WASN'T.	01/11/21	PER WALT: We still have a pending work order to service at this address asap , I will send a reminder over to dispatch to service this address asap
01/25/21	104 LARIAT TRL	GARBAGE NOT COLLECTED	01/25/21	PER WALT: WORK ORDER HAS BEEN PLACED TO COLLECT ASAP
02/05/21	624 Meadowlark	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.	02/05/21	PER WALT: I will follow up with this customer
03/01/21	102 Ridgeway Gap	Recycle missed- it was out all weekend	03/01/21	Per Jason: Truck went down street, but will try to get it collected today, work order entered. Per Parker: collected
03/04/21	622 JOHNSON LN	STATE TRASH WAS NOT P/U LAST WK & TODAY THEY EMPTIED CAN BUT DID NOT P/U BAGS.	03/04/21	CONTACTED CWD: SUPV: HE WOULD GET THE TRUCK BACK OVER THERE TODAY (3/4/21)
03/05/21	7031 PLUM CT	Customer called stating their recycle has not been collect since before the winter storm. Please collect and advise.	03/05/21	Per Walt:I have placed a work order to ensure we have this customer taken care of as soon as possible , we will notate if we run into any issues.
03/08/21	827 Red Oak Creek Rd	Customer called stating trash was not collected on Friday. Please collect & advise.	03/08/21	PER WALT: A WORK ORDER HAS BEEN PLACED TO COLLECT AS SOON AS POSSIBLE.
03/12/21	915 Slippery Elm	Customer called stating their whole street was missed yesterday for recycle. Please collect & advise.	03/12/21	PER MAIDA: A work order has been submitted.
03/15/21	110 ROBIN GLEN LN	per customer: recycling was not picked up in Ashburn Glen this last Friday the 12th. (filed on Report a concern)		
03/15/21	219 COVINGTON	Customers brush pile was missed and stated it was out there in time. Please collect & advise		
03/23/21	202 LARIAT	Customer called and stated bulk was not collect last Friday. Please collect & advise.		
03/26/21	608 Green Meadows	Trash was missed Thursday but came on Friday however she had several	03/26/21	Per Jason: spoke with Parker and
03/26/21	7041 PLUM CT	stated that her trash was not collected yesterday. Please collect &		
04/05/21	907 OVILLA OAKS DR	Customer called Friday (our office was closed) and stated that their		
04/09/21	101 Slippery Rock	16 bags out for bulk, had called CWD before to make sure it was good. Was told it would be collected but only half was collected.	04/09/21	work order submitted to service as soon as possible
04/09/21	1930 DUCANVILLE RD	My recycle day was today, Thursday, 8 March. The trash people came by around 6:45 PM in Ovilla. They picked up my brush and clippings in yard bags and ignored my recycle bin. I saw them empty out my next-door neighbor and the one right across the street, but they just drove off and left mine full. I only put that out every six weeks because I'm single. It's full! Please have your workers pay more attention. I appreciate what they do, but they should not just ignore my recycle bin.		
		Also, I noticed they dump all that recycle right in the trash with all the brush and everything else. I go to a lot of trouble washing out all of my recyclables, and now I understand from watching them that they just dump it all in together. Are we recycling or not? Because if we are not recycling, I will quit washing all my recyclables and rinsing out everything. Please, let me know what your policy is as to recycling. Thank you.		
04/09/21	110 GREENWOOD LN	As a follow up to my previous email, I found out from my next-door neighbor that the reason they picked up and emptied the Walker's recycle bin this evening was because they do not recycle. They simply use it for more trash. Also, they did not empty my next-door neighbor's bin. Hers was still full also, so I'm assuming the recycle just didn't come today. Judy		
04/09/21	1707/1711 JOE WILSON RD	CUSTOMER STATED LIMBS NOT COLLECTED ON THUR P/U	04/09/21	PER MAIDA: A work order has been submitted.
04/09/21	1707/1711 JOE WILSON RD	Customer at 1707 Joe Wilson RD called stating her trash and recycle were both missed yesterday & her neighbor at 1711 their recycle was missed too. Customer was upset as to the fact this happens repeatedly.	04/09/21	PER MAIDA: A work order has been submitted.
04/12/21	101 Slippery Rock	From complaint last week-16 bags missed and still sitting out Monday morning	04/09/21	Parker is on his way
04/16/21	713 GEORGETOWN	Customer called stating her bulk has not been collected in 3 times. Has called yell 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.	04/16/21	PER WALT: I will reach out to this customer right now .
04/23/21	607 CARDINAL	Brush was not collected last week for customer please collect & advise (4/20/21).Customer called again today 4/23/21 stating limbs are still out there and not collected. Please collect and advise	04/23/21	per Chris: A work order has been placed to collect the brush.
04/23/21	713 GEORGETOWN	Bulk still sitting out, several week. Never received a call from CWD	04/23/21	Jason going to look. Jason: the problem is that this appears to be a big wire fence. Very sharp and rusted. Not only is it a safety issue but can damage the truck. I do not see how we could get this with regular collection. Some of the

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04/26/21	107 OAK CREEK LN	Customer called 4/24/21 stating her garbage & recycle were not collected Friday & that this has happened on several occasions. Please collect & advise.	04/26/21	PER CHRIS: A work order has been placed to service both trash and recycle.
04/26/21	618 MEADOWLARK	Customer left VM stating his bins were left in front of mail box and rec'd notification from post office.	05/04/21	per chris: I called the resident and left a voicemail. I am getting with Parker to make sure this does not continue to happen. Sorry I missed your last email.
04/26/21	719 Westmoreland	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	04/27/21	PER MAIDA: It looks like bulk is this week a workorder has been submitted to check it out this week.
04/26/21	3151 OVILLA ROAD	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.	04/27/21	PER TIM: Good afternoon Chelsea, Looks like there is a WO issued for this address, and we will be taking care of this ASAP.
05/03/21	601 Buckboard	Customer called and said trash was missed Friday for several houses in neighborhood. His was out Thursday evening	05/03/21	Parker: I will take care of this
05/03/21	123 Meadow Glen	They have several limbs out for bulk. She said they called CWD two week ago and was told next week (4/30) was the scheduled bulk pick up and it would be collected. It was not collected on Friday. Homeowner called CWD Friday and was told it would be collected Saturday. They called CWD Saturday and was told it was collected. She did state they have more than 4 cubic yards out, but it doesn't appear that anything was collected this weekend	05/03/21	Parker: Trucks went down the road on Saturday. He is trying to contact the driver. 5/5/2021 per Tommy: I left messages for both Jeanette and Freddy to call me to discuss further. I was told that we picked up about 6 yards on Saturday (4 yards is the
05/04/21	304 E. UNIVSERSITY	Customer called stating they never received a trash can from CWD, explained to him that CWD only provides recycle carts. He stated that CWD does provide trash bins that the City was "lying" about that. Their trash still has not been picked up. Also stated that they used old cans from a different trash company and CWD was picking it up previously but now has stopped. Please contact customer, they have called CWD and said their account was noted about the issue.	05/04/21	PER CHRIS: I called resident and left a voicemail. I have placed a work order to service his trash cart as soon as possible.
05/04/21	618 MEADOWLARK	Customer called stating recycle bin in the way of his mailbox & again post office did not deliver as well as his neighbors.	05/04/21	per chris: I called the resident and left a voicemail. I am getting with Parker to make sure this does not continue to happen. Sorry I missed your last email.
05/07/21	599 GEORGETOWN	Trash was not collected again. Please collect & advise.	05/07/21	PER CHRIS: I have opened a work order to get the collected as soon as possible. PER PARKER: THIS ADDRESS HAS BEEN COLLECTED.
05/12/21	1900 DUCANVILLE RD	Customer called stating his and a few others on his street have not had their brush/limbs collected in over six weeks. They collect trash & recycle but haven't don't their limbs/brush.	05/12/21	PER CHRIS PUTNAM: I have opened a work order for loose brush collection for all of Duncanville Rd.
05/14/21	1900 DUCANVILLE RD	Customer said his trash was not collected		
05/14/21	612 Georgetown	Recle missed	05/14/21	Jason: I am trying to see if we can get a truck back by there.
05/14/21	300 Westmoreland	Customer called stating his recycle was not collected and this happens on numerous occasions. Neighbors were collected but not his.	05/14/21	Usually, a red flag if neighbors got serviced and they didn't. Often means that either the cart was not out by the time the truck came by,
05/21/21	711 W Main	Trash missed	05/17/21	Per Jason: Work order has been created
05/20/21	105 COCKRELL HILL	we were not able to finish a small section of trash pickup today. Truck just packed out and we have about 30 minutes left that we will get first thing tomorrow before starting the Friday route. Streets included: S. Duncanville Rd, Johnson & Juniper Ln	05/20/21	Per Jason's email.
05/21/21	439 JOHNSON LN	CUSTOMER CALLED STATED TRASH WAS MISSED	05/21/21	PER JASON'S EMAIL FROM PREVIOUS DAY COLLECTION THIS STREET WAS NOT COLLECTED DUE TO TRUCK BEING PACKED THAT THEY WOULD HAVE IT COLLECTED FIRST THING FRIDAY MORNING.
05/24/21	MEADOW GLEN	Call from 141 Meadow Glen that half the street was missed on Friday	05/24/21	Per Tommy: we created a work order to report this area missed on Friday.
05/28/21	305 SHADOWWOOD TRL	Customer called stating trash was placed outside the night before and was left out till 9pm last night. She will place back by curb for collection.	05/28/21	PER TOMMY: A work order has been created for this one. PER PARKER: Trash has been serviced. Please close out work order.
05/28/21	307 E University	Trash missed- rest of street collected	05/28/21	Per Parker- trash has been serviced
05/28/21	101 WILLOW CREEK LN	Customer called stating trash was not collected and neighbors and basically the whole street. Please collect & advise	05/28/21	PER PARKER: Trash has been collected
05/28/21	907 OVILLA OAKS DR	Customer stating trash was not collected. Please advise & collect.	05/28/21	PER PARKER: Trash has been collected

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
06/01/21	740 COCKRELL HILL LN	Customer called stating she had lumber/trim that was broke up & several pieces of dry wall & some glass from windows that they replaced. She said they must have went through and picked and chose what to empty out of the can because the glass was not taken but the other stuff was. She was previous told that if its in the can no matter what it is it will be picked up. Now whether that is true or not that is just what she told me.	06/01/21	PER CHRIS: We do ask that glass be contained in a box or taped up to contain the pieces when it breaks. Remodeling debris or construction debris are things we do not collect. As far as the resident stating that it is in the can we collect it that is not
06/01/21	612 WILLIAM DR	Customer called stating that bulk has not been collected at his address & pretty much that whole street was missed	06/01/21	PER TOMMY: We created a work order to report the entire street missed.
06/01/21	3720 MAPLE LN	Customer called stating that her trash was not collected on Thursday. Please collect & advise.	06/01/21	PER TOMMY: We created a work order for this one.
06/04/21	747 WESTMORELAND	Customer called stating her trash was not completely emptied. She had four cans and only two were done. She also said her recycle was not collected last Friday. I did inform her today is not her day but she stated it has not been collected in three weeks.	06/04/21	PER PARKER: This bin has been emptied
06/11/21	384 Johnson	Trash was missed/ continually missed	06/11/21	Work order created for missed trash
06/11/21	1900 DUCANVILLE RD	Customer called again stating trash was missed yesterday. Please collect & advise.	06/11/21	PER PARKER: THIS ADDRESS HAS BEEN SERVICED.
06/14/21	102 Burtonwood	Trash missed Thursday. Called CWD and sent fax no response	06/14/21	Per Jason: We did enter a work order after the fax was received. Work order is scheduled for today to get that picked up 6/17- Customer called and trash was not picked up Monday.
	1207 Red Oak Creek Road	Miss Friday trash pick up. CM notified CWD (Jason) on Saturday via email & placed on GovPilot...	06/14/21	Was told CWD set up a work order.
06/17/21	907 SLIPPERY ELM	Customer had two trash cans and a few bags out. Bags collected but cans not. Requested customer be notified if cans were not able to be serviced or have driver go back and collect.	06/17/21	Per Parker: Cans were extremely overloaded. I was unable to lift to dump in my truck. I was able to rebag and get it loaded. There was mortar, tile, and grout in the bins. He wasn't very receptive to my suggestion that his bins were
06/18/21	907 OVILLA OAKS	2 cans out only one collected	06/18/21	Per Chris: Work order entered
06/18/21	711 W MAIN	Trash not collected. Not a lot of trash in the bin but still should have been collected	06/18/21	Per Chris: Work order entered
06/18/21	309 BURTONWOOD	Only half of his bags were collected. Several houses on the street have stuff still out	06/18/21	Per Chris: Work order entered
06/18/21	1900 DUNCANVILLE	Brush sitting out for 4 weeks not collected	06/18/21	Per Chris: Work order entered
06/18/21	704 E HIGHLAND RD	Trash not collected	06/18/21	Per Chris: Work order entered
06/18/21	224 WILLIAMSBURG	Brush not collected		
06/18/21	803 COCKRELL HLL	House in on Cockrell Hill and Johnson, driveway on Johnson. Trash missed. Cans continually left in middle of driveway so he has to park on Johnson to move them out of the way. Safety concerns.		Per Chris: I am very about this. I have placed a work order for this to get his trash collected. I will notate the account about leaving the cans in the driveway.
06/18/21	132 CLAREMONT	Trash missed		
06/18/21	103 WILLOW WOOD	Trash missed		
06/18/21	624 MEADOWLARK	3 containers of trash out not collected		
06/25/21	105 Highridge	Cans left in street and recycle pieces left blown in yards/street/culverts	06/25/21	Per Tommy: I added a note to the account and our route supervisor will discuss with driver(s).
06/25/21	200 Thorntree	cans are continually left in the middle of the driveway. They have to park their cars to move them out of the way. Also, trash is often dropped/missed and left sitting out. They had a 2x4 in the trash can that was left in the street. She said her bulk wasn't collected but I told her we had to give it the day and to call Monday if it wasn't collected.	06/25/21	Per Tommy: I added a note to the account, but please advise the resident that a 2x4 should not be placed in the trash cart. Parker will address the issue with carts left in middle of driveway with the driver.
06/28/21	618 MEADOWLARK	All cans left in the street- Pam sent email to Jason		
06/28/21	106 BURTONWOOD	Please have your crews check 106 Burtonwood Circle. Mr. Robertson said they missed his house. He was home and he watched neighbors' trash being picked up. His receptacles were left untouched. PER PAM	06/28/21	on 6/24/2021 per Jason: I've sent this to Parker to see if he can check it out. We had a truck breakdown earlier and crews are running a little behind. I will keep you updated.
06/28/21	224 LARIAT	2 cans full of trash not collected	06/28/21	Per Parker: We collected over 8 yards of bulk and 2 bins of trash at this address. I will head over later today and grab the 2 bins full of bulk.
06/28/21	616 MEADOW LARK	Customer called just stated that a big box was not collected.	06/28/21	PER CHRIS FROM CWD: I have placed a work order to get this handled.
07/02/21	224 LARIAT	Customer called and stated not all trash was collected. Please collect & advise.	07/02/21	PER CWD: I have placed a work order for collection. Did he say what he had out and what was left?

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
07/09/21	740 COCKRELL HILL RD	Several address' along Cockrell Hill still have bags left out however did pick up the trash in bins. The following address' have bags under 50 pounds and under limit of 10 bags per household. 303, 310, 738, 740, and 744 Cockrell Hill Rd. Megan Clark at 740 called it in, she can be reached at 469.552.8045		
07/09/21	703 Buckboard	Resident from 703 Buckboard called saying she watched the trash truck on the street and missed her house. She went out and spoke to the helpers and they told her they would be back cause they weren't done. It has been over 2 hours and they still haven't collected her trash. She did verify it was the trash they were collecting and not recycle.	07/09/21	Per Allie: I have informed dispatch regarding this. They will be reminding the driver. Also looks like there is a work order placed in.
07/12/21	610 Forest Edge	Trash missed on Friday	07/12/21	Per Allie: I am so sorry for the missed trash pickup. We have work order placed in for the entire street.
07/12/21	Meadow Glen	Dooly called saying bulk out all down Meadow Glen	07/12/21	a work order has been submitted for entire street to be service for bulk
07/13/21	228 LARIAT TRL	Resident Rita stated no trash pick up was made. Emailed CWD 7/13/21 no response yet.		
07/13/21	115 MEADOW GLEN LN	Resident left voice mail over the weekend and stated trash had not been picked up for weeks and her bill is current. The bins now have maggots and flies in them. Emailed CWD 7/12/21 response was work ordered placed to get this collected as soon as possible. Allie Ibarra   Customer Service Representative ext. 2370.		
07/13/21	616 MEADOW LARK DR	Resident Trace Carpenter stated he has CWD employee on video ignoring him when he asked them to pick up his bulk pick up trash. I asked for said video and he declined and said he would send the video to Fox 4 news. They did not pick up the following: 5 particular boards, one cabinet and a box of lumber parts of his neighbors house. 5 boards, particle board cabinet and a box of lumber parts which has been up against house for days now. Emailed CWD on 7/9/21 when first call		
07/19/21	740 Cockrell Hill	Trash missed Friday	07/19/21	per Parker: I will get this per Parker; address has been serviced
07/19/21	117 Cumberland Dr	Got a call from 117 Cumberland that several times not all of her trash has been collected. She did say her neighbors place bulk out, close to her property. I told her to speak with the neighbors cause this could be a reason for not everything being collected and to have them move their location. She said when it has happened in the past she has called the CWD office and not received any response, I asked her to report it to us the next morning and to not wait a few days	07/19/21	Per Allie: We have contacted the route supervisors and he is about 10 minutes away from address. He will report back to us with an update. Per Parker: Address has been serviced
07/19/21	305 COVINGTON LN	Resident called last Thursday the 15th stated CWD did not pick up trash, which was her scheduled pick up day. Didn't pick up Friday and Saturday the 17th CWD flew by at 10am but still did not pick up trash. Bins now have flies and cannot be stored in garage. Neighbors trash wasn't picked up as well. Emailed CWD		
07/21/21	204 THORNTREE DR	EMAIL CWD 'Locations above bulk pick up was missed, they had the following out; couch/brush, brush was within limits, and 5 bags of grass clippings.'		
07/21/21	404 THORNTREE DR	EMAIL CWD 'Locations above bulk pick up was missed, they had the following out; couch/brush, brush was within limits, and 5 bags of grass clippings.'		
07/23/21	416 MONTPELIER LN	Missed bulk pick up tree limbs		
07/23/21	208 SPLIT ROCK TER	Resident was skipped and a couple along the street were skipped as well. Regular trash bins, he will leave out for pick up today. Emailed CWD Larry Hunter 623.455.0373		
07/29/21	634 E Highland	Trash cans are often left in the middle of the driveway and she has to park her car in the street to move them out of the way	07/29/21	Per Allie: I have placed in two weeks' worth of work orders to serve as a reminder for the driver to place the carts where he gets them from.
07/29/21	604 E Highland	Customer called and stated recycle was not collected yesterday. Please collect & advise.	07/29/21	Per Allie: I have placed in the work order for service.
07/30/21	103 ROBIN GLEN LN	BAG WAS IN TRASH CAN, CWD GOT BAG IN TRASH BIN BUT LEFT TRASH IN BOTTOM OF BIN ALONG W/DEAD BIRD IN BAG.		
08/06/21	604 E Highland	CWD DID NOT PICK UP 3 TRASH BAGS THAT WERE IN HER BIN YESTERDAY. EMAIL CWD NO RESPONSE YET		
08/20/21	102 GREENWOOD DR	TRASH LEFT BEHIND IN TRASH BIN****EMAIL CWD	08/20/21	I have placed in a work order to ensure service as soon as possible.
08/27/21	108 WINDING WAY	Customer called stating her trash was missed and appears the whole street. She did state that it was 830 when she put it out and she was reminded it does need to be out by 7am. But given the whole street seems to have been missed. Please advise.	08/27/21	PER CWD: I will place in a work order for the entire street to ensure service as soon as possible.
09/02/21	201 BURTONWOOD CIR	DEBRIS FROM TRASH BAGS BEING BLOWN IN NEIGHBORHOOD & TREE DWN AT LOCATION****WILL EMAIL CWD AS WELL	09/02/21	I will place in the compliant. Please advise if you need help with anything else regarding this address.
09/03/21	607 MEADOW LARK DR	DID NOT PICK UP 3RD TRASH BIN****REG TRASH***EMAIL CWD	09/03/21	I have placed in a work order to ensure service on the 3 <sup>rd</sup> cart. Have a great Friday!

NOTIFICATION DATE	ADDRESS	CONCERN/COMPLAINT	RESPONSE DATE	RESPONSE
09/03/21	1900 DUNCANVILLE	REG TRASH WAS NOT PICKED UP	09/03/21	I show their service day was yesterday? Did they set the carts out on time?Thank you.
09/07/21	1900 DUNCANVILLE	W/O FRI. 9/3 FOR NO TRASH PICK UP ON 9/2***EMAILED CWD AGAIN***CUST MAILED MAYOR LETTER OF CONCERN	9/3 & 9/7/21	I have placed in a work order to ensure service as soon as possible. I have placed in a work order to ensure service Thursday the 9th along with 2 weeks out of work orders.
09/07/21	115 HUMMINGBIRD LN	TRASH BINS WERE PICKED UP BUT NOT RECYCLE ****EMAILED CWD	09/07/21	I have placed in the work order to ensure service as soon as possible.

## AGENDA ITEM REPORT

### Item 2 - PUBLIC HEARING & BUDGET CONSIDERATION

Meeting Date: September 13, 2021

Department: Administration

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney

Finance Director  Other: Staff

#### Justification

1. Ordinance 2021-17
2. FY 2021-2022 Budget and posted notice

ITEM 2. PUBLIC HEARING AND DISCUSSION – Presentation on the Fiscal Year 2021-2022 Budget  
a. Receive public comment on the Fiscal Year 2021-2022 Budget. **Section 102.006 of the LGC provides that the governing body of a municipality shall hold a public hearing on the proposed budget.**

DISCUSSION/ACTION – Consideration of and action on Ordinance No. 2021-17 approving and adopting the Budget and making appropriations for the support of the City Government of the City of Ovilla, Texas for the Fiscal Year beginning October 01, 2021 and ending September 30, 2022; providing an effective date.

#### Discussion / Justification:

Staff is presenting a balanced budget following budget workshops held. **Section 102.007 of the LGC provides the adoption of the annual budget by the governing body.**

The presented budget is based on the proposed tax rate of \$0.6600 per \$100 dollars of valuation, with a Maintenance and Operation rate of \$0.5262 and a debt rate of \$0.1338.

#### LEGAL NOTICE POSTED:

This Budget will raise more total property taxes than last year's budget by \$90,740 which is a 4.23% increase, and of that amount, \$38,603 is tax revenue to be raised from new property added to the tax roll this year.

#### OVERALL BUDGET REVIEW

##### Revenue:

Total General Fund Budget revenue: \$4,949,147

##### Expenditures:

The total General Fund Budget: \$4,949,147

Key budget consideration items listed discussed and approved during the budget workshop meetings are included in the budget:

**GENERAL FUND:**

- Administration – Increased staff by one in the finance department
- Municipal Court – none-specific, continuation.
- Police Department – Increased staff by one officer.
- Fire Department – none-specific, continuation
  - Sell brush truck 702 for purchase of smaller one at no cost and from use of proceeds from sale.
- Community Service – none-specific, continuation
- Streets – Updated the CIP with aging infrastructure to rehabilitate Elmwood, Northwood, Oakwood, Willow Creek Court, and Shiloh.
  - Dump Truck
  - Skid Loader
- Parks – Truck and dump bed, Bunker and Field Rake, turn mower and playground equipment for Silver Spur Park.

**Revenue:**

Total Water/Sewer Fund Budget revenue: \$2,579,537

**Expenditures:**

The total Water/Sewer Fund Budget: \$2,579,537

Key budget consideration items approved during the budget workshops are included in the budget:

**WATER/SEWER FUND:**

- Water Admin – Door and gate security
  - Emergency generator
- Water
  - Electronic Water Meters – funded through the American Rescue Grant
  - Scada replacement – funded through the American Rescue Grant
- Sewer – none-specific, continuation.

**Personnel updates:**

- Employee health insurance coverage remained without increase
- TMRS increased from 9.91% to 10.38%
- Increased staff by one in Finance
- Finance Director received a salary increase.
- PW Director received a salary increase.
- Up to a 3% increase across the board for all employees not on probation.

**MISC FUNDS:**

- Economic Development Corporation is funding the pavilion and restrooms at Founders Park.
- Municipal Development District is funding the first phase of refurbishment at the police station.
- Street sales and use tax is funding a portion of the street rehabilitation.

**This budget will be ratified subject to the tax rate adoption.**

**Recommendation / Staff Comments:**

Staff recommends approval.

**Motion(s):**

I move to approve Ordinance 2021-17 approving and adopting the Budget and making appropriations for the support of the City Government of the City of Ovilla, Texas for the Fiscal Year beginning October 01, 2021, and ending September 30, 2022: providing an effective date.

**The requirement of a record vote to adopt the budget is found in Local Government Code § 102.007(a).**

**RECORD VOTE:**

Place 1 Huber

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Place 2 Oberg

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Place 3 Griffin

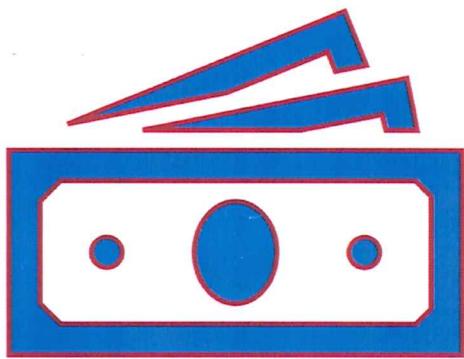
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Place 4 Hunt

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Place 5 Myers

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*City of Ovilla*  
Municipal Budget  
FY2021-2022 &  
2021 Tax Year  
Information

## Itemized Budget Municipal Finances

The governing body of the municipality may levy taxes in accordance with budget each fiscal year. A public hearing must be held before adopting an annual budget.

- ▶ The Finance Director, City Manager and Department Directors shall itemize and justify their respective portions of the budget to allow as clear a comparison as practicable between expenditures included in the proposed budget and actual expenditures for the same or similar purposes made for the preceding year. The budget must show as definitely as possible each of the projects for which expenditures are set up in the proposed budget.

# FISCAL YEAR BUDGET REQUIREMENTS

- ▶ The budget must contain a complete financial statement of the municipality that shows:
  - ▶ The outstanding obligations of the City
  - ▶ The cash on hand to the credit of each fund
  - ▶ Funds received from all sources during the preceding year
  - ▶ Funds available from all sources during the ensuing year
  - ▶ Estimated revenue available to cover the proposed budget
  - ▶ Estimated tax rate required to cover the proposed budget

# Revenue Sources

- ▶ Major Revenue
  - ▶ Ad valorem (Property Tax)
  - ▶ Sales Tax (1%)
  - ▶ Franchise Fees (Tower use, telephones)
  - ▶ Street Sales Tax (.25%, voter approved every 4-years)
  - ▶ Permits, Fees & Fines (citations, building permits, code violations, licenses, subdivision fees)
- ▶ Other Available Revenue
  - ▶ Fund Balance
  - ▶ Cash basis
  - ▶ Economic Development Corporation (.5% sales Tax)
  - ▶ Municipal Development District (.25% sales tax)

# General Fund Revenue Sources

- ▶ Ad valorem (Property Tax)
- ▶ Senate Bill 2, adopted new tax rate calculations and new terminologies which were only a few of the tax adoption changes effective January 01, 2020.
  - ▶ No-New Rate
    - ▶ The No-New Rate (formally called the effective tax rate) is the rate necessary to generate the same amount of revenue as the previous year on the same properties taxed the previous year that are still on the tax roll. It excludes new construction and new properties, and it adjusts for lost value.
  - ▶ In 2019 - \$0.6600/100 valuation
  - ▶ In 2020 - \$0.6600/100 valuation
  - ▶ In 2021 - \$0.6600/100 valuation (For the FY2021-2022 proposed budget)

# General Fund Revenue Sources

- ▶ Sales Tax (1%)
  - ▶ Can be used for General Fund operations without restrictions
  - ▶ Budgeted in FY 2021-2022 - \$322,500
  - ▶ Sales tax helps minimally alter the property tax burden
    - ▶ Ovilla has few businesses, therefore limited sales tax is generated in Ovilla.

# General Fund Revenue Sources

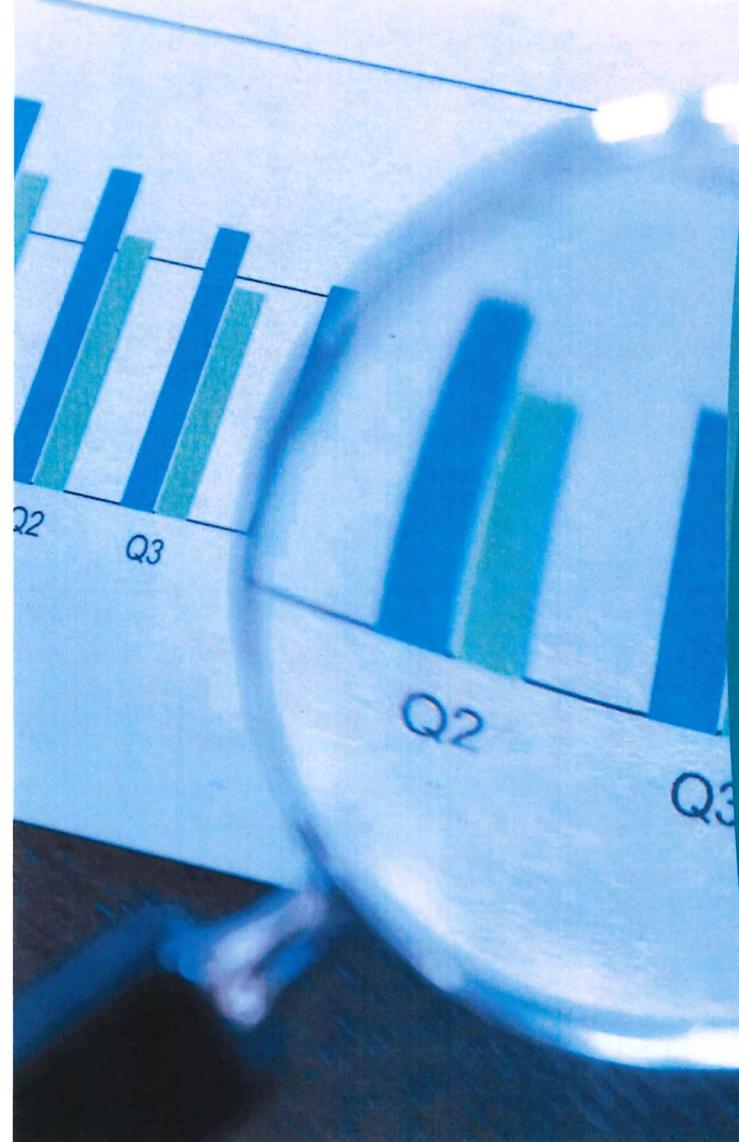
- ▶ Street Sales Tax (.25%)
  - ▶ Can only be used for streets
  - ▶ Street Sales Tax budgeted
    - ▶ **2021 – 2022 \$78,120**
    - ▶ 2020 – 2021 \$63,000
  - ▶ Every four years this sales and use tax goes to the voters for reapproval. A special election will be held in **May 2022** for the continuation of this tax.

# General Fund Revenue Sources

- ▶ Fund Balance
  - ▶ Fund Balance is the amount of excess funds available from previous years revenue
  - ▶ Ovilla has a required Restricted Fund Balance of 25% of the operational budget
  - ▶ Fund Balance in excess of the 25% is considered Unassigned Fund Balance
    - ▶ The only way for these funds to increase are to budget less in expenditures than revenue in a single year

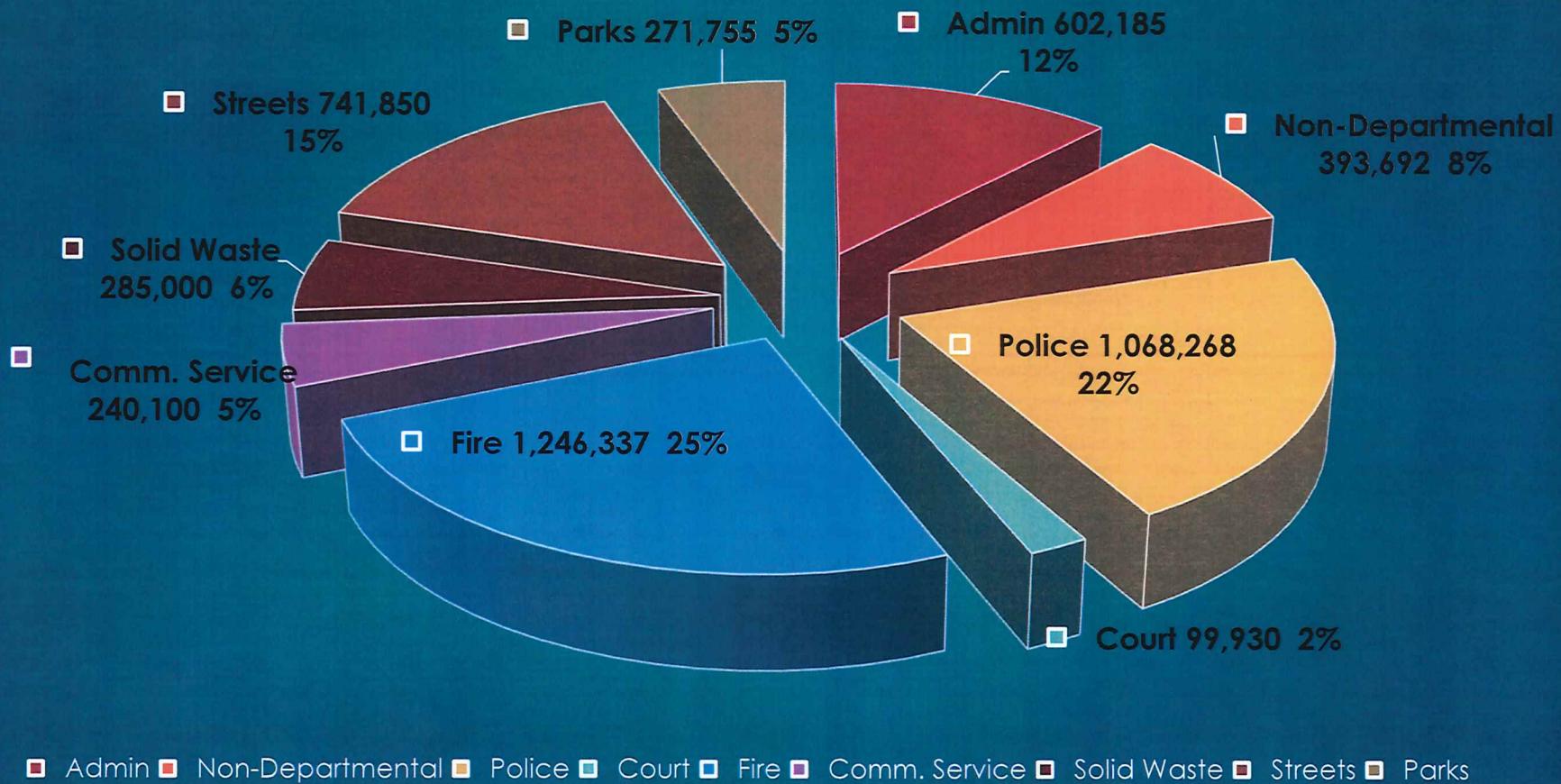
# Other Revenue Sources

- ▶ Economic Development Corporation (.5% sales Tax)
  - ▶ Used for limited purposes
- ▶ Municipal Development District (.25% sales tax)
  - ▶ Used for limited purposes
- ▶ Cash basis
  - ▶ The budget can be supplemented on a cash basis if needed.

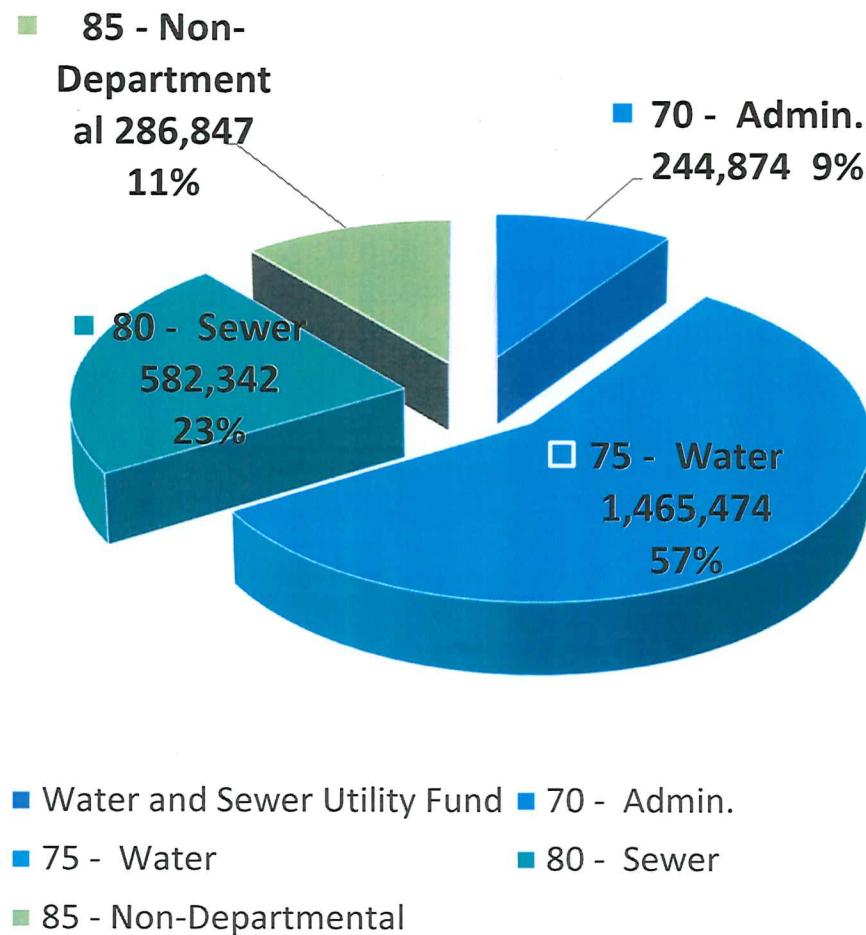


# Charts

# GF Budget Summary



# Water and Utility Budget Summary

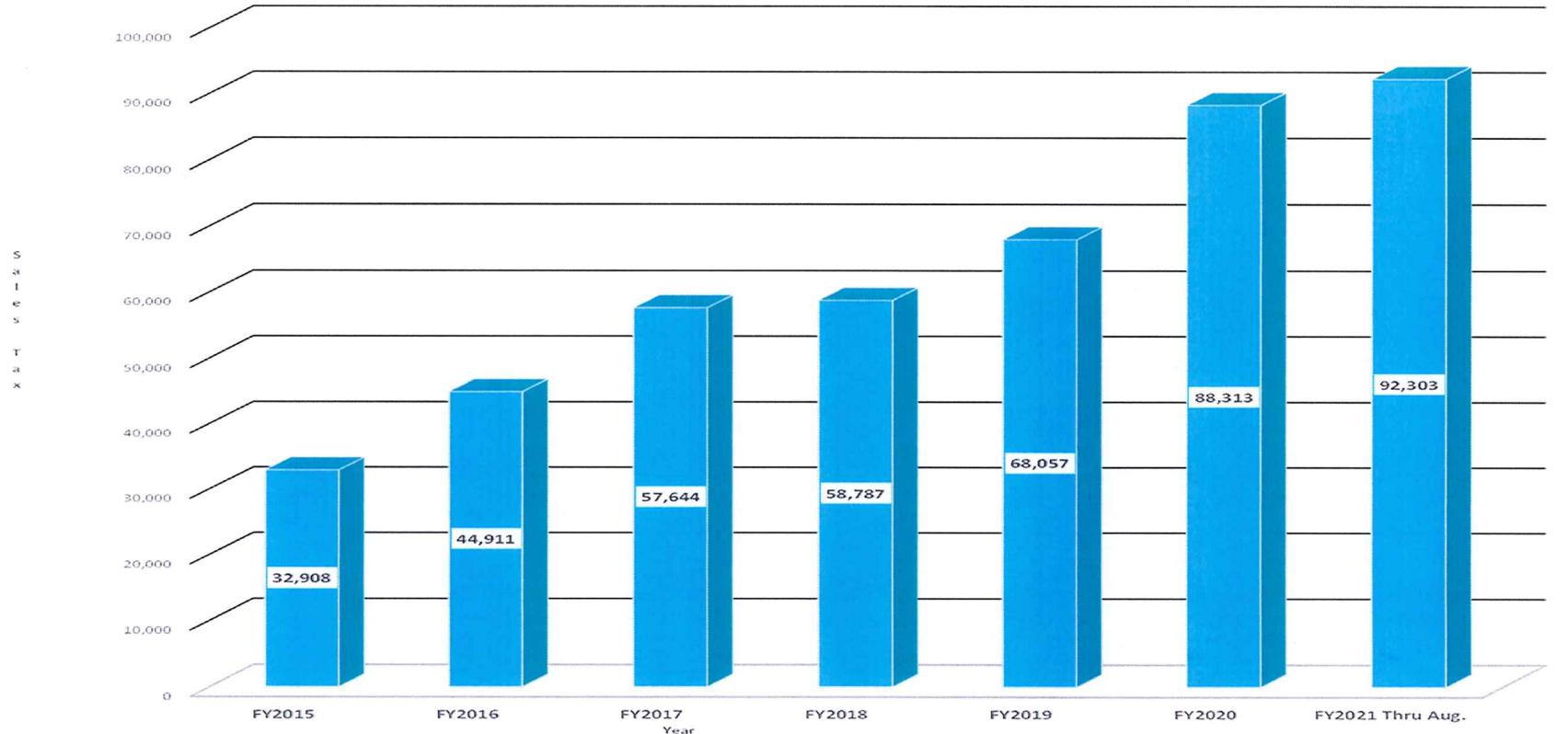


## CITY OF OVILLA 4B ECONOMIC DEVELOPMENT SALES TAX HISTORY



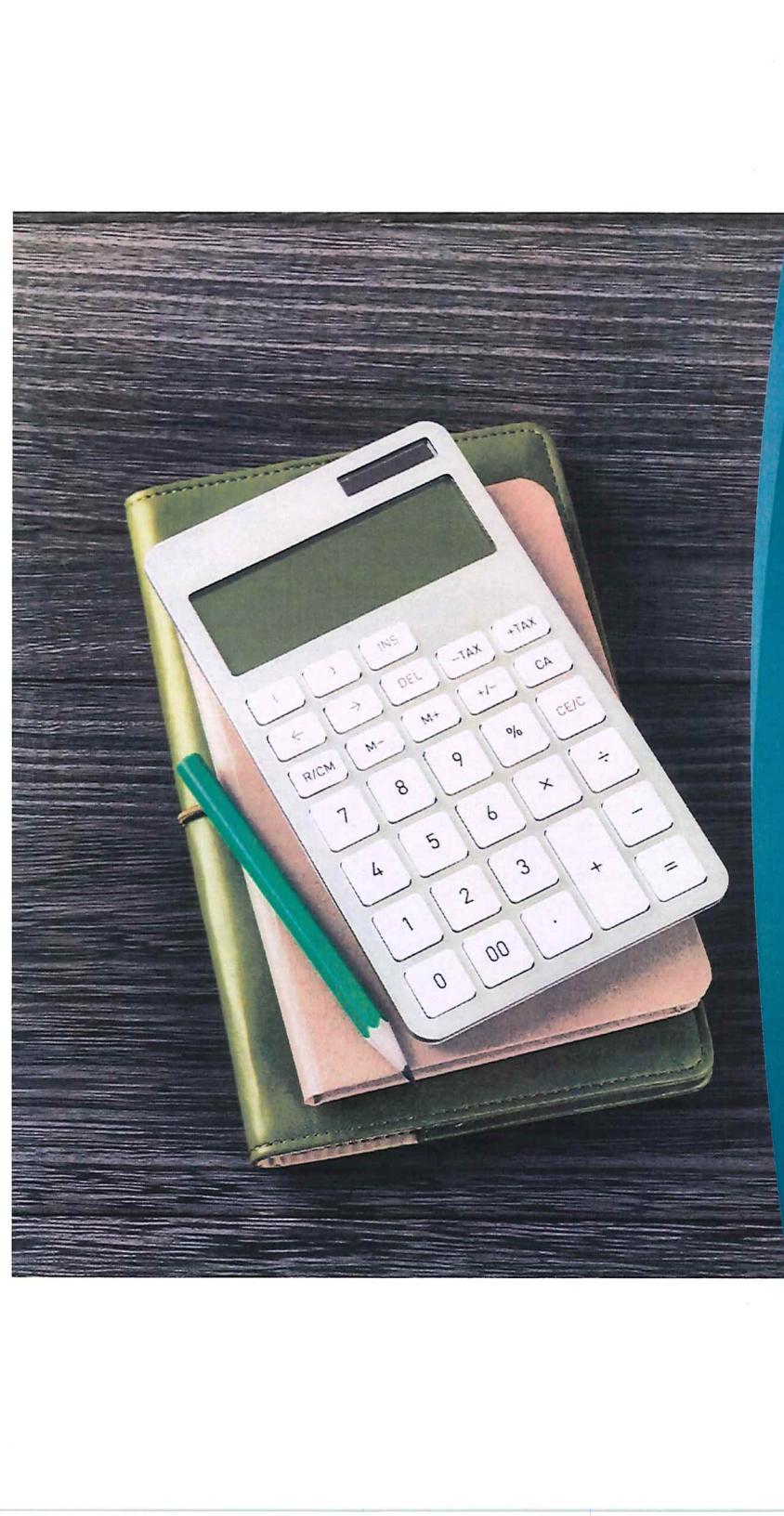
Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
4B Economic Devel. Corp	88,496	94,093	115,783	117,858	137,572	164,575	184,954
Total Sales Tax	309,377	329,482	376,300	412,502	481,570	576,012	607,770

**CITY OF OVILLA MUNICIPAL DEVELOPMENT FUND SALES TAX HISTORY**



Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
MDD	32,908	44,911	57,644	58,787	68,057	88,313	92,303
Total Sales Tax	309,377	329,482	376,300	412,502	481,570	576,012	607,770

Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
Total Sales Tax	309,377	329,482	376,300	412,502	481,570	576,012	607,770
GF City Sales Tax	185,905	188,276	191,699	235,715	275,180	329,150	330,338
Street Improvement	44,197	47,069	68,818	58,929	68,818	82,287	92,477
4B Economic Devel. Corp	88,496	94,093	115,783	117,858	137,572	164,575	184,954
MDD	32,908	44,911	57,644	58,787	68,057	88,313	92,303

A photograph of a white electronic calculator with a green display screen and a green leather notebook with a pink spiral notebook underneath. A green pencil lies across the top of the notebook. The objects are resting on a dark, textured wooden surface.

# FY 2021-2022 Budget



# FY 2021-2022

## GF Budget Summary Recap

Department	FY2021 Budget	FY2022 Budget	Difference	% of Change
GF Revenue	4,092,770	4,207,571	114,801	102.80%
Reduction in Fund Balance	246,511	741,546	495,035	300.82%
Total Revenue	4,339,281	4,949,117	609,836	403.62%
GF Expenses				
10 - Admin	679,946	602,185	(77,761)	88.56%
16 - Non-Departmental	0	393,692	393,692	0.00%
20- Police	1,063,578	1,068,268	4,690	100.44%
25 - Court	97,653	99,930	2,277	102.33%
30- Fire	1,128,632	1,246,337	117,705	110.43%
40- Comm. Serv.	197,870	240,100	42,230	121.34%
45 - Solid Waste	277,221	285,000	7,779	102.81%
50- Streets	632,706	741,850	109,144	117.25%
60- Parks	261,675	271,755	10,080	103.85%
Total GF Expenses	4,339,281	4,949,117	609,836	114.05%

## Water and Utility Budget Recap

Department	FY2021 Budget	FY2022 Budget	Difference	% of Change
Water & Sewer Revenue	1,429,850	1,522,875	93,025	106.51%
Reduction in Fund Balance	237,494	1,056,662	819,168	444.92%
Total Water & Utility Revenue	1,667,344	2,579,537	912,193	551.43%
 Water & Utility Expenses				
70 - Admin	259,889	244,874	-15,015	94.22%
75- Water	943,348	1,465,474	522,126	155.35%
80- Sewer	464,107	582,342	118,235	125.48%
85 - Non-Departmental	0	286,847	286,847	0.00%
Total Water & Utility Expenses	1,667,344	2,579,537	912,193	154.71%

## Water and Utility Budget Recap

# Key Capital Expenditures in the FY2021-2022 Budget

- ▶ Accountant Position
- ▶ Dump Truck
- ▶ Skid Loader w/tracks
- ▶ Street improvements
- ▶ Completion of park playground equipment at Silver Spur Park.
- ▶ Bunker and Field Rake
- ▶ One-ton Truck
- ▶ Zero Turn Mower

# Key Capital Expenditures in the FY2021-2022 Budget

## Police Department

- Add one police officer position
- Pay increase to Criminal Investigations Position
- Pay Increase to Administrative Assistant

## Fire Department

- Sell of brush truck using proceeds to purchase smaller brush truck.

## Public Works

- Security Door and gate
- Emergency generator

## STREET INFRASTRUCTURE IMPROVEMENTS

Budgeted in FY 2021-2022 from multiple sources:

- General Fund
- Street Improvement Fund
  - TOTAL \$490,742 for street projects and rehabilitation

## STREET INFRASTRUCTURE IMPROVEMENTS

Each year the Capital Improvements Plan (CIP) is updated to reflect the streets in most need for that year. The listed streets are planned for rehabilitation in FY2021-2022:

- ▶ Elmwood
- ▶ Northwood
- ▶ Oakwood
- ▶ Willow Creek Court
- ▶ Shiloh

# TAX RATE INFORMATION

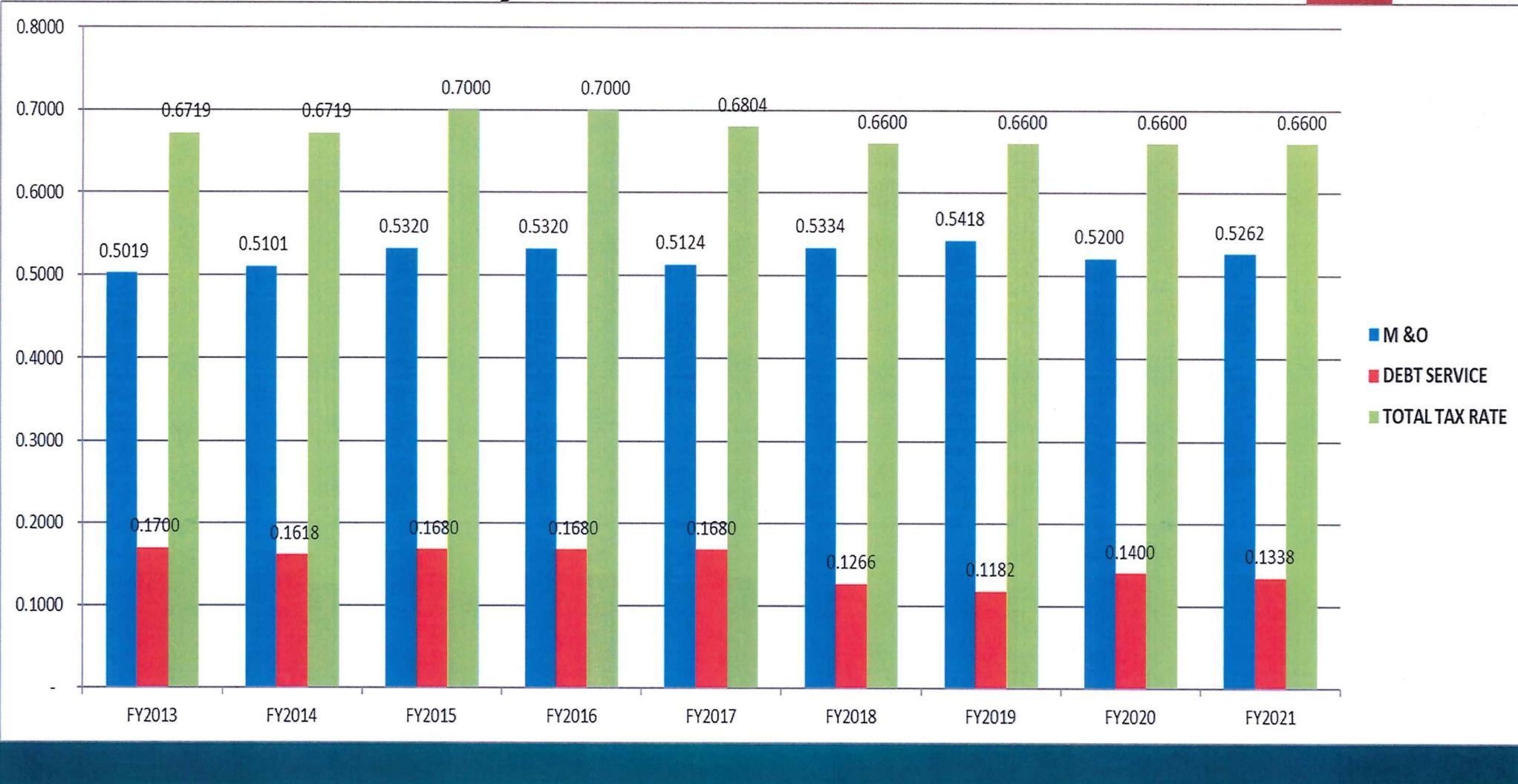
Ad valorem (Property Tax)

Voter Approval Rate

The Voter Approval Rate (formally the roll-back rate) is the No-New Rate plus 3.5 percent, not including debt.

The City Council has kept the budget and expenditures under the Voter Approval Rate.

# Tax Rate History



# Proposed Tax Rate 2021

- ▶ The Ad Valorem number presented in the budget preparation process is based on the proposed tax rate.
- ▶ The proposed budget will raise an increase of \$90,740 in M&O Ad Valorem Tax. This number includes \$38,603 in revenue from new property.

**PUBLIC HEARING AND DISCUSSION – A TAX RATE OF \$0.660000 per \$100 valuation proposed by the governing body of the City of Ovilla, with a Maintenance and Operation Rate of \$0.5262 and a debt rate of \$0.1338**

<b>PROPOSED TAX RATE</b>	<b>\$0.6600 PER \$100</b>
<b>PRECEDING YEAR'S TAX RATE</b>	<b>\$0.6600 PER \$100</b>
<b>NO-NEW TAX RATE</b>	<b>\$0.6456 PER \$100</b>
<b>VOTER APPROVAL TAX RATE</b>	<b>\$0.6649 PER \$100</b>

## BUDGET ADOPTION / TAX RATE ADOPTION

The governing body will hold public hearings to receive any citizen comments:

FY2021-2022 Budget

FY 2021 Tax Rate

Staff recommends adopting the presented Fiscal Year Budget 2021-2022 and the proposed tax rate of \$.6600.



AN ORDINANCE APPROVING AND ADOPTING THE BUDGET AND MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY GOVERNMENT OF THE CITY OF OVILLA FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2021 AND ENDING SEPTEMBER 30, 2022; PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the Mayor and his designees submitted to the City Council a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022;

**WHEREAS**, the City Council reviewed the submitted budget and held a duly posted public hearing and notice(s) as required by state law and city ordinance; and

**WHEREAS**, the City Council having reviewed and studied the submitted budget is of the opinion that such budget should be approved and adopted.

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

#### SECTION ONE

That the proposed budget of the revenues and expenditures necessary for conducting the affairs of the City of Ovilla, said budget providing a complete financial plan for the ensuing fiscal year beginning October 01, 2021 and ending September 30, 2022, as submitted by the Mayor and his designees, attached hereto as Exhibit A, be and the same is hereby adopted as the Budget of the City of Ovilla for the Fiscal Year October 01, 2021 through September 30, 2022.

#### SECTION TWO

The amounts listed on the attached budget (Exhibit A) are hereby appropriated out of their respective and designated funds unless otherwise authorized by a duly enacted ordinance of the City.

#### SECTION THREE

That this Ordinance shall take effect immediately from and after its passage as the law in such case provides, and the City Secretary is directed to furnish a copy of this budget to the County Clerk of Ellis County as required by Chapter 102 of the TEXAS LOCAL GOVERNMENT CODE.

**PASSED AND APPROVED ON THIS 13th DAY OF SEPTEMBER 2021.**

---

MAYOR, Richard A. Dormier

---

CITY SECRETARY, Glennell Miller

**CITY OF OVILLA  
NOTICE OF PUBLIC HEARING  
September 13, 2021  
OVILLA MUNICIPAL BUILDING  
COUNCIL CHAMBER ROOM  
105 S. COCKRELL HILL ROAD, OVILLA, TX 75154**

Notice is hereby given that a Public Hearing will be conducted by the City Council of the City of Ovilla, Texas, on Monday, September 13, 2021, at 6:30 p.m., 105 S. Cockrell Hill Road, Ovilla Municipal Building, Council Chamber Room, Ovilla, TX 75154, to consider an Ordinance adopting the Fiscal Year 2021-2022 Budget and making appropriations for the support of the City Government of the City of Ovilla for the Fiscal Year beginning October 01, 2021, and ending September 30, 2022.

**This Budget will raise more total property taxes than last year's budget by \$90,740 which is a 4.23% increase, and of that amount, \$38,603 is tax revenue to be raised from new property added to the tax roll this year.**

To submit public comments, visit

<https://www.cityofovilla.org/DocumentCenter/View/2313/WELCOMEcitizensforum> or you may submit your written views to the City Secretary by any of these methods:

1. Mailing to 105 S. Cockrell Hill Road, Ovilla, TX 75154
2. Calling 972-617-7262
3. Email [gmiller@cityofovilla.org](mailto:gmiller@cityofovilla.org).
4. In person

A detailed budget is available for review and inspection on the website [www.cityofovilla.org](http://www.cityofovilla.org) or in the office of the City Secretary.

*Ovilla*  
**Texas**  
**Small Town Big Heart**



**Annual Budget**  
**October 01, 2021 - September 30, 2022**

*105 S. Cockrell Hill Road  
Ovilla, Texas 75154*

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



**Mayor**

Richard Dormier

**Mayor Pro-Tern**

Doug Hunt, Place 4

**Council Members**

Rachel Huber, Place 1

Dean Oberg, Place 2

David Griffin, Place 3

Michael Myers, Place 5

**City Manager**

Pam Woodall

**City Secretary**

Glennell Miller

**Leadership Team**

Brandon Kennedy, Fire Chief

Mike Dooly, Code Enforcement & Building Official

Joey Bennett, Police Chief

Sharon Jungman, Finance Director

James Kuykendall, Public Works Director

# Ovilla City Council



*Council from Left to Right Place 3 - David Griffin 1, Place 1- Rachel Huber, Mayor-Richard Dormier, Place 2-Dean Oberg, Mayor Pro Tem-Doug Hunt, Place 5-Mike Myers*

**CITY OF OVILLA**  
105 S. COCKRELL HILL ROAD, OVILLA, TX 75154

Mayor: Richard Dormier

Mayor Pro-Tern PL4: Doug Hunt

Councilmember PL1: Rachel Huber

Councilmember PL2: Dean Oberg

Councilmember PL3: David Griffin

Councilmember PL5: Michael Myers



**ADOPTED ANNUAL BUDGET**  
**OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022**

This budget will raise more total property taxes than last year's budget by \$90,740, which is a 4.23% increase, and of that amount, \$38,603 is tax revenue to be raised from new property added to the tax roll this year.

**RECORD OF CITY COUNCIL VOTE ON ADOPTION OF BUDGET**

POSITION	NAME	FOR	AGAINST	ABSENT
Mayor	Richard Dormier			
Mayor Pro Tem Place 4	Doug Hunt			
Councilmember Place 1	Rachel Huber			
Councilmember Place 2	Dean Oberg			
Councilmember Place 3	David Griffin			
Councilmember Place 5	Michael Myers			

**PROPERTY TAX RATE COMPARISON**

TAX RATE	TAX YEAR 2020/2021	Tax Year 2021-2022
Property Tax Rate	\$0.660000 per \$100 valuation	\$0.6600 per \$100 valuation
No New Rate (formerly Effective Tax Rate)	\$0.6318 per \$100 valuation	\$0.6456 per \$100 valuation
Maintenance & Operations Rate	\$0.5200 per \$100 valuation	\$0.5262 per \$100 valuation
Debt Rate	\$0.1400 per \$100 valuation	\$0.1338 per \$100 valuation
Voter Approval Rate (formerly rollback rate)	\$0.6826 per \$100 valuation	\$0.6649 per \$100 valuation

**TOTAL AMOUNT OF MUNICIPAL DEBT OBLIGATIONS SECURED BY PROPERTY TAXES**

DEBT	PRINCIPAL	INTEREST	TOTAL ANNUAL PAYMENT
GO Obligation Refunding Bonds, Series 2011	\$425,000	137,400	562,400





**City of Ovilla**

**Budget**

**Calendar**

**For FY2022**

City of Ovilla				
Budget Calendar for FY2022				
Date	Day	Time	Action	Participants
June 14, 2021	Monday	6:30 PM	FY2021-2022 Budget Calendar Presented to Council	Council, CM, Finance, Dept. Heads
June 15 thru June 29, 2021			City Manager conducts budget meetings with Department Heads	CM, Finance, Dept. Heads
July 12, 2021	Monday	6:30 PM	City Council Meeting	Council, CM, Finance, Dept. Heads
July 12, 2021	Monday		Post Notices for Workshop #1 and Workshop #2	City Secretary
July 19, 2021	Monday	5:00 PM	Budget Workshop #1 Review General Fund, W&S	Council, CM, Finance, Dept. Heads
July 21, 2021	Thursday	5:30 PM	MDD Joint Board Meeting-Review of Proposed Budget (no quorum)	MDD Board, Council, CM, Finance, Dept. Heads
July 22, 2021	Thursday	5:00 PM	EDC Joint Board Meeting- Review of Proposed Budget	EDC Board, Council CM, Finance, Dept. Heads
July 22, 2021	Thursday	6:00 PM	Budget Workshop #2- Joint Meeting with EDC to review the remainder of the Funds.	Council, CM, Finance, Dept. Heads
July 22 thru July 30, 2021			Revisions made to proposed budget and prepare preliminary Tax Rate	CM, Finance
July 22, 2021	Thursday		Post Notice of City Council Meeting	City Secretary
July 25, 2021	Sunday		Chief Appraisers Certify the approved Appraisal roll to all taxing units	Ellis County Appraisal District
July 26, 2021	Monday	5:30 PM	Budget Workshop #3	Council, CM, Finance, Dept. Heads
August 5, 2021	Thursday		Post Notice of City Council Meeting & MDD Meeting	City Secretary
August 9, 2021	Monday	5:00 PM	MDD Board Meeting-to Approve Proposed Budget	MDD Board, CM, Finance
August 9, 2021	Monday	6:30 PM	Regular City Council Meeting- Discuss Preliminary Tax Rate and take a record Vote on proposed Tax Rate. Schedule a Public Hearing for August 16th	Council, CM, Finance, Dept. Heads
August 9, 2021	Monday		Send Notice of Public Hearing to the newspaper	City Secretary
August 10, 2021	Tuesday		Rate decided at Aug.9 meeting, notify newspaper to publish Effective and Rollback tax Rates	City Secretary
August 10, 2021	Tuesday		Proposed Budget Filed with City Secretary	CM, Finance
August 10, 2021	Tuesday		Deliver Proposed Budget to Council	City Secretary
August 16, 2021	Monday	5:00 PM	EDC Board Meeting- Approve Proposed Budget	EDC Board, CM, Finance
August 16, 2021	Monday	6:00 PM	Public Hearing on Tax Rate and Proposed Budget	Council, CM, Finance
August 16, 2021	Monday		Send Notice of Public Hearing to the newspaper	City Secretary
August 26, 2021	Thursday		Publish Notice for Public Hearing for Budget and Tax Rate on Sept. 13th.	City Secretary and Ellis County
Sept. 9, 2021	Thursday		Post Notice for City Council Meeting	City Secretary
Sept. 13, 2021	Monday	6:30 PM	Open Public Hearing for Budget & Tax Rate. Then City Council Meeting to Adopt Budget, then Adopt 2021 Tax Rate & Ratify Tax Rate	Council, CM, Finance, Dept. Heads
City Council Meetings				
EDC Board Meetings				
MDD Board Meetings				
City Secretary				



# **City Manager's Budget Message for FY2022**

*Rachel Huber, Councilmember, Place 1  
Dean Oberg, Councilmember, Place 2*



*David Griffin, Councilmember, Place 3  
Michael Myers, Councilmember, Place 5*

*Richard Dormier, Mayor  
Doug Hunt, Mayor Pro Tem*

September 13, 2021

Honorable Mayor Richard Dormier  
Honorable Members of the City Council  
105 S. Cockrell Hill Road  
Ovilla, TX 75154

RE: Presentation of the Fiscal Year 2021-2022 Annual Budget and Message

Honorable Mayor Dormier and Honorable Members of the Ovilla City Council,

The City of Ovilla being a general law municipality provides that the mayor is the budget officer, giving him the authority to make assignments to the finance director and management to prepare the annual budget with cooperation of staff. Per the Ovilla Code of Ordinances, the Mayor (and staff) shall present the annual budget.

Presented herein with respect, is the Fiscal year 2021-2022 Proposed Annual Operating Budget. Our staff has worked attentively to provide this document for the continued services of the City of Ovilla and to continue the high standard quality of life in Ovilla for our residents and visitors. Staff concentrated on the goals and priorities set by the governing body to further the vision of Ovilla. Highlights of these goals are described throughout this message. Multiple budget workshops conducted were beneficial for all staff involved in the process. Countless hours and tough decisions have gone into the preparation of this document. Ovilla is anticipating growth and with that demands for increased services, meaning the size and scope of the budget have also increased.

All legal posting requirements and a public hearing to receive comments by the residents of Ovilla were conducted prior to the adoption of this budget.

Based on the direction of the governing body and the diligent work of staff, I am pleased to report that this budget:

- Includes the same tax rate as the previous years,
- Meets all debt requirements,
- Adequately funds each department to continue existing services,
- Increased staffing in finance and the police department for improved and enhanced customer service needs,
- Capital projects
- Provides year-end budget figures,
- Meets employee pay and benefits.

Ovilla depends heavily on the financial support of ad valorem taxes. This fiscal year 2021-2022, various capital expenses were approved as we continue to enhance livability, and services to our residents, yet still aspire to manage fiscal responsibility and fiscal health.

**FY2020-2021 Review:** Covid-19 impacted everyone – everywhere, and the revenue decrease is reflected in the year end budget. Our Fire Department in conjunction with the Ellis County Emergency Management has diligently continued to educate us against the coronavirus with provided in-house testing kits for all employees and time off for vaccinations to assist with safety protocols. Fire Chief Kennedy filed for multiple grants to aid the city in any areas of negative impact caused by the pandemic. City offices reopened in June 2021, having worked behind closed doors and on rotational schedules for over a year due to the pandemic. Our Police and Fire Departments prioritized community relationships, trying to keep in touch with our residents and working carefully within the seriousness and restrictions of Covid. These two departments continue with joint strategic planning to address public safety needs. Ovilla offices continuously follow the guidelines of the CDC (Center for Disease Control). The City of Ovilla continues to be financially stable. Fiscal year 2020-2021 we chose to remain fiscally conservative. City staff continues to navigate through this pandemic with limited in-person meetings and exercising strategic/virtual meetings.

The February 2021 statewide freeze and loss of power caused damage and financial impact but more importantly placed residents in unsafe freezing conditions. Our fire department and coordinated efforts of police and public works departments were able to maintain resources for roadway, backup power, treatment needs, and a warming shelter established by Grace Church of Ovilla. Chief Kennedy compiled teams for “Operation Door Knock” to check on all residents of Ovilla.

The Public Works Department moved into their new desperately needed building. Several departments within public works added staff with increased seasoned employees. New park equipment was installed in various parks.

Residential subdivisions continued their development process, however only one home permit was issued in the current fiscal year. All permit fees were considerably down.

The Water Street Bridge rehabilitation project and the new public parking lot on Main Street were both completed.

#### **Funds Summary:**

The General Fund provides city services that encompass: Administration, Police, Fire EMS, Parks, Streets, Community Services (Code Enforcement and Animal Control), Solid Waste, and Municipal Court. Significant salary increases to numerous departments in the past few years impacted their respective budgets. Noted bulleted expenses are listed but this does not encompass everything in the budget:

- PARKS: Creating a Parks Department proved a tremendous enhancement to Ovilla. New playground equipment in our parks was installed last fiscal year, with additional equipment funded in the budget this year. Several equipment needs were addressed and approved.
- STREETS: The City's budget process continues to anticipate future needs, having aging infrastructure. We continually update our 10-Year Capital Improvements Plan. The rehabilitation of several streets is in the Plan and funded this year. New equipment for street improvement services is included.
- Increased staffing in Finance and Police Departments.
- We continue to plan for the widening of FM664 and relocation of utilities.

The Water and Sewer Fund is separate from the General Fund and presents a continuation of the current services. New security services and equipment are included in this year's budget. The City filed

for the American Rescue Funds Grant and if approved, those funds will be used to enhance our water department with a new monitoring system and electronic water meters throughout the city.

General Fund Budget \$4,944,277

Water & Sewer Fund Budget \$2,054,715

#### **Special Funds Revenue:**

The City has multiple special funds. Three provide sales tax revenue that is used to support the City's needs and infrastructure:

- Economic Development Corporation: one half of a cent .5% (approved by the voter/residents of Ovilla)
- Municipal Development District: one quarter of a cent .25% (approved by the voter/residents of Ovilla)
- Street Sales Tax: one quarter of a cent .25% (This is voter approved every 4-years and can only be used for streets)

The Municipal Development District is funding the refurbishment of the police station to add additional workspace to the already overcrowded building. The Economic Development Corporation is funding the development of a pavilion and restrooms at Founders Park which is expected to bring vivacity to this park with various community functions for our residents and visitors.

#### **Revenue:**

Ad Valorem (property tax)

The largest source of revenue for Ovilla is based on property tax. This year the property tax rate adopted is the same rate as last year's and below the Voter Approval Rate.

Maintenance and Operations Rate	\$0.5262
Debt Rate	\$0.1338
Total Rate	\$0.6600

#### **Sales Tax**

Ovilla has few businesses, however, sales tax continues to increase. Estimated sales tax to be collected this Fiscal Year 2021-2022 is \$322,500 for the General Fund, an approximate expected 24% increase.

#### **Debt Fund**

The city has one GO Obligation Refunding Bond, Series 2011, to be paid in full in the year 2029. This fiscal year's bond payment is \$562,400.

My sincere appreciation to Honorable Mayor Dormier and Honorable Councilmembers for their time and effort put forth in this annual planning and time-consuming task, and especially to the dedicated hard-working staff that gave countless hours to prepare this budget and the goals set by our governing body. We will continue to make it our priority to provide the highest standard quality of services to our residents.

Respectfully submitted,



Pamela Woodall  
City Manager



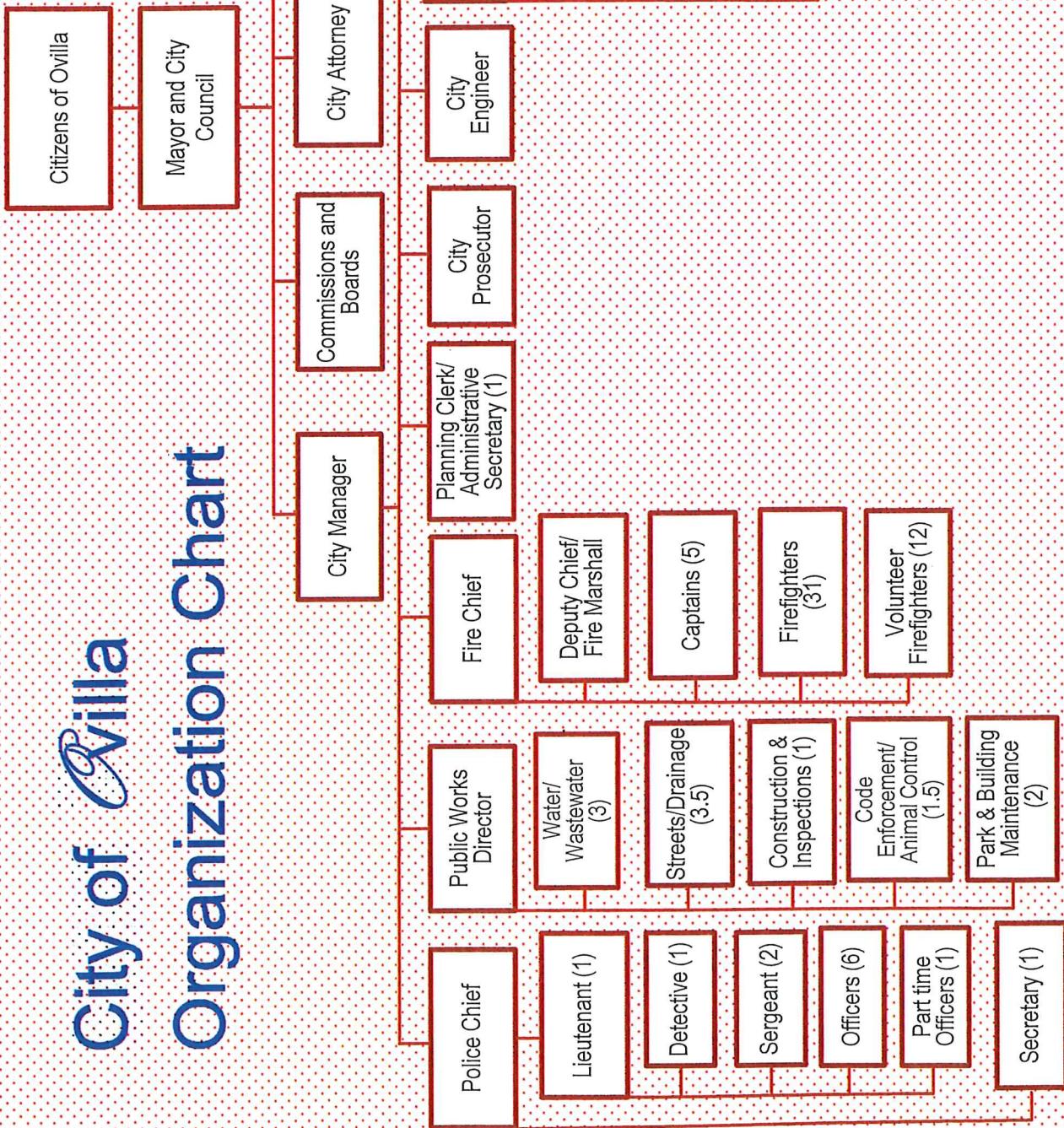
# **City of Ovilla**

# **Organizational Chart**

# City of Ovilla Organization Chart

Resolution R2021-10

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



105 S. Cockrell Hill Road  
Ovilla, TX 75154  
972.617.7262

Total Full Time = 32  
Total Part Time = 48

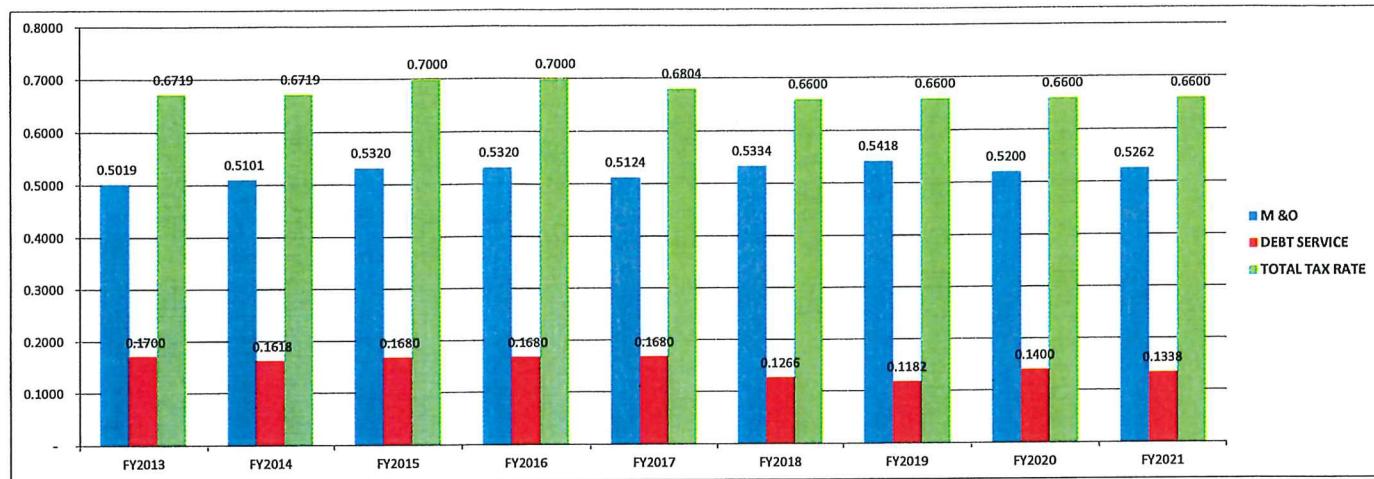


# **City of Ovilla**

## **Tax Rate History**

### **For 2013 Thru 2022**

## City of Ovilla Tax Rate History



Fiscal Year	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
M &O	0.5019	0.5101	0.5320	0.5320	0.5124	0.5334	0.5418	0.5200	0.5262
Debt Service	0.1700	0.1618	0.1680	0.1680	0.1680	0.1266	0.1182	0.1400	0.1338
Total Tax Rate	0.6719	0.6719	0.7000	0.7000	0.6804	0.6600	0.6600	0.6600	0.6600



# **City of Ovilla**

# **Sales and Property Tax**

## **Information**

# City of Ovilla



Retail Sales Tax Rate 8.25%

## Breakdown of Sales Tax Distribution

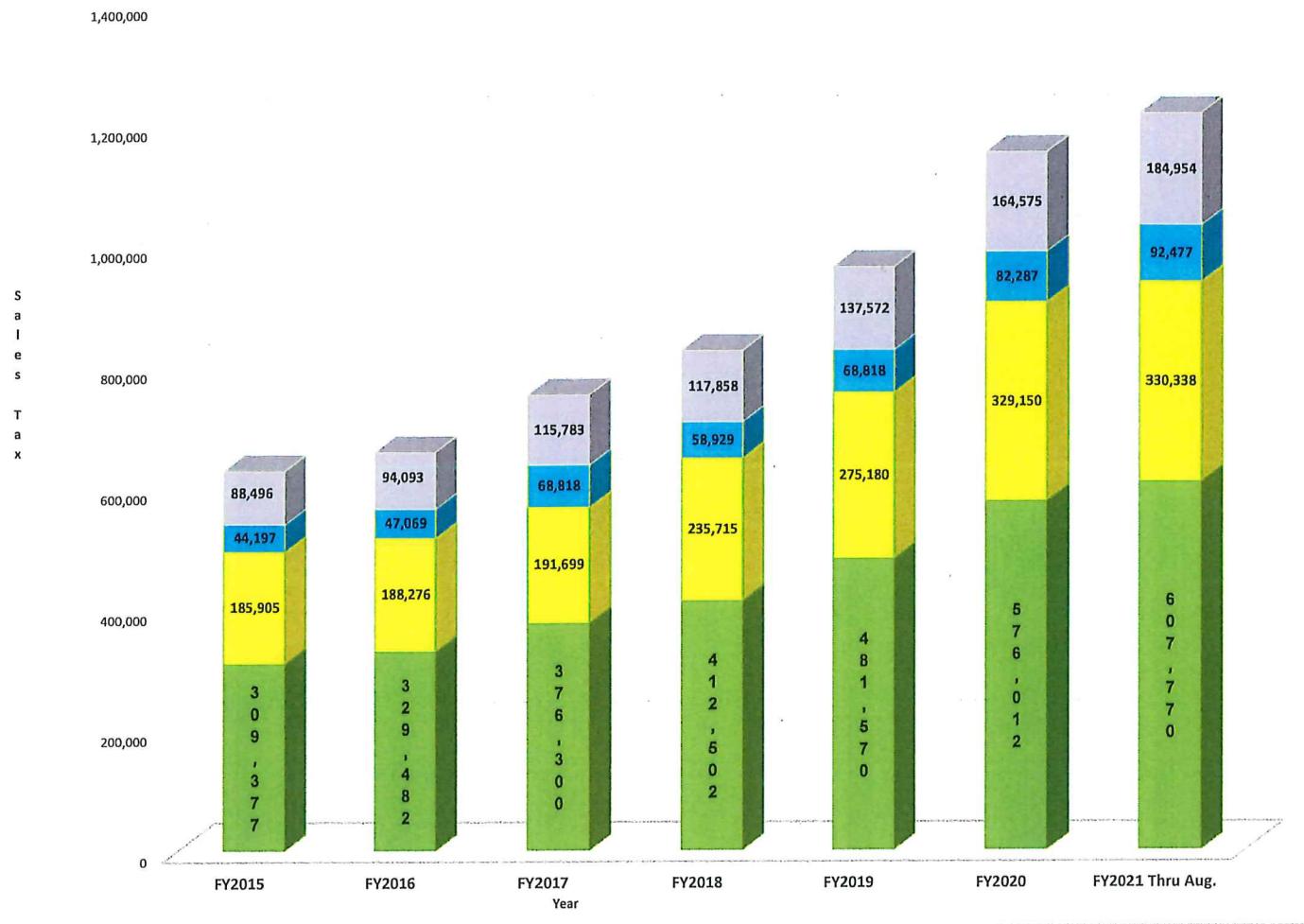
State Portion	6.25%
Economic Development	.50%
Municipal Development District	.25%
Streets	.25%
City	<u>1.00%</u>
Total Sales Tax	8.25%

## Property Tax Rates FY 2020 (Per \$100 assessed value)

Maintenance & Operations	0.526200
Debt Rate	<u>0.133800</u>
Total Current Tax Rate	0.660000

*105 South Cockrell Hill Road  
Ovilla, Tx 75154  
972.617.7262  
[www.cityofovilla.org](http://www.cityofovilla.org)*

## CITY OF OVILLA SALES TAX HISTORY



### City of Ovilla Sales Tax History

Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
<b>Total Sales Tax</b>	309,377	329,482	376,300	412,502	481,570	576,012	607,770
<b>GF City Sales Tax</b>	185,905	188,276	191,699	235,715	275,180	329,150	330,338
<b>Street Improvement</b>	44,197	47,069	68,818	58,929	68,818	82,287	92,477
<b>4B Economic Devel. Corp</b>	88,496	94,093	115,783	117,858	137,572	164,575	184,954



**City of Ovilla**  
**Budget Summary**  
**For the**  
**Proposed Budget**  
**FY2022**

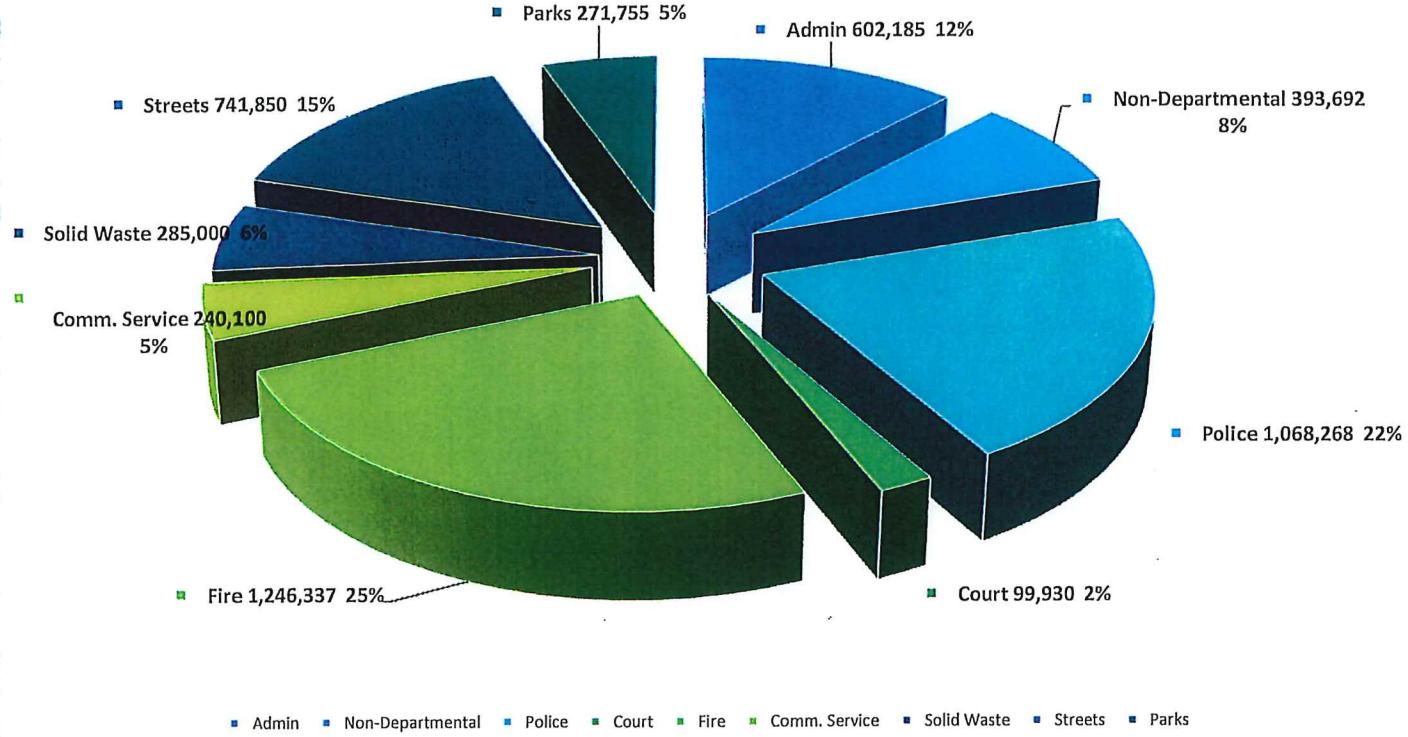
## Budget Summary Recap

General Fund Summary Budget Recap				
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85 - Non-Departmental	0	286,847	286,847	0.00%
<b>Total Water &amp; Utility Expenses</b>	<b>1,667,344</b>	<b>2,579,537</b>	<b>912,193</b>	<b>154.71%</b>
Special Funds				
Special Funds	FY2021 Budget	FY2022 Budget	Difference	% of Change
110 - Lease	1,100	1,100	0	100.00%
120 - Street Improvement	63,000	204,292	141,292	324.27%
130 - Court Technology	2,000	2,000	0	100.00%
140- Court Security	1,500	1,800	300	120.00%
150 - Equipment Replacement	0	0	0	0.00%
250- Infrastructure Improvement	65,000	65,000	0	100.00%
300 - Capital Projects Fund	0	0	0	0.00%
400 - Debt Fund	570,550	562,950	-7,600	98.67%
500 - Municipal Development District	527,331	303,234	-224,097	57.50%
600 - 4B - Economic Development Corp.	160,920	433,152	272,232	269.17%
700 - Park Impact	26,000	11,708	-14,292	45.03%
800-Water Utilities Impact	131,705	150,450	18,745	114.23%
920- Fire Dept. Auxillary	0	0	0	0.00%
930 - Police Special Fund	0	0	0	0.00%
<b>Total Special Funds</b>	<b>1,549,106</b>	<b>1,735,686</b>	<b>186,580</b>	<b>112.04%</b>



**City of Ovilla**  
**General Fund**  
**Fund - 100**  
**For FY2022**

## General Fund Budget By Departments 2021-2022



### City Of Ovilla General Fund Budget Summary FY2022

	Budget FY2022
<b>Revenue</b>	
General Fund Revenue	4,207,571
Reduction in Fund Balance	741,546
<b>Total Resources</b>	<u><u>4,949,117</u></u>
<b>Expense</b>	
General Fund	
Admin	602,185
Non-Departmental	393,692
Police	1,068,268
Court	99,930
Fire	1,246,337
Comm. Service	240,100
Solid Waste	285,000
Streets	741,850
Parks	271,755
<b>Total Expense</b>	<u><u>4,949,117</u></u>

# **City of Ovilla**

# **General Fund**

## **Revenue**

## **For**

## **FY2022**



## General Fund Revenue Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-4000105	Ad Valorem, Current	1,915,459	2,080,079	2,221,250	2,440,690	109.88%
100-4000110	Ad Valorem, Delinquent	9,518	16,135	10,000	25,000	250.00%
100-4000113	Interest/Penalties	8,724	9,148	500	8,000	1600.00%
100-4000120	Sales Tax	275,178	329,150	260,215	322,500	123.94%
100-4000130	Franchise Tax	169,397	161,892	163,000	165,000	101.23%
	Total Taxes	2,378,276	2,596,403	2,654,965	2,961,190	111.53%
100-4000210	Residential Building Permits	76,929	36,100	72,000	84,000	116.67%
100-4000214	Misc. Building Permits	37,157	40,631	35,000	40,000	114.29%
100-4000230	Plan Review Fee	23,955	7,516	14,500	16,800	115.86%
100-4000260	Alarm Permits	2,360	2,304	2,000	2,000	100.00%
100-4000270	Animal Tag Fees	2,038	960	1,000	600	60.00%
100-4000272	Impound Fees	1,718	555	1,000	700	70.00%
100-4000290	Misc. Licenses & Permits	2,228	2,024	2,010	2,000	99.50%
	Total Licenses & Permits	151,951	90,103	127,510	146,100	114.58%
100-4000325	ESD #2	190,000	214,000	214,000	217,600	101.68%
100-400326	ESD #2 Equipment Support	0	0	0	0	0.00%
100-4000330	ESD #4	92,943	67,614	67,800	89,421	131.89%
100-4000411	Copies & Maps	136	59	60	60	100.00%
100-4000415	Police Reports	54	42	100	50	50.00%
100-4000440	Oak Leaf Animal Control	295	1,040	1,000	1,500	150.00%
100-4000450	Subdivision Fees	2,867	91,260	0	6,000	0.00%
100-4000455	Rough Portionality	0	200,000	0	100,000	0.00%
100-4000480	Solid Waste (Garbage)	263,986	246,521	278,000	285,000	102.52%
100-4000485	50/50 Sidewalk Program	0	1,900	2,500	500	20.00%
100-4000490	Misc. Charges for Services	4,259	2,617	2,500	2,500	100.00%
	Total for Services	554,539	825,053	565,960	702,631	124.15%
100-4000510	Fines - Police	153,249	45,305	107,500	50,000	46.51%
100-400520	Fines - Animal Control	310	0	150	150	100.00%
100-4000525	Fines - Code Enforcement	0	0	4,800	4,800	100.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-4000535	Omni Reimbursement	0	0	2,200	200	9.09%
100-4000540	Municipal Jury Fund	0	10	0	75	0.00%
100-4000545	Time Payment Reimbursement	0	0	0	75	0.00%
100-4000555	Local Truancy Prevention	0	505	0	2,000	0.00%
100-4000590	Misc. Fines and Forfeitures	25,647	10,262	10,500	14,000	133.33%
100-4000592	Warrant Fees	7,375	4,682	0	5,000	0.00%
100-4000594	Child Safety, Dallas County	191	387	400	350	87.50%
	Total Fines & Forfeitures	186,772	61,151	125,550	76,650	61.05%
100-4000810	Heritage Day	20,885	1,395	25,000	20,000	80.00%
100-4000815	Donations - Fire	0	200	0	0	0.00%
100-4000820	Water Tower Lease	127,997	101,188	113,000	113,000	100.00%
100-4000840	Interest Earned	17,006	41,812	18,500	30,000	162.16%
100-4000860	Grant Proceeds	12,947	521	0	0	0.00%
100-4000870	Insurance Proceeds	45,556	10,256	0	0	0.00%
100-4000885	Proceeds from Sale of Assets	1,581	3,330	0	125,000	0.00%
100-4000890	Misc. other Revenue	3,600	72,622	5,000	25,000	500.00%
	Total Other Revenues	239,051	249,585	485,785	313,000	64.43%
100-4000800	Transfer in From EDC	0	7,500	132,500	0	0.00%
100-4000905	Weapons Purchase Plan	1,764	(630)	0	0	0.00%
100-4000925	Admin. Rev. Received from EDC Fund	(70)	0	0	7,500	0.00%
100-4000940	Admin. Rev. Received from MDD Fund	(70)	500	500	500	100.00%
100-4000990	Reduction in Fund Balance	0	0	289,850	741,546	255.84%
	Total Transfers	1,624	7,370	422,850	749,546	177.26%
100-14000895	TX Div. Emergency Mgmt.	0	41,503	0	0	0.00%
	Intergovernmental Totals	0	41,503	0	0	222.00%
	Total of General Fund Revenue	3,512,213	3,871,168	4,382,620	4,949,117	112.93%

**City of Ovilla**

**Admin**

**Dept. 10**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR ADMIN**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
City Manager	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
City Secretary	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
Finance Director	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
Accountant			1 (75% Admin 25% Water)	
Deputy CS	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
PW Director	1 (50% Admin 50 Water)	1 (50% Admin 50 Water)	1 (50% Admin 50 Water)	1
<b>TOTAL DEPT. STAFF</b>	<b>5</b>	<b>5</b>	<b>6</b>	
Any proposed staffing changes	N/A	N/A	1 accounting position	
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>5</b>	<b>5</b>	<b>6</b>	

Justification for any proposed staffing changes: One accounting position needed to assist in A/P and payroll functions.

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT**

Deliver a broad range of services in relation to all departments within municipal government, executing all laws and municipal ordinances.

**CORE FUNCTION OF THE CITY MANAGER**

To serve the City Council and the citizens of Ovilla by providing quality services in a timely, effective, efficient and customer friendly manner. To interpret the governing body's visions and to assist the governing body with the development and implementation of policy for the City of Ovilla through the accomplishment of City goals, objectives and directives. Manage the City's daily operation and meet the City Council's priorities.

## SUMMARY OF APPROVED STAFFING FOR ADMIN FY2021-2022

**CORE FUNCTION OF THE FINANCE DIRECTOR:** Plans, organizes, leads, controls, and maintains the official financial records of the City, working with all departments of the City to assist in the planning and management of the budget.

**CORE FUNCTION OF THE CITY SECRETARY:** The records custodian for the City, from housing the historical archive of city council minutes, ordinances, and resolutions to maintaining a record of contracts and agreements, the City Secretary's office coordinates records for the City.

**CORE FUNCTION OF THE DEPUTY CITY SECRETARY:** Assists in all general services as a back up to the City Secretary. In the absence of the City Secretary, performs the City Secretary duties.

**CORE FUNCTION OF THE PW DIRECTOR:** Manages the operations of all divisions of the public works department, providing support, safety regulations, and guidance to staff. Ensures the required and proper training in all divisions remains current. Meets all state law requirements, prepares reports to the City Manager, Mayor and Council.

**General Fund Admin**  
**Dept. 10 Budget for FY2022**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-10-51110	City Manager	87,281	80,886	73,388	80,700	109.96%
100-10-51115	City Secretary	47,808	38,057	53,682	54,500	101.52%
100-10-51117	City Accountant	42,636	22,384	57,855	61,300	105.95%
100-10-51120	Deputy City Secretary	30,476	15,639	37,518	35,650	95.02%
100-10-51130	Public Works Director	0	3,115	35,700	38,225	107.07%
100-10-51405	Accountant Position	0	316	9,160	33,000	360.26%
100-10-51490	Overtime	2,084	2,030	500	500	100.00%
100-10-52110	Group Insurance	34,715	10,515	33,143	32,900	99.27%
100-10-52135	TMRS	27,977	19,850	26,000	30,700	118.08%
100-10-52160	Worker's Compensation	552	1,280	735	0	0.00%
100-10-52170	Payroll Taxes	5,100	3,090	4,660	4,500	96.57%
100-10-52196	Indiv. Membership Dues	2,620	449	2,300	2,000	86.96%
100-10-52210	Tax Assessing & Collecting Fees	1,857	1,865	2,400	2,400	100.00%
100-10-52220	Tax Appraisal Fee	17,657	26,741	19,000	20,000	105.26%
100-10-52230	Legal Fees	15,260	21,879	35,000	35,000	100.00%
100-10-52240	Audit	8,150	8,750	10,800	0	0.00%
100-10-52250	Accounting	0	31,593	23,000	20,000	86.96%
100-10-52260	Engineering Fees	18,902	23,859	29,875	0	0.00%
100-10-52310	Consultant Fees	205	207	23,100	25,000	108.23%
100-10-52510	Maintenance Agreements	0	0	550	800	145.45%
100-10-52530	Custodial Service Contract	4,138	3,955	6,000	6,000	100.00%
100-10-52540	IT - Computer Maintenance	62,170	60,555	65,000	0	0.00%
100-10-52620	Election - Supplies	6,322	361	2,500	2,500	100.00%
100-10-52650	Codification Book Update	4,625	375	3,600	3,600	100.00%
100-10-53110	Office Supplies	12,561	11,066	10,000	11,000	110.00%
100-10-53140	Uniforms	328	178	350	900	257.14%
100-10-53410	Supplies - Custodial	535	1,400	1,500	1,500	100.00%
100-10-53415	Covid Supplies	0	1,989	0	0	0.00%
100-10-53460	Miscellaneous	2,662	22,200	2,500	0	0.00%
100-10-54210	Travel - Local	993	52	250	250	100.00%
100-10-54220	Professional Development	10,062	5,720	3,000	6,000	200.00%
100-10-55240	Computer - Software	33,023	29,753	28,718	33,000	114.91%
100-10-55310	Copier Expense	4,024	4,740	5,000	5,000	100.00%
100-10-55320	Printing & Postage -Newsletters	3,232	1,609	4,800	4,800	100.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-10-55330	Printing - Forms	346	708	1,500	1,500	100.00%
100-10-55410	Telephone	2,441	8,211	2,500	0	0.00%
100-10-55415	Cellular Phone	1,447	1,942	2,500	0	0.00%
100-10-55417	Internet	2,138	3,364	3,300	0	0.00%
100-10-55420	Wireless Cards	988	912	950	0	0.00%
100-10-55450	Electricity	3,270	3,549	4,800	0	0.00%
100-10-55520	Repairs - Buildings	3,000	11,153	3,000	12,000	400.00%
100-10-55540	Repairs - Machinery & Equipment	270	985	400	400	100.00%
100-10-55590	Repairs - Other	966	1,140	3,000	0	0.00%
100-10-55610	Insurance - Property	2,249	2,517	2,322	0	0.00%
100-10-55620	Insurance - Liability	1,292	3,050	2,980	0	0.00%
100-10-55630	Insurance - Fidelity Bond	250	250	350	0	0.00%
100-10-55635	Public Officials Surety Bonds	0	71	100	0	0.00%
100-10-55705	Postage	6,998	5,799	5,000	6,000	120.00%
100-10-55710	Cash - Over/Short	0	0	0	10	0.00%
100-10-55725	Records Management Expense	964	952	1,200	1,200	100.00%
100-10-55730	City - Memberships	2,976	2,723	2,500	3,000	120.00%
100-10-55740	Legal Notices/Advertisement	9,048	10,936	7,000	7,000	100.00%
100-10-55751	Council Discretionary	0	0	0	6,000	0.00%
100-10-55752	Employment Screening	337	550	300	500	166.67%
100-10-55753	Solicitor Screening	144	16	250	250	100.00%
100-10-55760	Bank Service Charge	505	3,082	3,200	3,200	100.00%
100-10-55764	Filing Fees	534	716	800	800	100.00%
100-10-55765	Miscellaneous	2,994	711	100	2,600	2600.00%
100-10-56440	Machinery & Equipment	3,900	8,047	1,800	2,000	111.11%
100-10-56465	Furniture	2,933	1,894	8,500	4,000	47.06%
Total GF Admin Dept. 10		794,357	600,634	679,946	602,185	88.56%

**City of Ovilla**  
**Non-Departmental**  
**Dept. 16**  
**For**  
**FY2022**



## General Fund Non-Departmental Dept. 16 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-16-52160	Worker's Compensation	0	0	0	40,650	0.00%
100-16-52180	Unemployment Taxes	0	0	0	2,000	0.00%
100-16-52240	Audit	0	0	0	11,232	104.00%
100-16-52260	Engineering Fees	0	0	0	80,000	0.00%
100-16-52540	IT - Computer Maintenance	0	0	0	52,000	0.00%
100-16-52545	Computer Equipment	0	0	0	10,000	0.00%
100-16-55410	Telephone	0	0	0	14,500	0.00%
100-16-55415	Cellular Phone	0	0	0	7,300	0.00%
100-16-55416	Telephone Equipment	0	0	0	3,975	0.00%
100-16-55417	Internet	0	0	0	18,000	0.00%
100-16-55420	Wireless Cards	0	0	0	8,980	0.00%
100-16-55430	Natural Gas	0	0	0	2,500	0.00%
100-16-55450	Electricity	0	0	0	69,600	0.00%
100-16-55610	Insurance - Property	0	0	0	7,900	0.00%
100-16-55620	Insurance - Liability	0	0	0	15,200	0.00%
100-16-55630	Insurance - Fidelity Bond	0	0	0	250	0.00%
100-16-55640	Insurance - Vehicle	0	0	0	18,300	0.00%
100-16-55635	Public Officials Surety Bonds	0	0	0	0	0.00%
100-16-57460	664 Right of Way Purchases	0	0	0	31,305	0.00%
Total Non-Departmental - Dept. 16		0	0	0	393,692	0.00%

**City of Ovilla**

**Police**

**Dept. 20**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR THE POLICE DEPARTMENT**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Police Chief	1	1	1	
Lieutenant	1	1	1	
Sergeant	2	2	2	
Detective	1	1	1	
Officers	5	5	6	
Administrative Assistant	1	1	1	
Part-Time Officers and Reserves	4	4	4	
<b>TOTAL DEPT. STAFF</b>	<b>15</b>	<b>15</b>	<b>16</b>	
Any proposed staffing changes			1 officer	
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>15</b>	<b>15</b>	<b>16</b>	

**Justification for any proposed staffing changes:**

There are currently three subdivisions in different stages of planning, Bryson Manor phase three (113), Broadmoor Estates (84), and Miracle Farms (77). These neighborhoods will cause an increase in 274 households. The website <https://www.indexmundi.com/facts/united-states/quick-facts/texas/average-household-size#map> provides a figure of 2.99 persons per household in Ellis County. Multiplying that number by the number of new households provides a total of 819 new persons to Ovilla. Combined with other home starts in town, this will require 2 additional officers in the next few years to maintain staffing levels.

**Department Purpose**

**CORE FUNCTION OF THE POLICE DEPARTMENT:**

To provide outstanding all-encompassing police services to those that live, work, and visit the City of Ovilla. The core values of the department are HONOR, SERVICE, COMMUNITY, and INTEGRITY. We strive to provide a community centered department aimed at meeting the needs of the community.

**CORE FUNCTION OF THE POLICE CHIEF:**

To provide high quality police services to the citizens of Ovilla by guiding/directing the efforts of the staff. To promote a safe city through programs including law enforcement, traffic enforcement and community action programs. To work with all other city departments as a collective to ensure the highest quality of life for those living and working in the city.

## SUMMARY OF APPROVED STAFFING FOR THE POLICE DEPARTMENT FY2021-2022

### **CORE FUNCTION OF THE POLICE LIEUTENANT:**

To manage the daily services of the police department through supervising the patrol Sergeants and the Detective. To provide mentoring to the officers, training, and overseeing crime reporting and internal investigations.

### **FUNCTION OF THE POLICE SERGEANT:**

To supervise the shift work, providing for 24-hour police protection for the citizens of Ovilla. To accomplish the goals and objectives set forth by the Chief of Police including law enforcement, traffic enforcement, and community involvement. To provide scheduling and approving of the officer's daily work product. To provide line level police services to those individuals in need.

### **CORE FUNCTION OF THE POLICE DETECTIVE:**

To provide for the investigation of criminal activity as reported through reports and in person observation. To supplement the patrol division as necessary. To respond after hours to the crime scene needs of the department and provide information to the street officers as necessary.

### **CORE FUNCTION OF THE POLICE OFFICERS:**

To provide line level service to individuals in need. To directly accomplish the goals and objectives set forth by the Chief of Police including law enforcement, traffic enforcement, and community involvement.

### **CORE FUNCTION OF THE POLICE ADMINISTRATIVE ASSISTANT:**

To provide customer service representation to those individuals visiting or calling the Ovilla Police Department. To accomplish tasks set out by the Chief of Police or Lieutenant including financial accounting, quartermaster, filing, daily housekeeping duties of the department, and grant reporting. To provide oversight of the annual Heritage Day event, National Night Out and Quarterly Coffee with a Cop. To see to the daily needs of the officers of the department by coordinating purchases and repairs of facilities and vehicles.

**Police Dept. 20 Budget for FY2022**

8/24/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-20-51120	Police Chief	79,611	85,303	83,636	82,200	98.28%
100-20-51143	Command Staff	63,200	68,452	71,379	68,800	96.39%
100-20-51150	Certification Pay	2,339	2,432	3,600	4,600	127.78%
100-20-51151	T-Close Master 2	0	1,696	6,000	6,000	100.00%
100-20-51405	Support Staff	29,954	31,889	34,715	35,460	102.15%
100-20-51408	Sergeant	100,151	115,503	126,000	130,100	103.25%
100-20-51410	Patrol	285,982	301,611	308,000	370,500	120.29%
100-20-51412	Patrol Part Time	11,575	2,538	3,600	9,600	266.67%
100-20-51490	Overtime	1,253	1,675	7,000	4,000	57.14%
100-20-52110	Group Insurance	94,692	51,286	91,281	92,900	101.77%
100-20-52135	TMRS	58,260	61,025	63,065	71,100	112.74%
100-20-52160	Worker's Compensation	14,569	16,316	24,479	0	0.00%
100-20-52170	Payroll Taxes	8,954	7,168	9,206	10,300	111.88%
100-20-52196	Membership Dues	443	436	470	400	85.11%
100-20-52356	Gingerbread House	1,000	1,000	1,000	1,000	100.00%
100-20-52380	Dispatch	41,592	41,598	57,984	53,485	92.24%
100-20-52390	Special Response Team	7,500	8,250	16,409	8,250	50.28%
100-20-52530	Custodial Service Contract	2,729	1,294	2,820	4,200	148.94%
100-20-52560	Internet Subscriptions	448	380	1,350	2,500	185.19%
100-20-52675	National Night Out	427	0	500	500	100.00%
100-20-53110	Office Supplies	1,175	1,134	1,350	1,350	100.00%
100-20-53140	Uniforms	7,264	2,113	8,500	8,500	100.00%
100-20-53170	Evidence Gathering	917	932	2,000	2,000	100.00%
100-20-53410	Supplies - Custodial	712	740	800	800	100.00%
100-20-54210	Travel - Local	714	0	1,500	250	16.67%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-20-54220	Professional Development	5,648	3,126	6,925	6,925	100.00%
100-20-54235	Ammo	1,137	0	1,700	1,700	100.00%
100-20-54270	Vehicle Expenses	25,942	23,515	26,000	25,000	96.15%
100-20-55240	Computer - Software	17,851	22,554	20,211	21,000	103.90%
100-20-55310	Copier Expense	1,214	1,216	1,224	1,300	106.21%
100-20-55330	Printing - Forms	256	150	950	950	100.00%
100-20-55520	Repairs - Building	2,809	1,426	5,000	5,000	100.00%
100-20-55540	Repairs- Machinery & Equipment	826	401	1,000	1,000	100.00%
100-20-55550	Repairs - Vehicles	9,782	11,782	12,000	12,000	100.00%
100-20-55610	Insurance - Property	3,344	3,667	2,155	0	0.00%
100-20-55620	Insurance - Liability	5,924	6,746	2,385	0	0.00%
100-20-55625	Law Enforcement Liab. Insur.	0	0	0	8,748	0.00%
100-20-55640	Insurance - Vehicle	6,266	4,567	4,874	0	0.00%
100-20-55742	Public Relations	594	0	550	550	100.00%
100-20-55745	Weapons Purchase Plan	3,149	0	5,000	3,000	60.00%
100-20-55752	Employment Screening	230	0	1,550	800	51.61%
100-20-55765	Miscellaneous	507	973	1,500	1,500	100.00%
100-20-56440	Machinery & Equipment	6,516	4,204	7,000	7,000	100.00%
100-20-56445	Personal Protective Equipment	1,498	1,838	4,200	3,000	71.43%
<b>Total for GF Police Dept. 20</b>		<b>969,183</b>	<b>1,061,382</b>	<b>1,063,578</b>	<b>1,068,268</b>	<b>100.44%</b>

**City of Ovilla**

**Court**

**Dept. 25**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR MUN COURT**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Court Clerk	1	1	1	1
Municipal Judge	1	1	1	1
<b>TOTAL DEPT. STAFF</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Any proposed staffing changes	None	None	None	None
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>2</b>	<b>2</b>	<b>2</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT:** To give justice to the people by providing the highest quality of ethical standards and protection of rights according to the laws and constitution.

**CORE FUNCTION OF THE MUNICIPAL COURT CLERK:** Supports the Judge of the Court. Preparing and processing issued orders of the court, including dockets of cases, and other duties as may be outlined in the City ordinances in a most efficient manner and delivering the highest ethical standards and efficiency to the public.

**CORE FUNCTION OF THE MUNICIPAL COURT JUDGE:** Presides over the municipal court sessions (including pre-trials, trials, hearings, and other judicial proceedings) Acts in the interpretation, application and enforcement of local ordinances and applicable State laws. To be fair and unbiased and decides whether the accused person is guilty or innocent on the basis of the evidence presented and in accordance with the law.

## Court Dept. 25 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-25-51140	Municipal Judge	8,851	8,285	9,000	9,000	100.00%
100-25-51405	Support Staff	40,118	45,661	47,736	50,700	106.21%
100-25-51420	Jury Fees	1,490	896	250	250	100.00%
100-25-51425	City Prosecutor	7,001	6,790	10,000	9,000	90.00%
100-25-51490	Overtime	1,397	1,033	200	500	250.00%
100-25-52110	Group Insurance	8,310	3,293	8,299	7,740	93.26%
100-25-52135	TMRS	4,069	4,884	4,885	6,000	122.82%
100-25-52160	Worker's Compensation	107	149	184	0	0.00%
100-25-52170	Payroll Taxes	1,266	1,095	1,600	1,450	90.63%
100-25-52196	Membership Dues	75	150	130	140	107.69%
100-25-52350	Contract Labor - Company		0	600	600	100.00%
100-25-53110	Office Supplies	343	200	200	200	100.00%
100-25-53140	Uniforms	95	0	250	300	120.00%
100-25-54210	Travel - Local	57	36	100	100	100.00%
100-25-54220	Professional Development	75	0	225	300	133.33%
100-25-55240	Computer Software		3,721	3,900	3,900	100.00%
100-25-55330	Printing	545	431	500	500	100.00%
100-25-55765	Miscellaneous	3,650	0	50	50	100.00%
100-25-55768	Collection Agency Fees	9,271	7,558	6,200	8,000	129.03%
100-25-55772	Warrant Fee - Omni	662	432	1,200	1,200	100.00%
	<b>Total GF Court Dept 25</b>	<b>177,066</b>	<b>89,353</b>	<b>97,653</b>	<b>99,930</b>	<b>102.33%</b>

**City of Ovilla**

**Fire**

**Dept. 30**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR FIRE DEPARTMENT  
FY2021-2022**

STAFFING	ACTUAL 2019 - 2020	ACTUAL 2020 - 2021	PROPOSED 2021 - 2022	APPROVED 2021 - 2022
Fire Chief	1	1	1	
Deputy Chief / Fire Marshal	1	1	1	
Captain	5	5	5	
Firefighter Paramedic	23	23	25	
Firefighter Basic	8	8	6	
Volunteer Firefighter	12	12	12	
<b>TOTAL DEPT. STAFF</b>	<b>50</b>	<b>50</b>	<b>50</b>	
Any proposed staffing changes	0	0	0	
<b>TOTAL PROPOSED DEPT. STAFF</b>	<b>50</b>	<b>50</b>	<b>50</b>	

**Justification for any proposed staffing changes:** Justification for any proposed staffing changes: We have Firefighters that were hired as Firefighter Basics that have now served our department for 2 years or more in that role and have since went to school and received their Paramedic at no cost to the city. Rather than increasing our overall number of positions to pay them for the role they are working in, we can take away 2 basic positions and add 2 paramedic positions with minimal cost increase.

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT**

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.

**CORE FUNCTION OF THE FIRE CHIEF:** To plan, direct, and review the activities and operations of the fire agency, including fire suppression, fire prevention and education, hazardous material response, and emergency medical services; to coordinate assigned activities with other city departments and divisions and outside agencies; and to provide highly responsible and complex administrative support to the City Manager.

**CORE FUNCTION OF THE FIRE CHIEF DEPUTY FIRE CHIEF / FIRE MARSHAL:** To assist in managing, directing, and coordinating the activities and operations of the fire agency including safety training and education, emergency medical services, fire suppression and rescue; to coordinate activities with other divisions and departments; and to provide highly responsible and complex administrative support to the Fire Chief.

## SUMMARY OF APPROVED STAFFING FOR FIRE DEPARTMENT FY2021-2022

Provides leadership, supervises, and coordinates all programs and activities of the Fire Marshal office, community relation initiatives, internal affairs investigations, regulatory agency compliance. Performs all other duties as assigned by the Fire Chief.

**CORE FUNCTIONS OF THE FIRE CAPTAIN:** To assist in the supervision of an assigned fire company at a signal station in active firefighting and rescue operations within the fire agency; to provide supervision in response to fire alarms, medical emergencies, hazardous materials incidents, and other calls; to participate in fire prevention training activities, station maintenance, and other station activities and operations.

**CORE FUNCTIONS OF THE FIREFIGHTER PARAMEDIC:** To respond to fire alarms, medical emergencies, and other emergency to protect life and property; to operate and maintain a variety of fire and rescue apparatus and firefighting equipment as necessary; to participate in firefighting activities, emergency medical services at an advanced life support level (ALS), hazardous materials incidents, fire prevention, and training activities.

**CORE FUNCTIONS OF THE FIREFIGHTER EMT-BASIC:** To respond to fire alarms, medical emergencies, and other emergency to protect life and property; to operate and maintain a variety of fire and rescue apparatus and firefighting equipment as necessary; to participate in firefighting activities, emergency medical services at a basic life support level (BLS), hazardous materials incidents, fire prevention, and training activities.

**CORE FUNCTIONS OF THE VOLUNTEER FIREFIGHTER:** To respond to fire alarms, medical emergencies, and other emergency to protect life and property; to operate and maintain a variety of fire and rescue apparatus and firefighting equipment as necessary; to participate in firefighting activities, emergency medical services, hazardous materials incidents, fire prevention, and training activities.

## General Fund Fire Dept. 30 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-30-51125	Fire Chief	41,494	49,244	61,808	63,663	103.00%
100-30-51135	Deputy Chief/Fire Marshall	26,664	32,584	48,376	49,828	103.00%
100-30-51140	Fire Captains	76,088	67,289	102,500	108,150	105.51%
100-30-51150	Officer in Charge and Holiday	11,638	12,640	12,648	12,648	100.00%
100-30-51440	Firefighters	338,877	367,730	462,240	481,472	104.16%
100-30-51442	Firefighter - Event	0	0	1,000	1,000	100.00%
100-30-51485	Volunteer Incentive Program	18,475	29,352	35,000	35,000	100.00%
100-30-52135	TMRS	7,255	8,604	10,920	11,700	107.14%
100-30-52137	Volunteer Retirement	3,062	3,708	5,200	5,200	100.00%
100-30-52160	Worker's Compensation	16,414	20,632	27,697	0	0.00%
100-30-52170	Payroll Taxes	34,820	32,241	45,861	46,150	100.63%
100-30-52196	Membership Dues	600	3,603	3,500	3,500	100.00%
100-30-52310	Consultant Fees	0	3,000	3,000	3,000	100.00%
100-30-52380	Dispatch	5,252	5,246	15,000	15,000	100.00%
100-30-52385	Emergency Transport Service	63,559	47,669	97,418	96,803	99.37%
100-30-52510	Maintenance Agreements	11,133	8,234	10,000	10,000	100.00%
100-30-52570	Warning System Maintenance	0	0	6,020	6,500	107.97%
100-30-52580	Generator Maintenance	1,000	3,291	2,120	2,120	100.00%
100-30-52675	National Night Out	390	0	350	350	100.00%
100-30-53110	Office Supplies	1,113	849	1,000	1,000	100.00%
100-30-53140	Uniforms	3,274	2,954	6,000	6,000	100.00%
100-30-53160	Medical Supplies	6,726	5,011	5,000	5,000	100.00%
100-30-53165	Medical Support	267	648	1,000	1,000	100.00%
100-30-53170	Evidence Gathering	409	908	1,000	1,000	100.00%
100-30-53175	Education Aids	2,774	16	1,000	1,000	100.00%
100-30-53410	Supplies - Custodial	3,024	4,196	4,000	4,000	100.00%
100-30-53420	Building Alarm Maintenance	105	0	2,300	2,300	100.00%
100-30-54220	Professional Development	7,362	9,516	10,000	10,000	100.00%
100-30-54270	Vehicle Expenses	10,537	10,815	10,000	10,000	100.00%
100-30-55240	Computer - Software	4,401	4,389	6,700	6,700	100.00%
100-30-55310	Copier Expense	3,140	3,509	3,200	3,200	100.00%
100-30-55520	Repairs - Building	33,173	4,258	5,000	7,553	151.06%

## General Fund Fire Dept. 30 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-30-55540	Repairs - Machinery & Equipment	9,206	12,292	15,000	5,000	33.33%
100-30-55545	Repairs - Apparatus	34,020	53,644	25,000	45,000	180.00%
100-30-55550	Repairs - Vehicles	6,822	2,603	3,500	3,500	100.00%
100-30-55752	Employment Screening	1,696	226	500	500	100.00%
100-30-56440	Machinery & Equipment	26,701	19,754	18,300	26,500	144.81%
100-30-56445	Personal Protective Equipment	29,495	20,307	20,247	30,000	148.17%
100-30-57450	Vehicles	0	53,802	0	125,000	0.00%
	<b>Total GF Fire Dept. 30</b>	<b>902,024</b>	<b>1,042,587</b>	<b>1,128,632</b>	<b>1,246,337</b>	<b>110%</b>

**City of Ovilla**  
**Comm. Service**  
**Dept. 40**  
**For**  
**FY2022**



**SUMMARY OF APPROVED STAFFING FOR COMMUNITY SERVICES**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Planning Secretary Permit Clerk	1	1	1	1
Code Enf. Animal Control	1.5	1.5	1.5	1.5
<b>TOTAL DEPT. STAFF</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
No Proposed changes				
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT**

To serve the City and the Citizens of Ovilla by maintaining the City's health and safety with relation to code enforcement and animal control services throughout the City and consistent with state law and the constitution.

**CORE FUNCTION OF THE CODE ENFORCEMENT OFFICER / ANIMAL CONTROL OFFICER:** To prevent, detect, investigate and enforce violations of the city municipal Code, city ordinances, and state laws with regard to the inspection, improvement, and rehabilitation of environmental hazards in public and private premises by determining the presence of a variety of City violations and nuisance violations. Additionally, enforce laws concerning the care and treatment of animals, protect and rescue domesticated animals and maintain public health standards, protecting the public from dangerous animals.

**CORE FUNCTION OF THE PLANNING SECRETARY/PERMIT CLERK:** Manages the operations of all basic building construction permits as well as code violations within the city. Performs administrative tasks to support daily business operations. Assists and stores the paperwork in subdivision development.

## Community Services Dept. 40 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-40-51135	ACO/Code Enforcement Officer	52,537	54,177	53,750	57,100	106.23%
100-40-51140	Permit Clerk - Code	23,781	21,352	17,160	36,600	213.29%
100-40-51143	ACO/Code Part Time	0	5,005	23,057	23,800	103.22%
100-40-51190	Overtime	8,547	7,079	6,500	6,500	100.00%
100-40-51415	Certification Pay	23	2	600	600	100.00%
100-40-52110	Group Insurance	17,080	14,911	16,597	19,350	116.59%
100-40-52135	TMRS	7,192	11,247	10,000	12,000	120.00%
100-40-52160	Worker's Compensation	485	584	1,036	0	0.00%
100-40-52170	Payroll Taxes	1,013	778	1,500	1,700	113.33%
100-40-52190	License	564	230	750	700	93.33%
100-40-52315	Contract Building Inspections	62,707	45,717	43,000	59,500	138.37%
100-40-52370	Impound Fees	1,400	1,550	2,300	2,300	100.00%
100-40-52680	Environmental Testing	106	0	1,500	1,500	100.00%
100-40-52683	Septic Tank Fee to State	40	10	100	100	100.00%
100-40-52685	Clean up Day	46	0	100	100	100.00%
100-40-52687	Abatement Nuisance	8,188	0	2,000	2,000	100.00%
100-40-53110	Office Supplies	496	724	1,500	0	0.00%
100-40-53120	Animal Care	147	0	500	300	60.00%
100-40-53122	Pet Supplies	861	915	800	1,200	150.00%
100-40-53140	Uniforms	567	748	1,000	1,000	100.00%
100-40-54210	Travel - Local	46	249	300	300	100.00%
100-40-54220	Professional Development	100	474	800	800	100.00%
100-40-54270	Vehicle Expenses	2,922	1,370	1,800	1,800	100.00%
100-40-55240	Computer - Software	8,750	7,500	7,500	7,500	100.00%
100-40-55330	Printing - Forms		0	400	400	100.00%
100-40-55765	Miscellaneous	46	291	0	500	0.00%
100-40-56440	Machinery & Equipment	455	3,659	2,000	2,450	122.50%
	Total GF Comm. Service Dept. 40	199,897	183,171	197,870	240,100	121.34%

# **City of Ovilla**

## **Solid Waste**

**Dept. 45**

**For**

**FY2022**



## General Fund Solid Waste Dept. 45 Budget FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-45-55465	Solid Waste Pickup (Garbage)	243,253	252,471	277,221	285,000	102.81%
	Total GF Garbage Dept. 45	243,253	252,471	277,221	285,000	102.81%

# **City of Ovilla**

## **Streets**

**Dept. 50**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR STREET DEPARTMENT**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Street/Drainage Supervisor	1 Street	1 Street	1 Street	1 Street
Street/Drainage Tech	2.5 Street	2.5 Street	2.5 Street	2.5 Street
<b>TOTAL DEPT. STAFF</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>
<b>TOTAL PROPOSED DEPT. STAFF</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT:** To provide public spaces as well as arteries for movement throughout the city, facilitating the provision of and maintenance to basic services such as water and approach to stormwater management/drainage. To realize the potential health, safety, and mobility benefits to the community and for development. To serve the City and the Citizens of Ovilla by maintaining the City's infrastructure and providing the highest level of street and drainage systems.

**CORE FUNCTION OF THE STREET SUPERVISOR:** Supervise, assign and coordinate pavement and sidewalk construction, maintenance and repair work; inspect work during its performance and upon completion; provide assistance to subordinates.

**CORE FUNCTION OF THE PW DIRECTOR:** Manages the operations of all divisions of the public works department, providing support, safety regulations, and guidance to staff. Ensures the required and proper training in all divisions remains current. Meets all state law requirements, prepares reports to the City Manager, Mayor and Council.

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-50-51133	Salaries & Wages: Supervisor	0	12,064	53,623	56,900	106.11%
100-50-51415	Maintenance Crew	25,972	37,435	85,915	90,750	105.63%
100-50-51450	Certification Pay	0	0	600	600	100.00%
100-50-51490	Overtime	2,348	3,004	5,800	7,000	120.69%
100-50-51500	On Call	400	364	1,885	1,800	95.49%
100-50-52100	Employee Benefits	0	1,077	4,200	4,200	100.00%
100-50-52110	Group Insurance	6,986	11,177	16,546	22,900	138.40%
100-50-52135	TMRS	3,085	5,191	8,725	9,300	106.59%
100-50-52160	Worker's Compensation	986	1,530	8,841	0	0.00%
100-50-52170	Payroll Taxes	487	606	1,275	2,200	172.55%
100-50-52190	License	29,737	111	211	150	71.09%
100-50-52620	Emergency Clean Up	1,023	0	2,000	2,000	100.00%
100-50-53110	Office Supplies	31	87	200	0	0.00%
100-50-53140	Uniforms	789	1,496	3,000	4,000	133.33%
100-50-53175	Education Aids	0	0	0	500	0.00%
100-50-53405	Drainage Maintenance	25,857	14,251	0	10,000	0.00%
100-50-53420	Supplies - Street Signs	1,231	1,384	1,782	2,000	112.23%
100-50-53460	Miscellaneous	294	6,119	900	1,400	155.56%
100-50-54220	Professional Development	395	379	1,500	1,500	100.00%
100-50-54270	Vehicle Expenses	3,650	6,539	6,000	8,000	133.33%
100-50-55540	Repairs - Machinery & Equipment	2,690	4,741	5,500	5,500	100.00%
100-50-55550	Repairs - Vehicles	2,373	2,189	2,500	2,500	100.00%
100-50-55555	Crack Sealing	0	2,250	24,438	12,000	49.10%
100-50-55560	Repairs -Street Maint.& Repairs	48,551	31,608	47,000	47,000	100.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-50-55565	Repairs - Infrastructure Drainage	2,197	0	3,000	10,000	333.33%
100-50-55590	Repairs - Other	1,642	1,969	0	500	0.00%
100-50-55752	Employment Screening	252	320	460	300	65.22%
100-50-56440	Machinery & Equipment	5,500	58,545	2,500	2,500	100.00%
100-50-56445	Personal Protective Equipment	225	278	600	600	100.00%
100-50-57440	Machinery & Equipment	75,403	15,800	0	63,300	0.00%
100-50-57450	Vehicles	0	0	0	86,000	0.00%
100-50-57460	Infrastructure	233,175	147,273	0	286,450	0.00%
100-50-57463	Infrastructure - Water Street Bridge	0	15,290	264,000	0	0.00%
	<b>Total GF Street Dept. 50</b>	<b>553,908</b>	<b>720,194</b>	<b>632,706</b>	<b>741,850</b>	<b>117.25%</b>

**City of Ovilla**

**Parks**

**Dept. 60**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR PARKS DEPARTMENT  
FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Park/Building Facilities supervisor		1	1	1
Parks/building facilities tech	1	1	1	1
<b>TOTAL DEPT. STAFF</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>1</b>	<b>2</b>	<b>2</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE PARKS DEPARTMENT**

To serve the City and the Citizens of Ovilla by providing parks and recreation resources for the purposes of leisure, entertainment and recreational pursuits with opens space areas, trails, and facilities. by maintaining the City's infrastructure and providing the highest level of services for City parks and upkeep of the buildings.

**CORE FUNCTION OF THE PARKS DEPARTMENT SUPERVISOR:** To provide and be responsible for developing, implementing, monitoring, evaluating, and supervising the operations, staff, and activities of park maintenance to maximize service delivery to the community. Oversees the work of contractors, concessionaires, and vendors; establishes the goals and objectives of a park with the aim of providing the best recreational experience to the residents of Ovilla and visitors.

**CORE FUNCTION OF THE PARKS DEPARTMENT MAINTENANCE WORKER:** Under the guidance and direct supervision of the Park Supervisor keep up the appearance, health, and safety of landscapes and features in public parks. They maintain jogging and biking paths, hiking trails, athletic fields, playgrounds, picnic tables, benches, lawns, flower beds, and gardens.

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-60-51133	Salaries & Wages: Supervisor	0	0	3,350	48,300	1441.79%
100-60-51405	Support Staff	0	0	14,700	31,200	212.24%
100-60-51415	Certification Pay - CPSI	31,343	31,200	37,459	600	1.60%
100-60-51490	Overtime	1,447	3,065	2,200	2,200	100.00%
100-60-51500	On Call	515	514	400	400	100.00%
100-60-52100	Employee Benefits	0	0	4,200	4,200	100.00%
100-60-52110	Group Insurance	8,736	2,514	3,000	11,280	376.00%
100-60-52135	TMRS	3,165	4,055	3,200	8,150	254.69%
100-60-52160	Worker's Compensation	1,547	1,530	2,310	0	0.00%
100-60-52170	Payroll Taxes	298	481	600	1,050	175.00%
100-60-52196	Membership Dues	0	0	125	125	100.00%
100-60-52490	Rental - Other	3,114	3,118	3,300	3,300	100.00%
100-60-52680	Heritage Day	20,259	3,972	15,000	15,000	100.00%
100-60-52690	Special Events	5,351	325	5,000	5,000	100.00%
100-60-53140	Uniforms	0	138	600	1,600	266.67%
100-60-53410	Supplies - Custodial	664	53	2,000	2,000	100.00%
100-60-54220	Professional Development	0	560	500	500	100.00%
100-60-54270	Vehicle Expenses	0	0	2,500	2,500	100.00%
100-60-55520	Repairs - Building	55	0	250	250	100.00%
100-60-55530	Repairs-Imp Other Than Bldgs	1,453	1,408	1,500	2,000	133.33%
100-60-55540	Repairs - Machinery & Equipment	60	319	1,600	1,600	100.00%
100-60-55610	Insurance - Property	232	359	293	0	0.00%
100-60-55620	Insurance - Liability	556	571	187	0	0.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
100-60-55640	Insurance - Vehicle	0	120	0	0	0.00%
100-60-55765	Miscellaneous	299	296	8,000	8,900	111.25%
100-60-56410	Land Improvements	4,330	4,276	15,340	20,000	130.38%
100-60-56440	Machinery & Equipment	1,272	1,351	17,000	2,500	14.71%
100-60-57420	Buildings	0	0	125,000	5,000	4.00%
100-60-57440	Machinery & Equipment	4,968	34,694	0	44,100	0.00%
100-60-57450	Capital Vehicles	0	0	0	50,000	0.00%
Total GF Parks Dept. 60		95,962	128,327	298,534	271,755	91.03%



**City of Ovilla**  
**Leose Fund - 110**  
**For FY2022**

**Lease Fund 110**  
**Budget for FY2022**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
110-4000990	Reduction in Fund Balance	0	0	0	0	0.00%
110-4000860	Grant Proceeds	0	0	1100	1100	0.00%
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1100</b>	<b>1100</b>	<b>0.00%</b>
110-21-9104245	Education and Training	0	0	1100	1100	0.00%
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1100</b>	<b>1100</b>	<b>0.00%</b>



**City of Ovilla**

**Street Maintenance**

**Fund - 120**

**For FY2022**

Street Improvement Fund 120 Budget for FY2022

8/18/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
120-4000125	Sales Tax - Street Improvement	68,818	82,287	63,000	78,120	124.00%
120-4000840	Interest Earned	0	0	0	0	0.00%
120-40890	Misc. Revenue	0	(117)	0	0	0.00%
120-4000915	Transfer In	0	0	0	0	0.00%
120-4000990	Reduction in Fund Balance	0	0	0	126,172	0.00%
	Total Revenue	68,818	82,171	63,000	204,292	324.27%
120-55-57460	Infrastructure	55,696	0	63,000	204,292	324.27%
120-55-59001	Reserve for Contingency	0	0	0	0	0.00%
	Total Expenses	55,696	0	63,000	204,292	324.27%



**City of Ovilla**

**Court Technology**

**Fund - 130**

**For FY2022**

**Court Technology - Fund 130 Budget for FY2022**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
<b>Revenues</b>						
130-4000550	Municipal Court Technology	2,859	1,488	2,000	2,000	100.00%
130-4000915	Transfer In	2,582	0	0	0	0.00%
	<b>Total Revenues</b>	<b>5,441</b>	<b>1,488</b>	<b>2,000</b>	<b>2,000</b>	<b>100.00%</b>
<b>Expenses</b>						
130-26-52545	Computer - Equipment	400	0	2,000	2,000	100.00%
130-26-59001	Reserve for Contingency	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>400</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0.00%</b>



**City of Ovilla**  
**Court Security**  
**Fund - 140**  
**For FY2022**

**Court Security - Fund 140 Budget for FY2022**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
<b>Revenues</b>						
140-4000551	Municipal Court Security	3,100	1,308	1,500	1,800	120.00%
140-40915	Transfer - In	22,364	0			
	<b>Total Revenue</b>	<b>25,464</b>	<b>1,308</b>	<b>1,500</b>	<b>1,800</b>	<b>0.00%</b>
<b>Expenses</b>						
140-27-55782	Court Security Expense	976	1,236	1,200	1,000	83.33%
140-27-59001	Reserve for Contingency	0	0	300	800	266.67%
	<b>Total Expenses</b>	<b>976</b>	<b>1,236</b>	<b>1,500</b>	<b>1,800</b>	<b>0.00%</b>



**City of Ovilla**  
**Equipment**  
**Replacement**  
**Fund - 150**  
**For FY2022**

**Equipment Replacement -Fund 150**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
150-4000915	Transfer In	12,598	30,000	0	0	0.00%
150-40890	Miscellaneous Revenue	0	0	0	0	0.00%
	<b>Total Revenues</b>	<b>12,598</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
150-23-56450	Vehicles - PD	53,200	0	0	0	0.00%
150-23-0058210	Transfers In	0	0	0	0	0.00%
150-23-57451	Vehicle PD	0	0	0	0	0.00%
150-23-57452	Vehicle FD	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>53,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



**City of Ovilla**

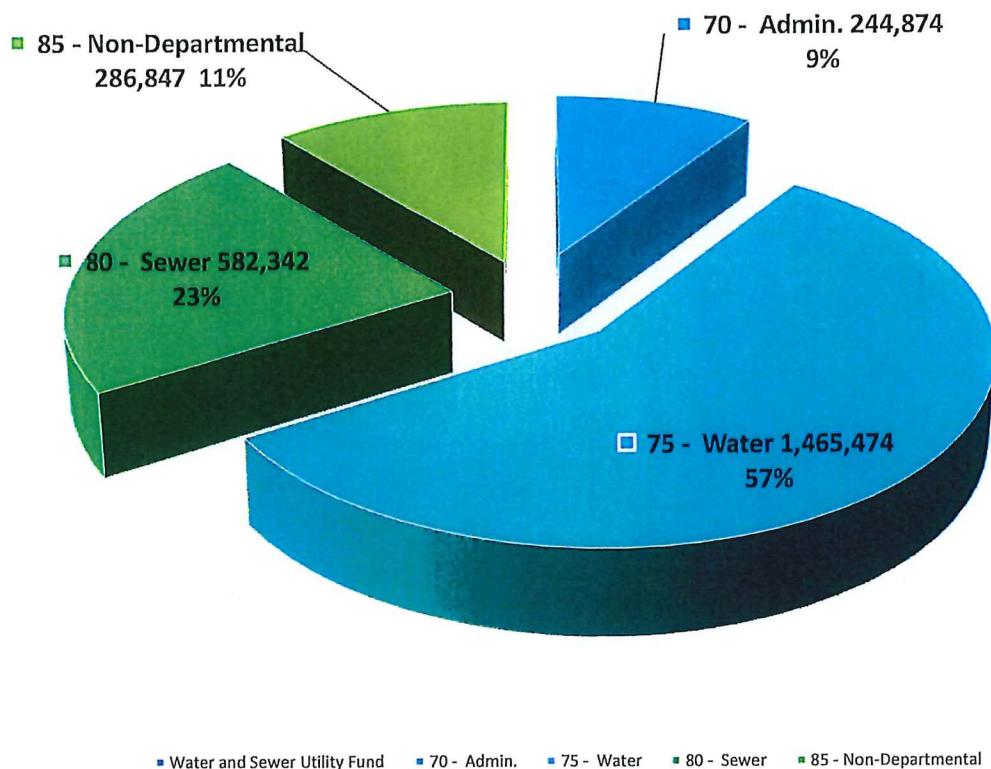
**Water & Sewer**

**Fund 200**

**Proposed Budget**

**For FY2022**

## Water and Utility Fund Budget By Departments 2021-2022



### City Of Ovilla Water and Utility Fund Budget Summary FY2022

	<u>Budget FY2022</u>
<b>Revenue</b>	
Revenue	
Water and Sewer Utility Fund	1,522,875
Reduction in Fund Balance	<u>1,056,662</u>
<b>Total Revenue</b>	<u><b>2,579,537</b></u>

<b>Expense</b>	
Water and Sewer Utility Fund	
70 - Admin.	244,874
75 - Water	1,465,474
80 - Sewer	582,342
85 - Non-Departmental	286,847
<b>Total Expense</b>	<u><b>2,579,537</b></u>

**City of Ovilla**  
**Water & Sewer**  
**Revenue**  
**For**  
**FY2022**



## Water Sewer Fund 200 Revenue Budget for FY2022

9/7/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-4000460	Water Sales	790,064	946,070	846,400	900,000	106.33%
200-4000461	Sewer Service	407,178	391,123	401,400	425,000	105.88%
200-4000465	Water & Sewer Penalties	16,481	14,901	15,000	16,000	106.67%
200-4000471	Reconnect Fees	5,660	3,897	5,000	18,000	360.00%
200-4000472	Meters	6,461	3,936	4,000	16,625	415.63%
200-4000473	Connect Fees	3,005	2,600	3,000	3,200	106.67%
200-4000840	Interest Earned	7,994	18	50	50	100.00%
200-4000880	Capital Rec Fee	45,000	20,000	85,000	64,000	75.29%
200-4000890	Misc Other Revenue	64,386	88,410	70,000	80,000	114.29%
200-4000990	Reduction in Fund Balance	0	0	237,029	1,056,662	445.79%
<b>Total</b>		<b>1,431,723</b>	<b>1,588,031</b>	<b>1,666,879</b>	<b>2,579,537</b>	<b>154.75%</b>

**City of Ovilla  
W&S Admin**

**Dept. 70**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR WATER ADMIN  
FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
City Manager	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
City Secretary	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
Finance Director	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
Accountant			1 (75% Admin 25% Water)	
Deputy CS	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1 (75% Admin 25% Water)	1
PW Director	1 (50% Admin 50 Water)	1 (50% Admin 50 Water)	1 (50% Admin 50 Water)	1
<b>TOTAL DEPT. STAFF</b>	<b>5</b>	<b>5</b>	<b>6</b>	
Any proposed staffing changes	N/A	N/A	1 accounting position	
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>5</b>	<b>5</b>	<b>6</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT**

To promote cost-effective measures, prevent losses, and control the consumption of resources. You need to balance debt, assets, expenditures, and revenue. Utility rates should be high enough to cover costs but in line with community expectations. Continually look for ways to make improvements that will save money without compromising the integrity of the system. Safeguarding the infrastructure of water and sewer systems. Strategic business planning, goal setting, and the anticipation of future needs are essential elements of a long-term plan.

## SUMMARY OF APPROVED STAFFING FOR WATER ADMIN FY2021-2022

### **CORE FUNCTION OF THE CITY MANAGER**

To serve the City Council and the citizens of Ovilla by providing quality services in a timely, effective, efficient and customer friendly manner. To interpret the governing body's visions and to assist the governing body with the development and implementation of policy for the City of Ovilla through the accomplishment of City goals, objectives and directives. Manage the City's daily operation and meet the City Council's priorities.

**CORE FUNCTION OF THE FINANCE DIRECTOR:** Plans, organizes, leads, controls, and maintains the official financial records of the City, working with all departments of the City to assist in the planning and management of the budget.

**CORE FUNCTION OF THE CITY SECRETARY:** The records custodian for the City, from housing the historical archive of city council minutes, ordinances, and resolutions to maintaining a record of contracts and agreements, the City Secretary's office coordinates records for the City.

**CORE FUNCTION OF THE DEPUTY CITY SECRETARY:** Assists in all general services as a back up to the City Secretary. In the absence of the City Secretary, performs the City Secretary duties.

**CORE FUNCTION OF THE PW DIRECTOR:** Manages the operations of all divisions of the public works department, providing support, safety regulations, and guidance to staff. Ensures the required and proper training in all divisions remains current. Meets all state law requirements, prepares reports to the City Manager, Mayor and Council.

**Water and Sewer Fund**  
**Dept. 70 Admin**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-70-51110	City Manager	26,986	17,551	25,888	26,700	103.14%
200-70-51115	City Secretary	16,738	12,753	17,894	18,100	101.15%
200-70-51117	Finance Accountant	13,922	0	19,285	20,400	105.78%
200-70-51120	Admin. Support	9,561	0	12,506	11,900	95.15%
200-70-51130	Public Works Director	68,941	32,188	35,700	38,400	107.56%
200-70-51405	Accountant Position	0	0	0	11,000	0.00%
200-70-51415	Certification Pay	0	178	600	600	100.00%
200-70-52100	Employee Benefits	0	196	700	2,100	300.00%
200-70-52110	Group Insurance	7,765	477	8,300	13,600	163.86%
200-70-52135	TMRS	8,942	7,616	11,125	12,800	115.06%
200-70-52160	Worker's Compensation	2,421	2,134	2,310	0	0.00%
200-70-52170	Payroll Taxes	727	578	1,625	1,900	116.92%
200-70-52250	Accounting	0	0	900	2,000	222.22%
200-70-52310	Consultant Fees	1,350	0	5,000	5,000	100.00%
200-70-52530	Custodial Service Contract	0	250	0	4,620	0.00%
200-70-53110	Office Supplies	901	1,687	1,500	3,000	200.00%
200-70-53140	Uniforms	168	518	0	1,600	0.00%
200-70-53410	Supplies - Custodial	125	1,125	2,000	1,200	60.00%
200-70-54210	Travel - Local	46	0	200	1,000	500.00%
200-70-54220	Professional Development	153	0	2,000	1,000	50.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-70-55240	Computer - Software	2,287	5,366	2,500	3,500	140.00%
200-70-55300	Printing	182	1,277	250	1,800	720.00%
200-70-55705	Postage	7,086	5,101	6,500	6,500	100.00%
200-70-55760	Bank Service Charge	289	0	250	500	200.00%
200-70-55765	Miscellaneous	0	3,446	2,500	2,500	100.00%
200-70-57440	Capital Machinery & Equipment	0	0	0	24,300	0.00%
200-70-58228	Interest Expense - 2011	32,274	31,579	0	28,854	0.00%
<b>Total W&amp;S Admin Dept. 70</b>		<b>244,772</b>	<b>181,848</b>	<b>259,889</b>	<b>244,874</b>	<b>94.22%</b>

**City of Ovilla**

**W&S Water**

**Dept. 75**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR WATER DEPARTMENT**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Water/Sewer Supervisor	1	1	1	1
Customer Service Rep	1 (50% Water 50% Sewer)	1 (50% Water 50% Sewer)	1 (50% Water 50% Sewer)	1 (50% Water 50% Sewer)
Water Techs	2	2	2	2
<b>TOTAL DEPT. STAFF</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>3.5</b>	<b>3.5</b>	3.5	

Justification for any proposed staffing changes: [Move one funded position to water](#)

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT**

To serve the City and the Citizens of Ovilla by maintaining the City's water infrastructure and providing the highest level of water quality services throughout the City and consistent with law.

**CORE FUNCTION OF THE PW DIRECTOR:** Manages the operations of all divisions, providing support, safety regulations, and guidance to his staff. Ensures the required and proper training in all divisions remains current. Meets all state law requirements, prepares reports to the City Manager, Mayor and Council.

**CORE FUNCTION OF THE WATER SUPERVISOR:** Administrative and supervisory services for the Water Division of the Department of Public Works, including responsibility for the supervision, assignments, reviews and participation in the work of staff responsible for the water distribution systems, service, repair, inspection, preventative maintenance; supervises, and coordinates the activities of the water division on a daily basis.

**CORE FUNCTION OF THE CUSTOMER SERVICE REPRESENTATIVE:** Perform routine office duties such as assisting customers at the counter, directing people to the appropriate offices/person, opening mail, scheduling and planning of meter reading schedule, the billing schedule, and dealing with the public concerning billing and issues with water, sewer and trash. Processing utility bills and collections from customers, maintaining organized financial records.

**CORE FUNCTION OF WATER SERVICE TECH:** Works under the supervision of the water supervisor and/or crew chief to maintain and repair all water lines to ensure good water quality including field testing of water.

**Water Sewer Fund**  
**Dept. 75 Water**

9/7/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-75-51133	Salaries & Wages: Supervisor	39,249	42,911	53,623	57,000	106.30%
200-75-51405	Support Staff	32,458	18,703	15,487	18,800	121.39%
200-75-51415	Maintenance Crew	37,187	43,992	74,240	76,350	102.84%
200-75-51450	Certification Pay	1,050	925	1,200	1,800	150.00%
200-75-51490	Overtime	2,555	3,984	4,500	3,500	77.78%
200-75-51500	On Call	813	1,074	1,600	1,040	65.00%
200-75-52110	Group Insurance	30,542	11,027	30,393	27,100	89.17%
200-75-52135	TMRS	20,911	16,273	16,500	16,500	100.00%
200-75-52160	Worker's Compensation	4,627	4,388	4,804	0	0.00%
200-75-52170	Payroll Taxes	2,178	1,613	2,560	3,000	117.19%
200-75-52190	Licenses	111	222	222	222	100.00%
200-75-52350	Contract Labor - Company	1,935	2,500	0	10,000	0.00%
200-75-52420	Rental - Machinery & Equipment	0	0	1,130	1,500	132.74%
200-75-52580	Water Testing	2,459	3,843	3,100	3,500	112.90%
200-75-52590	TCEQ Fees	3,604	3,095	3,500	3,500	100.00%
200-75-53140	Uniforms	2,910	2,861	3,000	3,000	100.00%
200-75-54220	Professional Development	574	796	2,465	2,500	101.42%
200-75-54270	Vehicle Expenses	8,812	5,915	7,500	7,500	100.00%
200-75-55240	Computer - Software	5,165	4,400	8,000	6,000	75.00%
200-75-55300	Printing Expenses	0	0	0	2,000	0.00%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-75-55460	Water, wholesale	348,516	393,272	400,000	450,000	112.50%
200-75-55540	Repairs- Machinery & Equipment	7,009	5,461	1,000	2,000	200.00%
200-75-55550	Repairs - Vehicles	1,101	1,481	3,500	3,500	100.00%
200-75-55570	Inventory Expense	25,286	13,431	10,300	11,500	111.65%
200-75-55580	Water Chemical Expense	8,652	6,668	9,500	9,500	100.00%
200-75-55590	Repairs - Other	1,957	3,987	4,200	4,200	100.00%
200-75-55610	Insurance - Property	2,443	4,971	3,537	0	0.00%
200-75-55620	Insurance - Liability	1,853	2,926	583	0	0.00%
200-75-55640	Insurance - Vehicle	1,870	2,262	1,972	0	0.00%
200-75-55705	Postage	51	500	0	0	#DIV/0!
200-75-55752	Employment Screening	201	402	300	200	66.67%
200-75-55765	Miscellaneous	0	2,063	170	600	352.94%
200-75-56440	Machinery & Equipment	2,387	3,641	2,500	2,500	100.00%
200-75-57440	Machinery & Equipment	0	0	0	516,262	0.00%
200-75-57470	Infrastructure - Water	4,760	0	90,100	110,000	122.09%
200-75-58225	Admin. Expense to Debt Fund	(305,557)	108,460	108,300	110,400	101.94%
	<b>Total Expenses for Water Dept.</b>	<b>344,520</b>	<b>744,274</b>	<b>943,348</b>	<b>1,465,474</b>	<b>155.35%</b>

**City of Ovilla  
W&S Sewer  
Dept. 80**

**For**

**FY2022**



**SUMMARY OF APPROVED STAFFING FOR SEWER DEPARTMENT**  
**FY2021-2022**

STAFFING	ACTUAL 2019-2020	ACTUAL 2020-2021	PROPOSED 2021-2022	APPROVED 2021-2022
Sewer Tech	1			
Construction/Building Inspector		1	1	1
<b>TOTAL DEPT. STAFF</b>		<b>1</b>	<b>1</b>	<b>1</b>
No Changes				
<b>TOTAL APPROVED DEPT. STAFF</b>	<b>1</b>	<b>1</b>	<b>1</b>	

Justification for any proposed staffing changes: None

**Department Purpose**

**CORE FUNCTION OF THE DEPARTMENT:** To protect water quality and public health. A series of underground pipes and manholes, pumping stations, and other appurtenances convey sewage from homes, businesses and industries to wastewater treatment plants where it is cleaned and returned to the environment. To provide quality drinking water and wastewater management in the areas serviced by it. Improving services in water supply and sanitation.

**CORE FUNCTION OF THE CONSTRUCTION/BUILDING INSPECTOR:** Inspects work quality and materials used in a variety of public works projects for compliance with building and construction standards and codes, ordinances and regulations. Reviews plans and specifications for assigned project prior to inspection.

**CORE FUNCTION OF THE PW DIRECTOR:** Manages the operations of all divisions of the public works department, providing support, safety regulations, and guidance to staff. Ensures the required and proper training in all divisions remains current. Meets all state law requirements, prepares reports to the City Manager, Mayor and Council.

**Water Sewer Fund**  
**Dept. 80 - Sewer**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-80-51405	Support Staff	20,391	22,573	16,568	18,720	112.99%
200-80-51415	Maintenance Crew	39,951	50,792	54,351	53,300	98.07%
200-80-51450	Certification Pay	854	925	600	1,200	200.00%
200-80-51490	Overtime	3,598	3,851	3,100	1,000	32.26%
200-80-51500	On Call	600	350	400	200	50.00%
200-80-52110	Group Insurance	9,187	1,454	8,300	11,650	140.36%
200-80-52135	TMRS	9,614	9,175	5,500	7,400	134.55%
200-80-52160	Worker's Compensation-Sewer	3,861	4,387	2,310	0	0.00%
200-80-52170	Payroll Taxes	893	871	1,200	1,050	87.50%
200-80-52190	Licenses	111	222	333	222	66.67%
200-80-52350	Contract Labor - Company	726	0	9,000	10,000	111.11%
200-80-52515	Sardis Collection Expense	0	200	1,800	1,800	100.00%
200-80-53140	Uniforms	579	633	600	1,000	166.67%
200-80-54220	Professional Development	250	3,530	1,000	1,000	100.00%
200-80-54270	Vehicle Expense	1,433	515	715	1,200	167.83%
200-80-55463	TRA Wastewater Treatment	250,893	260,650	284,550	444,000	156.04%
200-80-55510	Repairs - Land Improvements	1,991	1,999	2,000	4,000	200.00%
200-80-55540	Repairs - Machinery & Equipment	3,509	4,818	6,000	6,000	100.00%
200-80-55570	Inventory Expense	3,435	2,830	3,000	3,000	100.00%
200-80-55765	Miscellaneous	233	538	500	500	100.00%
200-80-55752	Employment Screening	155	80	160	100	62.50%

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-80-56440	Machinery & Equipment	0	9,400	4,150	5,000	120.48%
200-80-57440	Machinery & Equipment	0	0	13,850	10,000	72.20%
200-80-57450	Vehicles	0	0	35,000	0	0.00%
	<b>Total</b>	<b>355,971</b>	<b>390,580</b>	<b>464,107</b>	<b>582,342</b>	<b>125.48%</b>

**City of Ovilla**  
**Non-Departmental**  
**Dept. 85**  
**For**  
**FY2022**



## Water Sewer Non-Departmental - Dept. 85

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
200-85-52160	Worker's Compensation	0	0	0	7000	0.00%
200-85-52180	Unemployment Taxes	0	0	0	2,000	0.00%
200-85-52240	Audit	0	0	0	11,232	0.00%
200-85-52260	Engineering Fees	0	0	0	182,520	0.00%
200-85-52540-	IT - Computer Maintenance	0	0	0	19,000	0.00%
200-85-52545	Computer Equipment	0	0	0	3,500	0.00%
200-85-55410	Telephone	0	0	0	3,875	0.00%
200-85-55415	Cellular Phone	0	0	0	2,385	0.00%
200-85-55416	Telephone Equipment	0	0	0	1,325	0.00%
200-85-55417	Internet	0	0	0	6,825	0.00%
200-85-55420	Wireless Cards	0	0	0	500	0.00%
200-85-55450	Electricity	0	0	0	35,000	0.00%
200-85-55610	Insurance - Property	0	0	0	5,500	0.00%
200-85-55620	Insurance - Liability	0	0	0	2,450	0.00%
200-85-55640	Insurance - Vehicles	0	0	0	3,735	0.00%
Total Non-Departmental - Dept. 85		0	0	0	286,847	0.00%



**City of Ovilla**  
**Wastewater**  
**Infrastructure**  
**Improv. Fee – Fund 250**  
**For FY2022**

**Water Wastewater**  
**Infrastructure Imporvements - Fund 250**

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
250-4000478	Infrastructure Improvement Fee	65,901	66,295	65,000	65,000	100.00%
250-4000915	Transfer In	(303,298)	0	0	0	
	<b>Total Revenues</b>	<b>(237,398)</b>	<b>66,295</b>	<b>65,000</b>	<b>65,000</b>	<b>0.00%</b>
250-85-0059010	Administrative Reserves	0	(4)	65,000	65,000	100.00%
	<b>Total Expenses</b>	<b>0</b>	<b>(4)</b>	<b>65,000</b>	<b>65,000</b>	<b>0.00%</b>



**City of Ovilla**

**Capital Projects Fund**

**Fund - 300**

**For FY2022**

## Capital Projects - Fund 300 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
300-4000800	Other Revenue	0	0	0	0	0.00%
300-4000840	Interest Earned TexPool & TexStar	7	49	0	0	0.00%
300-4000850	Interest Earned - Prosperity	1,254	0	0	0	0.00%
	<b>Total Revenue</b>	<b>1,261</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
300-87-0059010	Reserves:5879010 · Admin Reserves	270	0	0	0	0.00%
300-87-0057400	Capitalized Assets	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>270</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



**City of Ovilla**

**Debt**

**Fund - 400**

**For FY2022**

## Debt Fund 400 Budget for FY2022

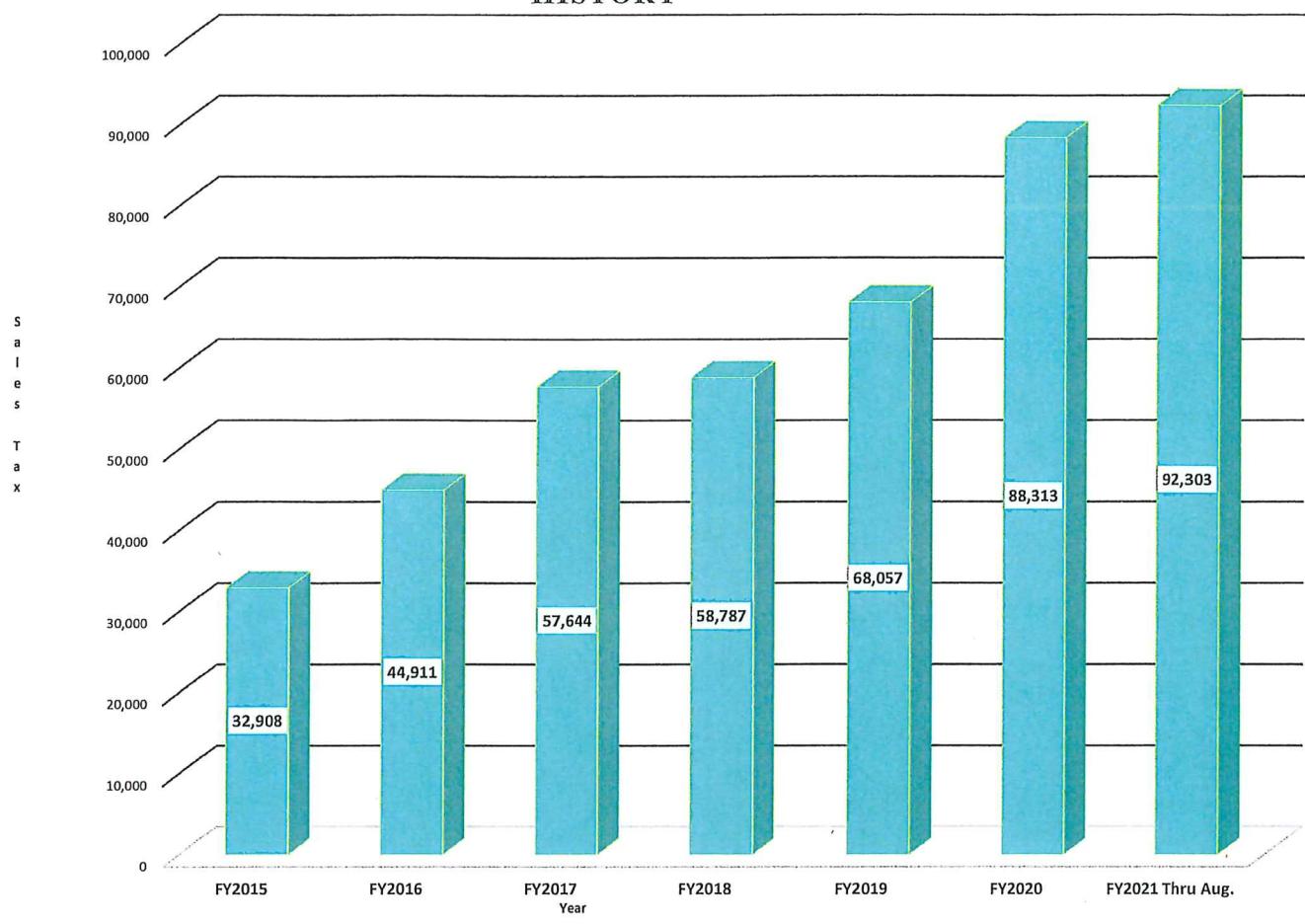
8/24/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
400-4000110	Ad Valorem, Delinquent I & S	3,695	0	0	0	0.00%
400-4000840	Interest Earned	349	117	550	100	18.18%
400-4000915	Transfer In	(2,259)	108,460	108,300	110,400	101.94%
400-40105	Taxes:4000106 · Ad Valorem, Current I&S New/Imp	453,688	453,653	461,700	452,259	97.96%
400-40110	Ad Valorem Tax Delinquent	0	4,408	0	100	0.00%
400-40113	Taxes:4000114 · Interest/Penalties - I & S	2,137	2,291	0	91	0.00%
400-40915	Transfer-In	117,787	0	0	0	0.00%
	<b>Total Revenue</b>	<b>575,397</b>	<b>568,930</b>	<b>570,550</b>	<b>562,950</b>	<b>98.67%</b>
400-15-57940	2011 Bond Issue Interest	140,210	130,566	150,000	137,400	91.60%
400-15-57935	2011 Bond Issue Principal	321,491	333,547	420,000	425,000	101.19%
400-15-57930	Paying Agent Fees	400	400	550	550	100.00%
400-15-58225	Transfers:5158225 · Transfer In - Water and Sewer	0	113,338	0	0	0.00%
400-15-0058220	Transfers:5158220 · Transfer In - General Fund	0	0	0	0	0.00%
400-15-0058200	Transfers	0	0	0	0	0.00%
400-15-0057900	Long-Term Debt	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>462,101</b>	<b>577,850</b>	<b>570,550</b>	<b>562,950</b>	<b>98.67%</b>



**City of Ovilla**  
**Municipal**  
**Development**  
**District**  
**Fund - 500**  
**For FY2022**

**CITY OF OVILLA MUNICIPAL DEVELOPMNT FUND SALES TAX HISTORY**



**City of Ovilla Sales Tax History**

Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
Municipal Devel.	32,908	44,911	57,644	58,787	68,057	88,313	92,303
Total Sales Tax	309,377	329,482	376,300	412,502	481,570	576,012	607,770

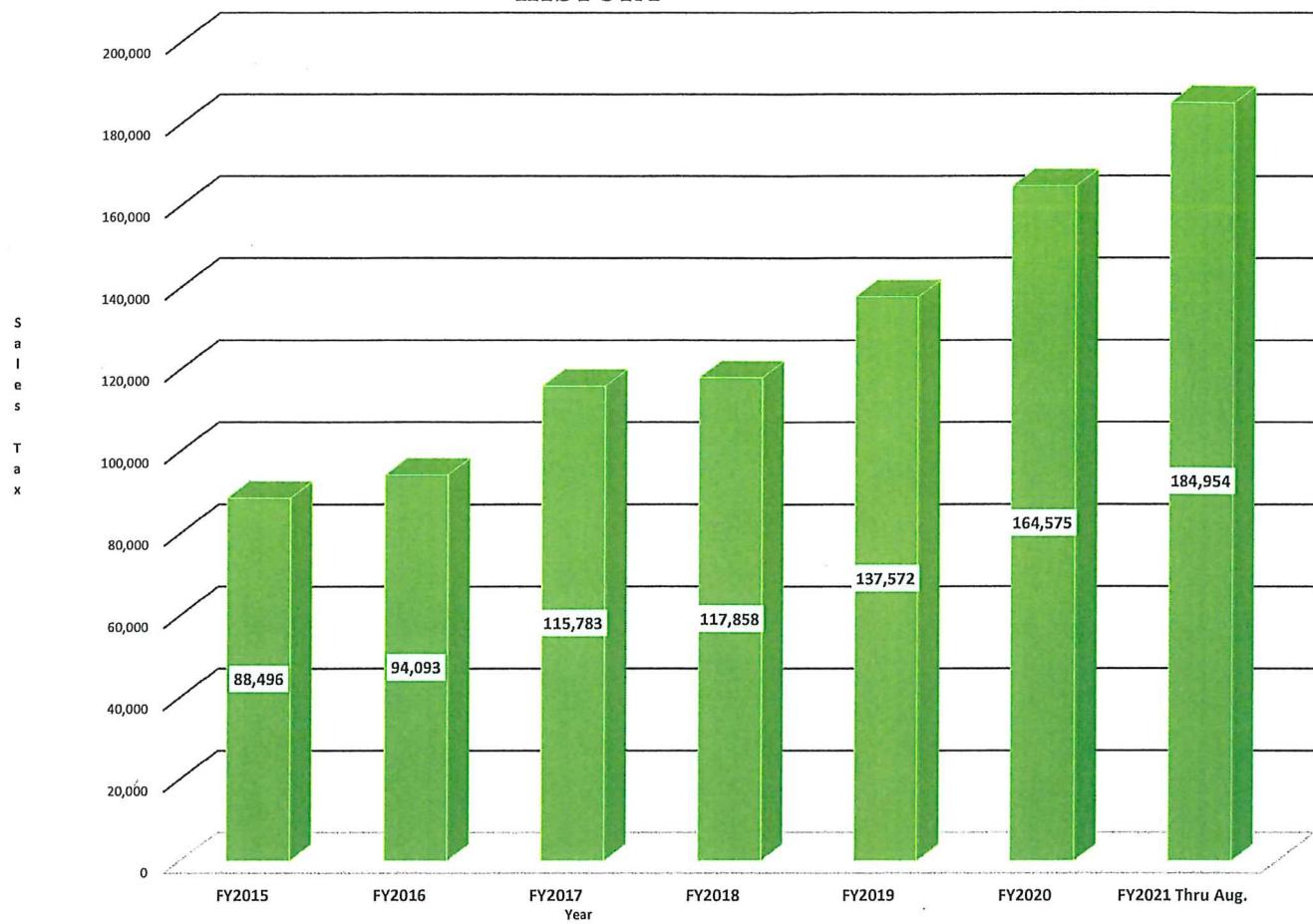
## Municipal Development District Fund 500 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
500-4000100	Taxes	0	0	0	0	0.00%
500-4000120	Sales tax	68,057	88,313	64,000	79,360	124.00%
500-4000800	Other Revenue	0	0	0	0	0.00%
500-4000840	Interest Income	1,896	3,440	3,400	3,000	88.24%
500-4000990	Reduction in Fund Balance	0	0	459,931	220,874	48.02%
	<b>Total Revenues</b>	<b>69,954</b>	<b>91,753</b>	<b>527,331</b>	<b>303,234</b>	<b>57.50%</b>
500-10-56200	Insurance-Liability	0	278	0	0	0.00%
500-10-58215	Transfers Out	0	500	0	0	0.00%
500-10-9102240	Audit	1,600	1,600	2,100	2,184	104.00%
500-10-9103110	Office Supplies	83	0	100	100	100.00%
500-10-9105600	Insurance	0	0	0	0	0.00%
500-10-9105620	Insurance - Liability	70	0	280	450	160.71%
500-10-9109015	Administrative Reserves	0	0	64,920	0	0.00%
500-10-9109215	Admin. Expense to General Fund	0	0	500	500	100.00%
500-10-9109216	Capital Improvements	0	21,109	248,431	0	0.00%
500-10-9109217	Police Station Remodel	0	0	211,000	300,000	142.18%
	<b>Total Expenditures</b>	<b>1,753</b>	<b>23,487</b>	<b>527,331</b>	<b>303,234</b>	<b>57.50%</b>



**City of Ovilla**  
**4B Economic**  
**Development**  
**Fund - 600**  
**For FY2022**

**CITY OF OVILLA 4B ECONOMIC DEVELOPMENT SALES TAX HISTORY**



**City of Ovilla Sales Tax History**

Fiscal Year	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Thru Aug.
<b>4B Economic Devel. Corp</b>	88,496	94,093	115,783	117,858	137,572	164,575	184,954
<b>Total Sales Tax</b>	309,377	329,482	376,300	412,502	481,570	576,012	607,770

## 4B Economic Development Fund 600 Budget for FY2022

8/18/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
600-4000120	Sales tax	137,572	164,575	125,000	155,000	124.00%
600-4000840	Interest Income	3,478	4,894	5,200	4,800	92.31%
600-4000990	Reduction in Fund Balance	0	0	30,720	273,352	889.82%
	<b>Total Revenues</b>	<b>141,050</b>	<b>169,468</b>	<b>160,920</b>	<b>433,152</b>	<b>269.17%</b>
600-10-0058215	Interfund Transfer Out	(64,232)	0	0	0	0.00%
600-10-55746	Grant Expense	5,000	5,000	5,000	5,000	100.00%
600-10-58215	Transfers Out	64,232	7,500	132,500	7,500	5.66%
600-10-8102230	Legal Fees	0	0	500	500	100.00%
600-10-8102240	Audit	1,600	4,800	6,300	6,552	104.00%
600-10-8103110	Office Supplies	0	0	200	200	100.00%
600-10-8104210	Travel Expense	0	0	2,500	2,500	100.00%
600-10-8104220	Professional Development	1,218	906	2,500	2,500	100.00%
600-10-8105320	Printing Expense	83	0	300	400	133.33%
600-10-8105620	Insurance - Liability	70	223	320	500	156.25%
600-10-8105705	Postage	0	0	500	500	100.00%
600-10-8105730	Memberships	420	1,635	5,300	2,000	37.74%
600-10-8105740	Advertising	4,095	0	5,000	5,000	100.00%
600-10-8107485	Water Street Sewer	84,996	0	0	0	0.00%
600-10-8109216	Park Pavilion	0	0	0	300,000	0.00%
600-10-8109217	Park Equipment Improvement	0	30,000	0	0	0.00%
600-10-8109219	Monument Signs	12,000	0	0	0	0.00%
600-10-8109221	Park Restrooms	0	0	0	100,000	0.00%
	<b>Total Expenses</b>	<b>109,481</b>	<b>50,064</b>	<b>160,920</b>	<b>433,152</b>	<b>269.17%</b>



# **City of Ovilla**

## **Park Impact**

### **Fund - 700**

### **For FY2022**

Park Impact Fund 700 Budget for FY2022

8/18/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
700-0040840	Interest Income	0	0	0	0	0.00%
700-4000400	Charges for Services	0	0	0	0	0.00%
700-4000460	Charges for Services:4000460 - Park Impact	11,374	4,683	10,000	11,708	117.08%
700-4000800	Other Revenue	695	0	0	0	0.00%
700-4000840	Other Revenue:4000840 - Interest Earned	0	0	100	0	0.00%
700-4000900	Reduction of Fund Balance	0	0	15,900	0	0.00%
	<b>Total Revenue</b>	<b>12,069</b>	<b>4,683</b>	<b>26,000</b>	<b>11,708</b>	<b>45.03%</b>
700-60-0056400	Minor Capital Outlay	0	0	0	0	0.00%
700-60-0059035	Reserves:5609035 - Park Impact Reserves	0	0	0	0	0.00%
700-60-55765	Miscellaneous	0	0	0	0	0.00%
700-60-56410	Minor Capital Outlay:5606410 - Land Improvements	0	0	0	11,708	0.00%
700-60-56440	Minor Capital Outlay:5606440 - Machinery and Equipment	0	0	0	0	0.00%
700-60-57440	Capitalized Assets:5607440 - Capital Machinery & Equipment	1,675	40,000	26,000	0	0.00%
	<b>Total Expenditures</b>	<b>1,675</b>	<b>40,000</b>	<b>26,000</b>	<b>11,708</b>	<b>45.03%</b>



**City of Ovilla**

**Water Utility Impact**

**Fee**

**Fund - 800**

**For FY2022**

## Water Sewer Impact Fund 800 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
800-4000476	Charges for Services:4000476 · Water Impact Fee	19,171	16,856	63,000	73,700	116.98%
800-4000477	Charges for Services:4000477 · Sewer Impact Fee	65,707	24,092	65,705	76,650	116.66%
800-4000800	Other Revenue	484	0	0	0	0.00%
800-4000840	Other Revenue:4000840 · Interest Earned	469	105	0	100	0.00%
800-4000990	Reduction in Fund Balance	0	0	3,000	0	0.00%
	<b>Total Revenue</b>	<b>85,830</b>	<b>41,053</b>	<b>131,705</b>	<b>150,450</b>	<b>114.23%</b>
800-85-0059030	Reserves:5859030 · Sewer Impact Fees Reserve	0	0	128,705	150,450	116.90%
800-85-57470	Capitalized Assets:5857470 · Water Lines	0	0	0	0	0.00%
800-85-57471	Capital Outlay Water Lines	0	0	0	0	0.00%
800-85-8510400	Due From General Fund	0	0	0	0	0.00%
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>128,705</b>	<b>150,450</b>	<b>116.90%</b>
800-86-52310	Contractual Services:5862310 · Consultant Fees	0	0	0	0	0.00%
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
800-80-0056230	Contractual Services	0	0	3,000	0	0.00%
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0.00%</b>
800-75-58215	Transfers Out	117,787		0	0	0.00%
	<b>Total</b>	<b>117,787</b>		<b>0</b>	<b>0</b>	<b>0.00%</b>
	<b>Total Expenses</b>	<b>117,787</b>		<b>0</b>	<b>131,705</b>	<b>150,450</b>



**City of Ovilla**

**Fire Dept. Auxillary**

**Fund - 920**

**For FY2022**

## Fire Dept. Auxil. - Fund 920 Budget for FY2022

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
920-4000880	Reduction in Fund Balance	0	0	0	0	0.00%
920-4000815	Other Revenue:4000815 · Gifts	1,220	0	0	0	0.00%
920-4000800	Other Revenue	0	0	0	0	0.00%
	<b>Total Revenue</b>	<b>1,220</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
920-4000830	Vending Machines	0	0	0	0	0.00%
920-4000880	Reduction in Fund Balance	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



**City of Ovilla**  
**Police Dept. Special**  
**Fund - 930**  
**For FY2022**

Police Dept. Special - Fund 930

8/18/2021

Account #	Account Description	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Proposed Budget	% Change From FY2021 Budget to FY2022 Proposed Budget
930-4000880	Reduction of Fund Balance	0	0	0	0	0.00%
930-4000815	Gifts	1,220	1,020	0	0	0.00%
930-4000800	Other Revenue	0	0	0	0	0.00%
	<b>Total Revenue</b>	<b>1,220</b>	<b>1,020</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
930-23-0055735	Official Functions	0	0	0	0	0.00%
930-23-0055700	Other Expense	720	0	0	0	0.00%
930-23-52690	Special Expenses - Other	0	0	0	0	0.00%
930-23-0052600	Special Expenses	0	0	0	0	0.00%
	<b>Total Expenses</b>	<b>720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

## AGENDA ITEM REPORT

### Item 3- PUBLIC HEARING & CONSIDERATION OF TAX RATE

Meeting Date: September 13, 2021

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Finance Director

Other: Staff

#### Attachment(s)

1. FY 2021–2022 Tax Rate Notice

2. Ordinance 2021-18

#### Public Hearing and Item

ITEM 3. PUBLIC HEARING AND DISCUSSION – A TAX RATE OF \$0.660000 per \$100 valuation proposed by the governing body of the City of Ovilla, with a Maintenance and Operation Rate of \$0.5262 and a debt rate of \$0.1338

a. Receive public comment on the proposed tax rate.

PROPOSED TAX RATE	\$0.6600 PER \$100
PRECEDING YEAR'S TAX RATE	\$0.6600 PER \$100
NO-NEW TAX RATE	\$0.6456 PER \$100
VOTER APPROVAL TAX RATE	\$0.6649 PER \$100

DISCUSSION/ACTION – Consideration of and action on Ordinance No. 2021-18 levying, assessing and fixing the tax rate for the use and support of the municipal government of the City of Ovilla, Texas, and providing for the Debt Service Fund for Fiscal Year 2021-2022 and apportioning each levy for the specific purpose, and providing for collection of all annual taxes provided by state law; and providing an effective date.

#### Discussion / Justification

Based on the Texas Property Tax Code, The Council must propose a rate for the FY2021-22 Budget if it intends to fund that budget with tax revenue. The tax rate is split into two parts. The first part is the maintenance and operation rate or commonly referred to as the M&O rate and the second is the debt rate or I&S rate.

#### M&O Rate \$0.5262

The M&O rate is used to fund the day-to-day operations and is unrestricted revenue in the general fund.

#### Debt Rate \$0.1338

The Debt rate is used to fund any bonds payments from bonds that have been issued by the City. The Council approves the final tax rate after the adoption of the FY2021-2022 Budget.

The Rate is calculated by Ellis County Tax and verified by city staff. On August 09, 2021, Council made a record vote to propose the same rate as in the previous three years. The recommended rate is based on the presented Fiscal Year 2021-2022 Budget. The budget is based on ad valorem collections at 98%.

**Recommendation / Staff Comments:**

Staff recommends approval.

**Motion(s):**

*There are two motions:*

**BOTH MOTIONS REQUIRE A RECORD VOTE**

REQUIRED LANGUAGE FOR MAKING THE MOTION

August 09, 2021, Council took a record vote on a proposed/recommended Tax Rate of \$0.6600.

**First Motion & Record Vote:**

*I move that the Council hereby approve/deny the 2021-2022 property tax rate be a total of \$0.6600 per \$100 valuation with a Maintenance and Operation rate of \$0.5262 and a Debt rate of \$0.1338.*

**RECORD VOTE:**

Place 1 Huber

\_\_\_\_\_

Place 2 Oberg

\_\_\_\_\_

Place 3 Griffin

\_\_\_\_\_

Place 4 Hunt

\_\_\_\_\_

Place 5 Myers

\_\_\_\_\_

**Second Motion & Vote adopting Ordinance:**

**RECORD VOTE**

*I further move that the Council hereby approve/deny Ordinance 2021-18 levying, assessing and fixing the tax rate for the use and support of the municipal government of the City of Ovilla, Texas, and providing for the Debt Service Fund for Fiscal Year 2021-2022 and apportioning each levy for the specific purpose, and providing for collection of all annual taxes provided by state law: and providing an effective date.*

**RECORD VOTE:**

Place 1 Huber

\_\_\_\_\_

Place 2 Oberg

\_\_\_\_\_

Place 3 Griffin

\_\_\_\_\_

Place 4 Hunt

\_\_\_\_\_

Place 5 Myers

\_\_\_\_\_

**The budget will be ratified following the approval and adoption of the tax rate.**

*Statements required in notice if the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate, as prescribed by Tax Code §26.06(b-2).*

## NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.660000 per \$100 valuation has been proposed by the governing body of CITY OF OVILLA.

PROPOSED TAX RATE	\$0.660000 per \$100
NO-NEW-REVENUE TAX RATE	\$0.645583 per \$100
VOTER-APPROVAL TAX RATE	\$0.664935 per \$100

The no-new-revenue tax rate is the tax rate for the 2021 tax year that will raise the same amount of property tax revenue for CITY OF OVILLA from the same properties in both the 2020 tax year and the 2021 tax year.

The voter-approval rate is the highest tax rate that CITY OF OVILLA may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that CITY OF OVILLA is proposing to increase property taxes for the 2021 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 13, 2021 at 6:30 PM at Ovilla Municipal Building, Council Chamber Room, 105 S. Cockrell Hill Rd., Ovilla, TX 75154.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, CITY OF OVILLA is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City Council of CITY OF OVILLA at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount = ( tax rate ) x ( taxable value of your property ) / 100

*(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)*

FOR the proposal:	Dean Oberg, David Griffin, Doug Hunt
AGAINST the proposal:	Rachel Huber, Mike Myers
PRESENT and not voting:	
ABSENT:	

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

The following table compares the taxes imposed on the average residence homestead by CITY OF OVILLA last year to the taxes proposed to be imposed on the average residence homestead by CITY OF OVILLA this year.

	2020	2021	Change
Total tax rate (per \$100 of value)	\$0.660000	\$0.660000	0.00% increase
Average homestead taxable value	\$304,244	\$322,127	5.87% increase
Tax on average homestead	\$2,008	\$2,126	5.87% increase
Total tax levy on all properties	\$2,140,133	\$2,230,873	4.23% increase

For assistance with tax calculations, please contact the tax assessor for CITY OF OVILLA at 972-825-5150 or richard.rozier@co.ellis.tx.us, or visit [www.co.ellis.tx.us](http://www.co.ellis.tx.us).



**AN ORDINANCE LEVYING, ASSESSING AND FIXING THE TAX RATE FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF OVILLA, TEXAS, AND PROVIDING FOR THE DEBT SERVICE FUND FOR FISCAL YEAR 2021-2022 AND APPORTIONING EACH LEVY FOR THE SPECIFIC PURPOSE, AND PROVIDING FOR COLLECTION OF ALL ANNUAL TAXES PROVIDED BY STATE LAW; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla is a Type A general law city located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council of the City of Ovilla hereby finds that the tax for the fiscal year beginning October 1, 2021 and ending September 30, 2022, hereinafter levied for current expenses of the City and the general improvements of the City and its property must be levied to provide the revenue requirement of the budget for the ensuing year; and

**WHEREAS**, the City Council of the City of Ovilla has approved, by a separate ordinance, the budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022; and

**WHEREAS**, the City Council has complied with all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS** that there is hereby levied and there shall be assessed and collected for the Maintenance and Operation of the municipal government of the City of Ovilla, Texas, and to meet Interest and Sinking requirements for fiscal year 2021-2022, upon all property, real, personal and mixed within the corporate limits of the City subject to taxation, a total tax of **\$0.6600** on each one-hundred dollars (\$100.00) of assessed valuation based on 100% of market value of said property, said tax being so levied an apportioned to the specific purpose herein set forth.

## **SECTION ONE**

For the maintenance and operation of the general government and for general improvements of the City and its property, known as the General Fund, a tax rate of \$0.5262 on each one-hundred dollars (\$100.00) of assessed valuation of all taxable property shall be adopted, and

## **SECTION TWO**

For the purpose of paying interest and principle for the redemption of bonds and other long-term obligations heretofore legally issued by the City, known as the Debt Service Fund, a tax rate of **\$0.1338** on each one-hundred dollars (\$100.00) of assessed valuation of all taxable property shall be adopted.

## ORDINANCE 2021-18

Taxes are payable in Ovilla, TX, at the office of the Ellis County Tax Collector. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

**PASSED AND APPROVED ON THIS 13 DAY OF September 2021.**

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MAYOR, Richard A. Dormier

Attest:

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CITY SECRETARY, Glennell Miller

On the following motion by Council Member \_\_\_\_\_: " I move that the Council hereby approve the 2020 Effective Tax Rate of \$0.6600 with a Maintenance and Operation rate of \$0.5262 and a debt rate of \$0.1338 which will increase revenue from property taxes by \$91,117, with the approval of Ordinance 2021-18, levying, assessing and fixing the tax rate for the use and support of the municipal government of the City of Ovilla, Texas, and providing for the Debt Service Fund for Fiscal Year 2021-2022 and apportioning each levy for the specific purpose, and providing for collection of all annual taxes provided by state law; and providing an effective date; seconded by Council Member \_\_\_\_\_; the above and foregoing ordinance was passed and approved as follows:

Place 1 Councilperson Rachel Huber: Aye\_\_\_\_; Nay\_\_\_\_; Abstain\_\_\_\_; Absent\_\_\_\_

Place 2 Councilperson Dean Oberg: Aye\_\_\_\_; Nay\_\_\_\_; Abstain\_\_\_\_; Absent\_\_\_\_

Place 3 Councilperson David Griffin: Aye\_\_\_\_; Nay\_\_\_\_; Abstain\_\_\_\_; Absent\_\_\_\_

Mayor Pro-Tem/PL4 Doug Hunt: Aye\_\_\_\_; Nay\_\_\_\_; Abstain\_\_\_\_; Absent\_\_\_\_

Place 5 Councilperson Mike Myers: Aye\_\_\_\_; Nay\_\_\_\_; Abstain\_\_\_\_; Absent\_\_\_\_

## AGENDA ITEM REPORT

### Item 4

Meeting Date: September 13, 2021

Department: Administration

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

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

#### Attachments:

1. Ordinance 2021-19

#### Agenda Item / Topic:

ITEM 4. DISCUSSION/ACTION –Consideration of and action on Ordinance No. 2021-19 of the City of Ovilla, Texas, ratifying the budget for the 2021-2022 tax year that raised more revenue from property taxes than in the previous year.

#### Discussion / Justification:

The attachment endorses and validates the approval of Ordinance 2021-17, Fiscal Year 2021-2022 Annual Budget and Program of Services for the City of Ovilla.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

*I move that Council approves & adopts Ordinance 2021-19 ratifying the budget for the Fiscal Year 2021-2022 that will raise more revenue from property taxes than in the previous year.*

#### RECORD VOTE:

Place 1 Huber

\_\_\_\_\_

Place 2 Oberg

\_\_\_\_\_

Place 3 Griffin

\_\_\_\_\_

Place 4 Hunt

\_\_\_\_\_

Place 5 Myers

\_\_\_\_\_

## ORDINANCE 2021-19

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, RATIFYING THE BUDGET FOR THE 2021-2022 TAX YEAR THAT RAISED MORE REVENUE FROM PROPERTY TAXES THAN IN THE PREVIOUS YEAR.

WHEREAS, Title 4, Chapter 102 of the Local Government Code provides that the governing body ratify their budget by a separate vote, separate to the adoption of the fiscal year's budget; and

WHEREAS the fiscal year's budget raised more revenue from property taxes than in the previous year; and

WHEREAS, the City Council approved the levy tax rate that will raise more total revenue for maintenance and operations than last year's rate; and

WHEREAS, this budget will raise more total revenue from property tax revenue than last year's budget by \$90,740 or a 4.23 % increase and of that amount, \$38, 603 is tax revenue to be raised from new property added to the tax roll this year.

WHEREAS, this budget will increase total property tax revenue from last year's budget by \$90,740 or a 4.23% increase.

WHEREAS, the City Council on September 13, 2021, passed and approved Ordinance 2021-17, which adopted the budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

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

### SECTION 1.

That the budget for the 2021-2022 tax year, that raised more revenue from property taxes than in the previous year is hereby ratified.

### SECTION 2.

That this Ordinance shall take effect immediately from and after its passage as the law and charter in such cases provide.

*PASSED, APPROVED and EFFECTIVE this 13<sup>th</sup> day of September 2021.*

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MAYOR, Richard A. Dormier

ATTEST:

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CITY SECRETARY, Glennell Miller

## AGENDA ITEM REPORT

### Item 5

Meeting Date: September 13, 2021

Department: Administration

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

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

#### Attachments:

1. Updated Organizational Chart, Resolution R2021-10

#### Agenda Item / Topic:

ITEM 5. DISCUSSION/ACTION – Consideration of and action on Resolution No. R2021-10 approving an updated organizational chart.

#### Discussion / Justification:

Following the completion and approval of the Fiscal Year Budget 2021-2022, staff is presenting the annual revised organizational chart for consideration.

#### Recommendation / Staff Comments:

Staff recommends approval.

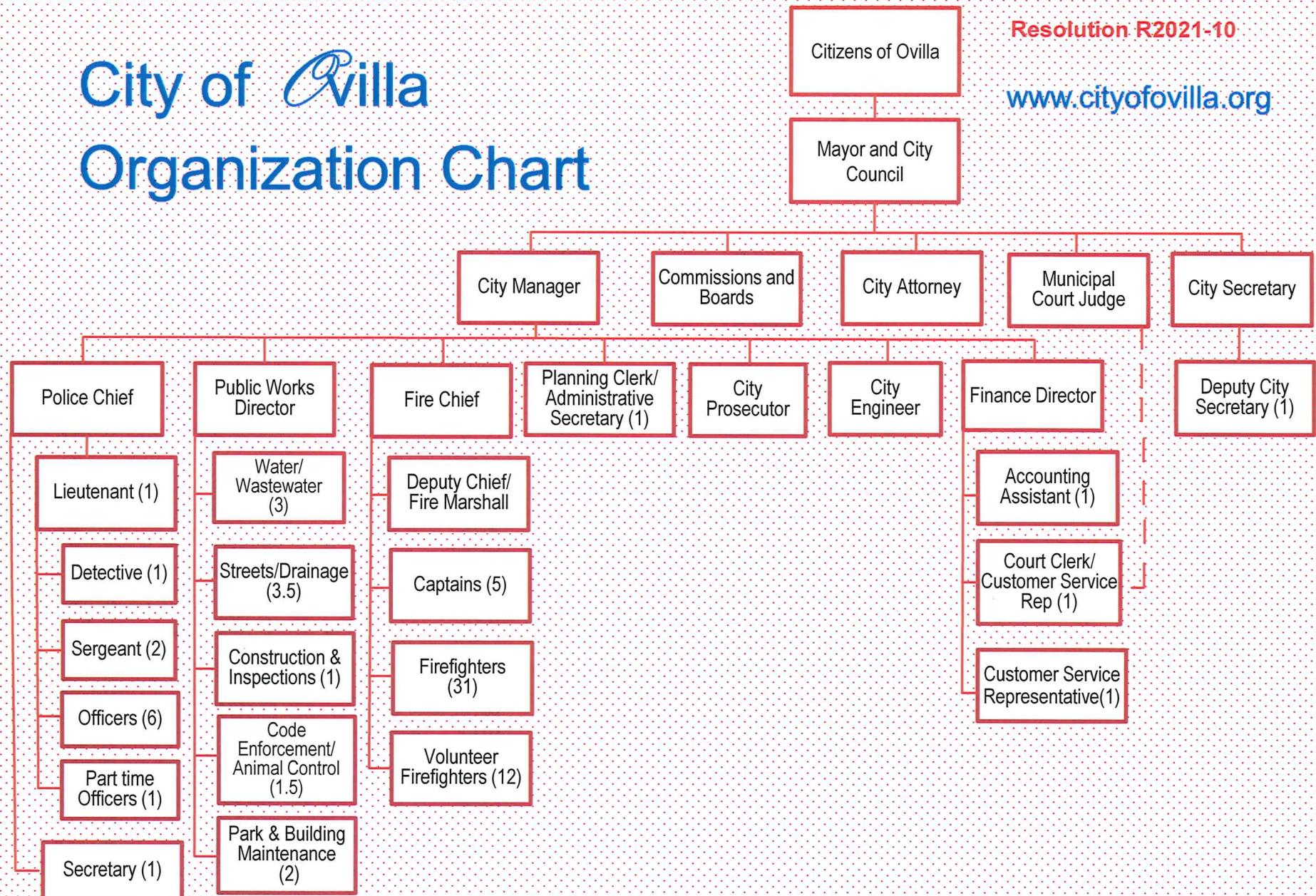
#### Sample Motion(s):

I move to approve/deny Resolution R2021-10 updating the City organizational chart.

# City of Ovilla Organization Chart

Resolution R2021-10

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



105 S. Cockrell Hill Road  
Ovilla, TX 75154  
972.617.7262

Total Full Time = 32  
Total Part Time = 48

**OVILLA POLICE DEPARTMENT**  
**ACTIVITY REPORT / AUGUST 2021**



J. Bennett, Chief of Police

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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**PERSONNEL UPDATE:**

Congratulations to Fire Marshal / Assistant Fire Chief KEVIN LINDSEY who achieved his MASTER PEACE OFFICER CERTIFICATION this month. The Ovilla Police Department carries Asst Chief LINDSEY's TCOLE commission on our roster. LINDSEY now holds a MASTER CERTIFICATION as a PEACE OFFICER and FIREFIGHTER.

Officer MARIO ORTEGON was promoted to the rank of SERGEANT. Sgt. ORTEGON has been with the Ovilla Police Department for 18 years and will hit his 20-year mark in law enforcement in February of 2022. At the same time, he will earn his MASTER PEACE OFFICER CERTIFICATION. Sergeant ORTEGON will be attending a 120-hour supervisor school beginning in January 2022.

**Below is a list of our current staffing:**

CHIEF OF POLICE	(BENNETT)
LIEUTENANT	(GEISER)
SERGEANT	(BREEDLOVE)
SERGEANT	(ORTEGON)
PATROL OFFICER / DETECTIVE	(KRETLOW)
PATROL OFFICER	(PUENTE)
PATROL OFFICER	(MALKE)
PATROL OFFICER	(HARTIN)
PATROL OFFICER	(FLORES)
PATROL OFFICER	(VACANT)
PATROL OFFICER	(VACANT) Pending Approval for OCT 01, 2021.
ADMINISTRATIVE ASSISTANT	(EMILY STARKEY)

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OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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**STAFFING CONTINUED:**

With a minor change to our department's alignment, all sworn positions are now filling a patrol spot and serving a patrol function, with the exception of CHIEF and DETECTIVE. However, both CHIEF and DETECTIVE will provide patrol coverage when needed. The newly promoted LIEUTENANT and SERGEANT positions, while having certain administrative duties, are not office bound positions and are primarily expected to be on patrol.

**VEHICLE UPDATE:**

A "subdued" or "stealth" graphics package was ordered for our un-marked administrative police vehicle. (Unit 216) While the vehicle is currently being used for administrative and other non-patrol uses, it will be available for patrol use if needed. The graphics package will raise the vehicle to an acceptable level for patrol use. (See image below) This vehicle DOES have an acceptable light package and a police radio and radar unit. This vehicle does NOT have a camera system, computer, or prisoner containment system. (Cage)



**GRAFIX  
SHOPPE**

CUSTOMER	FILE NAME	DATE	APPROVAL SIGNATURE
Ovilla PD	Ovilla PD Stealth Explorer-JJH	9-1-21	

3240 Mike Collins Drive • Eagan, MN 55121 • 651.683.9665 • Fax 651.683.9740 • Toll-Free 1.888.683.9665 • [www.grafixshoppe.com](http://www.grafixshoppe.com)



OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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**WARRANTS:**

Requested and received from the Municipal Court a current list of our active Class C Warrants for 2019, 2020, and 2021. Over the next month or so we will be putting a procedure in place to routinely track and serve our Class C warrants. (Not just a yearly warrant round-up)

**DIGITICKET:**

We are scheduled to cease our use of DIGITICKET on about October 01, 2021. I have spoken with DIGITICKET and they are preparing an offer to potentially buy-back the ticket units and printers. We initially paid about \$17,000 for the hardware itself.

Additional paper citation books are on order and should be received within a week or so.

**EQUIPMENT:**

We had to replace one of our X26P TASERS due to water damage caused by rain. The damage occurred during the brief standoff our officers had in June with the JUVENILE subject in the stolen vehicle. The replacement cost was \$1563.00.

**UNIFORMS:**

All officers received three new complete sets of uniforms this month. An annual replacement schedule is now in place. This is in addition to the unscheduled replacements caused by uniform damage or wear.

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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**McCLATCHY ELEMENTARY:**

On 08-31-2021, I met with McClatchey Elementary staff and MISD police. It was reaffirmed to them our police department is here to offer our support in any way needed. All agreed Ovilla PD should and will have a more active role in school functions such as field day, career day, etc... All jurisdictional issues will abide by the Memorandum of Understanding we have with the Midlothian Police Department and the MISD.

**NOTABLE CALLS / ACTIONS:**

- 21-OP-012055: POSSESSION OF DRUG PARAPHERNALIA (Citation issued)
- 21-OP-012093: WARRANT ARREST (Collin County Sheriff's Office)
- 21-OP-012164: POSSESSION OF DRUG PARAPHERNALIA (Citation issued)
- 21-OP-012518: POSSESSION OF DRUG PARAPHERNALIA (Citation issued)
- 21-OP-012527: BURGLARY OF VEHICLE. Tools taken from vehicle in 100 Blk of Robin Glen Lane. (\$25 value)
- 21-OP-012568: POSSESSION OF DRUG PARAPHERNALIA (Citation Issued)
- 21-OP-012599: FORGERY. 100 Blk of Oakwood Lane. Citizen reported his signature was forged on a contract.
- 21-OP-012645: THEFT. 3300 Blk of Ovilla Road. Equipment stolen from fuel pumps at convenience store. (\$500 value)
- 21-OP-013136: ARREST / DWI 2<sup>nd</sup>, 3200 Blk Ovilla Road.

1 - Class A Misdemeanor arrest

1 - Class C Warrant arrest

175 Total Traffic Stops.

115 Pretextual or Minor Traffic Stops (Defective taillamp, No license plate light, etc.) No citations issued.

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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60 Total: Non-Pretextual Traffic Stops. (Excessive Speeding, Ran Red Light, etc.)

48 Total Citations issued. (4 citations were for POSSESSION OF DRUG PARAPHERNALIA)

12 Written Warnings.

Roughly 80% of the more serious traffic stops received a citation.

NOTE: Some numbers do not easily add up because certain stops result in more than one citation or a citation and a warning for the same stop.

**EXTRA:**

Twenty (20) shifts were missed this month due to SICK / COVID QUARANTINE, VACATION TAKEN, and / or OFF-SITE TRAINING.

**VEHICLE MILEAGE / MAINTENANCE:**

August 2021	TO	September 2021	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	109,772	111,120	<b>1,348</b>	
117	108,798	110,061	<b>1,263</b>	New Battery & Alternator
216	35,454	35,889	<b>435</b>	New Registration/Inspection
119	50,232	51,242	<b>1,010</b>	New Battery
120	39,130	40,878	<b>1,748</b>	Oil top off, Oil Change & New Air Filter
220	39,925	42,604	<b>2,679</b>	Oil Change, New Air Filter, & New Cabin Filter

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2021

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Calls For Service	August 2021	August 2021 YTD	August 2020	August 2020 YTD
Accident	4	38	0	36
Alarms	18	140	8	104
Arrest	3	24	5	32
Assault/Assault FV	0	5	0	9
Assists	78	603	93	600
Building / House Security Check	285	3512	703	5678
Burglary	0	1	0	2
Burglary of Motor Vehicle	1	2	0	1
Criminal Mischief	0	2	2	6
Disturbance	14	93	13	100
Neighborhood Check	689	7288	1230	8878
Other Calls for Service	57	716	76	655
Suspicious Person	24	67	19	48
Suspicious Vehicle	17	147	17	155
Theft	1	4	1	8
Traffic Assignment/School Enforcement	45	416	67	228
<b>TOTAL CALLS FOR SERVICE</b>	<b>1236</b>	<b>13058</b>	<b>2234</b>	<b>16540</b>

Volunteer and Reserve Officer Hours	0	183	42	83
Average Response Time (Minutes)	3.54	3.86375	3.23	4.072857

**STAFFING**

Full Time Sworn	9
Full Time Civilian	1
Part Time Sworn	3
Reserve Officer	0
<b>Total Staffing</b>	<b>13</b>

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time
21OP012268		Sat, 8/7/21 16:42

21OP012437		Fri, 8/13/21 10:51
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21OP012606		Wed, 8/18/21 17:11
21OP012672		Fri, 8/20/21 02:28
21OP012057		Sun, 8/1/21 03:09

21OP012065		Sun, 8/1/21 15:36
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21OP012071		Sun, 8/1/21 21:41
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21OP012164	1	Thu, 8/5/21 02:15
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21OP012224		Fri, 8/6/21 03:10
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		Fri, 8/6/21 03:10
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21OP012445		Fri, 8/13/21 15:53
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21OP012926		Thu, 8/26/21 18:55
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21OP012986		Sun, 8/29/21 04:45
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21OP012666		Thu, 8/19/21 21:46
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21OP012283		Sun, 8/8/21 14:47
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21OP012757		Sun, 8/22/21 19:23
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21OP012492		Sat, 8/14/21 11:22
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21OP012425		Thu, 8/12/21 14:15
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21OP012062		Sun, 8/1/21 09:18
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21OP012095		Mon, 8/2/21 19:44
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21OP012146		Wed, 8/4/21 15:30
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21OP012178		Thu, 8/5/21 05:18
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21OP012201		Thu, 8/5/21 17:22
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		Thu, 8/5/21 17:22
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21OP012204		Thu, 8/5/21 19:35
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		Thu, 8/5/21 19:35
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21OP012331		Mon, 8/9/21 23:20
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## Ovilla Police Department

### POLICE ACTIVITY BLOTTER

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Call Type	Location	Texas Offense	Disposition
ABANDONED VEHICLE	600 TAYLOR ST		Contact Made
ABANDONED VEHICLE	300 WILLOW WOOD LN		Completed Assignment
ACCIDENT MINOR	3200 OVILLE RD		Contact Made
ACCIDENT MINOR	500 WESTMORELAND RD		Citation Issued
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	1200 N US HIGHWAY 67		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	7200 JUDY CT		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ADMINISTRATIVE DUTIES	100 COCKRELL HILL RD		Completed Assignment
ANIMAL HAZARD	200 LARIAT TRL		Contact Made
ANIMAL LOOSE	1000 OVILLE OAKS DR		Unable to Locate/Gone on Arrival
ANIMAL LOOSE	3300 OVILLE RD		Completed Assignment
ANIMAL WELFARE	700 COCKRELL HILL RD		Contact Made
ASSAULT REPORT	1900 JUNIPER LN		Report Made
ASSIST OFFICER	2400 WESTMORELAND RD		Assist/Back-Up Officer
BACKUP OFFICER	3600 OVILLE RD		Assist/Back-Up Officer
BACKUP OFFICER			False Alarm - Unknown Reason/Location Secured
BACKUP OFFICER	CRAB APPLE/PAMBROOK GLENN HEIGHTS		Cancelled by Reporting Party
BACKUP OFFICER			Assist/Back-Up Officer
BACKUP OFFICER			Assist/Back-Up Officer
BACKUP OFFICER	1600 S Cockrell Hill, Glenn Heights		Assist/Back-Up Officer
BACKUP OFFICER	1600 S Cockrell Hill, Glenn Heights		Assist/Back-Up Officer
BACKUP OFFICER			Assist/Back-Up Officer

NOTE: All block numbers are rounded and not specific addresses.

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012374		Wed, 8/11/21 00:00	BACKUP OFFICER	3600 OVILLA RD		Assist/Back-Up Officer
21OP012585		Tue, 8/17/21 13:11	BACKUP OFFICER	4000 OVILLA RD		Assist/Back-Up Officer
21OP012603		Wed, 8/18/21 14:11	BACKUP OFFICER	3200 OVILLA RD		Assist/Back-Up Officer
21OP012729		Sun, 8/22/21 03:11	BACKUP OFFICER	800 WESTMORELAND RD		Assist/Back-Up Officer
21OP012770		Mon, 8/23/21 07:31	BACKUP OFFICER	2400 S. HAMPTON GELNN HIEGHTS		Assist/Back-Up Officer
21OP012951		Fri, 8/27/21 14:06	BACKUP OFFICER	213 RED RIVER RD, GLENN HEIGHTS		Cancelled by Reporting Party
21OP013029		Sun, 8/29/21 20:04	BACKUP OFFICER	2400 S HAMPTON RD		Assist/Back-Up Officer
21OP013030		Sun, 8/29/21 22:30	BACKUP OFFICER	2155 S BECKLEY LOT 35		Assist/Back-Up Officer
21OP012527		Sun, 8/15/21 07:51	BMV REPORT	100 ROBIN GLEN Ln	BURGLARY OF VEHICLES	Report Made
21OP012363		Tue, 8/10/21 19:56	BURGLAR ALARM	100 COCKRELL HILL RD		Cancelled by Officer
21OP012123		Wed, 8/4/21 08:02	BUSINESS NIGHTS			
			BURGLAR ALARM	3500 BRYSON MANOR DR		False Alarm - Operator Error
			RESIDENCE DAYS			False Alarm - Operator Error
			BURGLAR ALARM	100 HUMMINGBIRD LN		False Alarm - Operator Error
			RESIDENCE DAYS			Cancelled by Reporting Party
			BURGLAR ALARM	1900 S DUNCANVILLE RD		False Alarm - Operator Error
			RESIDENCE DAYS			False Alarm - Operator Error
			BURGLAR ALARM	200 WILLIAMSBURG LN		False Alarm - Operator Error
			RESIDENCE DAYS			False Alarm - Operator Error
			BURGLAR ALARM	1900 S DUNCANVILLE RD		False Alarm - Unknown Reason/Location Secured
			RESIDENCE DAYS			
21OP012897		Wed, 8/25/21 15:21	BURGLAR ALARM	7000 CHERRY CT		
			RESIDENCE DAYS			
21OP012957		Fri, 8/27/21 17:01	BURGLAR ALARM	300 COVINGTON LN		False Alarm - Unknown Reason/Location Secured
			RESIDENCE DAYS			
21OP012253		Fri, 8/6/21 19:55	BURGLAR ALARM	800 RED OAK CREEK RD		False Alarm - Operator Error
21OP012271		Sat, 8/7/21 22:59	RESIDENCE NIGHTS			Cancelled by Reporting Party
21OP012329		Mon, 8/9/21 23:02	BURGLAR ALARM	7200 JUDY DR		False Alarm - Unknown Reason/Location Secured
			RESIDENCE NIGHTS			
21OP012526		Sun, 8/15/21 04:32	BURGLAR ALARM	3400 OVILLA RD		
			RESIDENCE NIGHTS			
			BURGLAR ALARM	100 LARIAT TRL		False Alarm - Unknown Reason/Location Secured
			RESIDENCE NIGHTS			

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012607		Wed, 8/18/21 18:4	BURGLAR ALARM RESIDENCE NIGHTS	7200 CHERRY LN		False Alarm - Unknown Reason/Location Secured
21OP013082		Mon, 8/30/21 17:5	BURGLAR ALARM RESIDENCE NIGHTS	100 CUMBERLAND DR		False Alarm - Operator Error
21OP012490		Sat, 8/14/21 10:22	CITY ORDINANCE VIOLATION	200 WILLOW CREEK LN		Contact Made
21OP012954		Fri, 8/27/21 14:47	CITY ORDINANCE VIOLATION	600 GREEN MEADOW LN		Contact Made
21OP013028		Sun, 8/29/21 17:41	CITY ORDINANCE VIOLATION	7300 SHILOH RD		Verbal Warning
21OP012100		Tue, 8/3/21 09:02	CIVIL MATTER	600 GREEN MEADOW LN		Contact Made
21OP012251		Fri, 8/6/21 15:16	CIVIL MATTER	500 SAVANNAH DR		No Report
21OP012533		Sun, 8/15/21 18:08	CIVIL MATTER	500 SAVANNAH DR		Contact Made
21OP012724		Sat, 8/21/21 22:37	CIVIL MATTER	300 COCKRELL HILL RD		Contact Made
21OP012781		Mon, 8/23/21 11:43	CIVIL MATTER	7000 JUDY DR		Contact Made
21OP012215		Fri, 8/6/21 01:32	CLOSE PATROL	600 W MAIN ST		Completed Assignment
21OP012327		Mon, 8/9/21 21:34	CLOSE PATROL	1100 JOHNSON LN		Completed Assignment
21OP012333		Tue, 8/10/21 00:45	CLOSE PATROL	400 S WESTMORELAND RD		Completed Assignment
21OP012467		Sat, 8/14/21 01:39	CLOSE PATROL	1100 JOHNSON LN		Completed Assignment
21OP012522		Sun, 8/15/21 02:15	CLOSE PATROL	400 S WESTMORELAND RD		Completed Assignment
21OP012653		Thu, 8/19/21 11:01	CLOSE PATROL	0 JOHNSON LN		Completed Assignment
21OP012755		Sun, 8/22/21 16:56	CLOSE PATROL	400 WESTMORELAND RD		Completed Assignment
21OP012814		Tue, 8/24/21 03:24	CLOSE PATROL	400 WESTMORELAND RD		Completed Assignment
21OP012862		Tue, 8/24/21 21:12	CLOSE PATROL	0 JOHNSON LN		Completed Assignment
21OP012881		Wed, 8/25/21 11:47	CLOSE PATROL	0 JOHNSON LN		Completed Assignment
21OP012927		Thu, 8/26/21 18:54	CLOSE PATROL	200 WHITE ROCK CT		Unable to Locate/Gone on Arrival
21OP012931		Thu, 8/26/21 20:24	CLOSE PATROL	0 RED OAK CREEK RD		Completed Assignment
21OP012984		Sun, 8/29/21 03:26	CLOSE PATROL	400 WESTMORELAND RD		Completed Assignment
21OP013049		Mon, 8/30/21 09:19	CLOSE PATROL	0 JOHNSON LN		Completed Assignment
21OP012717		Sat, 8/21/21 12:19	DAMAGED PROPERTY REPORT	100 SUBURBAN DR	Information Only	Report Made
21OP013022		Sun, 8/29/21 14:19	DIRECTED PATROL	600 GEORGETOWN RD		Completed Assignment
21OP013038		Mon, 8/30/21 06:35	DIRECTED PATROL	600 GEORGETOWN RD		Completed Assignment

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012270		Sat, 8/7/21 22:33	DISTURBANCE	100 ROBIN GLEN LN		Unable to Locate/Gone on Arrival
21OP012272		Sat, 8/7/21 23:13	DISTURBANCE	100 ROBIN GLEN LN		Contact Made
21OP012454		Fri, 8/13/21 20:25	DISTURBANCE	700 BUCKBOARD		Contact Made
21OP012536		Sun, 8/15/21 22:21	DISTURBANCE	400 BILL CT		Assist/Back-Up Officer
21OP012700		Fri, 8/20/21 20:36	DISTURBANCE	7000 CEDAR CT		Contact Made
21OP012725	1	Sat, 8/21/21 23:06	DISTURBANCE	900 COUNTRY CREEK LN		Contact Made
21OP012956		Fri, 8/27/21 16:32	DROWNING	600 GREEN MEADOW LN		Contact Made
21OP012596		Wed, 8/18/21 09:2	FOLLOW UP REPORT	300 JOHNSON LN		Contact Made
21OP012688		Fri, 8/20/21 09:18	FOLLOW UP REPORT	100 COCKRELL HILL RD		Contact Made
21OP012691		Fri, 8/20/21 10:45	FOLLOW UP REPORT	100 COCKRELL HILL RD		Contact Made
21OP012721		Sat, 8/21/21 15:02	FOLLOW UP REPORT	100 SUBURBAN DR		Contact Made
21OP012592		Tue, 8/17/21 19:16	FRAUD REPORT	100 SUBURBAN DR		Contact Made
21OP012599		Wed, 8/18/21 10:1	FRAUD REPORT	100 COCKRELL HILL RD		Report Made
"		Wed, 8/18/21 10:1	FRAUD REPORT	100 COCKRELL HILL RD		Report Made
21OP012802		Mon, 8/23/21 16:28	GRASS FIRE	700 GEORGETOWN RD		Assist/Back-Up Officer
21OP012579		Mon, 8/16/21 23:35	INFORMATION ONLY	100 COCKRELL HILL RD		Completed Assignment
21OP012958		Fri, 8/27/21 17:43	INFORMATION ONLY	3300 OVILLA RD		Unable to Locate/Gone on Arrival
21OP012154		Wed, 8/4/21 21:55	INVESTIGATION	700 E MAIN ST		Contact Made
21OP012326		Mon, 8/9/21 21:25	INVESTIGATION			Entered in Error
21OP012811		Tue, 8/24/21 02:35	INVESTIGATION	3700 BRYSON MANOR DR		Completed Assignment
21OP012868	3	Wed, 8/25/21 10:14	INVESTIGATION	4000 FM 1387		Completed Assignment
21OP012896		Wed, 8/25/21 14:56	INVESTIGATION	7800 SHILOH RD		Contact Made
21OP013006		Sun, 8/29/21 08:11	INVESTIGATION	900 RED OAK CREEK RD		Contact Made
21OP013016		Sun, 8/29/21 10:51	INVESTIGATION	100 NOB HILL LN		Contact Made
21OP013026		Sun, 8/29/21 16:26	INVESTIGATION	3300 OVILLA RD		No Contact
21OP012405		Wed, 8/11/21 20:56	MAJOR ACCIDENT	3200 OVILLA RD		Completed Assignment
21OP012211		Thu, 8/5/21 22:50	MEDICAL EMERGENCY	2600 KIMBERLY CT		Assist/Back-Up Officer
"		Thu, 8/5/21 22:50	MEDICAL EMERGENCY	2600 KIMBERLY CT		Assist/Back-Up Officer
21OP012282		Sun, 8/8/21 13:19	MEDICAL EMERGENCY	300 WILLOW CREEK LN		Assist/Back-Up Officer
21OP012087		Mon, 8/2/21 10:26	MEET COMPLAINANT	700 WESTMORELAND RD		Contact Made
21OP012094		Mon, 8/2/21 15:07	MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
21OP012132		Wed, 8/4/21 10:02	MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
21OP012302		Mon, 8/9/21 11:46	MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
21OP012424		Thu, 8/12/21 14:13	MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
21OP012426		Thu, 8/12/21 20:16	MEET COMPLAINANT	100 COCKRELL HILL RD		Report Made

# Ovilla Police Department

## POLICE ACTIVITY BLOTTER

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time
21OP012489		Sat, 8/14/21 09:58
21OP012564		Mon, 8/16/21 16:4
21OP012565		Mon, 8/16/21 18:4
21OP012645		Thu, 8/19/21 06:50
21OP012658		Thu, 8/19/21 14:50
21OP012689		Fri, 8/20/21 09:27
21OP012902		Wed, 8/25/21 16:4
21OP012917		Thu, 8/26/21 09:26
21OP013021		Sun, 8/29/21 13:03
21OP012404		Wed, 8/11/21 18:0
21OP012406		Thu, 8/12/21 07:48
21OP012903		Wed, 8/25/21 17:2
21OP012904		Wed, 8/25/21 17:3
21OP012955		Fri, 8/27/21 15:09
21OP012567		Mon, 8/16/21 19:34
21OP012695		Fri, 8/20/21 14:18
21OP012761		Sun, 8/22/21 20:20
21OP012906		Wed, 8/25/21 18:3
21OP013107		Tue, 8/31/21 16:23
21OP013114		Tue, 8/31/21 23:09
21OP013027		Sun, 8/29/21 17:14
21OP012051		Sun, 8/1/21 00:18
21OP012058		Sun, 8/1/21 03:14
21OP012067		Sun, 8/1/21 18:18
21OP012354		Tue, 8/10/21 06:50
21OP012646		Thu, 8/19/21 07:32
21OP012698		Fri, 8/20/21 16:21
21OP012720		Sat, 8/21/21 14:35
21OP012834		Tue, 8/24/21 13:50
21OP012651		Thu, 8/19/21 10:07
21OP012841		Tue, 8/24/21 15:03
21OP012914	2	Thu, 8/26/21 07:48

Call Type	Location	Texas Offense	Disposition
MEET COMPLAINANT	600 GEORGETOWN RD		Contact Made
MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
MEET COMPLAINANT	100 COCKRELL HILL RD		Assist/Back-Up Officer
MEET COMPLAINANT	3300 OVILLA Rd	Theft	Report Made
MEET COMPLAINANT	100 COCKRELL HILL RD		Completed Assignment
MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
MEET COMPLAINANT	100 COCKRELL HILL RD		Contact Made
MEET COMPLAINANT	100 COCKRELL HILL RD	Information Only	Report Made
MEET COMPLAINANT	600 BUCKBOARD		Contact Made
MESSAGE DELIVERY	600 CEDAR RIDGE CT		Completed Assignment
MESSAGE DELIVERY	300 FOUNTAIN CREEK CT		Contact Made
MESSAGE DELIVERY	500 GOLDEN BELL LN		No Contact
MISSING PERSON	300 JOHNSON LN		Report Made
CRITICAL			
MOTORIST ASSIST	300 WESTMORELAND RD		Completed Assignment
MOTORIST ASSIST	3100 OVILLA RD		Contact Made
MOTORIST ASSIST	3100 OVILLA RD		Contact Made
MOTORIST ASSIST	3100 OVILLA RD		Completed Assignment
MOTORIST ASSIST	2800 OVILLA RD		Completed Assignment
MOTORIST ASSIST	2900 OVILLA RD		Contact Made
PANIC ALARM	7200 CHERRY LN		False Alarm - Operator Error
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PAPERWORK/REPORT	100 COCKRELL HILL RD		Completed Assignment
PARKING VIOLATION	200 COCKRELL HILL RD		Contact Made
PARKING VIOLATION	3300 BRYSON LN		Completed Assignment
RECKLESS DRIVER	300 E OVILLA RD		Unable to Locate/Gone on Arrival

# Ovilla Police Department

## POLICE ACTIVITY BLOTTER

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21RP040583	2	Thu, 8/26/21 07:4	RECKLESS DRIVER	300 E OVILLA RD		Unable to Locate/Gone on Arrival
21OP012916		Thu, 8/26/21 08:0	SEIZURE	100 COCKRELL HILL RD		Assist/Back-Up Officer
21OP012066		Sun, 8/1/21 16:33	SEVERE WEATHER	100 COCKRELL HILL RD		Completed Assignment
21OP012694		Fri, 8/20/21 12:42	SPECIAL ASSIGNMENT	300 WILLOW CREEK LN		Completed Assignment
21OP012427		Thu, 8/12/21 22:1	SUSPICIOUS ACTIVITY	900 COCKRELL HILL RD		Unable to Locate/Gone on Arrival
21OP012967		Sat, 8/28/21 01:45	SUSPICIOUS ACTIVITY	3500 BRYSON MANOR DR		Contact Made
21OP012093		Mon, 8/2/21 14:08	SUSPICIOUS PERSON	100 ROBIN GLEN LN		Assist/Back-Up Officer
21OP012210		Thu, 8/5/21 22:42	SUSPICIOUS PERSON	100 RIDGE WAY GAP		Contact Made
"		Thu, 8/5/21 22:42	SUSPICIOUS PERSON	100 RIDGE WAY GAP		Contact Made
21OP012514		Sat, 8/14/21 20:20	SUSPICIOUS PERSON	3300 OVILLA RD		Assist/Back-Up Officer
21OP012555		Mon, 8/16/21 10:4	SUSPICIOUS PERSON	300 UNIVERSITY DR		Contact Made
21OP012558		Mon, 8/16/21 11:5	SUSPICIOUS PERSON	700 OVILLA OAKS DR		Contact Made
21OP012562		Mon, 8/16/21 15:0	SUSPICIOUS PERSON	6600 SHILOH RD		Completed Assignment
21OP012594		Wed, 8/18/21 08:5	SUSPICIOUS PERSON	200 JOHNSON LN		Unable to Locate/Gone on Arrival
21OP012626		Thu, 8/19/21 01:37	SUSPICIOUS PERSON	500 EDGEWOOD LN		Contact Made
21OP012629		Thu, 8/19/21 01:55	SUSPICIOUS PERSON	600 FOREST EDGE LN		Contact Made
21OP012825		Tue, 8/24/21 08:00	SUSPICIOUS PERSON	200 WHITE ROCK CT		Contact Made
21OP012055		Sun, 8/1/21 02:08	SUSPICIOUS VEHICLE	3300 OVILLA Rd	Possession of Drug Paraphernalia	Citation Issued
21OP012104		Tue, 8/3/21 23:57	SUSPICIOUS VEHICLE	3800 OVILLA Rd	Possession of Drug Paraphernalia	Citation Issued
21OP012160		Wed, 8/4/21 23:11	SUSPICIOUS VEHICLE	3600 OVILLA RD		Contact Made
"		Wed, 8/4/21 23:11	SUSPICIOUS VEHICLE	3600 OVILLA RD		Contact Made
21OP012162		Wed, 8/4/21 23:43	SUSPICIOUS VEHICLE	100 WESTLAWN DR		No Contact
"		Wed, 8/4/21 23:43	SUSPICIOUS VEHICLE	100 WESTLAWN DR		No Contact
21OP012209		Thu, 8/5/21 22:30	SUSPICIOUS VEHICLE	3300 OVILLA RD		Contact Made
21OP012218		Fri, 8/6/21 01:51	SUSPICIOUS VEHICLE	100 OVILLA CREEK CT		No Contact
21OP012252		Fri, 8/6/21 19:23	SUSPICIOUS VEHICLE	700 SILVER SPUR LN		Unable to Locate/Gone on Arrival
21OP012704		Sat, 8/21/21 01:43	SUSPICIOUS VEHICLE			Contact Made
21OP012768		Mon, 8/23/21 00:14	SUSPICIOUS VEHICLE	200 WATER ST		No Contact
21OP012809		Mon, 8/23/21 20:59	SUSPICIOUS VEHICLE	3500 BRYSON MANOR DR		No Contact
21OP012854		Tue, 8/24/21 18:45	SUSPICIOUS VEHICLE	300 WILLOW CREEK LN		Contact Made

# Ovilla Police Department

## POLICE ACTIVITY BLOTTER

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Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012900		Wed, 8/25/21 15:0	SUSPICIOUS VEHICLE	100 SUBURBAN DR		Cancelled by Reporting Party
21OP012905		Wed, 8/25/21 18:1	SUSPICIOUS VEHICLE	900 RED OAK CREEK RD		Assist/Back-Up Officer
21OP012962		Fri, 8/27/21 22:22	SUSPICIOUS VEHICLE	600 W MAIN ST		Contact Made
21RP039826	2	Sat, 8/21/21 21:44	SUSPICIOUS VEHICLE	500 N INTERSTATE 35 E		Contact Made
21OP012540		Mon, 8/16/21 02:3	TEST CALL	100 COCKRELL HILL RD		TEST
21OP012531		Sun, 8/15/21 15:1	THREAT REPORT	100 OAK WOOD		Contact Made
21OP012053		Sun, 8/1/21 01:19	Traffic	3300 OVILLE RD		Verbal Warning
21OP012069		Sun, 8/1/21 21:05	Traffic	800 WESTMORELAND RD		Verbal Warning
21OP012078		Sun, 8/1/21 23:52	Traffic	3000 OVILLE RD		Verbal Warning
21OP012096		Mon, 8/2/21 20:47	Traffic	3300 OVILLE RD		Verbal Warning
21OP012097		Mon, 8/2/21 20:57	Traffic	2900 OVILLE RD		Verbal Warning
21OP012098		Mon, 8/2/21 21:22	Traffic	3400 OVILLE RD		Verbal Warning
21OP012099		Mon, 8/2/21 23:51	Traffic	2900 OVILLE RD		Verbal Warning
21OP012102		Tue, 8/3/21 20:03	Traffic			Verbal Warning
21OP012137		Wed, 8/4/21 10:50	Traffic	1300 OVILLE RD		Verbal Warning
21OP012152		Wed, 8/4/21 21:34	Traffic	3800 OVILLE RD		Verbal Warning
"		Wed, 8/4/21 21:34	Traffic	3800 OVILLE RD		Verbal Warning
21OP012153		Wed, 8/4/21 21:42	Traffic	2900 OVILLE RD		Verbal Warning
21OP012155		Wed, 8/4/21 22:05	Traffic	1700 JOE WILSON RD		Verbal Warning
"		Wed, 8/4/21 22:05	Traffic	1700 JOE WILSON RD		Verbal Warning
21OP012158		Wed, 8/4/21 22:57	Traffic	400 WESTMORELAND RD		Verbal Warning
"		Wed, 8/4/21 22:57	Traffic	400 WESTMORELAND RD		Verbal Warning
21OP012161		Wed, 8/4/21 23:31	Traffic	3300 OVILLE RD		Verbal Warning
"		Wed, 8/4/21 23:31	Traffic	3300 OVILLE RD		Verbal Warning
21OP012189		Thu, 8/5/21 15:00	TRAFFIC	700 W MAIN ST		Verbal Warning
21OP012208		Thu, 8/5/21 22:16	Traffic	2800 OVILLE RD		Verbal Warning
"		Thu, 8/5/21 22:16	Traffic	2800 OVILLE RD		Verbal Warning
21OP012254		Fri, 8/6/21 20:11	Traffic	3300 OVILLE RD		Verbal Warning
21OP012255		Fri, 8/6/21 23:59	Traffic			Verbal Warning
21OP012269		Sat, 8/7/21 21:14	Traffic	800 JOHNSON LN		Verbal Warning
21OP012285		Mon, 8/9/21 02:51	Traffic			Verbal Warning
21OP012303		Mon, 8/9/21 14:20	Traffic	600 W MAIN ST		Verbal Warning
21OP012315		Mon, 8/9/21 18:23	Traffic			Verbal Warning
21OP012319		Mon, 8/9/21 18:48	Traffic	Exxon-bear Creek/cockrell Hill		Verbal Warning
21OP012332		Mon, 8/9/21 23:36	Traffic	500 WESTMORELAND RD		Verbal Warning
21OP012339		Tue, 8/10/21 01:28	Traffic	600 MEADOWLARK DR		Citation Issued
21OP012349		Tue, 8/10/21 04:34	Traffic	3100 OVILLE RD		Verbal Warning
21OP012360		Tue, 8/10/21 17:13	Traffic	2900 OVILLE RD		Verbal Warning
21OP012364		Tue, 8/10/21 20:19	Traffic	2400 WESTMORELAND RD		Verbal Warning
21OP012365		Tue, 8/10/21 20:51	Traffic	1000 JOHNSON LN		Written Warning
21OP012371		Tue, 8/10/21 23:11	Traffic	700 COCKRELL HILL RD		Verbal Warning
21OP012409		Thu, 8/12/21 08:53	Traffic	100 SUBURBAN DR		Verbal Warning
21OP012423		Thu, 8/12/21 11:42	Traffic	3500 OVILLE RD		Citation Issued
21OP012440		Fri, 8/13/21 13:54	Traffic	700 W MAIN ST		Verbal Warning
21OP012442		Fri, 8/13/21 14:59	Traffic	700 COCKRELL HILL RD		Verbal Warning
21OP012444		Fri, 8/13/21 15:27	Traffic	7800 SHILOH RD		Verbal Warning
21OP012449		Fri, 8/13/21 19:41	Traffic	1700 JOE WILSON RD		Citation Issued
21OP012455		Fri, 8/13/21 21:12	Traffic			Verbal Warning
21OP012457		Fri, 8/13/21 23:03	Traffic	300 LARIAT TRL		Verbal Warning
21OP012459		Fri, 8/13/21 23:24	Traffic	700 WESTMORELAND RD		Written Warning

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012463		Sat, 8/14/21 00:37	Traffic	2300 WESTMORELAND RD		Written Warning
21OP012512		Sat, 8/14/21 19:31	Traffic			Verbal Warning
21OP012518		Sat, 8/14/21 22:20	Traffic	3200 OVILLE RD	Possession of Drug Paraphernalia	Citation Issued
21OP012520		Sat, 8/14/21 23:40	Traffic	3100 OVILLE RD		Verbal Warning
21OP012523		Sun, 8/15/21 02:16	Traffic	3200 OVILLE RD		Citation Issued
21OP012529		Sun, 8/15/21 13:18	Traffic	700 COCKRELL HILL RD		Verbal Warning
21OP012534		Sun, 8/15/21 21:50	Traffic	3700 OVILLE RD		Verbal Warning
21OP012535		Sun, 8/15/21 22:26	Traffic	3300 OVILLE RD		Verbal Warning
21OP012537		Sun, 8/15/21 23:36	Traffic			Verbal Warning
21OP012538		Mon, 8/16/21 00:41	Traffic	1300 OVILLE RD		Written Warning
21OP012539		Mon, 8/16/21 02:11	Traffic	3300 OVILLE RD		Verbal Warning
21OP012547		Mon, 8/16/21 07:49	Traffic	3200 OVILLE RD		Verbal Warning
21OP012566		Mon, 8/16/21 19:20	Traffic	2900 OVILLE RD		Verbal Warning
21OP012568		Tue, 8/17/21 00:53	Traffic	3300 OVILLE Rd	Possession of Drug Paraphernalia	Citation Issued
21OP012570		Tue, 8/17/21 06:18	Traffic	7600 SHILOH RD		Citation Issued
21OP012574		Tue, 8/17/21 07:47	Traffic	1700 JOE WILSON RD		Citation Issued
21OP012575		Tue, 8/17/21 08:12	Traffic	1000 JOHNSON LN		Verbal Warning
21OP012580		Tue, 8/17/21 10:19	Traffic	600 MALLEY LN		Citation Issued
21OP012584		Tue, 8/17/21 13:04	Traffic	5900 JOE WILSON RD		Verbal Warning
21OP012609		Wed, 8/18/21 19:07	Traffic	2900 OVILLE RD		Verbal Warning
21OP012619		Wed, 8/18/21 22:57	Traffic	3200 OVILLE RD		Verbal Warning
21OP012621		Wed, 8/18/21 23:17	Traffic	800 WESTMORELAND RD		Verbal Warning
21OP012622		Thu, 8/19/21 00:05	Traffic	800 COCKRELL HILL RD		Citation Issued
21OP012634		Thu, 8/19/21 02:25	Traffic	3100 OVILLE RD		Citation Issued
21OP012635		Thu, 8/19/21 02:46	Traffic	500 WESTMORELAND RD		Verbal Warning
21OP012649		Thu, 8/19/21 09:40	Traffic	200 COCKRELL HILL RD		Verbal Warning
21OP012656		Thu, 8/19/21 12:09	Traffic	700 WESTMORELAND RD		Citation Issued
21OP012663		Thu, 8/19/21 18:58	Traffic	3300 OVILLE RD		Citation Issued
21OP012664		Thu, 8/19/21 19:35	Traffic	900 RED OAK CREEK RD		Verbal Warning
21OP012683		Fri, 8/20/21 07:54	Traffic	3300 OVILLE RD		Citation Issued
21OP012684		Fri, 8/20/21 08:35	Traffic	700 WESTMORELAND RD		Verbal Warning
21OP012686		Fri, 8/20/21 08:53	Traffic	100 MEADOW GLEN LN		Verbal Warning
21OP012701		Fri, 8/20/21 23:54	Traffic	3600 OVILLE RD		Verbal Warning
21OP012702		Sat, 8/21/21 00:42	Traffic	2900 OVILLE RD		Citation Issued
21OP012703		Sat, 8/21/21 01:26	Traffic	100 E OVILLE RD		Verbal Warning
21OP012705		Sat, 8/21/21 03:16	Traffic			Completed Assignment
21OP012708		Sat, 8/21/21 09:37	Traffic	3100 OVILLE RD		Verbal Warning
21OP012715		Sat, 8/21/21 11:36	Traffic	3400 OVILLE RD		Citation Issued
21OP012716		Sat, 8/21/21 12:14	Traffic	600 WESTMORELAND RD		Verbal Warning
21OP012718		Sat, 8/21/21 12:55	Traffic	600 W MAIN ST		Written Warning
21OP012719		Sat, 8/21/21 14:04	Traffic	2900 OVILLE RD		Citation Issued
21OP012723		Sat, 8/21/21 21:41	TRAFFIC			Assist/Back-Up Officer
21OP012726		Sat, 8/21/21 23:22	Traffic	900 COCKRELL HILL RD		Verbal Warning
21OP012727		Sun, 8/22/21 00:42	Traffic	500 COCKRELL HILL RD		Verbal Warning
21OP012743		Sun, 8/22/21 09:45	Traffic	3200 OVILLE RD		Citation Issued
21OP012752		Sun, 8/22/21 12:00	Traffic	5900 JOE WILSON RD		Verbal Warning
21OP012756		Sun, 8/22/21 17:19	Traffic	700 WESTMORELAND RD		Verbal Warning
21OP012759		Sun, 8/22/21 19:44	Traffic	500 WESTMORELAND RD		Verbal Warning
21OP012763		Sun, 8/22/21 21:15	Traffic	100 ASHBURNE-GLEN LN		Verbal Warning
21OP012765		Sun, 8/22/21 21:23	Traffic			Verbal Warning

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012767		Sun, 8/22/21 23:44	Traffic	600 WILLIAM DR		Citation Issued
21OP012787		Mon, 8/23/21 14:00	Traffic	3100 OVILLE RD		Verbal Warning
21OP012803		Mon, 8/23/21 18:55	Traffic	3200 OVILLE RD		Citation Issued
21OP012805		Mon, 8/23/21 19:22	Traffic	800 E MAIN ST		Citation Issued
21OP012806		Mon, 8/23/21 20:22	Traffic	300 COCKRELL HILL RD		Verbal Warning
21OP012807		Mon, 8/23/21 20:41	TRAFFIC	3300 OVILLE RD		Verbal Warning
21OP012813		Tue, 8/24/21 03:04	Traffic	7800 SHILOH RD		Verbal Warning
21OP012818		Tue, 8/24/21 03:53	Traffic	5900 JOE WILSON RD		Verbal Warning
21OP012821		Tue, 8/24/21 07:16	Traffic	3200 OVILLE RD		Written Warning
21OP012823		Tue, 8/24/21 07:51	Traffic	1000 RED OAK CREEK RD		Verbal Warning
21OP012824		Tue, 8/24/21 07:57	Traffic	3300 OVILLE RD		Citation Issued
21OP012827		Tue, 8/24/21 10:13	Traffic	3400 OVILLE RD		Verbal Warning
21OP012838		Tue, 8/24/21 15:01	Traffic	3300 OVILLE RD		Verbal Warning
21OP012845		Tue, 8/24/21 15:28	Traffic	3200 OVILLE RD		Citation Issued
21OP012848		Tue, 8/24/21 15:56	Traffic	500 WESTMORELAND RD		Verbal Warning
21OP012865		Wed, 8/25/21 07:22	Traffic	3200 OVILLE RD		Citation Issued
21OP012867		Wed, 8/25/21 07:42	Traffic	3200 OVILLE RD		Citation Issued
21OP012899		Wed, 8/25/21 15:41	Traffic	400 WESTMORELAND RD		Citation Issued
21OP012907		Wed, 8/25/21 21:00	Traffic	2900 OVILLE RD		Verbal Warning
21OP012909		Wed, 8/25/21 23:11	Traffic	3600 OVILLE RD		Verbal Warning
21OP012910		Thu, 8/26/21 01:21	Traffic	3400 OVILLE RD		Verbal Warning
21OP012911		Thu, 8/26/21 02:56	Traffic	3500 OVILLE RD		Citation Issued
21OP012913		Thu, 8/26/21 07:28	Traffic	3200 E OVILLE RD		Citation Issued
21OP012915		Thu, 8/26/21 07:56	Traffic	3200 E OVILLE RD		Citation Issued
21OP012934		Thu, 8/26/21 23:25	Traffic	3300 OVILLE RD		Verbal Warning
21OP012935		Fri, 8/27/21 00:51	Traffic	3300 OVILLE RD		Verbal Warning
21OP012936		Fri, 8/27/21 01:22	Traffic	3300 OVILLE RD		Written Warning
21OP012938		Fri, 8/27/21 01:40	Traffic	800 GREENWOOD DR		Verbal Warning
21OP012941		Fri, 8/27/21 02:47	Traffic	3200 OVILLE RD		Verbal Warning
21OP012943		Fri, 8/27/21 07:22	Traffic	3200 OVILLE RD		Verbal Warning
21OP012944		Fri, 8/27/21 07:31	Traffic	3200 OVILLE RD		Verbal Warning
21OP012960		Fri, 8/27/21 18:55	TRAFFIC	8100 OVILLE RD		Verbal Warning
21OP012961		Fri, 8/27/21 21:02	Traffic	600 GREEN MEADOW LN		Citation Issued
21OP012964		Fri, 8/27/21 22:40	Traffic	100 CLAREMONT DR		Verbal Warning
21OP012968		Sat, 8/28/21 03:13	Traffic	3300 OVILLE RD		Verbal Warning
21OP012969		Sat, 8/28/21 03:36	Traffic	3200 OVILLE RD		Verbal Warning
21OP012970		Sat, 8/28/21 03:55	Traffic	3100 OVILLE RD		Verbal Warning
21OP012977		Sat, 8/28/21 20:54	Traffic	3200 OVILLE RD		Citation Issued
21OP012979		Sun, 8/29/21 00:12	Traffic			Citation Issued
21OP012982		Sun, 8/29/21 01:40	Traffic	3200 OVILLE RD		Citation Issued
21OP012993		Sun, 8/29/21 06:47	Traffic	3700 OVILLE RD		Citation Issued
21OP012994		Sun, 8/29/21 07:04	Traffic	100 RICHMOND DR		Verbal Warning
21OP013001		Sun, 8/29/21 07:16	Traffic	3300 OVILLE RD		Verbal Warning
21OP013008		Sun, 8/29/21 08:35	Traffic	100 SPLIT ROCK TERR		Verbal Warning
21OP013020		Sun, 8/29/21 12:45	Traffic	100 COCKRELL HILL RD		Written Warning
21OP013025		Sun, 8/29/21 15:26	Traffic	7500 SHILOH RD		Citation Issued
21OP013031		Sun, 8/29/21 23:06	Traffic	3300 OVILLE RD		Verbal Warning
21OP013033		Sun, 8/29/21 23:17	Traffic			Contact Made
21OP013034		Sun, 8/29/21 23:50	Traffic	400 WESTMORELAND RD		Verbal Warning
21OP013035		Sun, 8/29/21 23:57	Traffic	3400 OVILLE RD		Verbal Warning
21OP013040		Mon, 8/30/21 07:09	Traffic	3200 OVILLE RD		Citation Issued
21OP013042		Mon, 8/30/21 07:37	Traffic			Citation Issued

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP013043		Mon, 8/30/21 07:4	Traffic	600 W MAIN ST		Citation Issued
21OP013085		Tue, 8/31/21 07:5	Traffic	3200 OVILLE RD		Citation Issued
21OP013103		Tue, 8/31/21 14:3	Traffic	600 JOHNSON LN		Citation Issued
21OP013105		Tue, 8/31/21 15:3	Traffic	3200 OVILLE RD		Citation Issued
21OP013106		Tue, 8/31/21 15:51	Traffic	3200 OVILLE RD		Citation Issued
21OP012284		Sun, 8/8/21 21:09	TRAFFIC HAZARD	600 COCKRELL HILL RD		Completed Assignment
21OP012521		Sun, 8/15/21 01:0	TRAFFIC HAZARD	4500 SHILOH RD		Assist/Back-Up Officer
21OP012597		Wed, 8/18/21 09:4	TRAFFIC HAZARD	800 JOHNSON LN		Contact Made
21OP012791		Mon, 8/23/21 14:3	TRAFFIC HAZARD	6600 SHILOH RD		Unable to Locate/Gone on Arrival
21OP012136		Wed, 8/4/21 10:35	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012140		Wed, 8/4/21 13:22	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012143		Wed, 8/4/21 14:38	Traffic/School Zone Enforcement	3400 OVILLE RD		Completed Assignment
21OP012180		Thu, 8/5/21 06:55	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012296		Mon, 8/9/21 07:13	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012304		Mon, 8/9/21 14:37	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012355		Tue, 8/10/21 07:17	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012357		Tue, 8/10/21 12:46	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012408		Thu, 8/12/21 08:02	Traffic/School Zone Enforcement	3400 OVILLE RD		Completed Assignment
21OP012439		Fri, 8/13/21 13:39	Traffic/School Zone Enforcement	100 COCKRELL HILL RD		Completed Assignment
21OP012443		Fri, 8/13/21 15:18	Traffic/School Zone Enforcement	3400 OVILLE RD		Completed Assignment
21OP012488		Sat, 8/14/21 09:35	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012541		Mon, 8/16/21 06:26	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012546		Mon, 8/16/21 07:15	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012553		Mon, 8/16/21 09:17	Traffic/School Zone Enforcement	3300 OVILLE RD		Completed Assignment
21OP012652		Thu, 8/19/21 10:46	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012657		Thu, 8/19/21 14:47	Traffic/School Zone Enforcement	3500 BRYSON LN		Completed Assignment
21OP012680		Fri, 8/20/21 06:50	Traffic/School Zone Enforcement	6600 SHILOH RD		Completed Assignment
21OP012681		Fri, 8/20/21 07:21	Traffic/School Zone Enforcement	3300 OVILLE RD		Completed Assignment

**Ovilla Police Department**  
**POLICE ACTIVITY BLOTTER**

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time	Call Type	Location	Texas Offense	Disposition
21OP012682		Fri, 8/20/21 07:41	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012707		Sat, 8/21/21 09:24	Traffic/School Zone Enforcement	2900 OVILLE RD		Completed Assignment
21OP012769		Mon, 8/23/21 07:2	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012780		Mon, 8/23/21 10:41	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012786		Mon, 8/23/21 12:5	Traffic/School Zone Enforcement	700 COCKRELL HILL RD		Completed Assignment
21OP012789		Mon, 8/23/21 14:3	Traffic/School Zone Enforcement	1000 RED OAK CREEK RD		Completed Assignment
21OP012842		Tue, 8/24/21 15:12	Traffic/School Zone Enforcement	6600 SHILOH RD		Completed Assignment
21OP012866		Wed, 8/25/21 07:4	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012893		Wed, 8/25/21 14:2	Traffic/School Zone Enforcement	2900 OVILLE RD		Completed Assignment
21OP012898		Wed, 8/25/21 15:4	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012912		Thu, 8/26/21 07:23	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012942		Fri, 8/27/21 07:19	Traffic/School Zone Enforcement	3200 OVILLE RD		Completed Assignment
21OP012948		Fri, 8/27/21 08:27	Traffic/School Zone Enforcement	3100 OVILLE RD		Completed Assignment
21OP012949		Fri, 8/27/21 08:28	Traffic/School Zone Enforcement	3000 OVILLE RD		Completed Assignment
21OP012953		Fri, 8/27/21 14:35	Traffic/School Zone Enforcement	6600 SHILOH RD		Completed Assignment
21OP013039		Mon, 8/30/21 06:50	Traffic/School Zone Enforcement	6600 SHILOH RD		Completed Assignment
21OP013041		Mon, 8/30/21 07:26	Traffic/School Zone Enforcement	3300 OVILLE RD		Completed Assignment
21OP013084		Tue, 8/31/21 07:25	Traffic/School Zone Enforcement	3300 OVILLE RD		Completed Assignment
21OP013104		Tue, 8/31/21 15:18	Traffic/School Zone Enforcement	3300 OVILLE RD		Completed Assignment
21OP012206		Thu, 8/5/21 21:07	TRAINING	100 COCKRELL HILL RD		Completed Assignment
21OP012591		Tue, 8/17/21 14:01	UNRESPONSIVE PERSON	800 COCKRELL HILL RD		Report Made
21OP012359		Tue, 8/10/21 14:58	VEHICLE FIRE	3300 OVILLE RD		Completed Assignment
21OP012367		Tue, 8/10/21 22:39	WELFARE CHECK	2900 OVILLE RD		Contact Made
21OP012448		Fri, 8/13/21 18:49	WELFARE CHECK	900 RED OAK CREEK RD		Contact Made
21OP012460		Fri, 8/13/21 23:49	WELFARE CHECK	200 WATER ST		Contact Made
21OP012464		Sat, 8/14/21 01:22	WELFARE CHECK	2900 OVILLE RD		Contact Made
21OP012507		Sat, 8/14/21 17:41	WELFARE CHECK	100 BROOK WOOD CT		Contact Made
21OP012530		Sun, 8/15/21 14:49	WELFARE CHECK	200 COCKRELL HILL RD		Contact Made
21OP012624		Thu, 8/19/21 00:56	WELFARE CHECK	3300 OVILLE RD		Contact Made
21OP012709		Sat, 8/21/21 10:26	WELFARE CHECK	700 COCKRELL HILL RD		Contact Made

# Ovilla Police Department

## POLICE ACTIVITY BLOTTER

Beginning 8/1/21 @ 12:00 AM Through 8/31/21 @ 11:59 PM

Total Cases Listed: 392

Incident#	Dist.	Day/Date/Time
21OP012832		Tue, 8/24/21 10:4
21OP012833		Tue, 8/24/21 10:4
21OP012932		Thu, 8/26/21 20:2
21OP012950		Fri, 8/27/21 10:43
21OP012966	1	Sat, 8/28/21 01:10
21OP012975		Sat, 8/28/21 13:41
21OP013036		Mon, 8/30/21 00:2
21OP013083		Tue, 8/31/21 01:31
21RP040647	2	Thu, 8/26/21 18:2
21OP012974		Sat, 8/28/21 08:49

Call Type	Location	Texas Offense	Disposition
WELFARE CHECK	3000 OVILLE RD		Contact Made
WELFARE CHECK	100 OAK WOOD	Information Only	Report Made
WELFARE CHECK	200 COCKRELL HILL RD		Contact Made
WELFARE CHECK	500 COCKRELL HILL RD		Completed Assignment
WELFARE CHECK	300 WISTERIA WAY		Assist/Back-Up Officer
WELFARE CHECK	100 COCKRELL HILL RD		Contact Made
WELFARE CHECK	3300 OVILLE Rd	DRIVING WHILE INTOXICATED 2ND	Arrest
WELFARE CHECK			Assist/Back-Up Officer
WELFARE CHECK	100 E OVILLE RD		Verbal Warning
WIRES DOWN	1100 JOHNSON LN		Completed Assignment

# Ovilla Fire Department

## August Monthly Report



**Fire Chief Brandon Kennedy**

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

## **Mission Statement**

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

## Summary of Staffing for the Department

- Currently the Department has 0 Firefighter Paramedic position open.
- Currently the Department has 1 Firefighter Basic position open.
- Currently the Department has 0 Volunteer Firefighter position open.
- Current Staffing
  - 2 Chiefs
  - 5 Captains
  - 23 Firefighter Paramedics
  - 7 Firefighter EMT-Basics
  - 12 Volunteer Firefighters
  - Total Staffing of 49 out of 50 positions
- Of the Volunteers on staff,
  - 5 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic and or Paramedic
  - 1 have just their Fire Certs
  - 1 have just their EMT Basic or Paramedic
  - 5 Volunteers do not have any Certification currently.

## Grants Report

## Summary of Events for the Department

- For the month of August, we had a 33% increase in call volume compared to August of 2020. We made a total of 100 calls (August 2020 we ran 75) through dispatch, and several public service calls that were not dispatched. These public service calls 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 numbers have begun to increase so we have implemented directives to be sure we are protecting our personnel as well as the citizens.

## Summary of Staffing for the Month

- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month.
- 7 Days a week we have 2 – 12-hour shifts that are covered by volunteers (0800 – 2000) and (2000 – 0800)
- **41 / 62** Volunteer shifts were covered, and these 41 shifts we had 4 personnel on the Engine.

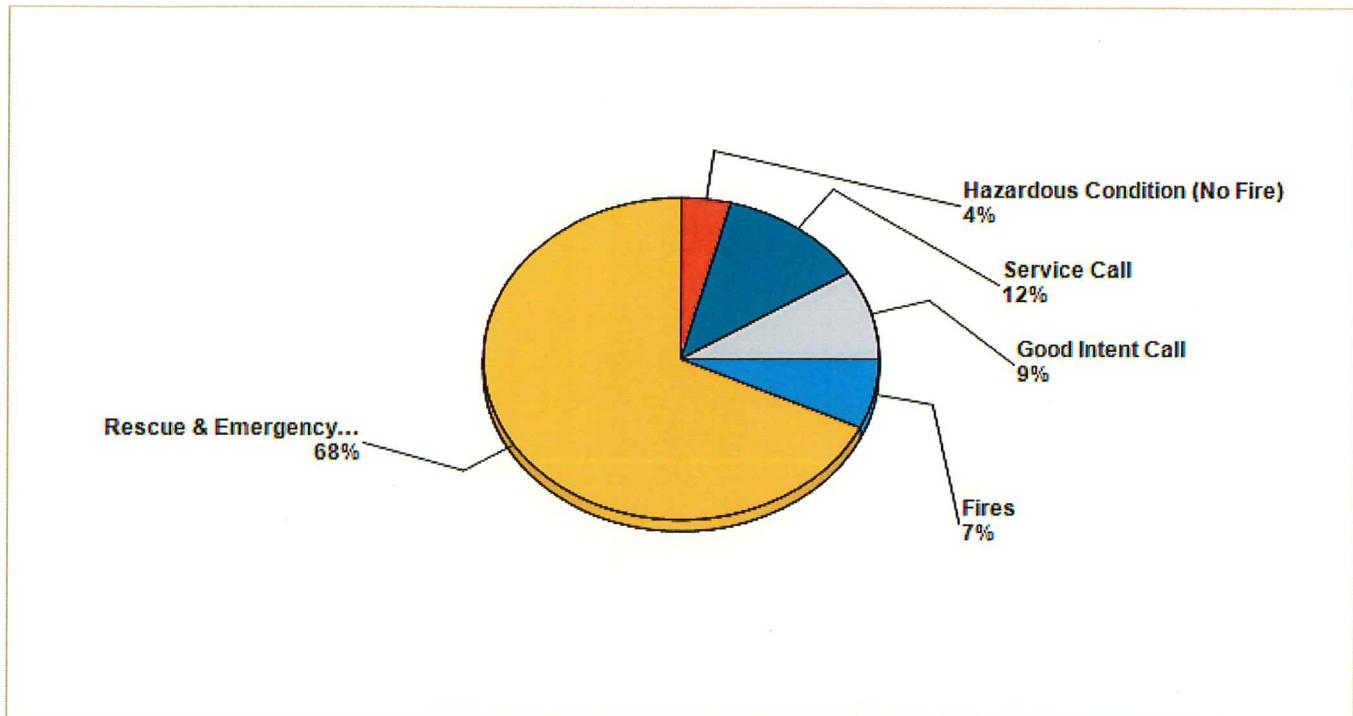
## Summary of Activity from Deputy Chief / Fire Marshal's Office

- 3 Inspections
- 2 consults
- 4 meetings
- Siren test
- CQI reports

## Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE	# INCIDENTS	
EMS	68	
FIRE	32	
<b>TOTAL</b>	<b>100</b>	
MUTUAL AID		
Aid Type	Total	
Aid Given	10	
Aid Received	12	
OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
19	19	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:06:17	0:08:52
<b>AVERAGE FOR ALL CALLS</b>		<b>0:07:42</b>
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:00:48	0:01:40
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:07</b>
AGENCY		
Ovilla Fire Department	AVERAGE TIME ON SCENE (MM:SS)	
	18:17	

## Breakdown by Major Incident Type



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	7%
Rescue & Emergency Medical Service	68	68%
Hazardous Condition (No Fire)	4	4%
Service Call	12	12%
Good Intent Call	9	9%
<b>TOTAL</b>	<b>100</b>	<b>100%</b>

Average 1.75 fire per week

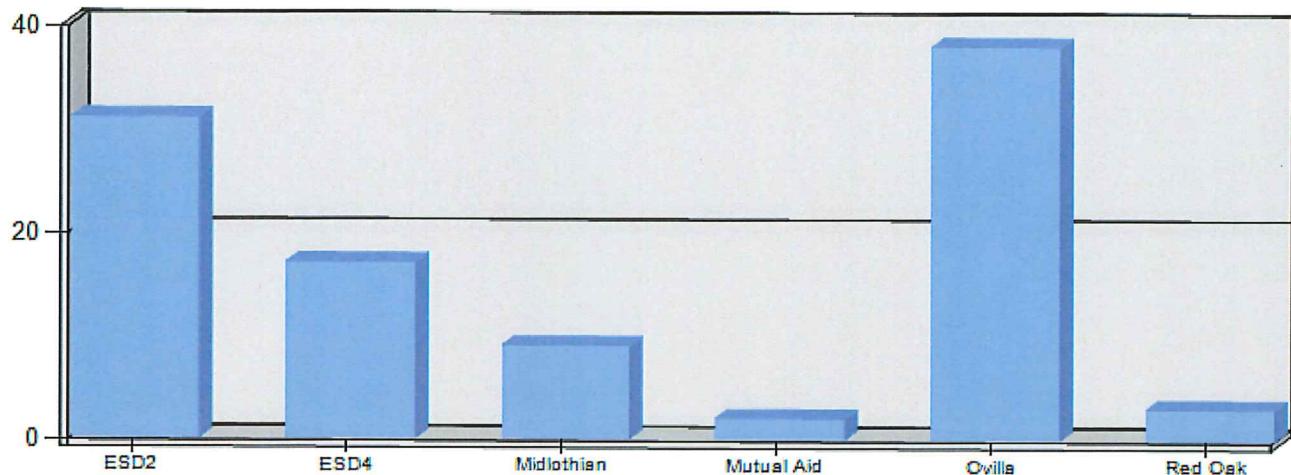
Average 3.22 calls per day

Average 25.00 calls per week

Number of Overlapping Calls | **19**

**Total Ovilla Fire Department Runs | 100**

## Breakdown by Districts



DISTRICT	# INCIDENTS
ESD2 - ESD #2	31
ESD4 - ESD #4	17
Midlothian - Midlothian City Limits	9
Mutual Aid - Mutual Aid	2
Ovilla - City Limits	38
Red Oak - Red Oak City Limits	3
<b>TOTAL:</b>	<b>100</b>

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

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

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

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

DISTRICT	AVERAGE RESPONSE TIME IN MINUTES (DISPATCH TO ARRIVED)
Mutual Aid - Mutual Aid	12.87
Red Oak - Red Oak City Limits	11
Midlothian - Midlothian City Limits	9.81
ESD2 - ESD #2	7.85
ESD4 - ESD #4	7.58
Ovilla - City Limits	4.8
Overall Average Response Time	6.74

*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)
AIDAU	0:38
B701	2:24
C701	0:56
C702	0:54
E701	1:24
E702	2:43
<b>AVERAGE TURNOUT TIME:</b> 1:30	

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

## Incident Count Per Apparatus

APPARATUS	# of INCIDENTS
AIDAU	5
B701	4
C701	17
C702	25
E701	85
E702	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 August						
Apparatus	Beginning Mileage	Ending Mileage	Mileage for the Month	Fuel Expenses	Maintenance Expenditures	
B701	60,081	60,129	48	\$ -	\$ -	
B702	4,258	4,277	19	\$ -	\$ -	
C701	36,532	36,870	338	\$ 70.00	\$ -	
C702	7,714	8,261	547	\$ 166.14	\$ -	
S701	110,052	110,730	678	\$ 36.09	\$ -	
E701	27,482	28,143	661	\$ 653.55	\$ 4,335.04	
E702	31,900	31,971	71	\$ 55.46	\$ 4,521.55	
E703	-	-	0	\$ -	\$ -	
R755	21,667	21,667	0	\$ -	\$ -	
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ -	\$ -	
Totals for the Month			2,362	\$ 981.24	\$ 8,856.59	

# PUBLIC WORKS DIRECTOR REPORT

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

**FROM: James Kuykendall –Public Works Director**

**TOPIC: August 2021 Public Works Overview Report**

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- **Employee status report**

- At this time I am back to full staff. The two that had been out with covid are back and doing great.
- We are currently fully staffed.

- **Public Works Project Overview**

*The Public Works dept. 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 TSA inspection report has not arrived as of September 7<sup>th</sup>. We do have the issues that need to be addressed and the contractor is ready to come fix it as soon as we have the report in hand.
- **Vehicle Status-** 2021 GMC warning lights have been installed. The chip-seal patch truck is in operation again so we can do our own repairs without having to pay the county.
- **Water Dept.** The Water/Wastewater department has completed all regulatory reports for sampling and water quality to TCEQ for the month of August.
- **Street Dept.** The Street department has been working on potholes and street repairs. Equipment is holding us back every now and then, but we are still making progress
- **Parks department.** The parks department has kept up with the mowing as well as possible. Also, keeping the playgrounds cleaned and in top shape. Ainsley is working on nets for the ball- fields.

- **The American Water Infrastructure Act.**

- We are getting ready to start on the second phase on the AWIA reports
- **MS4 report update.** The MS4 report is complete, and we have been issued a new permit. We are in the process of doing the public notice requirements.

# PUBLIC WORKS DIRECTOR REPORT

*Public Works thanks the council and mayor for your continued support, and I would personally like to thank the City of Ovilla family for all the prayers and support the last 3 weeks. It means a lot to us.*

- **I would also like to thank Chief Kennedy for the research he did with the CDC guidelines and helping us get set up for self-testing so my guys could get back to work.**

# 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 August 2021**

## **Bryson Manor Phase III**

- RPM has completed regrading some of the lots
- Pike Electric Co. has installed all streetlights
- Pike Electric Co. is installing underground electrical cables

## **Water Street Bridge**

- This project is complete.

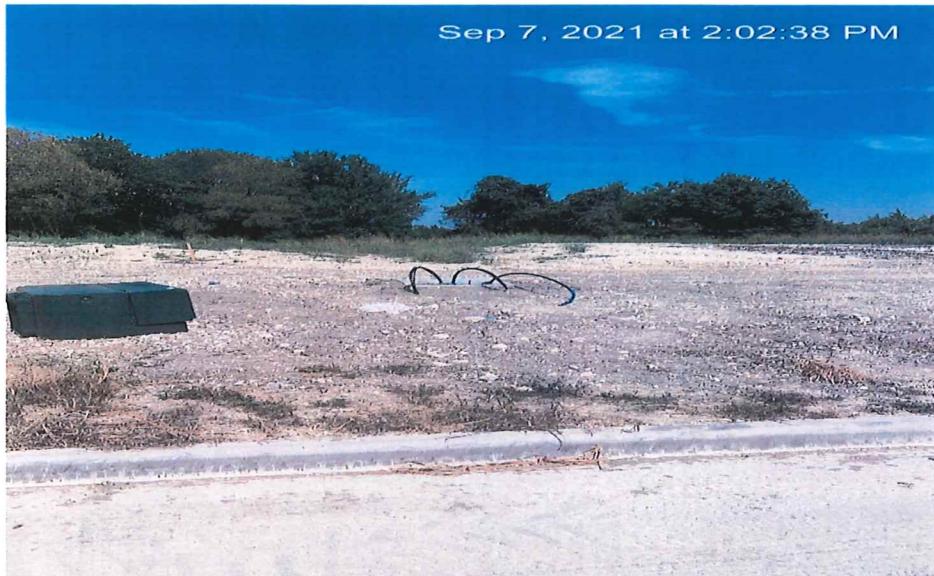
## **Broadmoor Estates**

- Hammett Excavation has completed the final grading of the lots and drainage areas
- North Texas Hardscape has continued to install the screening wall along Westmoreland Road
- DCG Construction has started installing gas main for Atmos Energy

Bryson Manor III



# CONSTRUCTION/PROJECTS REPORT



# CITY OF OVILLA

## WATER DEPT

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

**FROM: Daniel Durham – Water/Wastewater Superintendent**

**TOPIC: Water/Wastewater Monthly Report for August 2021**

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

### **WORK ORDERS**

**Work Orders completed for the month of August ,2021.**

Gov Pilot Reporting

Balances

	Completed	Remaining
Water/Wastewater Dept –	30	8

### **Water Wholesale Purchased & Pumped**

**August 2021**

- Gallons pumped- 21.063.000MG Retail Billed 21.980.500MG, Retail Unbilled 91.8K , Builder metered 1.8K , Maintenance flushing 100K,**

### **Water Infrastructure Repairs**

- No main line water repairs to report for the month of August.**

### **WATER**

- Water cutoffs – Water cutoffs were performed for month of August.**
- 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 main's- Per state requirement.**
- Water Meter's- 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 Lift-stations
- 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.
- Lift-station preventive maintenance- Added lift station degreaser / Emulsifier once weekly to all stations as part of a maintenance program.

**This completes the monthly report for Water/Wastewater Department for the month of August ,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 August 2021**

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## **Street/Drainage**

- Picked up 25 tons of asphalt.
- Finished overlay drag patch 700 block Westmoreland
- 721 Georgetown asphalt overlay in front drive approach
- Potholes patched Shiloh, Bryson In, Westmoreland, Johnson In, Williams, Red Oak Creek, back stretch of Cardinal, Meadowlark
- Continue Crack sealing Sector#2 Westlawn, Silverwood, Greenwood, Suburban
- Assembled new Asphalt Drag Box
- Mowed City Right of Ways
- Mow and weed-eat ditch @ 745 Cockrell Hill Rd
- Cut down Bamboo by Pickard Bridge
- Read monthly water meters

**Street and Drainage Department**

*Johnny Cruz*

# PARK DEPARTMENT REPORT

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

**FROM: Ainsley Jarvis – Park Department**

**TOPIC: Park Department Report August 2021**

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## **HERITAGE PARK**

- Mowed Park 3 times this month
- Check restrooms daily and clean
- Empty garbage cans once a week or when needed

## **CINDY JONES PARK**

- Mowed Park 3 times this month
- Emptied garbage cans
- Raked out kiddie cushion on playground during inspections and picked up garbage on premises.

## **ASHBURN GLEN PARK**

- Mowed Park 2 times this month
- Picked up garbage on premises and emptied garbage cans
- Raked out kiddie cushion under swings and around playground equipment while inspecting park

## **SILVER SPUR PARK**

- Mowed Park 2 times this month
- Raked kiddie cushion under swings during inspection of playground equipment.

## **FACILITIES**

- Changed marque signage 4 times
- Cleaned up behind concession of baseball field, dead tree, old pitching structures, tall grass
- Worked on concessions restrooms put up trim and painted.
- Started trimming low tree limbs on Ashburne Glen frontage on Cockrell Hill Rd.
- Park Employee helped 3 days in water department to read water meters
- Worked on preparing for Heritage Day Event.

With this being the new employee's first month working at the City of Ovilla, I spent time showing and going over procedures in Parks and Facility Departments for educational and safety purposes.

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	Aug 2021	Aug.2021 YTD	Aug .2020	
Complaint (Nuis 14 Permit 5,Parking 9)	23	425	71	
Follow up (Nuis 14 Permit 5 Park 9)	23	437	69	
Door Notice (Nui - 10 Permit 3 Parking 2)	15	95	41	
Mail Notice ( Parking 3 nuisance 1 perm 1 )	6	95	51	
Posted Property (nuisance 2)	3	29	171	
Court 3 Guilty	\$420	\$420	\$196.00	
Citizen Contacts	22	288	74	
Permits Reviewed	15	136	18	
Permits Issued	12	108	12	
Inspections	16	187	12	
Nuisance Abated by City 1 illegal dump	1	18	14	
Nuisance Signs (Garage sale-11 business 16 )	27	248	27	
BOA Acc Building Location Approved	1	7	0	

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

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

**Subject: Animal Control Monthly Report**

Calls For Service	Aug.2021	Aug.2021 YTD	Aug.2020
Complaint (Regist-16 At Large 4 Bark )	20	185	34
Follow up	20	187	37
Door Notice (Regis-7, Bark at large 4	11	63	31
Impounded Animal (Dog 2)	2	30	6
Animal welfare check	11	145	4
Impound Results (Transport 1 Ret own 1)	2	33	6
Impound fee collected	\$35.00	\$320.00	90
Court	\$0.00	\$0.00	0
Citizen Contacts	18	158	54
Animal registration \$96	7	52	17
Registration Letter Mailed	0	57	23
Nuisance letter - barking 0 At large	0	9	2
Animals released 1 Possum, 2 squirrel	3	19	3
Deceased removed	13	137	43
Oak Leaf -	0	15	0
Traps Checked Out	2	20	7



**Date: September 13, 2021**

**To: Honorable Mayor and Council Members**

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

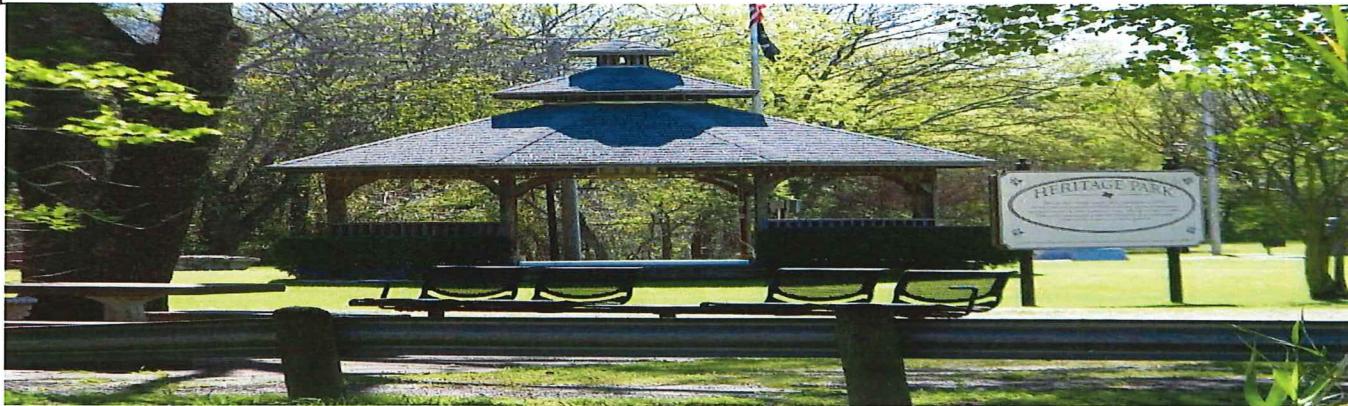
**This period covers 83% of the FY2021 Budget.**

**From:**

**Sharon Jungman – Finance Director**

## CITY-WIDE OPERATING FUND TOTALS

For FY2021 October 2020 thru July 2021



TOTAL REVENUES		2020	2021	2021	2021
		Actual	Actual	Adopted	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	3,324,488	3,421,741	4,382,620	78%
110	Leose	-	-	1,100	0%
120	Street Improvement	57,694	83,280	63,000	132%
130	Court Technology	1,354	1,560	2,000	78%
140	Court Security	1,150	1,822	1,500	121%
200	Water & Utilities	1,393,563	1,360,104	1,666,879	82%
250	WWW Infrasturcture Improv.	55,497	54,657	65,000	84%
400	Debt Service Fund	471,715	579,406	570,550	102%
500	Municipal Devel. District	71,077	84,416	527,331	16%
600	4B Economic Devel. Fund	119,649	170,842	160,920	106%
700	Park Impact Fund	4,683	-	26,000	0%
800	Water & Utilities Impact Fund	40,948	1	131,705	0%
Total		\$ 5,541,819	\$ 5,757,828	\$ 7,598,605	76%

TOTAL EXPENDITURES		2020	2021	2021	2021
		Actual	Actual	Adopted	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	2,963,963	3,481,641	4,382,620	79%
110	Leose	-	-	1,100	0%
120	Street Improvement	-	-	63,000	0%
130	Court Technology	-	-	2,000	0%
140	Court Security	996	720	1,500	48%
200	Water & Utilities	1,112,759	1,175,630	1,666,879	71%
250	WWW Infrasturcture Improv.	(4)	-	65,000	0%
400	Debt Service Fund	577,450	75,000	570,550	13%
500	Municipal Devel. District	12,778	227,610	527,331	43%
600	4B Economic Devel. Fund	7,764	13,473	160,920	8%
700	Park Impact Fund	-	8,415	26,000	32%
800	Water & Utilities Impact Fund	-	-	131,705	0%
Total		\$ 4,675,707	\$ 4,982,488	\$ 7,598,605	66%

**City of Ovilla  
Financial Statement  
As of July 31, 2021**

9/8/2021 2:23 PM

<b>100 - General Fund</b>	<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Budget Variance</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% of Budget</b>	<b>Budget Remaining</b>
<b>Revenue Summary</b>							
Taxes	38,227.98	221,164.33	(182,936.35)	2,596,092.73	2,654,965.00	97.78%	58,872.27
Licenses-Permits-Fees	3,897.67	10,621.58	(6,723.91)	45,088.71	127,510.00	35.36%	82,421.29
Services	181.00	47,144.46	(46,963.46)	394,238.88	565,960.00	69.66%	171,721.12
Fines & Forfeitures	6,555.84	10,458.32	(3,902.48)	50,164.40	125,550.00	39.96%	75,385.60
Other Revenue	23,015.47	40,476.70	(17,461.23)	170,143.86	485,785.00	35.02%	315,641.14
Transfers	0.00	68,678.34	(68,678.34)	0.00	422,850.00	0.00%	422,850.00
Intergovernmental	0.00	0.00	0.00	166,012.00	0.00	0.00%	(166,012.00)
<b>Revenue Totals</b>	<b>71,877.96</b>	<b>398,543.73</b>	<b>(326,665.77)</b>	<b>3,421,740.58</b>	<b>4,382,620.00</b>	<b>78.08%</b>	<b>960,879.42</b>
<b>Expense Summary</b>							
Employee Benefits	38,839.16	37,663.31	1,175.85	357,332.51	457,931.00	78.03%	100,598.49
Other Expense	4,311.09	3,947.55	363.54	20,361.45	48,370.00	42.10%	28,008.55
Personnel	158,077.77	169,569.55	(11,491.78)	1,705,178.88	2,012,096.00	84.75%	306,917.12
Special Services	9,621.43	13,388.72	(3,767.29)	75,217.17	147,575.00	50.97%	72,357.83
Contractual Services	2,229.86	22,395.62	(20,165.76)	154,878.50	280,781.00	55.16%	125,902.50
Operating Services	13,380.95	8,162.53	5,218.42	75,001.89	98,142.00	76.42%	23,140.11
Special Expenses	315.38	2,720.22	(2,404.84)	129,073.24	32,650.00	395.32%	(96,423.24)
Supplies	2,904.56	4,968.76	(2,064.20)	35,659.10	58,350.00	61.11%	22,690.90
Professional Development	75.00	2,024.00	(1,949.00)	7,205.45	26,800.00	26.89%	19,594.55
Software & Computer Equipment	6,749.55	6,516.34	233.21	53,399.36	78,029.00	68.44%	24,629.64
Printing Expense	1,128.97	1,474.12	(345.15)	10,166.22	17,644.00	57.62%	7,477.78
Utilities	36,529.89	31,640.09	4,889.80	281,987.65	379,480.00	74.31%	97,492.35
Repairs - Bldg & Machinery	8,067.36	9,942.30	(1,874.94)	79,736.30	133,118.00	59.90%	53,381.70
Insurance	10,285.32	3,712.41	6,572.91	43,713.35	39,579.00	110.45%	(4,134.35)
Minor Capital Outlay	16,099.91	8,749.07	7,350.84	111,650.64	117,525.00	95.00%	5,874.36
Vehicle Expenses	4,699.55	3,857.40	842.15	30,928.91	49,300.00	62.74%	18,371.09
Capital Outlay	0.00	67,533.33	(67,533.33)	307,159.03	401,950.00	76.42%	94,790.97
Rentals	271.91	274.89	(2.98)	2,991.01	3,300.00	90.64%	308.99
<b>Expense Totals</b>	<b>313,587.66</b>	<b>398,540.21</b>	<b>(84,952.55)</b>	<b>3,481,640.66</b>	<b>4,382,620.00</b>	<b>79.44%</b>	<b>900,979.34</b>

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

110 - LEOSE	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
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>
<b>Expense Summary</b>							
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 July 31, 2021

9/8/2021 2:23 PM

120 - Street Improvement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	6,723.04	5,247.90	1,475.14	83,280.45	63,000.00	132.19%	(20,280.45)
Revenue Totals	<b>6,723.04</b>	<b>5,247.90</b>	<b>1,475.14</b>	<b>83,280.45</b>	<b>63,000.00</b>	<b>132.19%</b>	<b>(20,280.45)</b>
<b>Expense Summary</b>							
Capital Outlay	0.00	5,247.90	(5,247.90)	0.00	63,000.00	0.00%	63,000.00
Expense Totals	<b>0.00</b>	<b>5,247.90</b>	<b>(5,247.90)</b>	<b>0.00</b>	<b>63,000.00</b>	<b>0.00%</b>	<b>63,000.00</b>

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

130 - Court Technology	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Fines & Forfeitures	135.38	166.60	(31.22)	1,560.25	2,000.00	78.01%	439.75
Revenue Totals	<u>135.38</u>	<u>166.60</u>	<u>(31.22)</u>	<u>1,560.25</u>	<u>2,000.00</u>	<u>78.01%</u>	<u>439.75</u>
<b>Expense Summary</b>							
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 July 31, 2021

9/8/2021 2:23 PM

140 - Court Security	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Fines & Forfeitures	152.59	124.95	27.64	1,821.63	1,500.00	121.44%	(321.63)
Revenue Totals	<u>152.59</u>	<u>124.95</u>	<u>27.64</u>	<u>1,821.63</u>	<u>1,500.00</u>	<u>121.44%</u>	<u>(321.63)</u>
<b>Expense Summary</b>							
Other Expense	79.95	99.96	(20.01)	719.55	1,200.00	59.96%	480.45
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>719.55</u>	<u>1,500.00</u>	<u>47.97%</u>	<u>780.45</u>

City of Ovilla  
Financial Statement  
As of July 31, 2021

9/8/2021 2:23 PM

200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Services	113,122.39	106,190.94	6,931.45	1,270,693.85	1,274,800.00	99.68%	4,106.15
Other Revenue	0.51	5,837.49	(5,836.98)	89,410.65	70,050.00	127.64%	(19,360.65)
Transfers	0.00	27,134.27	(27,134.27)	0.00	322,029.00	0.00%	322,029.00
Revenue Totals	<u>113,122.90</u>	<u>139,162.70</u>	<u>(26,039.80)</u>	<u>1,360,104.50</u>	<u>1,666,879.00</u>	<u>81.60%</u>	<u>306,774.50</u>
<b>Expense Summary</b>							
Personnel	21,859.18	28,622.88	(6,763.70)	274,296.68	340,466.00	80.57%	66,169.32
Employee Benefits	8,106.42	8,274.96	(168.54)	81,607.16	98,982.00	82.45%	17,374.84
Special Services	20,148.70	8,007.53	12,141.17	40,920.14	94,200.00	43.44%	53,279.86
Contractual Services	7,000.00	1,106.64	5,893.36	8,050.00	14,000.00	57.50%	5,950.00
Supplies	770.01	750.40	19.61	6,354.38	8,150.00	77.97%	1,795.62
Special Expenses	0.00	0.00	0.00	11,762.53	0.00	0.00%	(11,762.53)
Professional Development	0.00	534.38	(534.38)	3,076.24	5,700.00	53.97%	2,623.76
Software & Computer Equipment	1,094.70	1,124.63	(29.93)	10,149.74	13,500.00	75.18%	3,350.26
Printing Expense	1,258.08	129.12	1,128.96	2,923.94	1,550.00	188.64%	(1,373.94)
Utilities	76,332.07	60,478.94	15,853.13	628,781.64	725,691.00	86.65%	96,909.36
Other Expense	865.13	833.13	32.00	8,019.44	9,880.00	81.17%	1,860.56
Rentals	0.00	72.09	(72.09)	969.34	1,130.00	85.78%	160.66
Operating Services	650.00	699.84	(49.84)	7,554.84	8,400.00	89.94%	845.16
Vehicle Expenses	536.51	804.35	(267.84)	5,060.01	8,215.00	61.59%	3,154.99
Repairs - Bldg & Machinery	3,286.76	3,529.18	(242.42)	27,175.43	39,500.00	68.80%	12,324.57
Insurance	2,136.72	675.95	1,460.77	8,546.90	8,115.00	105.32%	(431.90)
Minor Capital Outlay	0.00	842.78	(842.78)	4,765.38	7,150.00	66.65%	2,384.62
Capital Outlay	0.00	13,655.59	(13,655.59)	45,616.16	173,950.00	26.22%	128,333.84
Reserve	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Expense Totals	<u>144,044.28</u>	<u>139,163.78</u>	<u>4,880.50</u>	<u>1,175,629.95</u>	<u>1,666,879.00</u>	<u>70.53%</u>	<u>491,249.05</u>

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Services	5,206.23	5,414.50	(208.27)	54,656.74	65,000.00	84.09%	10,343.26
Revenue Totals	<u>5,206.23</u>	<u>5,414.50</u>	<u>(208.27)</u>	<u>54,656.74</u>	<u>65,000.00</u>	<u>84.09%</u>	<u>10,343.26</u>
<b>Expense Summary</b>							
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 July 31, 2021

9/8/2021 2:23 PM

400 - Debt Service Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Other Revenue	0.59	45.83	(45.24)	5.79	550.00	1.05%	544.21
Transfers	0.00	9,021.39	(9,021.39)	0.00	108,300.00	0.00%	108,300.00
Taxes	1,405.27	38,459.61	(37,054.34)	579,399.75	461,700.00	125.49%	(117,699.75)
Revenue Totals	<u>1,405.86</u>	<u>47,526.83</u>	<u>(46,120.97)</u>	<u>579,405.54</u>	<u>570,550.00</u>	<u>101.55%</u>	<u>(8,855.54)</u>
<b>Expense Summary</b>							
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 July 31, 2021

9/8/2021 2:23 PM

500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	7,657.64	5,331.20	2,326.44	82,712.51	64,000.00	129.24%	(18,712.51)
Other Revenue	157.31	283.22	(125.91)	1,703.23	3,400.00	50.10%	1,696.77
Transfers	0.00	91,986.20	(91,986.20)	0.00	459,931.00	0.00%	459,931.00
Revenue Totals	<u>7,814.95</u>	<u>97,600.62</u>	<u>(89,785.67)</u>	<u>84,415.74</u>	<u>527,331.00</u>	<u>16.01%</u>	<u>442,915.26</u>
<b>Expense Summary</b>							
Special Services	2,100.00	233.33	1,866.67	2,100.00	2,100.00	100.00%	0.00
Supplies	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Insurance	100.07	23.32	76.75	400.28	280.00	142.96%	(120.28)
Reserve	0.00	5,449.50	(5,449.50)	0.00	65,420.00	0.00%	65,420.00
Capital Outlay	<u>1,575.00</u>	<u>91,886.20</u>	<u>(90,311.20)</u>	<u>225,109.97</u>	<u>459,431.00</u>	<u>49.00%</u>	<u>234,321.03</u>
Expense Totals	<u>3,775.07</u>	<u>97,600.68</u>	<u>(93,825.61)</u>	<u>227,610.25</u>	<u>527,331.00</u>	<u>43.16%</u>	<u>299,720.75</u>

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

600 - 4B Economic Development Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	13,446.07	10,412.50	3,033.57	166,560.92	125,000.00	133.25%	(41,560.92)
Other Revenue	547.45	433.16	114.29	4,281.10	5,200.00	82.33%	918.90
Transfers	0.00	2,734.02	(2,734.02)	0.00	30,720.00	0.00%	30,720.00
Revenue Totals	<u>13,993.52</u>	<u>13,579.68</u>	<u>413.84</u>	<u>170,842.02</u>	<u>160,920.00</u>	<u>106.17%</u>	<u>(9,922.02)</u>
<b>Expense Summary</b>							
Grant Expense	0.00	416.67	(416.67)	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	6,300.00	741.51	5,558.49	6,300.00	6,800.00	92.65%	500.00
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	267.00	25.00	242.00	630.00	300.00	210.00%	(330.00)
Insurance	114.37	26.65	87.72	343.11	320.00	107.22%	(23.11)
Other Expense	0.00	899.64	(899.64)	1,200.00	10,800.00	11.11%	9,600.00
Expense Totals	<u>6,681.37</u>	<u>13,579.88</u>	<u>(6,898.51)</u>	<u>13,473.11</u>	<u>160,920.00</u>	<u>8.37%</u>	<u>147,446.89</u>

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

700 - Park Impact Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Services	0.00	833.00	(833.00)	0.00	10,000.00	0.00%	10,000.00
Other Revenue	0.00	1,332.80	(1,332.80)	0.00	16,000.00	0.00%	16,000.00
Revenue Totals	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00
<b>Expense Summary</b>							
Minor Capital Outlay	1,577.78	0.00	1,577.78	8,414.63	0.00	0.00%	(8,414.63)
Capital Outlay	0.00	2,165.80	(2,165.80)	0.00	26,000.00	0.00%	26,000.00
Expense Totals	1,577.78	2,165.80	(588.02)	8,414.63	26,000.00	32.36%	17,585.37

City of Ovilla  
 Financial Statement  
 As of July 31, 2021

9/8/2021 2:23 PM

800 - Water And Utilities Impact Fee Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
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	1.21	0.00	0.00%	(1.21)
Transfers	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Revenue Totals	0.00	10,973.22	(10,973.22)	1.21	131,705.00	0.00%	131,703.79
<b>Expense Summary</b>							
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	0.00	10,971.12	(10,971.12)	0.00	131,705.00	0.00%	131,705.00



**Date: September 13, 2021**

**To: Honorable Mayor and Council Members**

**Subject: Analysis of Sales Tax Received**

**From:**

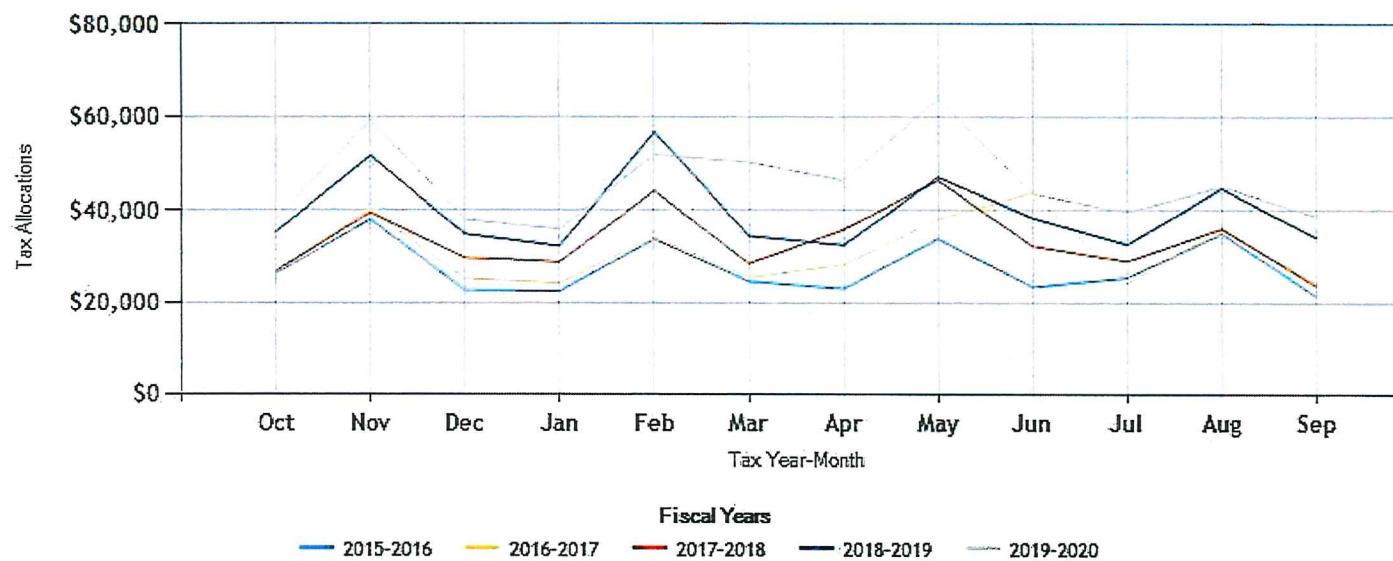
**Sharon Jungman – Finance Director**

By Fiscal Year 10/01 - 09/30

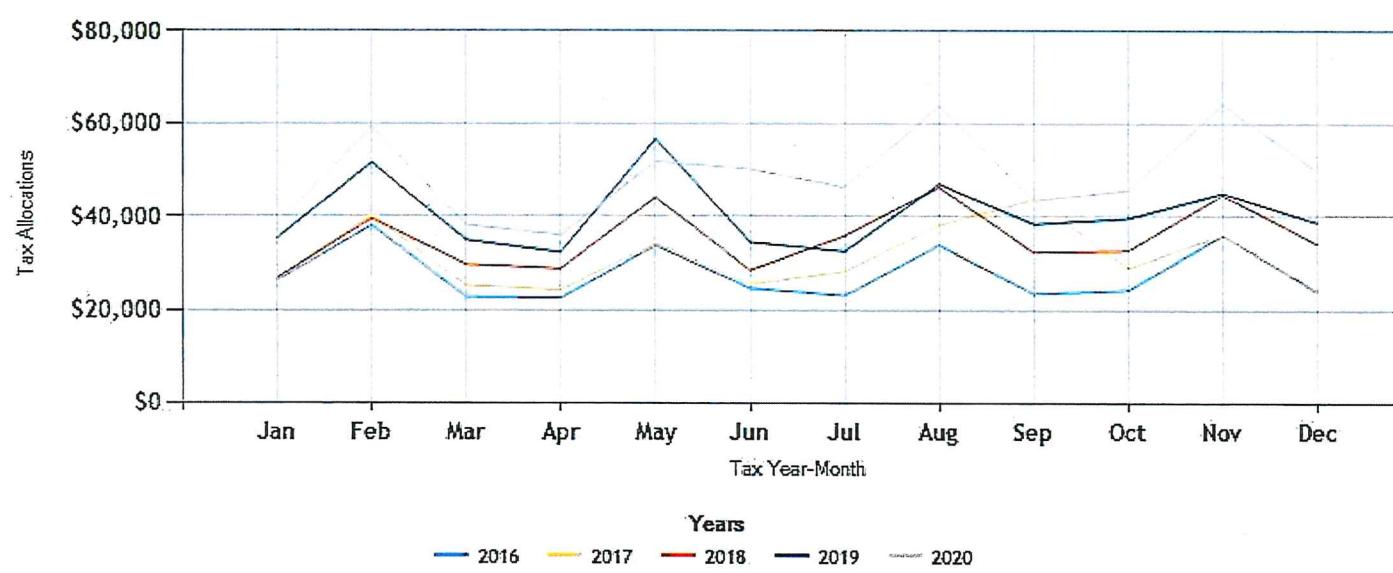
Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2021	\$45,726	\$64,070	\$49,935	\$60,141	\$79,903	\$46,510	\$39,794	\$62,872	\$47,381	\$47,061	\$64,377	\$0	\$607,770
2020	\$39,571	\$45,017	\$38,679	\$38,373	\$59,305	\$38,067	\$36,013	\$51,866	\$50,201	\$46,341	\$63,885	\$43,486	\$550,803
2019	\$32,634	\$44,607	\$34,108	\$35,314	\$51,566	\$34,854	\$32,252	\$56,654	\$34,427	\$32,452	\$46,975	\$38,370	\$474,213
2018	\$28,959	\$36,065	\$23,588	\$26,767	\$39,504	\$29,705	\$28,796	\$44,064	\$28,466	\$35,800	\$46,299	\$32,272	\$400,285
2017	\$24,186	\$35,971	\$23,979	\$26,736	\$40,158	\$25,236	\$24,304	\$34,229	\$25,440	\$28,255	\$38,111	\$43,766	\$370,370
2016	\$25,405	\$34,971	\$21,425	\$26,277	\$37,994	\$22,634	\$22,413	\$33,715	\$24,531	\$22,980	\$33,792	\$23,408	\$329,544
2015	\$17,904	\$29,706	\$19,217	\$19,989	\$32,408	\$21,627	\$19,021	\$37,359	\$24,990	\$21,738	\$31,535	\$21,477	\$296,972
2014	\$21,664	\$33,425	\$23,190	\$21,198	\$38,106	\$22,176	\$22,221	\$42,904	\$21,895	\$20,357	\$29,955	\$18,445	\$315,536
2013	\$20,450	\$30,354	\$20,065	\$23,004	\$36,348	\$21,688	\$18,041	\$35,277	\$20,966	\$24,886	\$31,214	\$22,980	\$305,275
2012	\$19,273	\$34,403	\$17,681	\$17,687	\$37,350	\$16,693	\$15,341	\$36,082	\$21,516	\$20,324	\$27,774	\$20,964	\$285,087

1 2 3 4 >

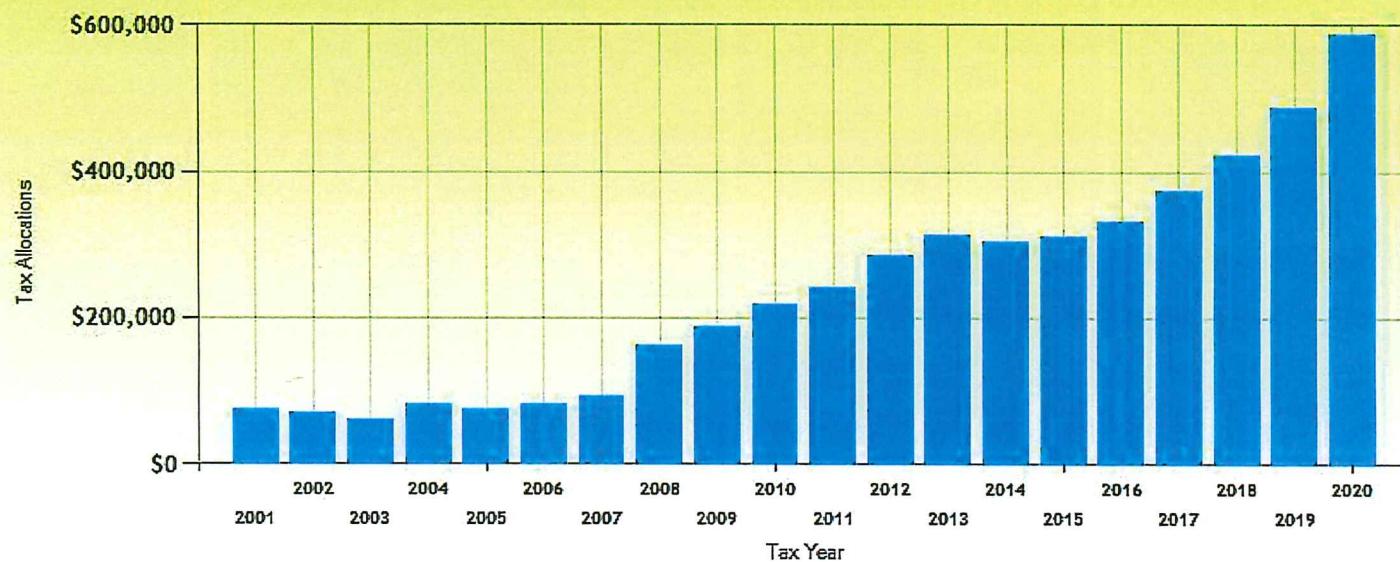
### Monthly - Sales Tax Allocations - By Fiscal Year 10/01 - 09/30



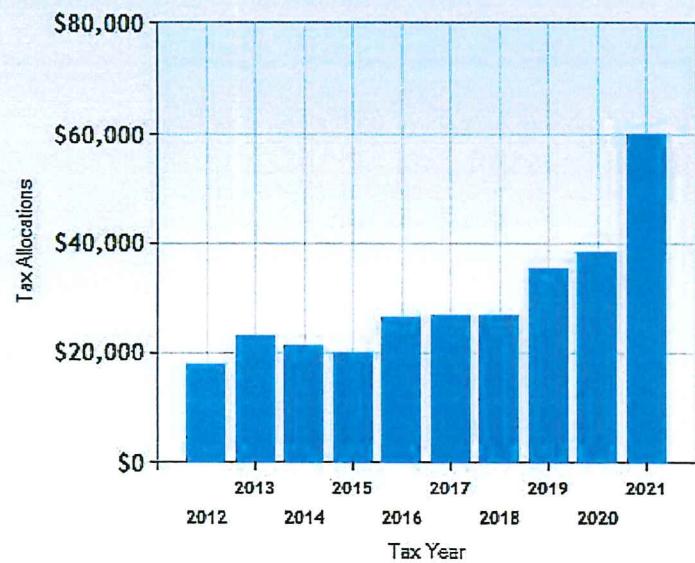
### Monthly - Sales Tax Allocations - By Calendar Year



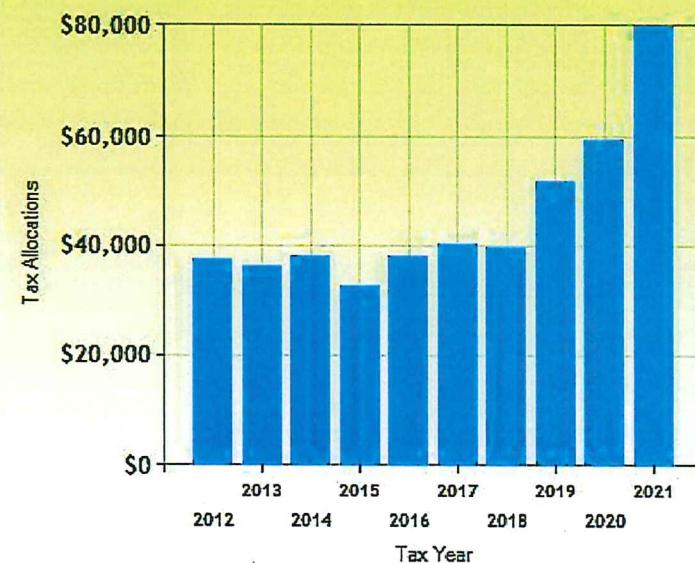
Yearly - Sales Tax Allocations - Past 20 Years



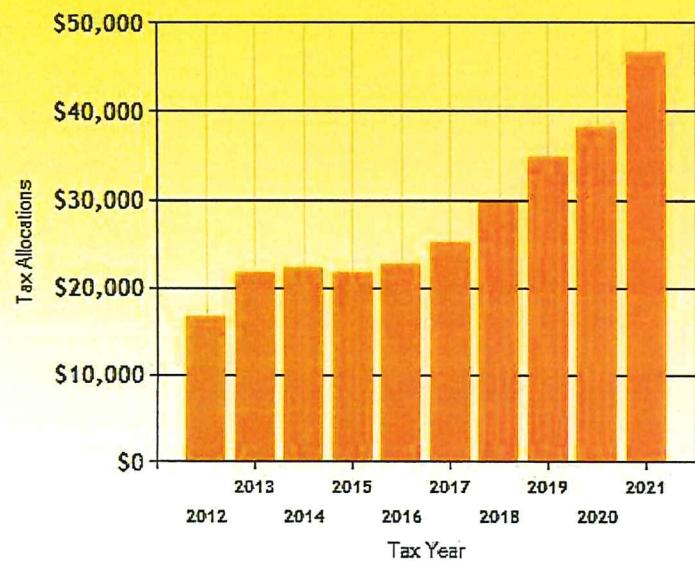
January - Sales Tax Allocations by Year



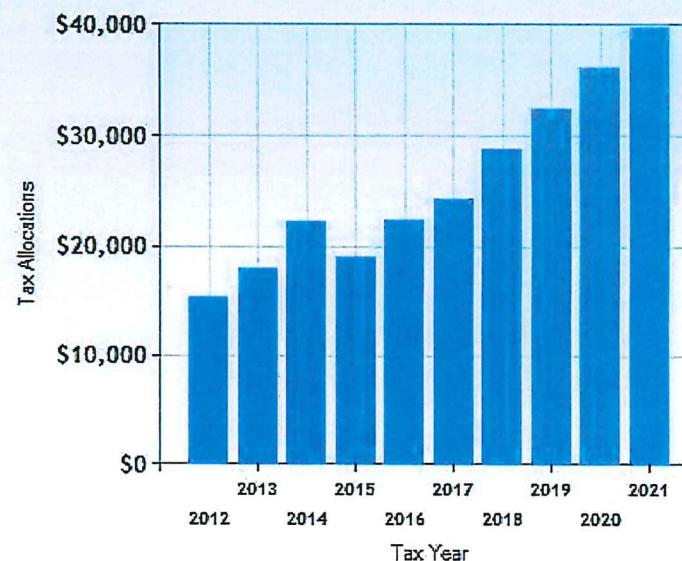
February - Sales Tax Allocations by Year



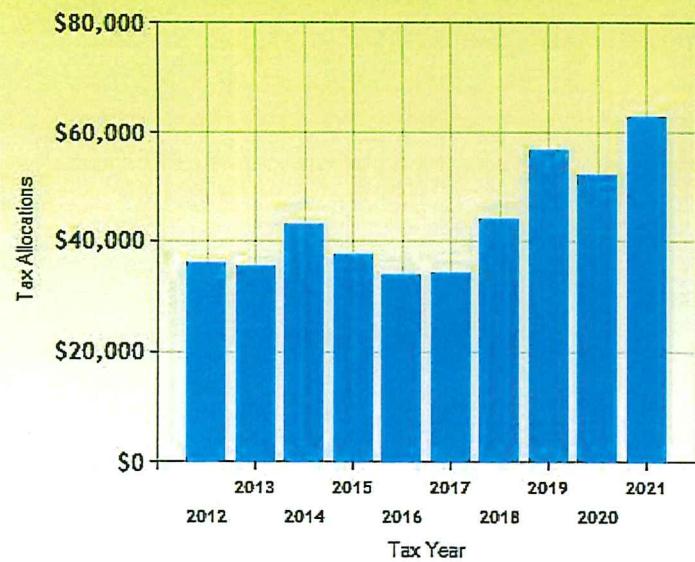
March - Sales Tax Allocations by Year



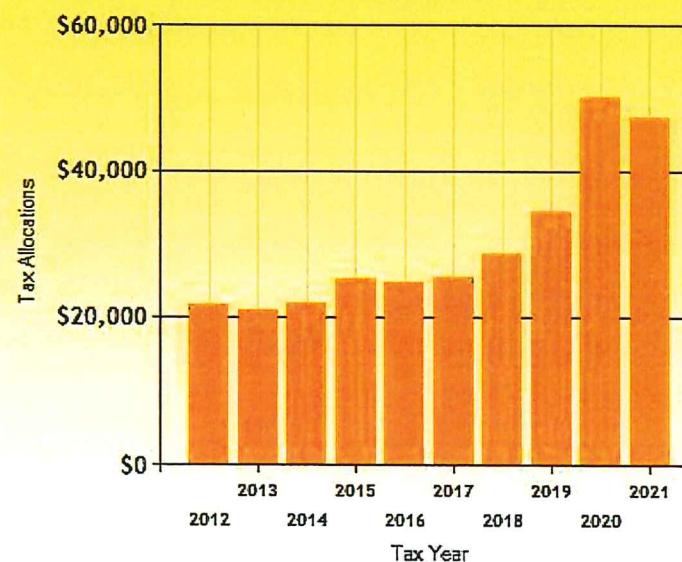
April - Sales Tax Allocations by Year



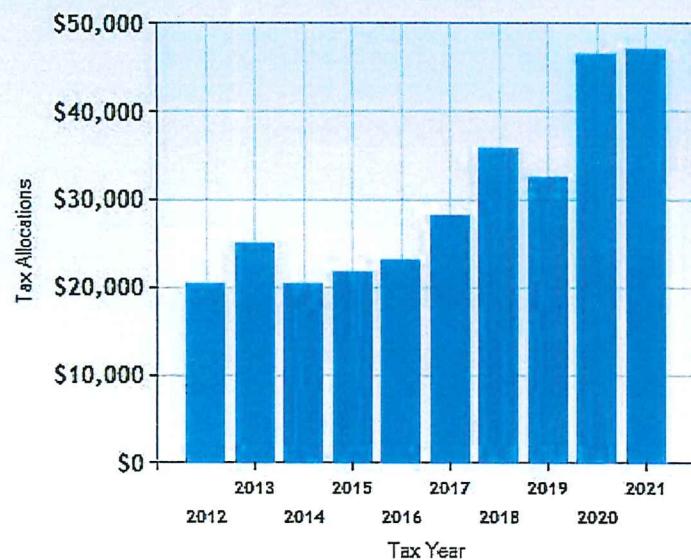
May - Sales Tax Allocations by Year



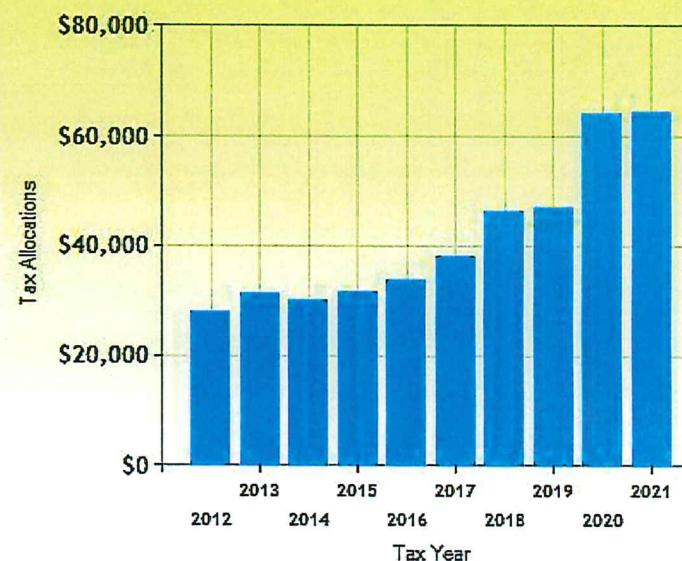
June - Sales Tax Allocations by Year



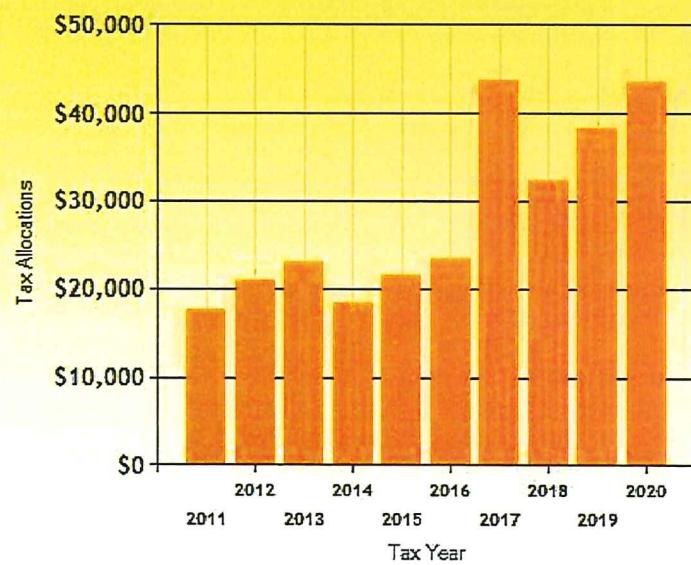
July - Sales Tax Allocations by Year



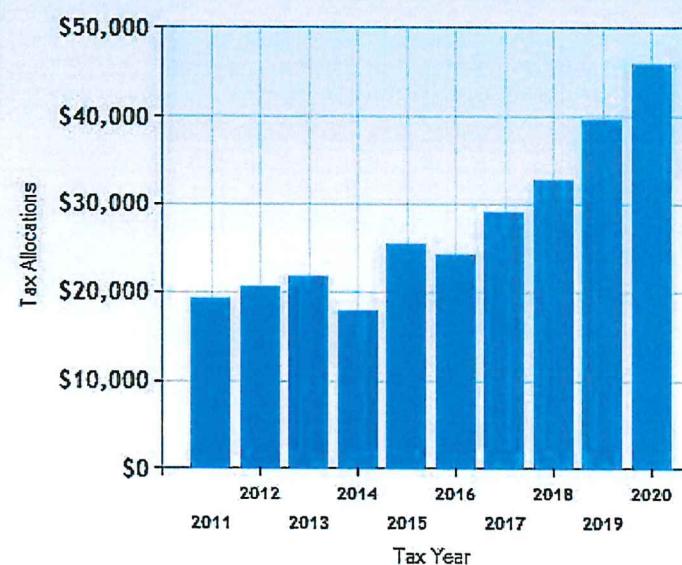
August - Sales Tax Allocations by Year



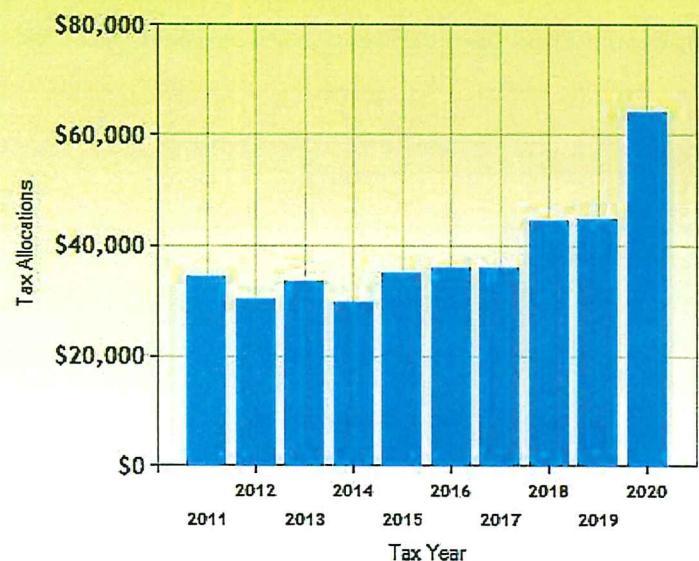
September - Sales Tax Allocations by Year



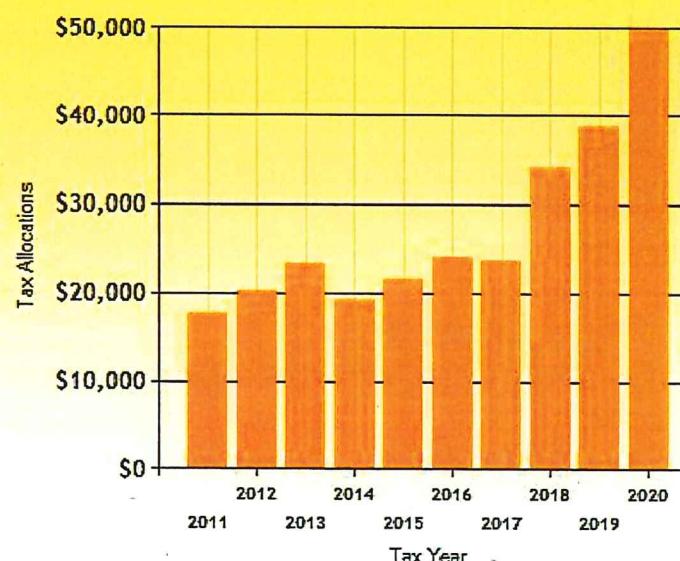
October - Sales Tax Allocations by Year



November - Sales Tax Allocations by Year



December - Sales Tax Allocations by Year





**Date: September 13, 2021**

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

**Subject – Cash Flow  
For General Fund**

**As of September 8, 2021**

**From:**

**Sharon Jungman – Finance Director**

**Cash Flow as of 9-8-21 for Consolidated Cash Accounts**

Bank Account Descriptions	Acct. #	Bank Balances as of 9-8-21
General Fund	9437	2,766,697.26
Debt Service Fund	291	13,963.50
General Fund Reserve	7583	130,838.12
GF Designated Cash	7605	235,295.21
Capital Projects	7648	103.49
Public Works	9445	840.56
TexStar - GF Operating	1110	3,948.10
TexStar - General Fund Reserve	1120	983.73
Pros. CD - General Fund Reserve	608	58,500.84
Pros. CD - General Fund Reserve	694	<u>260,095.12</u>
<b>Total Bank Account Balances as of 9-8-21</b>		<b>3,471,265.93</b>

**Estimated Budgeted Revenue Remaining in each Consol. Fund**

General Fund - 100	703,779.50
Street Improvement - 120	0.00
Court Technology - 130	300.90
Court Security - 140	0.00
Debt Service Fund - 400	0.00
Park Impact Fund -700	<u>25,665.48</u>
<b>Total of expected Revenue Budgeted</b>	<b>729,745.88</b>

**Budgeted Expenses Remaining in each Consol. Fund**

General Fund - 100	567,864.60
Street Improvement - 120	63,000.00
Court Technology - 130	2,000.00
Court Security - 140	700.50
Debt Service Fund - 400	950.00
Park Impact Fund -700	<u>17,248.68</u>
<b>Total of Budget Remaining</b>	<b>651,763.78</b>

**Bank Balances plus Remaining Revenue**

<b>Expected Less Remaining Budgeted Expenses</b>	<b>3,549,248.03</b>
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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	2,556,055.53

## 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	93	0	\$15,578.80	\$9,209.71	\$6,369.09	19	9	22	11	2	1	0
June	54	0	\$11,398.17	\$6,172.61	\$5,225.56	54	10	14	9	10	0	0
July	45	3	\$10,619.60	\$7,819.03	\$2,800.57	27	13	13	18	12	2	0
August	68	0	\$7,641.00	\$5,117.88	\$2,523.13	71	7	11	9	10	2	0
September												
<b>Totals</b>	<b>547</b>	<b>14</b>	<b>\$100,963.25</b>	<b>\$61,713.02</b>	<b>\$39,250.24</b>	<b>171</b>	<b>71</b>	<b>138</b>	<b>94</b>	<b>83</b>	<b>6</b>	<b>0</b>

### 2019-2020 FY

August	19	1	\$5,054.00	\$3,451.13	\$1,602.87	0
<b>FY Totals</b>	<b>365</b>	<b>10</b>	<b>\$99,406.92</b>	<b>\$68,589.91</b>	<b>\$30,817.01</b>	<b>157</b>

### Staffing

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

## OVILLA UB DELINQUENCIES AUGUST 2021

FY2020-2021	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
MAY	137	29	0	\$4,788.06	\$0.00	0
JUNE	166	37	2	\$4,078.90	\$376.96	0
JULY	150	41	4	\$3,764.66	\$516.18	0
AUGUST	159	30	1	\$3,648.60	\$173.25	0
TOTALS	911	212	16	\$30,309.77	\$3,391.92	1

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

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

1. Front office personnel are training new customer service representative on the job duties of utility billing and handling the front office.
2. Municipal Court workload has increased with added citations.
3. Comprehensive Land Use Plan Review Committee was postponed due to Covid but is ready to resume meetings to proceed with the update of the Land Use Plan.
4. HR and CM continue working on a revised Employees Policies Manual.
  - o Four full time employees have suffered from Covid (or a family member causing them to be out from regular duty) this month. Two employees are still out.
  - o A Covid Policy was written directly from the CDC Guidelines with the assistance of Fire Chief Kennedy, helping to create a Critical Infrastructure Section to allow public works services to continue while employees were in quarantine.
5. Finance and the CM continue to make final adjustment to the budget and the director has been working with Peacock LLC on the account reconciliations.
  - o Received a reimbursement check for \$96,000 from Ellis County for their portion of the Water Street Bridge projects.
  - o Received grant funds payment of \$516,262 from the American Rescue Plan. This will fund the electronic water meters and new Scada equipment. It has been included in the budget.

**BOARDS AND COMMISSIONS –**

**Board of Adjustment:**

1. BOA regular meeting was moved to August 23

**Economic Development Corporation:**

1. Meeting of August 16, 2021 -approved the EDC Budget to include the pavilion and restrooms in Founders Park.

**Municipal Development District:**

1. Meeting of August 09, 2021 – approved the MDD Budget to include police building renovations.

**Planning and Zoning Commission:**

- No meeting in August, however, most likely will meet in September.

**CURRENT AND PLANNED DEVELOPMENT PROJECTS-**

**Residential:**

- Broadmoor Estates Phase II – filed preliminary plat.
- Bryson Manor III – still underway.
- Miracle Farms – recently purchased. New owner/developer met with staff and submitted a preliminary plat for review. New subdivision name is Forest Creek Estates, 97 - 1-acre lots planned.
- Hollywood Estates 20-acres east of Broadmoor Estates – Staff has not received any updates.
- Windsor Development LLC – No new information received.
- Received inquiry of possible interest for property development of approximately 12-acres at the 3300 block of FM 664



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

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- Zoom meeting on Thursday, September 02 with owner (Blanchard) and engineer of Stonewood Estates potential development off Bryson Lane and another access point at Water Street. Viewed a concept plan. Owner is considering annexation to obtain city services and the concept plan is asking for R15 zoning. Staff will need to work with legal counsel before moving forward.
- CM spoke with certified appraiser on Tuesday, September 06. Appraiser has been unavailable and is now ready to proceed with fair market values of the two city properties under consideration for sale. (708 Main Street and the lot in Brookwood Estates Subdivision)

**Infrastructure:**

- Water Street Bridge- project complete.
  - Invoiced Ellis County for their portion. CM contacted the County last week inquiring on payment. City received payment from Mr. Butler (in person) on September 08.
- Police Building Renovation
  - MDD approved funds in the fiscal year 2021-2022 budget to renovation the first phase of the station. Chief Bennett will begin meeting a potential new architect to revise building plans.
- TXDot 664 expansion – no new information.

**Other/Misc.**

- Council met in a special meeting on Friday, September 03 and the consensus was to cancel or at the least postpone Heritage Day due to Covid and safety precautions.
- MS-4 is complete.
- Electronic deposit was made on August 23 of \$516,262 from the American Rescue Plan Grant Funds. This will fund electronic meters and a new Scada system for the Water Dept.



## BUILDING PERMITS REPORT FOR AUGUST 2021

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	FEES BUILDING PERMIT	FEES CAPITAL RECOVERY	FEES FIRE METER	FEES PARK IMPACT	FEES PLAN REVIEW	FEES SEWER CONNECTION	FEES SEWER IMPACT	FEES WATER IMPACT	FEES WATER METER COST	FEES DUE	LIVING SQ.FT	TOTAL SQ.FT	PROPERTY COUNTY
8/19/2021	RONNIE	DEFORD	661 WESTMORELAND RD	8/10/2021	2021-0054	NEW SINGLE FAMILY RESIDENCE	727300	0		481.89	0	0	0	0	0	0	0	0	481.89	5388	7018	ELLIS
8/27/2021	RICK	REDWINE	609 WESTMORELAND RD	8/27/2021	2021-0146	SWIMMING POOL	85000	0		0	0	0	0	125	0	0	0	0	125	0	0	ELLIS
8/19/2021	JACK	ODOM	3251 OVILLA RD	8/12/2021	2021-0161	2 24X64 BUILDINGS FOR CLASSROOMS	200000	0	2021-014834	972.03	0	0	0	0	0	0	0	0	972.03	0	0	ELLIS
8/19/2021	RANDY	LEWIS	7031 PLUM CT	8/16/2021	2021-0165	ACCESSORY BUILDING	1599.99	0	2021-015336	571.29	0	0	0	0	0	0	0	0	571.29	0	0	ELLIS
8/3/2021	BLAKE	LEPPER	220 WHITE ROCK CT	8/3/2021	2021-0194	ACCESSORY BUILDING	22180	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
8/24/2021	DYLAN	DAVIS	7041 CHERRY CT	8/24/2021	2021-0199	SWIMMING POOL	40000	0		50	0	0	0	0	0	0	0	0	50	0	0	ELLIS
8/4/2021	RANDY	THORNTON	804 COCKRELL HILL RD	8/4/2021	2021-0202	FENCE	6800	0		25	0	0	0	0	0	0	0	0	25	0	0	DALLAS
8/5/2021	JIMMY	CASE	120 HUMMINGBIRD LN	8/3/2021	2021-0206	ACCESSORY BUILDING	7250	0	2021-017585	100	0	0	0	0	0	0	0	0	100	0	0	ELLIS
8/3/2021	LARRY	SORIA	101 ROBIN GLEN LN	8/3/2021	2021-0210	INSTALL GAS TO GENERATOR	3600	0		40	0	0	0	0	0	0	0	0	40	0	0	ELLIS
8/4/2021	NATHAN	ORR	106 MEADOWWOOD LN	8/4/2021	2021-0211	MECHANICAL	8136	0	2021-013290	1747.74	0	0	0	0	0	0	0	0	1747.74	0	0	ELLIS
8/24/2021	JAIRO	RODRIGUEZ	520 WESTMORELAND RD	8/20/2021	2021-0215	FENCE	8000	0	2021-016514	2400	1250	0	334.52	480	0	0	5267.41	575	10306.93	5388	7018	ELLIS
8/30/2021	RON	KING	815 COCKRELL HILL RD	8/23/2021	2021-0217	SWIMMING POOL	30000	0		40	0	0	0	0	0	0	0	0	40	0	0	DALLAS
8/23/2021	GLEN	BYRD	506 ASHBURNE GLEN CIR	8/23/2021	2021-0218	FENCE	6876	0		25	0	0	0	0	0	0	0	0	25	0	0	ELLIS
8/19/2021	STEVE	LADD	103 WILLOWWOOD LN	8/19/2021	2021-0220	PLUMBING	1000	0		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS
8/30/2021	BARRY	LEACH	915 SLIPPERY ELM DR	8/30/2021	2021-0226	REPAIR SLAB LEAK	2500	1		125	0	0	0	0	0	0	0	0	125	0	0	ELLIS