

# 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

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105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, February 14, 2022

6:30 P.M.

Council Chamber Room

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## AGENDA

NOTICE is hereby given of a Regular Meeting of the City Council of the City of Ovilla, to be held on **Monday, February 14, 2022**, 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*
- U.S. Pledge of Allegiance and TX Pledge *led by PL5 Michael Myers*

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

- Red Oak Independent School District presentation of 2022 Bond Information.

**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 citizens' 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. Minutes of the Regular Council Meeting of January 10, 2022
- C3. Resolution R2022-02 Authorizing Continued Participation with the Atmos Cities Steering Committee
- C4. Section date(s) of April 23, 2022, and April 30, 2022, for the City's annual household hazardous waste and brush clean-up day(s), in accordance with Section 5.3 (b) City Services of the contract.

**V. REGULAR AGENDA**

- ITEM 1. DISCUSSION/ACTION-** Receive presentation from a ClearGov representative, and discuss and consider taking action on ClearGov Budgeting Software for the City of Ovilla.
- ITEM 2. DISCUSSION/ACTION-** Consider and take action for potential adjustment to the water bill for the Homeowners Association (HOA) of Ashburne Glen for the water meter located at the North Entrance to the subdivision.
- ITEM 3. DISCUSSION/ACTION –** Consideration and action on an Ad-Hoc appointment of Windy Zabojnik to the City of Ovilla, Texas, Comprehensive Land Use Plan Committee.

## *City of AVILLA City Council*

*Rachel Huber, Place One  
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Michael Myers, Place Five*

- ITEM 4. **DISCUSSION/ACTION-** Receive recommendation from the AMI Committee to consider and award a Request for Proposal (RFP) for Advanced Metering Infrastructure (AMI) Water Meters Smart Earth Technologies.
- ITEM 5. **DISCUSSION/ACTION-** Consideration and Action on deed restrictions for .504 acres in Brookwood Estates owned by the City of Ovilla.
- ITEM 6. **DISCUSSION/ACTION-** Consideration of and action on deed restrictions for 708 W. Main St. and 2.4 acres of landlocked property behind 708 W. Main St. known as the Switzer Property, which shall be platted as one parcel; both properties are owned by the City of Ovilla.
- ITEM 7. **DISCUSSION/ACTION –** Consideration of and action on a proposal from Mottla Architects, for the architectural and engineering services on the renovation in city hall.
- ITEM 8. **DISCUSSION-** Discuss a potential change to the City of Ovilla Ordinances to waive building permit fees for the replacement of existing fences.
- ITEM 9. **DISCUSSION-** Discuss layout and cost for a potential downtown sidewalk project.
- ITEM 10. **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 Police Chief J. Bennett
    - January 2021 Police Activity and Staffing Updates
    - Racial Profiling Report
    - Update to Communication Systems for Dispatch of Police and Fire Departments
    - Update on Renovation of Police Department
  - Fire Department Fire Chief B. Kennedy
    - January 2021 Fire Activity and Staffing Updates
    - Fire Marshall Inspection Reports
    - Winter Storm Update
  - Public Works Department Public Works Director J. Kuykendall
    - January 2021 Public Works Activity and Staffing Updates
    - Total Water Efficiency
  - Administration
    - Financials Finance Director S. Jungman
      - a) January 2021 Finance Activity
    - Administration City Manager P. Woodall
      - a) January 2021 Administrative Staffing Updates
    - City Secretary B. Taylor

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

# City of O'VILLA City Council

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with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

## A. Convene into Executive Session.

**ES ITEM 1. DISCUSSION** – Closed Session - Called pursuant to Section §551.074 (1) of the Texas Government Code: Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

City Secretary, Bobbie Jo Taylor, (90-day evaluation)

**ES ITEM 2. DISCUSSION** - Closed Session called pursuant to Section §551.071 of the Texas Government Code. Consultation with City Attorney – Consultation with the city attorney on the following matters in which the attorney's duty of confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirements of the Texas Open Meetings Act.

Ambulance Service Contract

Residential Attached Garages

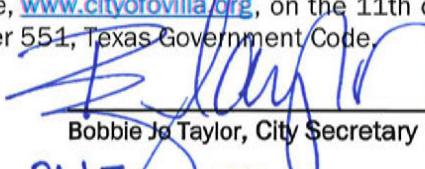
## B. Reconvene into Regular (Open) Session

**ES ITEM 3. DISCUSSION/ACTION** –Any action necessary or appropriate as a result of the closed executive 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 February 14, 2022, Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.cityofovilla.org](http://www.cityofovilla.org), on the 11th day of February 2022, prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.

  
Bobbie Jo Taylor, City Secretary



DATE OF POSTING: 2/11/22 TIME: 2:15 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 accommodations will be made to assist your needs. PLEASE SILENCE ALL CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.

## *City of O'VILLA City Council*

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*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.**

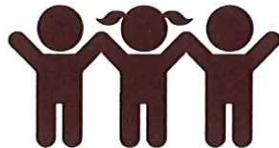
**PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.**

**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.**



[www.RedOakISD.org/bond](http://www.RedOakISD.org/bond)

## PREPARING FOR GROWTH



Red Oak ISD student enrollment increased by nearly 300 students from 2020 to 2021.



More than 2,200 new single-family homes are on track to be completed in the next five years.

**+950**

Red Oak ISD student enrollment is projected to increase by more than 950 students by 2026.

## CITIZEN'S FACILITY PLANNING COMMITTEE

This bond proposal was developed and recommended by the Citizen's Facility Planning Committee, a diverse group of ROISD parents, staff, local citizens, and community leaders. They met over the course of several months to study and prioritize needs of the district and ultimately make a recommendation to the ROISD School Board.



## TAX RATE BREAKDOWN

### ROISD TAX RATE

	M&O	I&S	TOTAL
CURRENT RATE	\$0.9603	\$0.3653	\$1.3256
PROPOSED RATE	\$0.9603	\$0.4063	\$1.3666

\*ROISD current I&S rate is lowest among comparable ISDs; would be 3<sup>rd</sup> lowest with bond

### ESTIMATED TAX IMPACT

If approved, the estimated maximum tax impact is \$0.041 for a total tax rate of \$1.367. This is approximately \$2.05 per month for a home valued at \$100,000.

GROSS TAXABLE HOME VALUE*	PROJECTED MONTHLY INCREASE	PROJECTED ANNUAL INCREASE
\$100,000	\$2.05	\$24.60
\$150,000	\$3.76	\$45.12
\$200,000	\$5.47	\$65.64
\$250,000	\$7.18	\$86.16
\$300,000	\$8.88	\$106.56

\*Tax increase includes the anticipated \$40,000 Homestead State Exemption. (A \$100,000 house will be taxed on the \$60,000 value after the exemption.)

By state law, Red Oak ISD property taxes on homesteads for citizens age 65 or older would not be affected by the bond election as long as the appropriate exemption applications have been filed with the local appraisal district.

DEADLINE TO REGISTER TO VOTE: **THURS., APRIL 7**

EARLY VOTING: **APRIL 25 - MAY 3**

ELECTION DAY: **SAT., MAY 7, 7A-7P**

SCAN HERE  
FOR MORE  
INFORMATION





# ROISD BOND 2022

## PROPOSED PROJECTS

TOTAL BOND PROPOSAL: \$230.1 MILLION

### PROPOSITION A

**\$156.8 MILLION**

#### High School

- Career & Technical Education (CTE) Addition
- Campus Practice Gym Addition & Renovations

#### Middle School

- Construction of a New Middle School (West side, land acquired)
- Existing Middle School - Securely Connect All Buildings

#### Elementary Schools

- Addition to Wooden ES (8 classrooms)
- Addition to Eastridge ES (8 classrooms)

#### District-Wide Maintenance Items

- Playgrounds (All 5 elementary schools)
- Energy Management System Upgrades

### PROPOSITION B

**\$45 MILLION**

#### Goodloe Stadium

- Rebuild Stadium to Current Codes
- Additional Parking and Seating

- 8 Lane Track (UIL) and LED Field Lighting
- New Restrooms, Locker Rooms, and Concessions

### PROPOSITION C

**\$9.3 MILLION**

#### High School Athletic Improvements

- Build a JV Stadium - Track and Turf Field
- Baseball/Softball Artificial Turf at Existing Fields

- Resurface Existing Tennis Courts

### PROPOSITION D

**\$19 MILLION**

#### Transportation Facility

- Construction of New Facility and Parking

*The bond proposal will appear on the ballot as four separate propositions in accordance with state law.*

DEADLINE TO REGISTER TO VOTE: **THURS., APRIL 7**

EARLY VOTING: **APRIL 25 - MAY 3**

ELECTION DAY: **SAT., MAY 7, 7A-7P**

The Red Oak ISD Board of Trustees has voted to call for a \$230.1 million bond election for Saturday, May 7, 2022.

This bond proposal addresses:



District  
Growth



Safety &  
Security



Aging  
Facilities

SCAN HERE  
FOR MORE  
INFORMATION



02.14.2022

## Consent Items C1-C4

To  
**Honorable Mayor  
and Council**

From  
**Staff**

CC  
**Applicable  
Departments**

- C1.** Financial Transactions over \$5000
- C2.** Minutes of the Regular Council Meeting of January 10, 2022
- C3.** Resolution R2022-02 Authorizing Continue Participation with the Atmos Cities Steering Committee
- C4.** Section date(s) of April 23, 2022, and April 30, 2022, for the City's annual household hazardous waste and brush clean-up day(s), in accordance with Section 5.3 (b) City Services of the contract.

### BACKGROUND AND JUSTIFICATION:

C1: Financial Transactions over \$5000

**STAFF RECOMMENDATION:** Staff recommends approval

C2: Minutes of the Regular Council Meeting of January 14, 2022

**STAFF RECOMMENDATION:** Staff recommends approval.

C3: Resolution R2022-02 Authorizing Continued Participation with the Atmos Cities Steering Committee

**STAFF RECOMMENDATION:** Staff recommends approval

C4: Section date(s) of April 23, 2022, and April 30, 2022, for the City's annual household hazardous waste and brush clean-up day(s), in accordance with Section 5.3 (b) City Services of the contract.

**STAFF RECOMMENDATION:** Staff recommends approval

**City of Ovilla**

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

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





**Date: February 14, 2022**

**To: Honorable Mayor and Council Members**

**Subject: Transactions over \$5,000 From  
October 1, 2021 thru  
December 31, 2021**

**From:**

**Sharon Jungman – Finance Director**

## Transaction Detail Report for Transactions over \$5,000

10/1/2021 - 12/31/2021

## 100 - General Fund

## Account 100-2311000

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/12/2021	10/12/2021	AP Invoice	TMRS-Employer 10/9/2021	T. M. R. S.	PY10152021		5,380.28	0.00	2,750.48
10/27/2021	10/27/2021	AP Invoice	TMRS-Employer 10/23/2021	T. M. R. S.	PY10292021		5,903.87	0.00	(3,153.39)
11/10/2021	11/10/2021	AP Invoice	TMRS-Employer 11/6/2021	T. M. R. S.	PY11122021		5,373.68	0.00	(8,527.07)
11/23/2021	11/23/2021	AP Invoice	TMRS-Employer 11/20/2021	T. M. R. S.	PY11242021		5,691.99	0.00	(14,219.06)
12/8/2021	12/8/2021	AP Invoice	TMRS-Employer 12/4/2021	T. M. R. S.	PY12102021		5,652.70	0.00	(19,871.76)
12/21/2021	12/21/2021	AP Invoice	TMRS-Employer 12/18/2021	T. M. R. S.	PY12232021		5,723.63	0.00	(25,595.39)
						Total	33,726.15	0.00	

## 100 - General Fund

## Account 100-2311500

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/12/2021	10/12/2021	AP Invoice	Federal Withholding 10/9/2021	Internal Revenue Service	PY10152021		5,857.19	0.00	(5,857.09)
10/27/2021	10/27/2021	AP Invoice	Federal Withholding 10/23/2021	Internal Revenue Service	PY10292021		7,004.53	0.00	(12,861.62)
11/10/2021	11/10/2021	AP Invoice	Federal Withholding 11/6/2021	Internal Revenue Service	PY11122021		5,527.05	0.00	(18,388.67)
11/23/2021	11/23/2021	AP Invoice	Federal Withholding 11/20/2021	Internal Revenue Service	PY11242021		6,201.61	0.00	(24,590.28)
12/8/2021	12/8/2021	AP Invoice	Federal Withholding 12/4/2021	Internal Revenue Service	PY12102021		6,026.78	0.00	(30,617.06)
12/21/2021	12/21/2021	AP Invoice	Federal Withholding 12/18/2021	Internal Revenue Service	PY12232021		6,005.03	0.00	(36,622.09)
						Total	36,622.19	0.00	

## 100 - General Fund

## Account 100-2312150

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/10/2021	11/10/2021	AP Invoice	ER PD UHC 11/6/2021	United Health Care	PY11122021		13,190.73	0.00	(13,190.73)
12/8/2021	12/8/2021	AP Invoice	ER PD UHC 12/4/2021	United Health Care	PY12102021		13,673.32	0.00	(26,864.05)
						Total	26,864.05	0.00	

## 100 - General Fund

## Account 100-10-52220

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2021	12/2/2021	AP Invoice	Ellis Central Appraisal District	Ellis Central Appraisal District	2022-26-01	052340	5,198.93	0.00	5,198.93
						Total	5,198.93	0.00	

## 100 - General Fund

## Account 100-10-55520

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/19/2021	11/19/2021	AP Invoice	ASBESTOS ABATEMENT/105 S COOKSTON DR	North Texas Environmental	8621 A-G	052281	9,950.00	0.00	9,950.00

11/24/2021	11/24/2021	AP Invoice BUILDING MAINTENANCE	COCKRELL HILL RD ENVIRONMENTAL & Demolition Services Centennial Contracting Inc	021378	052310	16,550.00	0.00	26,500.00
					Total	26,500.00	0.00	

**100 - General Fund**
**Account 100-16-52160**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/8/2021	10/8/2021	AP Invoice	QUARTERLY FEES	TML Intergovernmental Risk Pool	5016 100121	052123	10,140.64	0.00	10,140.64
						Total	10,140.64	0.00	

**100 - General Fund**
**Account 100-16-55640**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/8/2021	10/8/2021	AP Invoice	QUARTERLY FEES	TML Intergovernmental Risk Pool	5016 100121	052123	5,053.16	0.00	5,053.16
						Total	5,053.16	0.00	

**100 - General Fund**
**Account 100-16-55756**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/23/2021	12/23/2021	AP Invoice	First of 5 annual pmts. for ROW for Widening 664 Between Westmoreland & FM1387	Texas Department of Transportation	RCSJ 1051-01-05	052444	52,718.56	0.00	52,718.56
						Total	52,718.56	0.00	

**100 - General Fund**
**Account 100-20-52380**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/29/2021	10/29/2021	AP Invoice	COMMUNICATIONS CONTRACT	City of Midlothian	OVILLA 100121	052192	20,475.00	0.00	20,475.00
11/19/2021	11/19/2021	AP Invoice	RADIO SERVICE AGREEMENT FYE 2021-2022	City of Midlothian	RSA 2022-14	052271	7,391.00	0.00	27,866.00
						Total	27,866.00	0.00	

**100 - General Fund**
**Account 100-20-52390**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/10/2021	11/10/2021	AP Invoice	ANNUAL MEMBERSHIP FEES	City of Midlothian	SRRG-22-7	052238	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
10/14/2021	10/14/2021	AP Invoice	CRIMES SOFTWARE 10/2021-9/2022	Sam Houston State University	10/1/2021	052134	16,500.00	0.00	16,500.00
						Total	16,500.00	0.00	

**100 - General Fund**
**Account 100-20-55520**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
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11/24/2021	11/24/2021	AP Invoice	BUILDING MAINTENANCE	Centennial Contracting Inc	021378	052310	13,240.00	0.00	13,240.00
						Total	<u>13,240.00</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-30-52380</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/19/2021	11/19/2021	AP Invoice	RADIO SERVICE AGREEMENT FYE 2021-2022	City of Midlothian	RSA 2022-14	052271	8,558.00	0.00	8,558.00
						Total	<u>8,558.00</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-30-55520</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/24/2021	11/24/2021	AP Invoice	BUILDING MAINTENANCE	Centennial Contracting Inc	021378	052310	31,210.00	0.00	31,210.00
						Total	<u>31,210.00</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-40-55240</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/8/2021	10/8/2021	AP Invoice	ANNUAL SUBSCRIPTION 9/1/21 - 8/31/21	Gov Pilot	2021-1170	052118	7,500.00	0.00	7,500.00
						Total	<u>7,500.00</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-45-55465</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/8/2021	10/8/2021	AP Invoice	SERVICES FOR AUGUST 2021	Community Waste Disposal	1195926	052096	23,522.85	0.00	23,522.85
10/8/2021	10/8/2021	AP Invoice	SERVICES FOR SEPTEMBER 2021	Community Waste Disposal	1205790	052096	23,537.78	0.00	47,060.63
11/19/2021	11/19/2021	AP Invoice	SERVICES FOR OCTOBER 2021	Community Waste Disposal	1216528	052273	23,478.06	0.00	70,538.69
						Total	<u>70,538.69</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-50-57450</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2021	12/2/2021	AP Invoice	VEHICLE EXPENSES	Rush Truck Centers of Texas, LP	1019-18913	052353	85,986.04	0.00	85,986.04
						Total	<u>85,986.04</u>	<u>0.00</u>	
<b>100 - General Fund</b>									
<b>Account 100-60-57440</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/10/2021	12/10/2021	AP Invoice	PARK EQUIPMENT	Landmark Equipment, Inc.	35965	052371	11,000.00	0.00	11,000.00
						Total	<u>11,000.00</u>	<u>0.00</u>	
<b>200 - Water And Utilities Fund</b>									
<b>Account 200-70-57440</b>									
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/19/2021	11/19/2021	AP Invoice	SECURITY/PW	Bat Security	72284	052263	6,426.00	0.00	6,426.00

								Total	<u>6,426.00</u>	<u>0.00</u>
200 - Water And Utilities Fund				Account 200-75-55460						
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance	
11/19/2021	11/19/2021	AP Invoice	WATER PURCHASE 10/1/21-11/1/21	City of Dallas	050302301494	052270	39,652.51	0.00	39,652.51	
12/23/2021	12/23/2021	AP Invoice	WATER PURCHASED 11/2/21 - 12/3/21	City of Dallas	050302323211	052434	32,821.44	0.00	72,473.95	
								Total	<u>72,473.95</u>	<u>0.00</u>
200 - Water And Utilities Fund				Account 200-80-55463						
Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance	
10/8/2021	10/8/2021	AP Invoice	ROCRWS-DEBT SERVICE	Trinity River Authority of Texas	BH 1608	052124	9,066.00	0.00	9,066.00	
10/14/2021	10/14/2021	AP Invoice	ROCRWS-DEBT SERVICES	Trinity River Authority of Texas	BH 1614	052141	9,060.00	0.00	18,126.00	
12/10/2021	12/10/2021	AP Invoice	ROCRWS-DEBT SERVICE	Trinity River Authority of Texas	BH1620	052383	36,996.00	0.00	55,122.00	
12/23/2021	12/23/2021	AP Invoice	ROCRWS- OPERATIONS/DEBT SERVICES	Trinity River Authority of Texas	BH 1626	052447	36,996.00	0.00	92,118.00	
								Total	<u>92,118.00</u>	<u>0.00</u>

# CITY OF OVILLA MINUTES

**Monday, January 10, 2022**

**Regular 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 6:30 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. The city manager, city secretary, department directors, and various staff were also present.

## **CALL TO ORDER**

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

## **ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS**

- Mayor Dormier offered condolences to PL3 Griffin on the passing of his father-in-law.

## **CITIZEN COMMENTS:**

- Dani Muckleroy, 608 Green Meadows, fencing requirements and time limits of building permits.

## **CONSENT AGENDA –**

- C1. Financial Transactions over \$5000
- C2. Minutes of the Regular Council Meeting of December 13, 2021
- C3. Ordinance 2022-01 Calling the May 7, 2022, General Election  
(Ordenanza 2022-01 Convocando el 7 de mayo de 2022, Elecciones Generales)
- C4. Resolution R2022-01 Casting the City of Ovilla's Vote for the Fourth Member of the Board of Directors of the Dallas Central Appraisal District to Michael Hurt
- C5. Professional Services Agreement with Kimley Horn, Comprehensive Plan Update
- C6. Acknowledgment and Consent for Modification of Antenna Facilities for T-Mobile

PL5 Myers made a motion to approve all consent items as presented.  
Seconded by Mayor Pro Tem Hunt.

No oppositions, no abstentions.

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

**ITEM 1. PUBLIC HEARING** - Consideration of a replat request, filed by Eric Walker to replat 4.8-acres of currently platted property to create 2 parcels of land being Lot 1 Block A 2.053 acres and Lot 2 Block A 2.761 acres. The property is commonly known as 438 Johnson Lane, City of Ovilla, Ellis County, Texas.

- a. PRESENTATION made by applicant and staff.
- b. PUBLIC HEARING to receive comments from the public.

Staff presented the background on the replat as requested by the applicant. Mr. Eric Walker, applicant, addressed the Council requesting approval of the replat.

Mayor Dormier opened the Public Hearing at 6:43 p.m.

Public Comments:

- Robert Smith, 556 Johnson Lane, asked the Council to maintain consistency on plats, advised he was neutral to the replat.
- Charles Cerf, 432 Johnson Lane, not in favor of replat, requested Council to deny the request.
- Dany Muckleroy, 608 Green Meadows, asked if the applicant had the intention of placing a long driveway on the lot.

Mayor Dormier closed the Public Hearing at 6:58 p.m.

**ITEM 2. DISCUSSION/ACTION** - Consideration of a replat request, filed by Eric Walker to replat 4.8-acres of currently platted property to create 2 parcels of land being Lot 1 Block A 2.053 acres and Lot 2 Block A 2.761 acres. The property is commonly known as 438 Johnson Lane, City of Ovilla, Ellis County, Texas.

AS IN THE PUBLIC HEARING, STAFF SHARED THE BASIC INFORMATION ON THE REQUEST:

<b>OWNER/APPLICANT:</b>	Eric Walker
<b>APPLICATION DATE:</b>	November 14, 2021
<b>LOCATION:</b>	438 Johnson Lane
<b>UTILITIES:</b>	Water/Septic
<b>ZONING:</b>	RE 1 Acre
<b>PROPOSED LAND USE:</b>	Residential
<b>MAJOR THOROUGHFARE:</b>	Cockrell Hill Road

The applicant has requested to divide 2.053 acres & 2.761-acres from the 4.8 total acres for the purpose of keeping show cattle. Eight letters to homeowners within 200 feet were mailed. Staff confirmed that no letters had been returned opposing or in favor of the request.

Mayor Dormier confirmed with staff that City Ordinances do not address panhandle lots. Mayor Pro Tem Hunt shared concerns with the Right of Way not being specific on the plat. Staff advised that the replat does conform to current city regulations and that the replat should be approved by the Council according to legal counsel.

Mayor Pro Tem Hunt PL5 Myers moved that to approve a replat request, filed by Eric Walker to replat 4.8-acres of currently platted property to create 2 parcels of land being Lot 1 Block A 2.053 acres and Lot 2 Block A 2.761 acres. The property is commonly known as 438 Johnson Lane, City of Ovilla, Ellis County, Texas.

PL2 Oberg seconded the motion

No oppositions, no abstentions.

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

**ITEM 3. DISCUSSION/ACTION-** Consideration of and action on a recommendation from the Planning and Zoning commission to act on a Preliminary Plat application filed by Tomorrow Realty Investment for a 120-acre residential subdivision development, Forest Creek Estates, being 1337 RM Billingsley and 75 J Billingsley, commonly known as the Miracle Properties on Johnson Lane, West of Duncanville Road, Ovilla, Ellis County, Texas.

CITY STAFF SHARED THE BASIC INFORMATION OF THE REQUEST.

**SUBDIVISION NAME: FOREST CREEK ESTATES**

**AUTHORIZED AGENT OF RECORD:** Tomorrow Realty Investment

**ENGINEER:** Kistenmacher Engineering Company

**DATE OF COMPLETENESS/FILED:** September 13, 2021

**LOCATION:** Johnson Lane, west of Duncanville Road

**UTILITIES:** City Sewer / City Water

**ZONING:** R-E (1-acre)

**PROPOSED LAND USE:** Residential Subdivision

**MAJOR THOROUGHFARE:** Highway 664 Ovilla Road / Beltline Road, Cedar Hill

A submitted application for the development of a residential subdivision being 120 acres, 97 lots of residential home sites in the city limits of Ovilla. This area was formally known as the Miracle Properties off of Johnson Lane.

City Staff advised that comments had been received by the engineer of the project earlier in the day.

Carol Lynch, Chair of the Planning and Zoning Commission, advised the Council that the Commission had denied the request, however, Ms. Lynch stated that the plat would have been approved if all comments had been addressed by the applicant's engineer as the plat did meet the city criteria for approval.

Glenn Kistenmacher, Engineer for the applicant, addressed the council and advised that all concerns raised by the City Engineer had been addressed. Staff confirmed Mr. Kistenmacher statement.

PL5 Myers made a motion to conditionally approve a Plat application filed by Tomorrow Realty Investment for a 120-acre residential subdivision development, Forest Creek Estates, being 1337 RM Billingsley and 75 J Billingsley, commonly known as the Miracle Properties on Johnson Lane, West of Duncanville Road, Ovilla, Ellis County, Texas contingent on the following to be addressed by the applicant prior to the approval of the final plat.

- Manhole's must be shown on the final plat
- Conditional Letter of Map Revision must be included
- All Engineering Comments must be addressed on the final plat
- Confirmation that the diameters of cul-de-sacs meet the Fire Code

PL1 Huber seconded the motion.

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

**ITEM 4. DISCUSSION-** Discussion on the possibility of an additional City of Ovilla Public parking lot.

PL3 Griffin requested that the City Council address additional parking to the Downtown area. Mr. Griffin advised that parking areas fill quickly on the weekend and with potential new businesses coming to the area new parking options need to be considered.

The consensus from the council was that the city is not currently ready to address more parking however, Mayor Dormier stated that a parking lot could potentially be added to the deed restrictions of the lot located at 708 W. Main prior to the sale of the lot.

### **Discuss item only, no action taken**

**ITEM 5. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

None

**MAYOR DORMIER MOVED THE EXECUTIVE SESSION TO TAKE PLACE PRIOR TO STAFF REPORTS.**

## EXECUTIVE SESSION

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

**A. Convene into Executive Session. 7:35 p.m.**

**ES ITEM 1. DISCUSSION** – Closed Session - Called pursuant to Section §551.071 (2) of the Texas Government Code: Consultation with the city attorney on the following matter in which the attorney's duty of confidentiality to the city under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.

- Meeting agendas and the Texas Open Meetings Act

**B. Reconvene into Regular (Open) Session 8:08 p.m.**

Mayor Dormier and the governing body reconvened into Regular (Open) Session 8:08 p.m. Mayor Dormier advised that no decisions were made in executive session and any decision would be made in open session.

**ES ITEM 2. DISCUSSION/ACTION** –Any action necessary or appropriate as a result of the closed executive session.

### No Action

## VI. STAFF REPORTS

- **Department Activity Reports / Discussion**
  - Police Department Police Chief J. Bennett
    - December 2021 Police Activity and Staffing Updates
  - Fire Department Fire Chief B. Kennedy
    - December 2021 Fire Activity and Staffing Updates

- Public Works Department Public Works Director J. Kuykendall
  - December 2021 Public Works Activity and Staffing Updates
- 1. Administration
  - Financials Finance Director S. Jungman
    - a) December 2021 Finance Activity
  - Administration City Manager P. Woodall
    - City Secretary B. Taylor
  - a) December 2021 Administrative Staffing Updates
  - b) AMI Water Meters
  - c) Covid-19 Directive
  - d) Board of Adjustment
  - e) Residential Development Projects
  - f) 2022 General Election

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

1. PL2 Oberg requested that the resurfacing of Cockrell Hill and a budget amendment to cover any cost of the resurfacing be placed on the next agenda for discussion.
2. PL3 Griffin requested a discussion item be added to the next agenda addressing fence permit fee requirements for existing fencing.

**ADJOURNMENT**

PL2 Oberg made a motion to adjourn. PL4 Hunt seconded the motion. There being no further business, Mayor Dormier adjourned the meeting at 8:15 p.m.

No oppositions, no abstentions.

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

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Richard Dormier, Mayor

ATTEST:

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Bobbie Jo Taylor, City Secretary

RESOLUTION NO. R2022-02

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF TEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

WHEREAS, the City of Ovilla is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the city; and

WHEREAS, the Steering Committee of Cities Served By Oncor (Steering Committee) has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and

WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and

WHEREAS, the City is a member of the Steering Committee; and

WHEREAS, the Steering Committee functions under the direction of an Executive Committee which sets an annual budget and directs interventions before state and federal agencies, courts and legislatures, subject to the right of any member to request and cause its party status to be withdrawn from such activities; and

WHEREAS, the Steering Committee at its December 2021 meeting set a budget for 2022 that compels an assessment of ten cents (\$0.10) per capita; and

WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

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

I.

That the City is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the City of Ovilla and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the City limits.

II.

The City is further authorized to pay its assessment to the Steering Committee of ten cents (\$0.10) per capita based on the population figures for the City shown in the latest TML Directory of City Officials.

III.

A copy of this Resolution and the assessment payment check made payable to "*Steering Committee of Cities Served by Oncor*" shall be sent to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

PRESENTED AND PASSED on this the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays at a regular meeting of the City Council of the City of Ovilla, Texas.

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Signature  
Mayor

ATTEST:

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Signature  
City Secretary

APPROVED AS TO FORM:

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Signature  
City Attorney

City of Arlington, c/o Oncor Cities  
Steering Committee  
Attn: Brandi Stigler  
101 S. Mesquite St., Ste. 300  
MS # 63-0300  
Arlington, TX 76010

# Invoice

Date	Invoice #
1/12/2022	22-105

Bill To
City of Ovilla

Item	Population	Per Capita	Amount
2022 Membership Assessment	4,288	0.10	428.80

Please make check payable to: Oncor Cities Steering Committee and mail to Oncor Cities  
Steering Committee, Attn: Brandi Stigler, Arlington City Attorney's Office, 101 S. Mesquite  
St., Ste. 300, MS #63-0300, Arlington, Texas 76010

**Total** \$428.80

**From:** [James Kuykendall](#)  
**To:** [Bobbie Jo Taylor](#)  
**Cc:** [Pam Woodall](#); [Daniel Durham](#); [Johnny Cruz](#); [Ainsley Jarvis](#)  
**Subject:** FW: Ovilla - 2022 Trash Off / HHW Event Dates  
**Date:** Monday, January 24, 2022 11:45:37 AM

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**From:** Roemer, Jason <[JRoemer@communitywastedisposal.com](mailto:JRoemer@communitywastedisposal.com)>  
**Sent:** Tuesday, November 9, 2021 11:23 AM  
**To:** James Kuykendall <[JKuykendall@cityofovilla.org](mailto:JKuykendall@cityofovilla.org)>  
**Cc:** Pam Woodall <[PWoodall@cityofovilla.org](mailto:PWoodall@cityofovilla.org)>  
**Subject:** Ovilla - 2022 Trash Off / HHW Event Dates

Red – just wanted to confirm the dates we have the Ovilla cleanups marked down for next year.

Please let me know if these are approved so we can get them on the permanent schedule.

**Trash Off** (bulk trash and brush only) – April 23, 2022  
**HHW** (no trash/brush – only HHW, tires, shredding, electronics, metal) – April 30, 2022

Regards,

**Jason Roemer** | Vice President  
Community Waste Disposal | 2010 California Crossing Rd., Dallas, TX 75220  
O: 972.392.9300 ext. 3220 | C: 214.418.5017 | [jroemer@ cwd.to](mailto:jroemer@ cwd.to)  
[www.communitywastedisposal.com](http://www.communitywastedisposal.com)

## AGENDA ITEM REPORT

### Item 1

Meeting Date: February 14, 2022

Department: Finance

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Finance Director

Other:

#### Agenda Item

**ITEM 1.** **DISCUSSION/ACTION-** Receive a presentation from a ClearGov representative and discuss and consider taking action on ClearGov Budgeting Software for the City of Ovilla.

#### Attachments:

1. Powerpoint presentation by ClearGov representative
2. ClearGov Service Order
3. ClearGov Budgeting Software Module Overviews

#### Discussion / Justification:

ClearGov Budgeting Software will improve the City's current budget process by furnishing the city with a complete digital budget book including charts, graphs, operational, personal, and capital budgeting. The ClearGov Budgeting Software will also allow more transparency of the city's financials that the City Council desires. This software provides the necessary requirements and assistance in budgeting for GFOA Budget Recognitions.

The pricing for ClearGov is broken into modules however if the modules are purchased as a bundle ClearGov offers a discount of \$13,600, applied to the invoice.

The total cost for this budget enhanced software is \$16,500 annually. However, if Council allows staff to implement the software during this current budget year, the cost will be prorated at \$9,625. Clear Gov is also waiving their one-time setup fee of \$1200.00 per module.

#### Recommendation / Staff Comments:

Staff recommends approval

#### Sample Motion(s):

I motion to approve/deny a proposal from Cleargov to provide Budgeting Software for the City of Ovilla at the cost of \$9,625.00 for the current budget year and \$16,500.00 to be included in the 2022-2023 budget year.

# It's Time to Budget Better.



## Legacy Budgeting Cycles are Inefficient

### SCATTERED

Documents, emails, notes, etc. are spread across multiple inboxes and desktops.

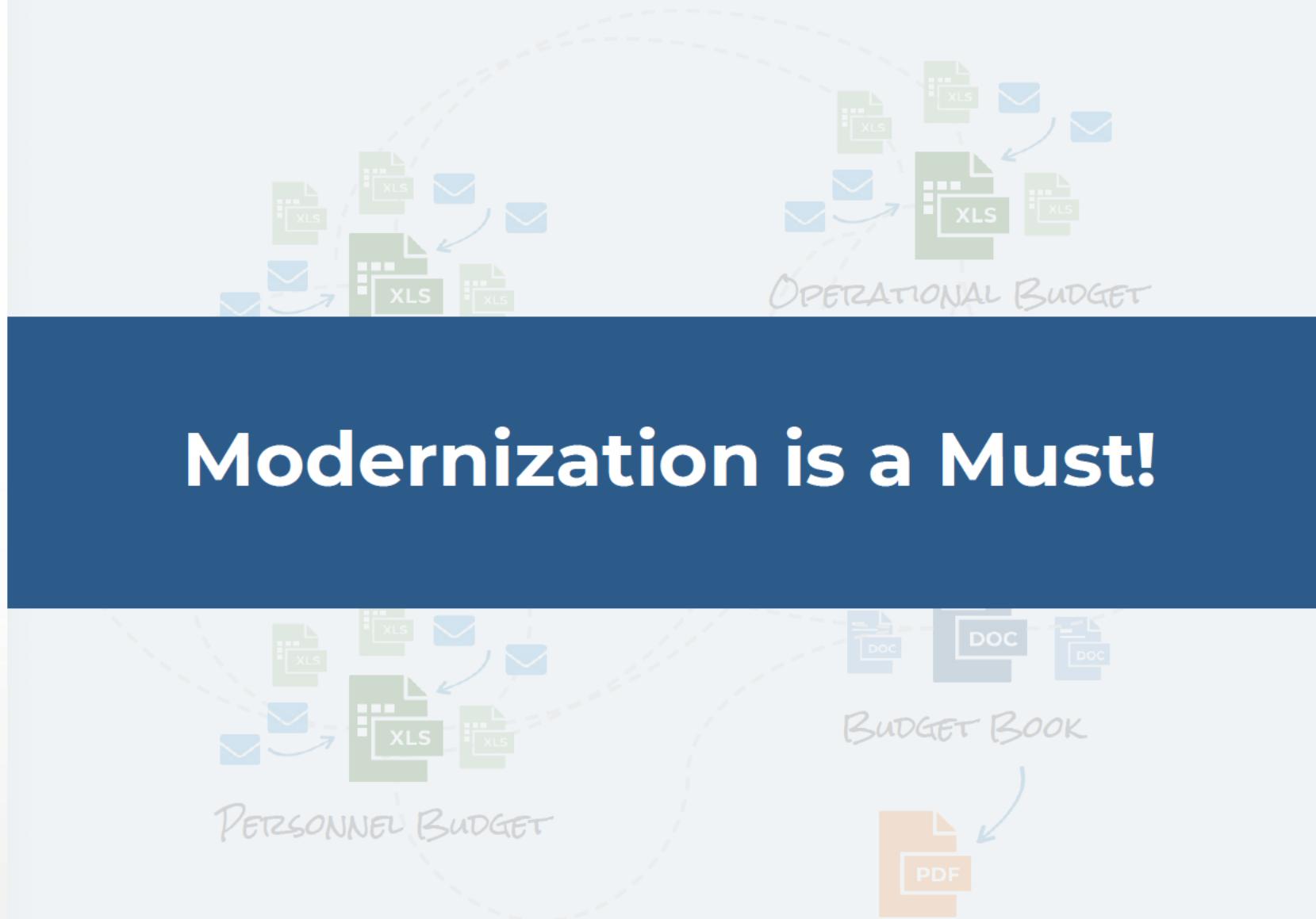
### DISJOINTED

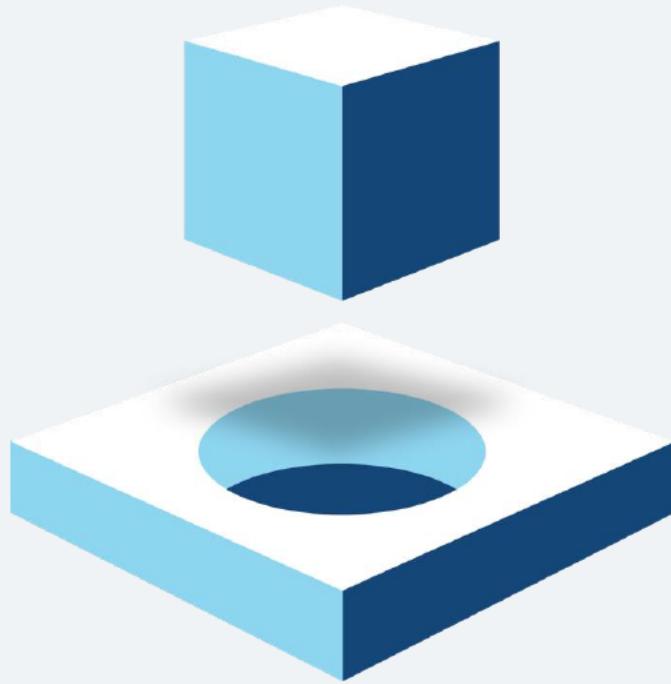
Excel, Word and email are distinct, generic products that inhibit collaboration.

### TEDIOUS

Constructing, combining and correcting multiple spreadsheets is taxing, tiresome and time-consuming.

## Modernization is a Must!





## BUT ... Most GovTech is NOT Built for Local Governments

### *Poor Fit*

- ✗ Time-consuming to implement and maintain
- ✗ Overbuilt feature set that is difficult to use
- ✗ Business tech adapted for public-sector
- ✗ Expensive upfront & ongoing professional services fees

 **OUR MISSION:**

---

*We create easy-to-use software to help governments budget better.*

 **WE BELIEVE:**

---

We believe that every community desires and deserves a government that is empowered to work as effectively and efficiently as possible.

# ClearGov Delivers “Just Right” Software

Built specifically for local governments



## EASY TO IMPLEMENT

ClearGov will onboard your budget data for you.



## EASY TO USE

Familiar, intuitive, and simple. Little-to-no learning curve.



## EASY TO CONNECT

Works well together and complements your ERP.



## EASY TO AFFORD

ClearGov is priced for local governments w/NO hidden fees.

**ClearGov works with hundreds of communities across the country**

# Budget Cycle Management Suite





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# Product Demonstration

# Capital Budgeting

## Product Overview



**The first cloud-based capital improvement planning (CIP) solution specifically designed for local governments that streamlines requests, provides a multi-year scenario optimization process, and generates website-based pages automatically for each capital improvement.**

### ✓ Capital Plan Dashboard

Gain a bird's eye view of all capital improvement and equipment requests complete with the ability to filter by department and request type.

### ✓ Capital Request Manager

Invite department heads to submit capital requests with budgetary information, timelines, attached documents and more. Requests automatically feed the dashboard.

### ✓ Request Scoring & Ranking

Score and rank capital requests based on custom criteria to prioritize requests, drive data-based decisions and communicate the capital planning process.

### ✓ Scenario Planning

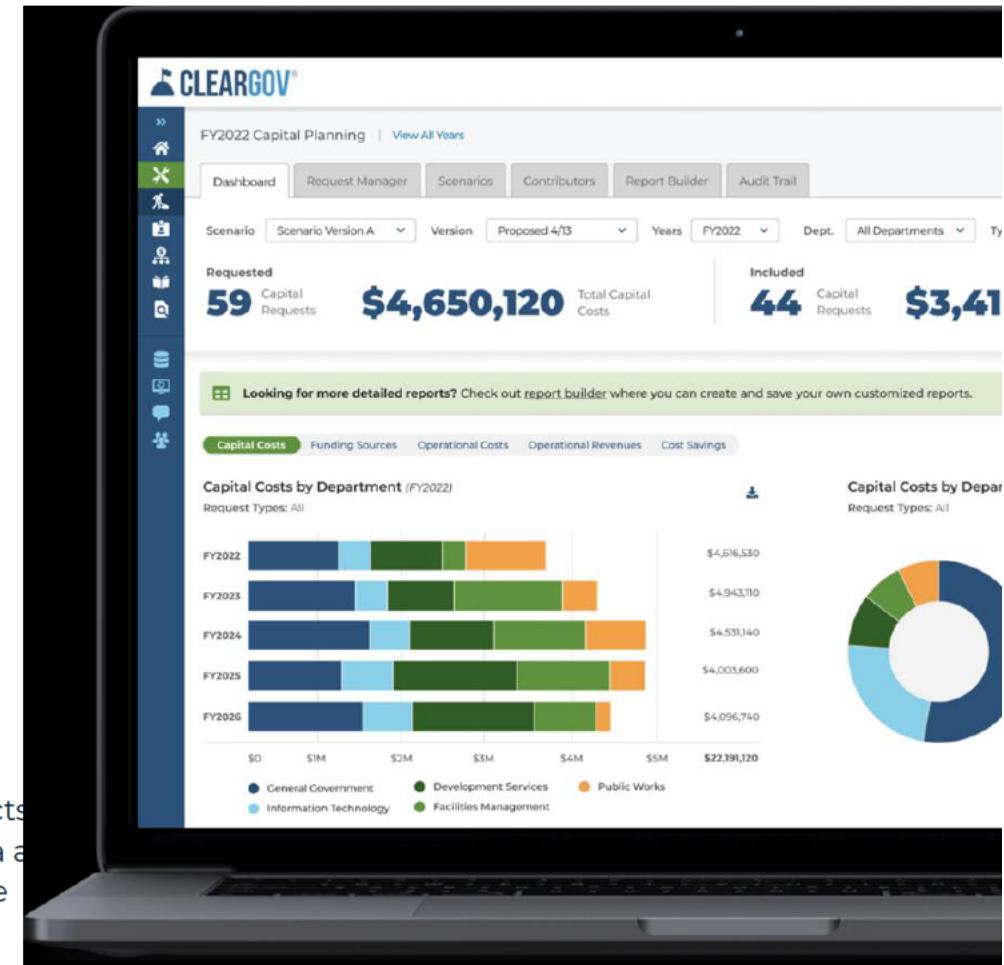
Create unlimited multi-year scenario plans to find the optimal capital utilization that fits within your budget.

### ✓ Report Builder

Create and export custom reports to share your capital budget with internal and external stakeholders and existing systems.

### ✓ Capital Improvement Website

Better communicate your capital projects to internal and external stakeholders via a shareable, dynamic, map-based website with detailed project pages.



# Personnel Budgeting

## Product Overview



**A unique software platform built specifically to help finance directors more easily budget for salaries and benefits. Complete with powerful tools to manage position requests, inform union negotiations and much more.**

### ✓ Personnel Dashboard

Get a bird's eye view of staffing stats, as well as visually compare salary and benefits budgeting scenarios.

### ✓ Position Request Manager

Streamline position and reclassification requests with our customizable request forms and management system.

### ✓ Vacancy Planning

Budget well into the future with the ability to create and fill vacant positions on specified dates.

### ✓ Union Negotiation Planning

Analyze the effects of adjustments to salaries and benefits for more informed negotiations.

### ✓ Multi-year Personnel Plans

Automatically create salary and benefit plans for up to twenty years in the future.

### ✓ Report Builder

Create and export custom reports to share your personnel budget with internal and external stakeholders and existing systems.



# Operational Budgeting



**Collaborative budgeting software that streamlines communication with department heads and other budget stakeholders. A one-stop shop to dynamically forecast what-if scenarios, build a budget and communicate budgeting rationale.**

## ✓ Operational Budget Dashboard

Quickly see and share the status of your budget-building process. Filter on current and historical financial data. Automatically aggregate all budget requests in one place.

## ✓ Departmental Collaboration

Easily assign department budgets and invite department heads to submit requests and rationale. Easily track request and review status and send automatic reminders.

## ✓ AI Driven Forecasting

Sophisticated yet easy-to-use AI module enables you to create unlimited forecasts. Easily modify assumptions at the category level and instantly see the impact.

## ✓ Centralized Communication

Add comments, documents and supporting information to any line item. All content is centralized to streamline your budget review and communication process.

## ✓ Audit Trail

All budget edits are automatically tracked and stored within an audit trail. Easily review the historical record of budget decisions and communication.

## ✓ Report Builder

Create and export custom reports to share your operational budget with internal and external stakeholders and existing systems.



# Digital Budget Book | Product Overview



**The industry's first website-based solution that automates most of the budget book creation process using templates and data-driven charts and tables. Meet GFOA award criteria and deliver new levels of clarity, engagement and understanding for your citizens.**

## ✓ Built-in GFOA Best Practices

Built-in GFOA framework and templates auto-create key sections and pre-populate them with data. Simply add your narrative to complete an award-winning budget book.

## ✓ Automated Fund Summaries

Auto-generate pages for each fund in your budget, pre-populated with revenue, expense and historical data.

## ✓ Department Specific Pages

With a few clicks build department pages, including auto-updating revenue and expenditure data. Invite department heads to add context, narrative and strategic goals.

## ✓ Collaborate and Customize

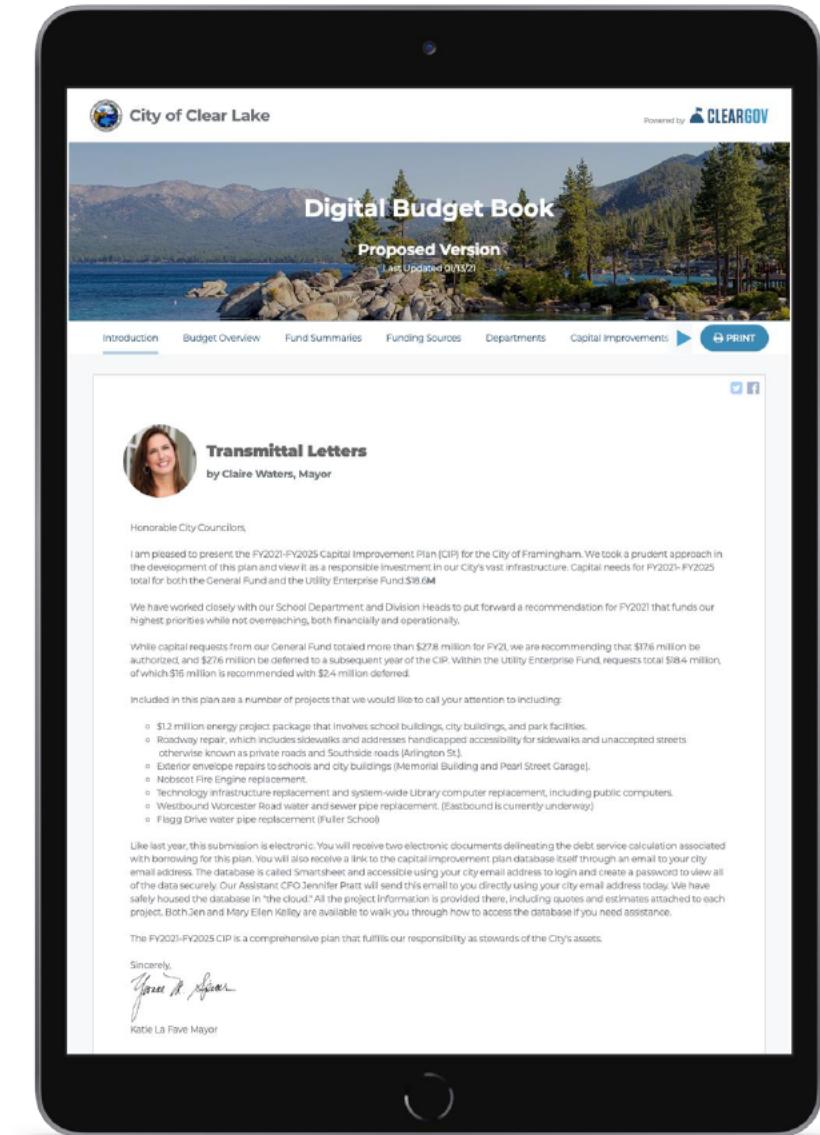
Invite department heads and other stakeholders to edit key sections of the budget book. Customize and control how your budget data is displayed and shared with the public

## ✓ Capital Improvements Inclusion

Automatically add annual and multi-year capital improvement plans directly into your digital budget book.

## ✓ Automatic Data Updates

Revenue and expense data are automatically updated as your budget changes, eliminating errors and saving time. Really valuable for those last-minute tweaks.



# Transparency | Product Overview



**Tell your financial story using our simple-to-navigate transparency center. Easy-to-understand infographics help you share financial information, departmental goals, and results in a way that informs and engages your community.**

## ✓ Financial Story

Help internal stakeholders and residents easily visualize and interpret important fiscal metrics to drive community support.

## ✓ Open Checkbook

At your option, deliver searchable check-level detail to help build public trust, dispel misconceptions, and increase accountability.

## ✓ Custom Chart Builder

Easily build dynamic financial, performance, and custom charts to display throughout the public profile.

## ✓ Peer Comparisons

Integrated peer group comparisons bring your data to life and provide critical context to close the communication gap.

## ✓ Department Dashboards

Easily create custom dashboard pages for each department to showcase the key benefits you're driving for your community.



## Built for Local Govs

ClearGov products are...

### Clear

Easy to use and understand

### Connected

Work together as one

### Collaborative

Enable team efficiency

### Cost-Effective

Easy to afford and maintain

### Complementary

Work with your current ERP/Accounting

## OUR MISSION:

*We create easy-to-use software to help governments budget better.*



## WE BELIEVE:

We believe that every community desires and deserves a government that is empowered to work as effectively and efficiently as possible.



2 Mill & Main; Suite 630; Maynard, MA 01754

## Service Order

<b>Created by</b>	Dennis Maher
<b>Contact Phone</b>	817-205-9980
<b>Contact Email</b>	dmaher@cleargov.com

<b>Order Date</b>	
<b>Order valid if signed by</b>	

### Customer Information

<b>Customer</b>	Ovilla, Texas	<b>Contact</b>	Sharon Jungman	<b>Billing Contact</b>	
<b>Address</b>	105 South Cockrell Hill Road	<b>Title</b>	Finance Director	<b>Title</b>	
<b>City, St, Zip</b>	Red Oak, TX 75154	<b>Email</b>	sjungman@cityofovilla.org	<b>Email</b>	
<b>Phone</b>	972.617.7262			<b>PO # (if any)</b>	

### To be clear, you will be billed as follows...

<b>Billing Date(s)</b>	<b>Amount(s)</b>	<b>Notes</b>
Mar 1, 2022	\$ -	One Time Setup Fee
Mar 1, 2022	\$ 9,625.00	7 Month Pro Rata
Oct 1, 2022	\$ 16,500.00	Annual Subscription Fee

Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.

### ClearGov will provide your Services according to this schedule...

<b>Period</b>	<b>Start Date</b>	<b>End Date</b>	<b>Description</b>
<b>Setup</b>	Mar 1, 2022	Mar 1, 2022	ClearGov Setup Services
<b>Pro-Rata</b>	Oct 1, 2022	Sept 30, 2022	ClearGov Subscription Services
<b>Initial</b>	Oct 1, 2022	Sept 30, 2025	ClearGov Subscription Services

### The Services you will receive and the Fees for those Services are...

<b>Set up Services</b>		<b>Tier/Rate</b>	<b>Service Fees</b>
ClearGov Setup: Includes activation, onboarding and training for ClearGov solutions.		Tier 1	\$ 6,000.00
ClearGov Setup Bundle Discount: Discount for bundled solutions.		Tier 1	\$ (6,000.00)
<b>Total ClearGov Setup Service Fee - Billed ONE-TIME</b>			\$ -
<b>Subscription Services</b>			<b>Tier</b>
ClearGov Operational Budgeting - Civic Edition		Tier 1	\$ 8,300.00
ClearGov Personnel Budgeting - Civic Edition		Tier 1	\$ 8,300.00
ClearGov Capital Budgeting - Civic Edition		Tier 1	\$ 4,700.00
ClearGov Digital Budget Book - Civic Edition		Tier 1	\$ 4,700.00
ClearGov Transparency - Civic Edition		Tier 1	\$ 4,100.00
ClearGov Budget Cycle Management Bundle Discount: Discount for bundled solutions.		Tier 1	\$ (13,600.00)
<b>Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE</b>			<b>\$ 16,500.00</b>

### Billing Terms and Conditions

<b>Valid Until</b>		Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
<b>Payment</b>	<b>Net 30</b>	All invoices are due Net 30 days from the date of invoice.
<b>Rate Increase</b>	3% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

### Customer Upgrades (ClearGov internal use only)

<b>This Service Order is a Customer Upgrade</b>	No	<b>If Yes: Original Service Order Date</b>	
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### General Terms & Conditions

<b>Customer Satisfaction Guarantee</b>	During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing written notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.
<b>Statement of Work</b>	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work.
<b>Taxes</b>	The Service Fees and Billing amounts set forth above in this ClearGov Service Order <b>DO NOT</b> include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
<b>Appropriations</b>	Customer shall have the option to terminate this ClearGov Service Order in advance of any annual renewal in the event that the applicable appropriating body does not appropriate funds for such upcoming renewal period.
<b>Term &amp; Termination</b>	Subject to the termination rights and obligations set forth in the ClearGov Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period.
<b>Auto-Renewal</b>	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an <i>"Annual Term"</i> ), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
<b>Agreement</b>	This ClearGov Service Order shall become binding upon execution by both Parties. The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov Service Agreement found at the following URL: <a href="http://www.ClearGov.com/terms-and-conditions">http://www.ClearGov.com/terms-and-conditions</a> . This Service Order incorporates by reference the terms of such ClearGov Service Agreement.

<b>Customer</b>	
<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	

<b>ClearGov, Inc.</b>	
<b>Signature</b>	
<b>Name</b>	Bryan A. Burdick
<b>Title</b>	President

**Please e-mail signed Service Order to [Orders@ClearGov.com](mailto:Orders@ClearGov.com) or Fax to (774) 759-3045**

# Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone and web conferencing.

## **ClearGov Responsibilities**

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign a Client Success Manager (CSM) responsible for managing the activation and onboarding process. ClearGov CSM will coordinate with other ClearGov resources, as necessary.
- ClearGov CSM will provide a Kickoff Call schedule to Customer's Primary Contact - to be scheduled within two weeks after the Service Order has been executed.
- ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s). If necessary, ClearGov will set up a Data Discovery call to assist with such requirements/instructions.
- ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
- After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback and get answers to open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow up calls or emails required to complete the data onboarding process.
- ClearGov will make Customer aware of all training, learning and support options. ClearGov recommends all Users attend training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver one customized remote training session for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

## **Customer Responsibilities**

- Customer's Primary Contact will coordinate the necessary personnel to attend Kickoff Call within two weeks after the Service Order has been executed. If Customer needs to change the date/time of the Kickoff Call, the Primary Contact will notify the ClearGov CSM at least one business day in advance.
- Customer will provide requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
- Customer's Primary Contact will coordinate the necessary personnel to attend the Data Review call. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on the Data Review call and any subsequent internal review, Customer shall provide a detailed list of requested changes in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer shall be solely responsible for inputting applicable text narrative, custom graphics, performance metrics, capital requests and personnel data and other such information for budget books, projects, dashboards, etc.

# Budget Cycle Management Suite

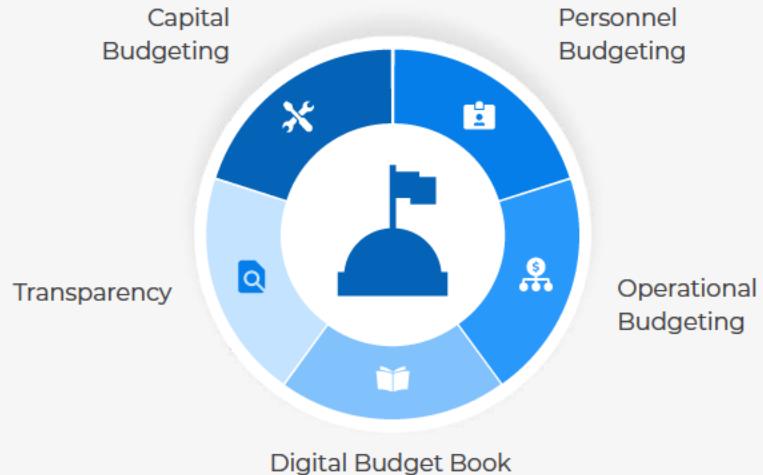
## PRODUCT BRIEF



Local governments have faced the same challenges and limitations for years as they navigate their budget cycles using spreadsheets. The reality is that spreadsheets do not adequately address the unique needs of building different types of budgets, communicating those budgets, and maintaining transparency year-round.

### ClearGov's cloud-native Budget Cycle

Management suite provides efficiency at every step of the process so you can budget better. Our financial solutions are easy-to-use, complement existing ERP and accounting systems, and automatically deliver website-based results that your community and stakeholders will appreciate.



The screenshot shows a project page for a 'Golf Course Club House Remodel'. The page includes:

- Project Summary:** Requested 59, Total \$4,650,1.
- Project Description:** Looking for more detailed report? Check it out.
- Capital Costs by Department:** FY2022 Capital Budget.
- Request Types:** FY2022 Capital Budget.
- Attachments:** Landscaping Plan, Common Room, Back Patio.
- External Links:** Video Walkthrough, Community Survey.

## Capital Budgeting

Automate the way you collect capital requests and prioritize projects to streamline your CIP process.

- ✓ Eliminate manual spreadsheet work with web-based request forms and scenario planning tools.
- ✓ Collaborate with contributors directly in the budget - the audit trail is automatic.
- ✓ Effortlessly produce professional, website-based project pages to share with the public.

The screenshot shows a personnel budget dashboard with the following data:

Category	Value	Change
Total Personnel Budget	\$26,668,839	-\$2,889,839 vs. 2021
Employees	425	+389 vs. 2021
FTEs	378	+19 (0.5%) vs. 2021
New Positions	13	-3 (-23%) vs. 2021
Reclassifications	7	+6 (85.7%) vs. 2021

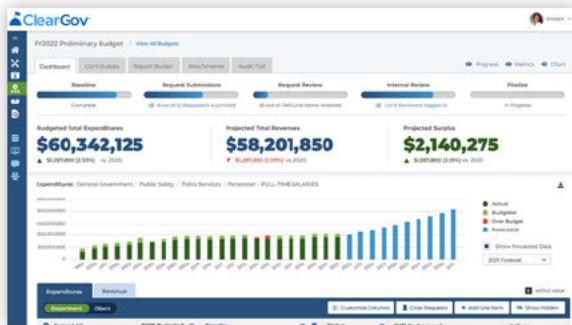
Below the dashboard are three charts:

- Personnel Costs (FY2022):** A pie chart showing the breakdown of personnel costs by category.
- Funds (FY2022):** A bar chart showing the distribution of funds across various departments.
- Departments (FY2022):** A bubble chart showing the size of departments by category.

[GET A DEMO](#)

# Budget Cycle Management Suite

## PRODUCT BRIEF



## Operational Budgeting

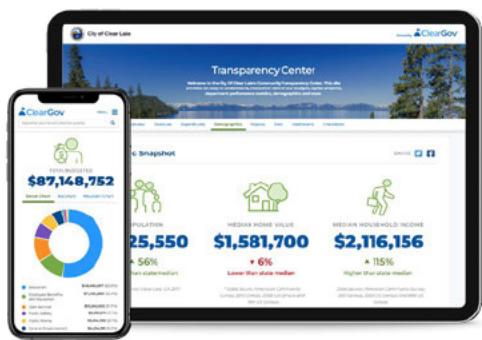
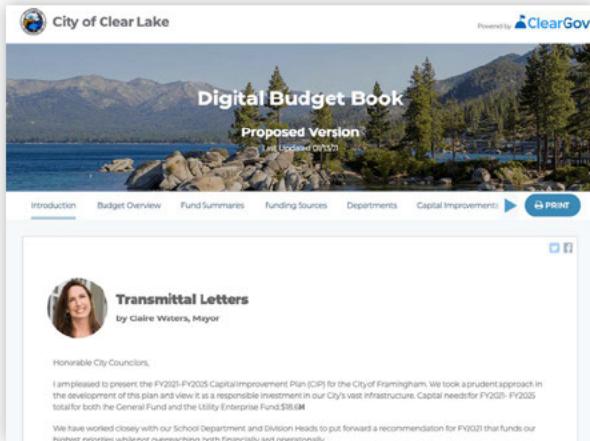
Eliminate spreadsheet errors and version control issues with cloud-native budgeting.

- ✓ Build your budget with ease as requests flow in from departments automatically for approval.
- ✓ Create AI-driven forecasts for long-term planning or use as a baseline for your budget.
- ✓ Collaborate with contributors as you edit line items - the audit trail is automatic.

## Digital Budget Book

The industry's first website-based solution that builds a budget book in a fraction of the time.

- ✓ Automate the creation of fund summary pages, charts, tables and more.
- ✓ Invite contributors to create new pages quickly with easy-to-use templates.
- ✓ Meet GFOA award criteria with built-in guidelines.
- ✓ Share online or print with just one click.



[GET A DEMO](#)

## Transparency

Tell your financial story in a way everyone can understand, and that's ADA-optimized by design.

- ✓ This turnkey, website-based solution is pre-populated with state-available data using dynamic infographics.
- ✓ Customize your profile with charts, department pages, and commentary to build community trust.
- ✓ Add narrative to the numbers that help stakeholders understand your finances and performance.



"From start to finish, ClearGov Budget Cycle Management is a suite that's well thought out. They clearly did their homework and did a great job integrating all of the products. ClearGov software is worth more than what we're paying for it!"

Brandon Neish, Finance Director, Sweet Home, OR

# Capital Budgeting

## PRODUCT BRIEF



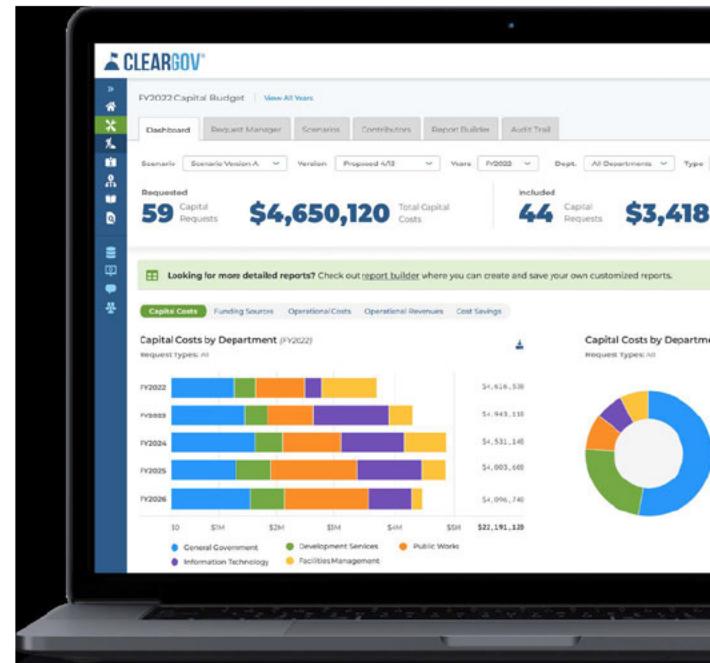
Imagine transforming the time-consuming, paper-based, error-prone Capital Improvement Planning (CIP) process into a modern, cloud-based, and efficient operation.

Requests from department heads arrive via easy-to-use digital forms and move seamlessly into your approval workflow. You're able to produce multi-year, multi-scenario plans with ease. And sharing the approved plan with stakeholders is available through automatically generated reports and website-based project pages.

Welcome to Capital Budgeting from ClearGov - a solution designed to overcome the limitation of legacy Excel and address the specific needs of the CIP process.

### Key Features:

- ✓ **Capital Budgeting Dashboard** - Review all capital improvement and equipment requests in one place.
- ✓ **Capital Request Manager** - Invite department heads to submit capital requests.
- ✓ **Request Scoring & Ranking** - Prioritize requests by scoring and ranking capital requests based on custom criteria.
- ✓ **Scenario Planning** - Create multiple scenarios to find the optimal combination of capital requests for your budget.
- ✓ **Report Builder** - Create and export custom reports to share your capital budget with stakeholders and other systems.
- ✓ **Capital Improvement Website** - Publish your capital plan online so residents and stakeholders can be informed.



[GET A DEMO](#)

# Capital Budgeting

## PRODUCT BRIEF



### How It Works



#### Collect

Invite department heads to submit their capital requests using pre-built request forms or easily customized forms — no more juggling of paper forms, Excel files or manual consolidation. You can also import prior years requests to include them in your budget.



#### Create

Each form collected automatically and seamlessly becomes accessible to the CIP process. Using customizable criteria the requests are automatically prioritized, which allows you to create unlimited multi-scenario, multi-year capital budgets options.



#### Communicate

Easily export reports or share your capital projects website to communicate your plan to the public. You can also connect your capital budget to Digital Budget Book, and publish projects to your Transparency center to further tell your financial story.

### Budget Cycle Management

Capital Budgeting is part of ClearGov's integrated suite of cloud-native financial solutions that is complementary to ERP/accounting systems and helps local governments streamline their budgeting process.

#### Capital Budgeting

Automate the way you collect, organize and optimize capital utilization.

#### Transparency

Tell your financial story to drive community support.



#### Personnel Budgeting

Salary management, scenario planning, and what-if analysis.

#### Operational Budgeting

Build your forecast and annual budget more efficiently and collaboratively.

Produce an interactive and award-winning budget book in a fraction of the time.



"The Capital Requests feature is very straightforward to use and department heads required no training to start using the software. It took just 5-10 minutes to create the custom forms, and it's nice to not have to worry about locking Excel sheets and consolidating requests."

Matthew Hamby, CRPF, Deputy Chief Financial Officer, Gainesville, GA

# Digital Budget Book

## PRODUCT BRIEF

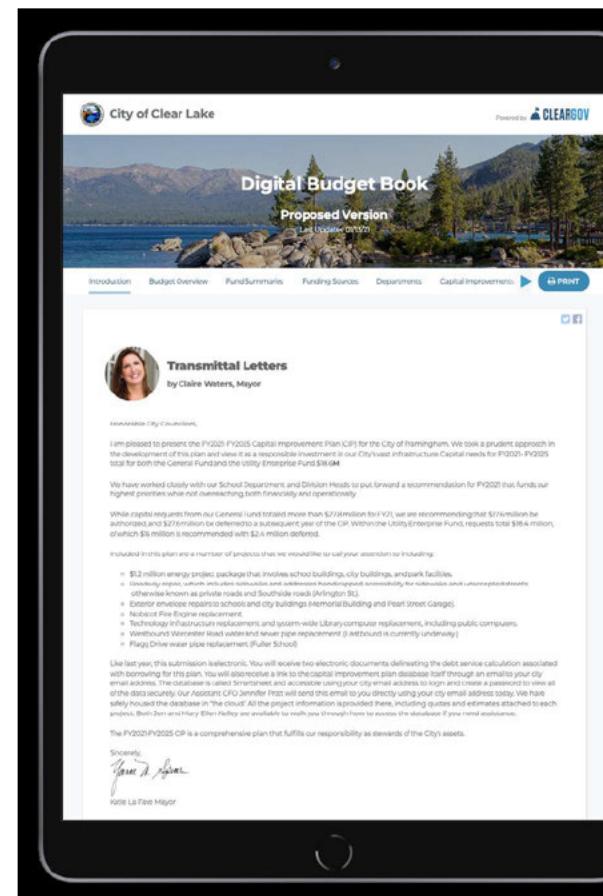


Using spreadsheets to create the tables, charts, and graphs for your annual budget book is not only tedious, it's inefficient. The more spreadsheets you manage and papers you shuffle, the greater the potential for error. And, the end result is a dry and lengthy budget book that's expensive to print and often out of date before the ink dries.

ClearGov's Digital Budget Book is the industry's first website-based solution that automates most of the budget book creation process using templates and data-driven charts and tables. Meet GFOA award criteria and deliver new levels of clarity, engagement and understanding for your citizens..

## Key Features:

- ✓ **Built-in GFOA Best Practices** - Built-in GFOA framework and templates auto-create key sections and pre-populate them with data. Simply add your narrative to complete an award-winning budget book.
- ✓ **Automated Fund Summaries** - Auto-generate pages for each fund in your budget, pre-populated with revenue, expense and historical data.
- ✓ **Department Specific Pages** - With a few clicks build department pages, including auto-updating revenue and expenditure data. Invite department heads to add context, narrative and strategic goals.
- ✓ **Collaborate and Customize** - Invite department heads and other stakeholders to edit key sections of the budget book. Customize and control how your budget data is displayed and shared with the public.
- ✓ **Capital Improvements Inclusion** - Automatically add annual and multi-year capital improvement plans directly into your digital budget book.
- ✓ **Automatic Data Updates** - Revenue and expense data are automatically updated as your budget changes, eliminating errors and saving time. Really valuable for those last-minute tweaks.



**GET A DEMO**

# Digital Budget Book

## PRODUCT BRIEF



### How It Works



#### Collect

Simply export your financials from your accounting system and ClearGov staff will do the heavy lifting to generate a skeleton budget book. Easily connect your ClearGov products to collect data from Capital Budgeting and Operational Budgeting.



#### Create

With the click of a button, ClearGov creates data-driven charts automatically. Simply add narration and other custom pages to complete your budget book. Invite department heads to contribute to their own sections of the budget book to do the same.



#### Communicate

Publish your Digital Budget Book and it will instantly generate a website-based budget book that you can share with the public. With just one click you can create a PDF version to send to print.

### Budget Cycle Management

Digital Budget Book is part of ClearGov's integrated suite of cloud-native financial solutions that is complementary to ERP/accounting systems and helps local governments streamline their budgeting process.

#### Capital Budgeting

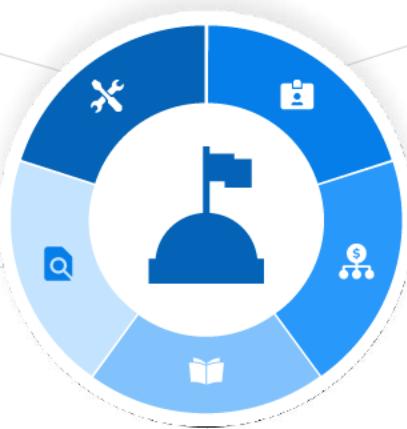
Automate the way you collect, organize and optimize capital utilization.

#### Personnel Budgeting

Salary management, scenario planning, and what-if analysis.

#### Transparency

Tell your financial story to drive community support.



#### Operational Budgeting

Build your forecast and annual budget more efficiently and collaboratively.

Produce an interactive and award-winning budget book in a fraction of the time.



"ClearGov's solution is the future of developing and presenting a budget book. We were able to easily build an interactive, digital version for online readers and a printed version for individuals who prefer the traditional approach. Digital Budget Book is sure to streamline the budget process."

Macy Walker, Financial Analyst  
El Mirage, AZ

# Operational Budgeting

## PRODUCT BRIEF

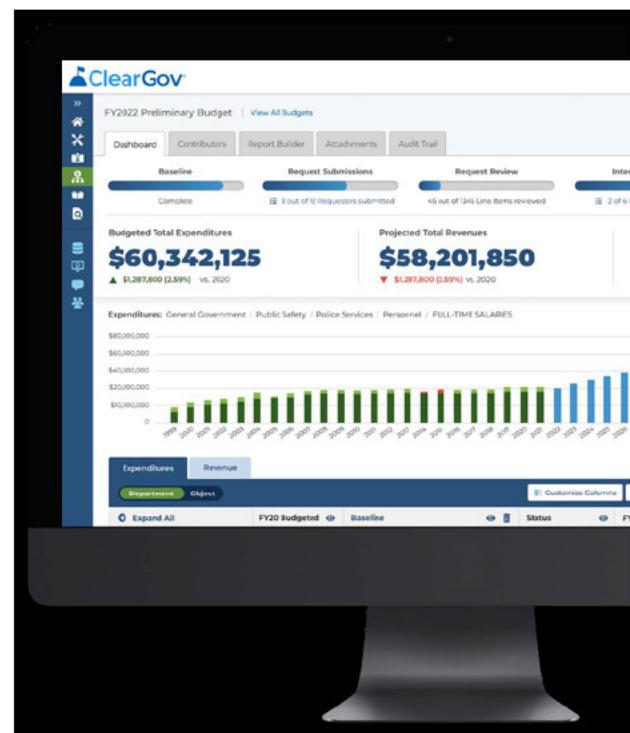


The typical budgeting process is time-consuming, cumbersome and error prone. After weeks of communicating by email and exchanging spreadsheets, all data collected is manually consolidated into a master spreadsheet.

In contrast, ClearGov offers collaborative budgeting software that streamlines communication with department heads and other budget stakeholders. A one-stop shop to dynamically forecast what-if scenarios, build a budget and communicate budgeting rationale.

### Key Features:

- ✓ **Operational Budget Dashboard** - Quickly see and share the status of your budget-building process. Filter on current and historical financial data. Automatically aggregate all budget requests in one place.
- ✓ **Departmental Collaboration** - Easily assign department budgets and invite department heads to submit requests and rationale. Efficiently track request and review status and send automatic reminders.
- ✓ **AI Driven Forecasting** - Sophisticated yet easy-to-use AI module enables you to create unlimited forecasts. Easily modify assumptions at the category level and instantly see the impact.
- ✓ **Centralized Communication** - Add comments, documents and supporting information to any line item. All content is centralized to streamline your budget review and communication process.
- ✓ **Audit Trail** - All budget edits are automatically tracked and stored within an audit trail. Easily review the historical record of budget decisions and communication.
- ✓ **Report Builder** - Create and export custom reports to share your operational budget with internal and external stakeholders and existing systems.



[GET A DEMO](#)

# Operational Budgeting

## PRODUCT BRIEF



### How It Works



#### Collect

Simply export your budget data to Excel and we'll build you a custom dashboard that mirrors your chart of accounts. Invite department heads to submit budget changes and collect their requests in one central location.



#### Create

Create unlimited budgets to plan for multiple scenarios or build an AI-based forecast to use as the basis for long-term planning. All changes are tracked automatically in the audit trail as you collaborate with others to finalize your budget.



#### Communicate

Communicate your budget internally by giving stakeholders viewing access. Then, publish the adopted version to your Transparency center and/or Digital Budget Book to share with internal (e.g., council members) and external stakeholders e.g., citizens).

### Budget Cycle Management

Operational Budgeting is part of ClearGov's integrated suite of cloud-native financial solutions that is complementary to ERP/accounting systems and helps local governments streamline their budgeting process.

#### Capital Budgeting

Automate the way you collect, organize and optimize capital utilization.



#### Personnel Budgeting

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Tell your financial story to drive community support.

#### Operational Budgeting

Build your forecast and annual budget more efficiently and collaboratively.

Produce an interactive and award-winning budget book in a fraction of the time.



"Having the budget online eliminates version control issues and lets everyone know where we are in the process. Instead of calling or emailing department heads, I can just go into ClearGov and access all the requests and supporting documentation in one spot."

Sean O'Brien, Special Assistant to the Finance Director,  
Town of Natick, MA

# Personnel Budgeting

## PRODUCT BRIEF



Your personnel budget is a critical - and often large - portion of your operating budget. You need to calculate the cost of salaries and benefits, and analyze how multiple scenarios could affect your budget.

ClearGov's unique Personnel Budgeting software platform was built specifically to help finance directors more easily budget for salaries, benefits and scenarios. Complete with powerful tools to manage position requests, inform union negotiations and much more. This solution lets you plan for the future of your workforce with confidence, knowing you've accounted for every layer of the cost.

### Key Features:

- ✓ **Personnel Dashboard** - Get a bird's eye view of staffing stats, as well as visually compare salary and benefits budgeting scenarios.
- ✓ **Position Request Manager** - Streamline position and reclassification requests with our customizable request forms and management system.
- ✓ **Vacancy Planning** - Budget well into the future with the ability to create and fill vacant positions on specified dates.
- ✓ **Union Negotiation Planning** - Analyze the effects of adjustments to salaries and benefits for more informed negotiations.
- ✓ **Multi-year Personnel Plans** - Automatically create salary and benefit plans for many years into the future.
- ✓ **Report Builder** - Create and export custom reports to share your personnel budget with internal and external stakeholders and existing systems.



[GET A DEMO](#)

# Personnel Budgeting

## PRODUCT BRIEF



### How It Works



#### Collect

Easily set up wage schedules and benefits in ClearGov and upload positions and employees to get started. Then, invite department heads to submit new position requests and reclassification requests to collect them all in one place.



#### Create

Create your personnel budget using powerful tools to manage data, build staffing scenarios, and forecast costs. Our unique visualization dashboard populates and adjusts as you make changes, so you can always see your personnel costs, by type, to help you create an accurate budget.



#### Communicate

Access a library of commonly requested reports to easily export and communicate your budget with stakeholders - or customize a report with the information you want to include. You can choose from different file types to export your report for simple sharing.

### Budget Cycle Management

Personnel Budgeting is part of ClearGov's integrated suite of cloud-native financial solutions that is complementary to ERP/accounting systems and helps local governments streamline their budgeting process.

#### Capital Budgeting

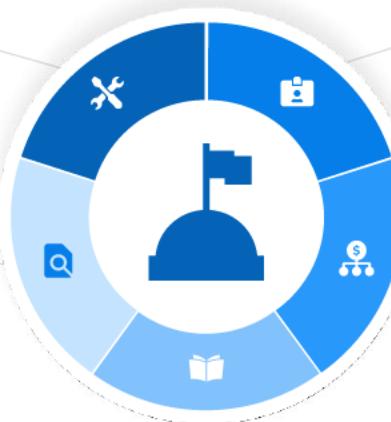
Automate the way you collect, organize and optimize capital utilization.

#### Personnel Budgeting

Salary management, scenario planning, and what-if analysis.

#### Transparency

Tell your financial story to drive community support.



#### Digital Budget Book

Produce an interactive and award-winning budget book in a fraction of the time.

#### Operational Budgeting

Build your forecast and annual budget more efficiently and collaboratively.



"ClearGov delivers exactly what they promise. The ClearGov solution helps us communicate our budget and key metrics in a way that everyone understands. Their solution is elegant, affordable, simple to use and saves us a bunch of time"

Ivy Adams, Budget Analyst  
Henry County, GA

# Transparency

## PRODUCT BRIEF



Context is key when it comes to being transparent with citizens. They want to know how their tax dollars are being spent, and sharing complex financial documents with them doesn't help. To truly be transparent, information needs to be easy to access and understand, for every resident, including those who need ADA-optimized content.

Tell your financial story using our simple-to-navigate Transparency center. Easy-to-understand infographics help you share financial information, departmental goals, and results in a way that not only informs, but also engages your community.

### Key Features:

- ✓ **Financial Story** - Help internal stakeholders and residents easily visualize and interpret important fiscal metrics to drive community support.
- ✓ **Open Checkbook** - At your option, deliver searchable check-level detail to help build public trust, dispel misconceptions, and increase accountability.
- ✓ **Custom Chart Builder** - Easily build dynamic financial, performance, and custom charts to display throughout the public profile.
- ✓ **Peer Comparisons** - Integrated peer group comparisons bring your data to life and provide critical context to close the communication gap.
- ✓ **Department Dashboards** - Easily create custom dashboard pages for each department to showcase the key benefits you're driving for your community.
- ✓ **Projects** - Quickly create and publish detailed project pages to share a project's summary, timeline, budget, and progress.



[GET A DEMO](#)

# Transparency

## PRODUCT BRIEF



### How It Works



#### Collect

Simply export fiscal data from your accounting system and we handle the rest. Easily connect your ClearGov products to pull in data from Operational Budgeting and Capital Budgeting.



#### Create

Our team transforms your complex financials into an easy-to-understand infographic-based website. Add custom charts, department pages, and narrative to add context to the numbers.



#### Communicate

Publish your Transparency center website to communicate your financial story, departments, and projects to the public. You can share it on your municipality's website to engage and inform residents.

### Budget Cycle Management

Transparency is part of ClearGov's integrated suite of cloud-native financial solutions that is complementary to ERP/accounting systems and helps local governments streamline their budgeting process.

#### Capital Budgeting

Automate the way you collect, organize and optimize capital utilization.



#### Transparency

Tell your financial story to drive community support.

#### Personnel Budgeting

Salary management, scenario planning, and what-if analysis.

#### Operational Budgeting

Build your forecast and annual budget more efficiently and collaboratively.

Produce an interactive and award-winning budget book in a fraction of the time.



"It's our job to communicate our budget — the what and the why — in a way that isn't confusing or overwhelming. We want to proactively engage citizens because what we're doing directly affects them. ClearGov gives us an effective and visually compelling way to do that."

Jay-Michael Baker, Community Engagement Manager  
Metropolitan District of Pueblo West, CO

## AGENDA ITEM REPORT Item 2

**Meeting Date:** February 14, 2022

**Department:** Public Works

Discussion  Action

Budgeted Expense:  YES  NO  N/A

**Submitted By:** Staff

**Reviewed By:**  City Manager  City Secretary  City Attorney

Finance Director

Other: Staff

### Agenda Item

**ITEM 2.** DISCUSSION/ACTION- Consider and take action for a potential adjustment to the water bill for the Homeowners Association (HOA) of Ashburne Glen for the water meter located at the North Entrance to the subdivision.

### Attachments:

**None:**

### Discussion / Justification:

The Homeowner's Association contacted Water Supervisor, Daniel Durham, regarding the water bill for July 2021. The Water Department tested the meter and discovered that the meter was reading 13 gallons per 10 gallons of actual usage. Meter's reading too fast is a very rare occasion. The meter was changed; however, the next billing cycle also reflected some overbilling.

June Billing \$39.66	7,000 gallons
July Billing \$446.16	81,000 gallons

After calculating the meter correctly, the billing for July should have been: \$279.81 and 56,700 gallons.

After meeting with the HOA as the Director of Public Works I granted a 50% adjustment bringing the final total of the July Billing to \$223.08.

The August Billing showed that the HOA used 78,000 gallons with an amount due of \$430.47.

No adjustment was given at this time due to City Ordinance stating that only 1 adjustment is allowed per 12-month period.

### Recommendation / Staff Comments:

I recommend that the Council approve a second adjustment on the August bill due to the over-reading by calculating an average of the June, July, and August Billings. This will bring the billing for August 2021 from \$430.47 to \$159.32.

The City of Ovilla does not have an ordinance for faulty equipment., I have no way of knowing when or how long a customer is watering landscaping. The only thing I can do is go from is the water meter and our testing of equipment. For reference, the South meter readings for the same months are June \$11.26, July \$91.39, and August \$22.14. It seems the Homeowner Association may have an issue with the programming at the North meter.

### Sample Motion(s):

*I motion to approve/deny an adjustment to the August billing of the Ashburne Glen Homeowner's Association for the water meter located at the North Entrance of the subdivision in the amount of \$271.15.*

## AGENDA ITEM REPORT

### Item 3

Meeting Date: February 14, 2022

Department: Administration

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Finance Director

Other:

#### AGENDA ITEM:

**ITEM 3. DISCUSSION/ACTION** – Consideration and action on an Ad-Hoc appointment of Windy Zabojnik to the City of Ovilla, Texas, Comprehensive Land Use Plan Committee.

#### Attachments:

Application

#### Discussion / Justification:

**Background:** Local Government Code Chapter 213 advises the update of a Comprehensive Land Use Plan (CLUP) be conducted every 5-years for long-range planning and development of the municipality. Comprehensive Land Use Plan is a guide to shape and control the physical development of the community; the purpose of promoting sound development of municipalities and promoting public health, safety, and welfare.

Chapter 395.058 addresses the advisory committee. It states that at least one member shall be a representative of the real estate, development, or building industry who is not an employee or official of a political subdivision or governmental entity.

Elements of the Comprehensive Plan comprise of multiple topics:

- Existing conditions
- Goals and objectives
- Implementation strategies
  - Housing
  - Infrastructure
- Future land use and map
  - Thoroughfares

The City's last update occurred in 2016 (excluding the recent update to the Thoroughfare Plan). Council recently appointed 7 residents and are still needing to appoint an Ad-Hoc member. MS Zabojnik is a licensed realtor.

#### Recommendation / Staff Comments:

Staff recommends appointment.

#### Sample Motion(s):

I move to appoint Windy Zabojnik to the temporary Comprehensive Land Use Plan Committee.

**COMPREHENSIVE LAND USE PLAN**  
**Review Committee**  
**INFORMATION STATEMENT AND APPLICATION**

The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on this committee, please complete the following.

NAME	Windy Zabojnik	
HOME ADDRESS	[REDACTED]	
	Ovilla, TX 75154	
HOW LONG HAVE YOU LIVED IN OVILLA?	11 yrs.	EMAIL [REDACTED]
HOME TELEPHONE	[REDACTED]	BUSINESS TELEPHONE <u>same</u>
PROFESSION	Realtor, Wellness Center owner	
INTERESTS	[REDACTED]	

2. Have you previously served as a member of a municipal board or commission in Ovilla? Yes (YES OR NO)

3. Have you served as a member of a municipal board or commission for another municipality? No (YES OR NO)

If yes to one or both, please list the municipality, committee and dates served:

Ovilla Parks Board, Ovilla CLUP (not sure of dates) (2015 - Present?) (2015?)	

5. Are you available to meet at least twice a month for the next six months?

Yes (YES OR NO)

6. Are there any specific days of the week in which you would be unable to attend a meeting? no (YES OR NO) \_\_\_\_\_ (DAY)

Wendy Zabojnik  
SIGNATURE

Wendy Zabojnik  
PRINTED NAME OF APPLICANT

DATE

2/9/22

DATE

just need as much notice  
as possible to plan  
around it.

If desired, you may submit additional information about yourself and attach to this form.

**CITY OF OVILLA OFFICIAL USE ONLY**

**DATE APPOINTED** \_\_\_\_\_

**RETURN TO CITY HALL,  
105 SOUTH COCKRELL HILL ROAD,  
OVILLA, TX 75154  
972-617-7262**

**ATTENTION: Bobbie Jo Taylor**



## AGENDA ITEM REPORT

### Item 4

Meeting Date: February 14, 2022

Department: Public Works

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

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

Agenda Item	
ITEM 4. DISCUSSION/ACTION- Consider and award a Request for Proposal (RFP) for Advanced Metering Infrastructure (AMI) Water Meters	
Attachments:	
a. Project Bid Opening b. Project Evaluation Totals	
Discussion / Justification:	
<p>The City Published in the Ellis County Press and on the City of Ovilla website a Request for Proposals for Advanced Metering Infrastructure (AMI) Water Meters on December 23, 2021.</p> <p>Two Bids were received and opened on the 24<sup>th</sup> of January. The Bids were from Smart Earth Technologies (SET) and Mountain States Pipe &amp; Supply (MSPS).</p> <p>SET Bid Total \$460,871.00 MSPS Bid Total \$625,089.41</p> <p>SET Bid Total does meet the City Budget. MSPS is over the amount budgeted for the project.</p> <p>Both Proposals noted products were made in the USA.</p> <p>The Public Works Department conducted research of AMI Water Meters by traveling to the City of Corsicana to seek opinions and check references of the SET software. The City of Corsicana relayed that the staff are happy with the product and services offered by Smart Earth Technologies (SET). The Department of Public Works believes that the AMI system is best for the City of Ovilla and the residents. The system will allow Ovilla to be more efficient with water use and allow citizens to monitor water usage.</p>	
Recommendation / Staff Comments:	
<p>As the Public Works Director, I am making a recommendation to the council to approve Smart Earth Technologies (SET) as our source for the AMI metering system.</p>	
Sample Motion(s):	
<p><i>I motion to accept a proposal from Smart Earth Technologies (SET) to provide Advanced Metering Infrastructure (AMI) Water Meters to the City of Ovilla</i></p>	



## **AMI Water Meter Project Bid Opening**

**City Hall Conference Room 2:00 p.m.**

Called Bid Opening at 2:00 p.m.

Attendance: Ben Jarrett

City Staff: City Manager Pam Woodall

City Secretary Bobbie Jo Taylor

Director of Public Works James Kuykendall

Water/Wastewater Supervisor Daniel Durham

Bids: In order of opening:

MT States Pipe and Supply                    Total Cost        \$625,089.41

Smart Earth Technologies                    Total Cost        \$460,871.00

Closed Bid Opening at 2:07 p.m.



## AMI Water Meter Project Evaluation

MSPS Evaluation Sheet

Evaluator: James Kuykendall

Date: January 26, 2022

	Criteria	Points
1.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	16
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	18
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	84

A handwritten signature in blue ink that reads "James Kuykendall".

Signature

A handwritten date in blue ink that reads "1-27-22".

Date



## AMI Water Meter Project Evaluation

Smart Earth Technologies Evaluation Sheet

Evaluator: James Kuykendall

Date: January 26, 2022

	Criteria	Points
1.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	25
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	25
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	100

A handwritten signature in blue ink that reads "James Kuykendall".

Signature

A handwritten date in blue ink that reads "1-27-22".

Date



## AMI Water Meter Project Evaluation

Smart Earth Technology Evaluation Sheet

Evaluator: Pam Woodall

Date: January 26, 2022

	Criteria	Points
1.Meets City Budget of \$516,262.00, 89% of Budget	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	25
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	25
3.Page 41	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.Made in USA, noted in proposal	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	100

P. Woodall

Signature

1-26-2022

Date



## AMI Water Meter Project Evaluation

MSPS Evaluation Sheet

Evaluator: Pam Woodall

Date: January 26, 2022

	Criteria	Points
1. Does not meet City Budget, 29% higher	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	10
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	10
3. Page 47 and Page 32	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4. Made in USA noted in proposal	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	70

P. Woodall

Signature

1-26-2022

Date



## AMI Water Meter Project Evaluation

Smart Earth Technologies Evaluation Sheet

Evaluator: Randall Bailey

Date: January 26, 2022

	Criteria	Points
1.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	25
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	25
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	100

A handwritten signature in black ink that reads "Randall Bailey". It is written in a cursive, flowing style.

Signature

01-26-2022

Date



## AMI Water Meter Project Evaluation

MSPS Evaluation Sheet

Evaluator: Randall Bailey

Date: January 26, 2022

	Criteria	Points
1.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	15
2.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	25
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	90

A handwritten signature in black ink that reads "Randall Bailey".

Signature

01-26-2022

Date



## AMI Water Meter Project Evaluation

MSPS Evaluation Sheet

Evaluator: Bobbie Jo Taylor

Date: January 26, 2022

	Criteria	Points
1. Cost was higher than budgeted amount and higher than other bid.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	17
2. The meter cost was substantially higher than other bid.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	19
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	86

  
\_\_\_\_\_  
Signature

1-26-22  
\_\_\_\_\_  
Date



## AMI Water Meter Project Evaluation

Smart Earth Technology Evaluation Sheet

Evaluator: Bobbie Jo Taylor

Date: January 26, 2022

	Criteria	Points
1. Bid came in under budgeted amount.	Total lifetime cost to the municipality to acquire the bidder's goods or services of installed (1227) water meters	25
2. The meter cost lower than other bid, fits in budget.	Total lifetime cost to the municipality to acquire bidder's goods or services for the additional 400 meters	25
3.	Quality of the bidder's goods or services to interface with the City and Customer Portals	25
4.	Extent to which the goods or services meet utility requirements and regulatory requirements of the A.W.W.A.	25
	Total	100

A handwritten signature in blue ink that reads "Bobbie Jo Taylor".

Signature

A handwritten date in blue ink that reads "1.26.22".

Date

## AGENDA ITEM REPORT

### Item 5

Meeting Date: February 14, 2022

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Finance Director

Other:

#### AGENDA ITEM

ITEM 5. **DISCUSSION/ACTION-** Consideration and Action on deed restrictions and the preparation for sale of .504 acres in Brookwood Estates owned by the City of Ovilla.

#### Attachments:

N/A

#### Discussion / Justification:

Council gave staff permission to obtain a certified appraisal for this property. An appraiser was hired however, due to illness and covid the appraisal has been delayed. He is prepared to finish the appraisal now but requests the restrictions in writing and approval by the governing body.

These restrictions have been discussed.

1. The property must be platted as part of an adjacent lot.
2. No street access for a driveway will be made available to the access easement to the existing lot.

Residential:

.504-acre Brookwood Estates, Ovilla

<https://esearch.elliscad.com/Property/View/167480>

Legal counsel has advised that prior to sell of this property (but after determining the sale price with restrictions), staff needs to send certified letters to abutting property owners.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

I move to approve the listed restriction(s) for the sale of .504 acre in Brookwood Estates, directing staff to follow recommended procedures for the sale.

## AGENDA ITEM REPORT

### Item 6

Meeting Date: February 14, 2022

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager

City Secretary

City Attorney

Finance Director

Other:

#### AGENDA ITEM

**ITEM 6.** **DISCUSSION/ACTION-** Consideration of and action on deed restrictions for 708 W. Main St. and 2.4 acres of landlocked property behind 708 W. Main St. known as the Switzer Property, which shall be platted as one parcel; both properties are owned by the City of Ovilla.

#### Attachments:

1. Surveys of both properties

#### Discussion / Justification:

Council directed staff to obtain a certified appraisal for this property. Although staff believes the 2.4 acres behind 708 Main was also intended to be included in the sale, staff needs to obtain permission from Council to move forward with that adjoining piece of property.

Additionally, the appraiser requests that any deed restrictions be in writing and approved by the governing body. An appraiser was hired however, due to illness and covid the appraisal has been delayed. He is prepared to finish the appraisal now but requests the restrictions in writing and approval by the governing body. Below are some specifics discussed by Council with staff.

House at 708 Main:

1. The property will be developed as a commercial property - No residential use.
2. The property must be developed to generate sales tax for the City.
3. The goal is to develop the property into a local restaurant with regional appeal possibly with outdoor seating in the lower areas along the creek.
4. Parking to be overbuilt by 50 spaces for inclusion as overflow parking for the downtown area and city events (city council to consider if the City will participate in cost of the 50 parking spaces-otherwise we need to split the property and build another parking lot ourselves).

Commercial:

708 Main Street, Ovilla

<https://esearch.elliscad.com/Property/View/187748>

It is the recommendation of staff and legal counsel to plat these two properties as one prior to sale.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

I move to approve/deny the noted deed restrictions for 708 W. Main St. and 2.4 acres of landlocked property behind 708 W. Main St. known as the Switzer Property, which shall be platted as one parcel; both properties are owned by the City of Ovilla.

# SURVEY PLAT

COPYRIGHT DATE 10-22-2018

BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND BEING 0.46 ACRES IN THE JAMES McNAMARA SURVEY, ABSTRACT NO. 693, ELLIS COUNTY, TEXAS, AS DESCRIBED IN DEED EXECUTED BY MONNIE SPRINGER TO REBECCA ANN SWITZER RECORDED IN VOLUME 917, PAGE 212, OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND BEING OUT OF THE CALLED G.L. WADDLE 5 ACRE TRACT AS DESCRIBED IN VOLUME 324 PAGE 60, DEED RECORDS OF ELLIS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A CHAIN LINK FENCE CORNER FOUND FOR THE S E CORNER OF THE A.H. MCLEMORE 1 ACRE TRACT DESCRIBED IN VOLUME 369 PAGE 68, DEED RECORDS OF ELLIS COUNTY, TEXAS, ALSO BEING THE S E CORNER OF TRACT 1 IN DEED FROM DIXIE BROWNING TO WADDLE HOLDINGS, LLC AS RECORDED IN VOLUME 2703 PAGE 1633 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS; THENCE NO<sup>o</sup>2<sup>o</sup>37'04" W, GENERALLY ALONG A FENCE AND TRACT LINE A DISTANCE OF 75.43 FEET TO A 1" STEEL ROD FOUND AT THE S W CORNER OF A 0.43 ACRE TRACT DESCRIBED AS TRACT 2 OF SAID WADDLE HOLDINGS, LLC DEED; (DEED NO<sup>o</sup>1<sup>o</sup>02'E, 74.9')  
THENCE N86<sup>o</sup>13'06"E WITH THE SOUTH LINE OF SAID 0.43 ACRE TRACT, A DISTANCE OF 266.28 FEET TO A POINT IN THE APPROXIMATE CENTERLINE OF A BRANCH; (DEED EAST 266.6') 266.37'  
THENCE S04<sup>o</sup>16'23"E WITH THE APPROXIMATE CENTERLINE OF SAID BRANCH AND TRACT LINE, 74.92 FEET TO A POINT IN THE N E CORNER OF A 0.64  
ACRE TRACT AS DESCRIBED AS TRACT 1 IN DEED TO JOHN A. WHITE AND WIFE, ANITA J WHITE AS RECORDED IN VOLUME 965  
PAGE 793 OF THE DEED RECORDS OF ELLIS COUNTY, TEXAS; (DEED S00<sup>o</sup>27'E, 74.9')  
THENCE S86<sup>o</sup>06'51" W WITH THE NORTH LINES OF SAID 0.64 ACRE TRACT AND 0.54 ACRE TRACT AS TRACT 2 OF SAID WHITE  
DEED, A DISTANCE OF 268.46 FEET TO THE POINT OF BEGINNING (DEED WEST, 268.5') AND CONTAINING 0.46 ACRES OF LAND,  
MORE OR LESS. BASIS OF BEARING TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE, ALL MEASUREMENTS ARE  
SURFACE MEASUREMENTS.

COCKRELL ROAD

HILL

TRACT 1  
VOL. 2703 PG. 1633  
S 86<sup>o</sup>16'03" W  
204.28'  
3/8" IPF  
149.83' 02<sup>o</sup>48'00" W  
VOL. 513 PG. 300  
SHILOH CUMBERLAND  
PRESBYTERIAN CHURCH  
VOL. 685 PG. 535  
3/8" IPF  
1/2" IRF  
P.O.B.

75.43',  
N02<sup>o</sup>37'04" W  
FP FND  
1/2" IRF  
VOL. 779 PG . 259  
3/8" IPF  
N 02<sup>o</sup>57'16" W  
225.42'  
S 05<sup>o</sup>15'45" E  
230.63'

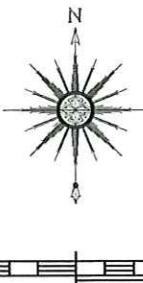
MAIN STREET

		<b>JIMMY W. POGUE, INC.</b> "Registered Professional Land Surveyors" FIRM NO. 101219-00 2106 N. Highway 67 (214) 371-0666 Voice Midlothian Texas 76065 (214) 371-9900 Fax Jimmilyn D. Woodard R.P.L.S. No. 5398	
G.F. Number:	1810008	Title Company:	ELLIS COUNTY ABST.
Certified to:	CITY OF OVILLA		
Job Number:	126052	Date:	10-22-2018
"A professional company operating in your best interest"			

TRACT 2  
VOL. 2703 PG. 1633

N86<sup>o</sup>13'06"E  
266.28'

20097.2 Sq. Feet  
0.46 Acres



BASIS OF BEARING  
 1. BEARINGS SHOWN HEREON ARE REFERENCED TO TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE, AND ARE BASED ON THE NORTH AMERICAN DATUM OF 1983. (2011 ADJUSTMENTS)  
 2. ALL AREAS SHOWN HEREON ARE CALCULATED BASED ON SURFACE MEASUREMENTS  
 3. ALL DISTANCES ARE MEASURED IN US SURVEY FEET.

ACCEPTED BY:

ALLISON & RICH GRENBERG  
VOLUME 2113 PAGE 719

WOOD HWY  
MARKER  
36.12'  
1/2" IRF  
339.68'  
S 88<sup>o</sup>36'33" W  
OVILLA AUTOMOTIVE  
VOL. 2020 PG. 415  
S 03<sup>o</sup>33'53" W  
177.76"

LEGEND	
O	POWER POLE
---	FENCE
B.L...	BUILDING LINE
—	EASEMENT LINE
IRF o	IRON ROD FOUND
IRS o	IRON ROD SET
P.W.L	POWER LINE
P.B.	POWER BOX
PROPERTY LINE	IMPROVEMENTS

I, Jimmilyn D. Woodard, Registered Professional Land Surveyor of the State of Texas, do certify that this Survey Plat is a representation of the property shown herein as determined by a survey on the ground. The lines and dimensions of said property being as indicated by the plat; the size, location and type of above ground improvements are as shown. Corner monuments are as shown on survey. EXCEPT AS SHOWN ON SURVEY, THERE ARE NO ABOVE GROUND ENCROACHMENTS OR ABOVE GROUND PROTRUSIONS.

This survey makes no judgments as to the ownership of the property, only that the property exist on the ground as shown and surveyed from a description provided to the surveyor.

This Survey was performed exclusively for the parties shown herein and is licensed for a single use. This Survey remains the property of the Jimmy W. Pogue, Inc. Unauthorized reuse is not permitted without the expressed written permission of the President of company. This survey is an original work protected by United States Copyright Law and International Treaties. All rights reserved. Do not make illegal copies.

  
 Jimmilyn D. Woodard RPLS #5398  
 THIS SURVEY VALID WITH EMBOSSED SEAL  
 AND ORIGINAL SIGNATURE IN BLUE INK



(F.M. 664)

OVILLA ROAD

# SURVEY PLAT

COPYRIGHT DATE

10-22-2018

BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND BEING 1.97 ACRES IN THE JAMES McNAMARA SURVEY, ABSTRACT NO. 693, ELLIS COUNTY, TEXAS, AS DESCRIBED IN DEED EXECUTED BY ASTER E. MCLEMORE TO JOHN ALTON WHITE AND ANITA WHITE RECORDED IN VOLUME 779 PAGE 259, DEED RECORDS OF ELLIS COUNTY, TEXAS, AND AS DESCRIBED IN DEED EXECUTED BY DAVID E. WHITE AND WIFE, RESSIE WHITE TO JOHN A. WHITE AND WIFE, ANITA J. WHITE RECORDED IN VOLUME 965 PAGE 793, OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A 3/8" IRON PIPE FOUND IN THE NORTH LINE OF COCKRELL HILL ROAD AND BEING THE SW CORNER OF SAID WHITE TRACT AS DESCRIBED IN VOLUME 779 PAGE 259 DRECT;  
THENCE NO2°57'16"W ALONG THE WEST LINE OF SAID WHITE TRACT AND THE EAST LINE OF A TRACT TO THE SHILOH CUMBERLAND PRESBYTERIAN CHURCH AS RECORDED IN VOLUME 685 PAGE 535 OF THE DEED RECORDS OF ELLIS COUNTY, TEXAS, A DISTANCE OF 225.42 FEET TO A 3/8" IRON PIPE FOUND FOR CORNER AND BEING THE NEC OF SAID CHURCH TRACT; (DEED NORTH 226.5')  
THENCE N85°52'42"E WITH THE NORTH LINE OF SAID WHITE TRACTS A DISTANCE OF 333.06 FEET TO A POINT IN THE APPROXIMATE CENTERLINE OF A BRANCH; (DEED EAST)  
THENCE WITH THE APPROXIMATE CENTERLINE OF SAID CREEK BRANCH THE FOLLOWING COURSE AND DISTANCE: S01°36'37"E, 104.86 FEET, S47°00'00"E 86.0 FEET, AND S07°45'00"W 89.70 FEET TO A POINT FOR CORNER;  
THENCE N89°46'31"W WITH THE SOUTH LINE OF SAID WHITE TRACT A DISTANCE OF 269.03 FEET TO A 5/8" IRON PIPE FOUND FOR THE SEC OF SAID WHITES TRACT DESCRIBED IN VOLUME 779 PAGE 259 DRECT AND BEING IN THE NORTH LINE OF COCKRELL HILL ROAD; (DEED N84°33'W)  
THENCE CONTINUING WITH THE NORTH LINE OF COCKRELL HILL ROAD N88°46'55"W A DISTANCE OF 105.32 FEET TO THE POINT OF BEGINNING AND CONTAINING 1.97 ACRES OF LAND, MORE OR LESS.

TRACT 1  
VOL. 2703 PG. 1633

FP FND

1"IPF

3/8" IPF

1/2" IRF

## AGENDA ITEM REPORT

### Item 7

Meeting Date: February 14, 2022

Discussion Action

Submitted By: Staff

Reviewed By:  City Manager

Finance Director

City Secretary

City Attorney

Other: PW staff

#### AGENDA ITEM

**ITEM 7.** **DISCUSSION/ACTION-** Consideration of and action on a proposal from Mottla Architects, for the architectural and engineering services on the renovation in city hall.

#### Attachments:

1. Proposal and design

#### Discussion / Justification:

**BACKGROUND:** Since the Public Works Department acquired their own building, that area between the Council Chamber room and the Fire Department bay has been empty. It has been completely demolished and basically an empty shell. Staff is currently working with Mottla Architects for the renovation of the Police Department Building and Retention Area and asked if they can assist with this additional area in city hall.

**PROPOSAL and COST:** Staff needs more workspace and proposes to renovate that area with a public restroom, conference/training & kitchen area for staff. The old kitchen area in the city office area will be renovated to a regular office. We believe staff can manage or help with the old kitchen/office renovation at a minimal cost.

This item is not in the budget and would require a budget amendment. The proposal for the drawings and specifications is \$11,700.

The design for this area in city hall is being updated.

#### Recommendation / Staff Comments:

Staff recommends approval.

#### Sample Motion(s):

I move to approve/deny proposal from Mottla Architects, for the architectural and engineering services on the renovation in city hall.



Registered Texas Architect- #16607 NCARB Certified Architect-#51602  
308 East Marvin, Waxahachie, TX 75165  
Office: 972.923.2269 Email: [info@mottlaarchitects.com](mailto:info@mottlaarchitects.com)

## Proposal for Architectural & Engineering Services

February 9, 2022

**Owner:** City of Ovilla, Texas

**Project:** Alterations to Existing City Hall Building

**Scope of Work:** Reconfiguration and Alteration within the existing footprint of City Hall for a new Council Conference Room with a dedicated Unisex Toilet Room and Kitchen. *Basis of Design* is suggested on the attached 'Exhibit 'A' after identifying various accessibility issues with the sketch provided to Mottla Architects, Inc. by; and through a discussion with the City Manager on 2.8.22

### **Basic Services:**

- **Design Services-** All services within the Architect's normal scope of work required to achieve- by means of drawings and documents- an Owner-approved final design.
- **Construction Documents-** Based on the Owner-approved design- within the Architect's Scope of Work that are generally deemed necessary for governing- body approval, accurate bidding and construction of the project. All architectural and engineering drawings, details and specifications shall bear the Architect's or Professional Engineer's seal and current registration number

**Construction Documents to Include:** (For context, these drawings shall be similar in scope and type as those within the Police Department Alterations Bid Set- delivered to the City on 1.31.22)

**Architectural:** All standard drawings, details and specifications required for issuance of construction permits; shall be prepared and sealed by a Licensed Texas Architect.

**Mechanical, Plumbing and Electrical:** All standard drawings, details and specifications required for issuance of construction permits; shall be prepared and sealed by a Texas Registered Professional Engineer.

**Corrections:** All corrections and revisions required by any applicable governing- body required for the issuance of approvals and permits -within the Architect's scope of work are included in the Architect's fee.

**TAS/ADA Submittal:** This project will be subject to review by a state-licensed Registered Accessibility Specialist (RAS) for ADA/TAS compliance. Pursuant to State law, the Architect will submit the final applicable Construction Documents to the Registered Accessibility Specialist (RAS) of the Architect's choosing for review. The Owner shall pay all applicable submittal, review and inspection fees. Subsequent to this review, the Architect will make any necessary corrections to achieve TAS compliance as a Basic Service.

**Additional Services:** Additional Architectural and/ or Engineering Services not specifically detailed in this proposal are available at the Architect's standard hourly rate of \$175/hr. or as a stipulated sum-depending on the nature of the service.

**Insurance:** Mottla Architects, Inc. maintains Professional Liability Insurance in the amount of \$1M per occurrence and \$2M aggregate.

**Stipulated Sum:** **\$11,700 (Eleven Thousand Seven-Hundred Dollars)**

**Terms of Payment:** 100% Balance due upon electronic delivery of the Bid/ Permit Documents

**ATTACHMENTS:** Exhibit "A"

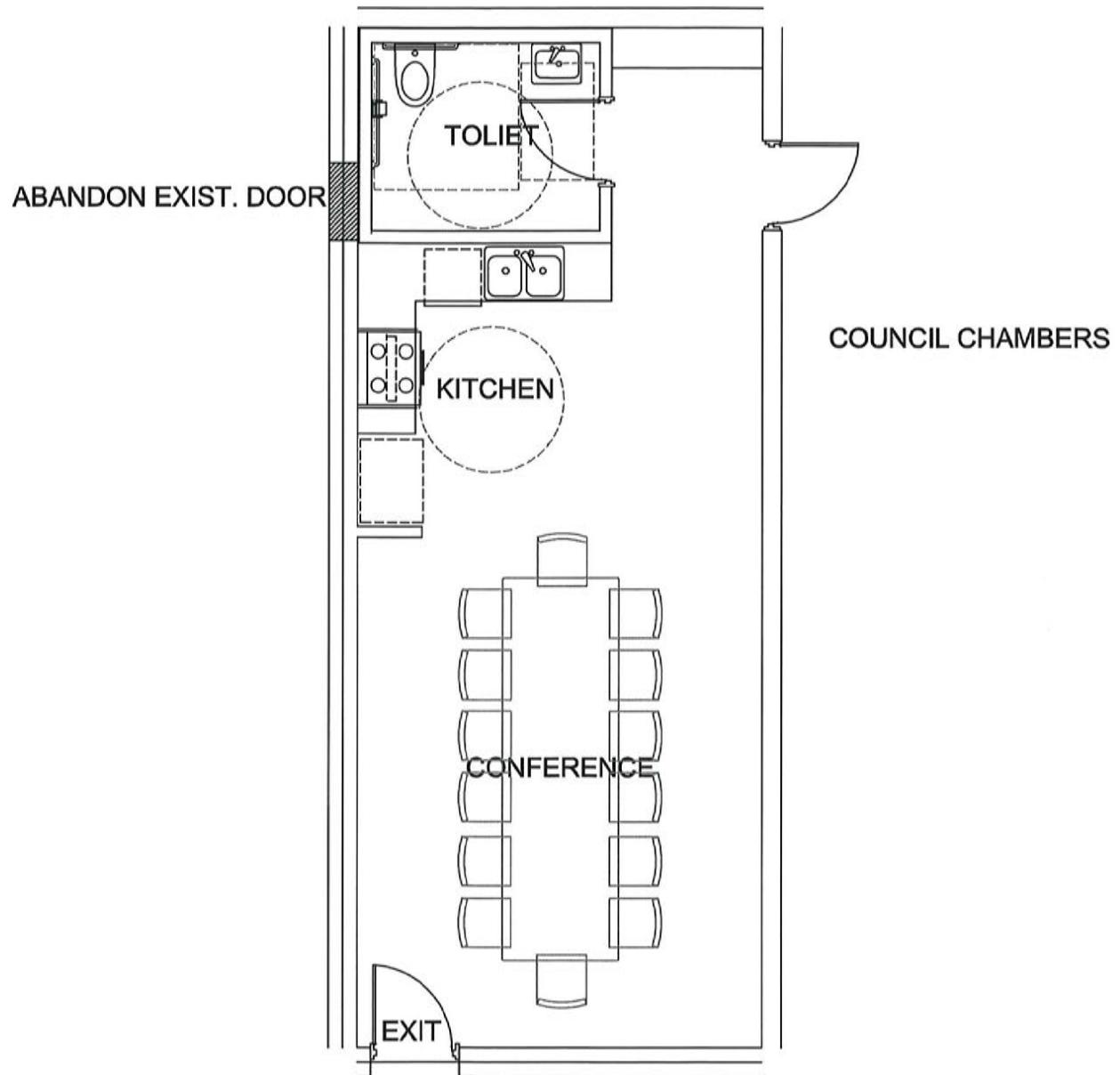
Respectfully Submitted,



Anthony Mottla  
Principal

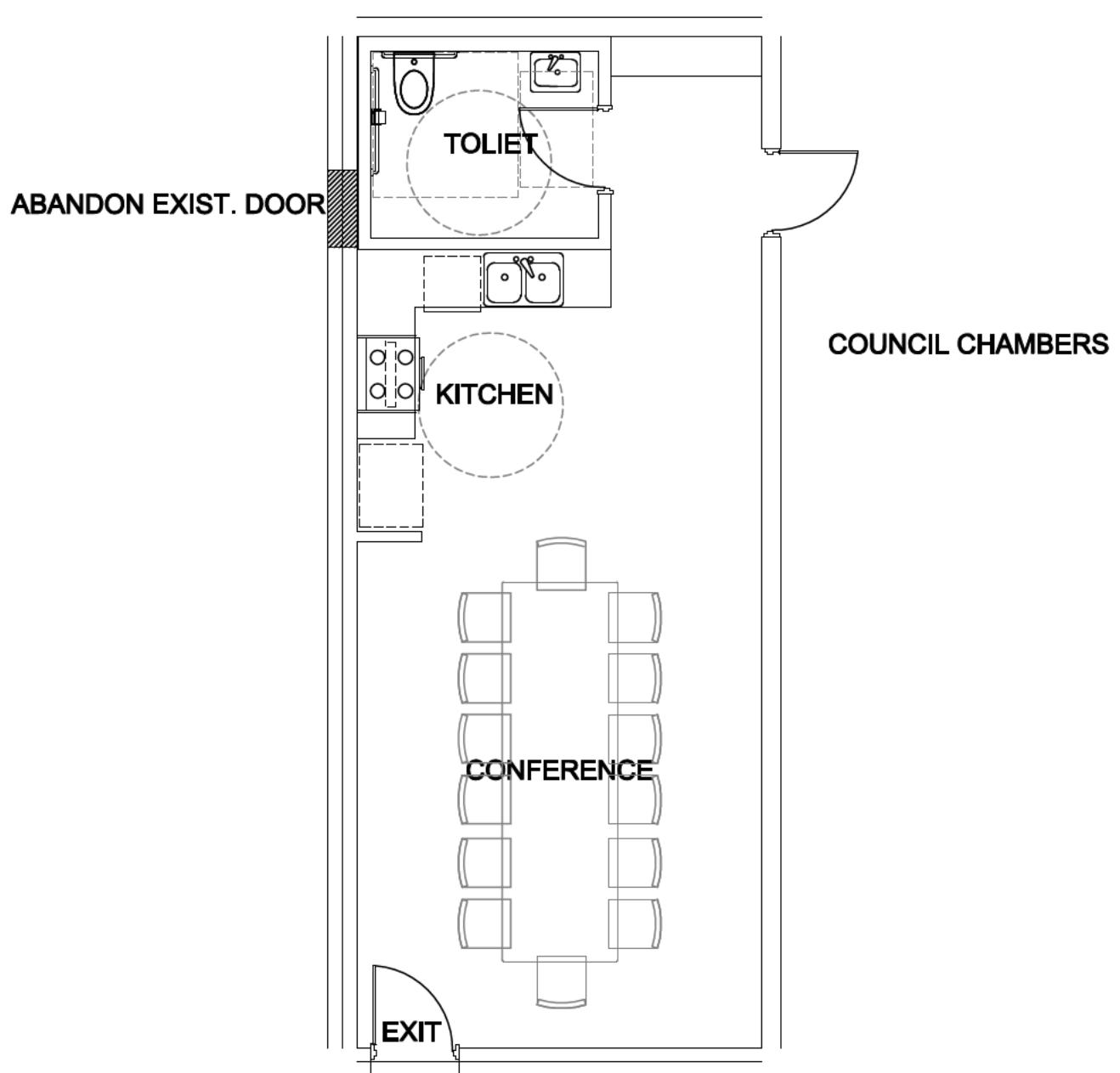
Mottla Architects, Inc.  
308 East Marvin Ave.  
Waxahachie, Texas 75165

*This Proposal Shall remain valid for thirty (30) calendar days from today's date of 2.9.22*



**EXHIBIT 'A'**  
**2.8.22**





**EXHIBIT 'A'**  
**2.8.22**



## AGENDA ITEM REPORT

### Item 8

Meeting Date: February 14, 2022

Discussion  Action

Submitted By: Staff

Reviewed By:  City Manager  City Secretary  City Attorney

Finance Director  Other: Code

#### Justification

N/A

**ITEM 8.** **DISCUSSION-** Discuss a potential change to the City of Ovilla Ordinances to waive building permit fees for the replacement of existing fences.

#### Attachments:

1. Fee Schedule
2. Section 3.05.10, Code of Ordinances, Fence Maintenance

#### Discussion / Justification:

Place 3 Griffin requested discussion from the City Council to waive the building permit fee if a fence is being replaced that would not change location nor would any of the original poles be replaced.

Currently, per the fee schedule, the permit for any fence old or new is \$25.00. If a fence does not conform to the City of Ovilla's regulations or Ordinances, then it is possible that installing a fence could be placed before the Board of Adjustment (BOA) which would entail an additional fee. The fee to go before the BOA is \$200.00. Fence cases being referred to the BOA are rare.

#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

Discussion Only

#### Sec. A4.001 Building permit fees

The schedule for fees to be charged by the city for building permit and inspection fees will be as follows:

- (1) All new single-family and multifamily construction, including normal inspections, additions and alterations:
  - (A) New residential dwelling construction: \$2,400.00 per dwelling unit.
  - (B) Residential remodel or addition construction: \$1,200.00 per dwelling unit.
  - (C) Solar panel installation: \$325.00 per dwelling unit.
  - (D) HVAC installation: \$125.00 per dwelling unit.
  - (E) Plumbing: \$125.00 per dwelling unit.
  - (F) Electrical: \$100.00 per unit.
  - (G) Water heater: \$100.00 per unit.
  - (H) Miscellaneous mechanical: \$100.00 per unit.
- (2) All other building permit and inspection fees including normal inspections; additions and alterations:

Valuation*	Fee
\$1.00 to \$10,000.99	\$165.00
\$10,001.00 to \$25,000.99	\$169.69 for the first \$10,000.00 plus \$14.70 for each additional \$1,000.00
\$25,001.00 to \$50,000.99	\$377.19 for the first \$25,000.00 plus \$10.94 for each additional \$1,000.00
\$50,001.00 to \$100,000.99	\$647.28 for the first \$50,000.00 plus \$7.85 for each additional \$1,000.00
\$100,001.00 to \$500,000.99	\$1,092.74 for the first \$100,000.00 plus \$6.25 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.99	\$3,556.95 for the first \$500,000.00 plus \$5.24 for each additional \$1,000.00
\$1,000,001.00 and up	\$6,176.69 for the first \$1,000,000.00 plus \$3.48 for each additional \$1,000.00

\*Valuation subject to review by city staff.

- (3) Certificate of occupancy (commercial only): \$100.00.
- (4) Swimming pools:
  - (A) In-ground swimming pools: \$50.00, plus actual cost of inspection.
  - (B) Above-ground swimming pools: \$75.00.
- (5) Reinspection and/or additional inspections:
  - (A) All new single-family and multifamily construction, including normal inspections additions and alterations:
    - (i) New residential dwelling construction: \$30.00 plus actual cost of inspection per dwelling unit.
    - (ii) Residential remodel or addition construction: \$30.00 plus actual cost of inspection per dwelling unit.

- (iii) Solar panel installation: \$30.00 plus actual cost of inspection per dwelling unit.
- (iv) HVAC installation: \$30.00 plus actual cost of inspection per dwelling unit.
- (v) Plumbing: \$30.00 plus actual cost of inspection per unit.
- (vi) Electrical: \$30.00 plus actual cost of inspection per unit.
- (vii) Water heater: \$30.00 plus actual cost of inspection per unit.
- (viii) Miscellaneous mechanical - \$30.00 plus actual cost of inspection per unit

(B) All other building permit and inspection fees including normal inspections; additions and alterations:

Valuation*	Fee
\$1.00 to \$10,000.99	\$86.92
\$10,001.00 to \$25,000.99	\$99.69 for the first \$10,000.00 plus \$7.70 for each additional \$1,000.00
\$25,001.00 to \$50,000.99	\$215.19 for the first \$25,000.00 plus \$5.56 for each additional \$1,000.00
\$50,001.00 to \$100,000.99	\$354.19 for the first \$50,000.00 plus \$3.85 for each additional \$1,000.00
\$100,001.00 to \$500,000.99	\$546.69 for the first \$100,000.00 plus \$3.08 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.99	\$1,778.69 for the first \$500,000.00 plus \$2.62 for each additional \$1,000.00
\$1,000,001.00 and up	\$3,088.69 for the first \$1,000,000.00 plus \$1.74 for each additional \$1,000.00

(6) Accessory buildings and other structures:

(A) Accessory buildings, patio covers, etc.: \$40.00.

(B) Accessory buildings with plumbing and/or electrical: \$30.00 plus actual cost of inspection.

(7) If work is performed on items requiring a building permit before obtaining the permit, the fee will be twice the original fee set forth in this schedule.

(8) Additional charge for after-hours/weekend inspections:

(A) Residential new construction: \$70.00/hour, minimum 2 hours.

(B) Commercial/multifamily new construction: \$140.00/hour, minimum 2 hours.

(C) Other inspections: \$50.00/hour.

(9) Fee for fire code inspection services (fire alarm and/or sprinkler systems):

(A) Single-family and multifamily dwellings: \$480.00 per dwelling unit.

(B) All other structures:

Valuation*	Fee
\$1.00 to \$250,000.99	\$750.00

\$250,001.00 to \$500,000.99	\$1,050.00
\$500,001.00 to \$1,000,000.99	\$1,350.00
\$1,000,001.00 to \$3,000,000.99	\$1,900.00
\$3,000,001.00 to \$6,000,000.99	\$2,850.00
\$6,000,001.00 and up	\$2,850.00 for first \$6,000,000.00 plus \$0.25 for each additional \$1,000.00

- (10) Fill-dirt/grading permit: \$50.00.
- (11) Roofing:
  - (A) Permit: \$50.00.
  - (B) Contractor registration:
    - (i) Initial registration: \$75.00.
    - (ii) Annual renewal registration: \$50.00.
- (12) Fence permit: \$25.00.
- (13) Flatwork: \$40.00.
- (14) Septic systems:
  - (A) New installation: \$275.00.
  - (B) Repair: \$75.00.
  - (C) Inspect existing system: \$40.00.
- (15) Yard sprinkler systems: \$25.00.

### Sec. 3.05.010 Maintenance

- (a) Any person, group of persons or corporation owning or having control of any fence within the city shall be responsible to maintain the fence in a safe and visibly presentable condition. This shall include replacement of broken or defective boards, posts, wire, wood, wrought iron, vinyl, brick, pierced brick, stone, mortar, blocks, wood or other fence parts or a combination of some or all. This section requires owners to remove, repair, or replace fences identified in violation that may cause the fence to be unsafe or unsightly.
- (b) No permit will be required for normal fence maintenance; however, if the fence has deteriorated beyond fifty percent (50%) of the fence value, and does not comply with the provisions of this article including subsection (d) below, then the terms of this article shall prevail.
- (c) A fence is considered dilapidated if 10% of its pickets, bricks, stones, blocks, wire or structural members are damaged, missing, broken or rotted; or if any 8-foot section is more than 15 degrees off vertical alignment.
- (d) New fences and replacement fences that replace 50% or more of one side of a fence require permits from the city.
- (e) Wooden fences: The posts and rails of a new or extended fence must not be exposed to an adjacent street, or a neighbor's yard, in other words, the smooth side of a fence must face an adjacent public street or a neighbor's property. Also, both new and replacement wooden fences must have metal posts set in concrete.
- (f) Wooden fences must maintain uniformly colored wood or other permanent material, which creates an appearance of equal character or visual integrity.
- (g) Fences shall be constructed of city code approved wire, wood, wrought iron, vinyl, brick, pierced brick, stone, mortar, blocks, wood or other fence parts or a combination of some or all. The density and design is subject to the building code of the city. Wooden fences are required to be natural wood with metal posts except for decorative wooden rail fences. Wood byproducts and wood particleboards or sheets of wood byproducts of any type are prohibited.
- (h) Subsection (a) above requires property owners of fences or those having control of the fences to maintain their fences in a structurally sound, safe and presentable condition. This section requires owners to remove, repair, or replace fences identified in violation. (Removal is not an option where a pool barrier fence, including a locked pool gate, is involved or when zoning regulations specifically require a fence and a locked gate.)

## AGENDA ITEM REPORT

### Item 9

Meeting Date: February 14, 2022

Discussion  Action

Submitted By: Staff

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

#### Agenda Item

ITEM 9. DISCUSSION- Discuss layout and cost for a potential downtown sidewalk project.

#### Attachments:

1. Potential Layout Map

#### Discussion / Justification:

Staff has prepared a potential placement layout of the sidewalks to be added to the downtown area. The map attached shows the placement marked in orange and includes the following:

1. The area needed for an easement dedication
2. The land that will need an affidavit to allow placement
3. The depth of the sewer line
4. The water service placement crossing to the property next to the layout of the sidewalk
5. The sewer service placement crossing to the property next to the layout of the sidewalk

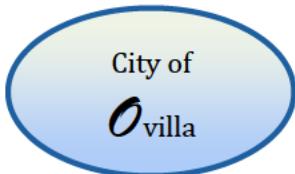
#### Recommendation / Staff Comments:

N/A

#### Sample Motion(s):

Discussion Only





# Ovilla City Council

## AGENDA ITEM REPORT Item 10

Meeting Date: February 14, 2022

Department: Administration

Discussion  Action

Budgeted Expense:  YES  NO  N/A

Submitted By: Staff

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

### Agenda Item / Topic:

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

### Attachments:

None

### Discussion / Justification:

All consent items are attached for Council consideration. Any items pulled from the Consent agenda will be reviewed under this item.

### Recommendation / Staff Comments:

Staff recommends approval.

### Sample Motion(s):

I move to approve...

OVILLA POLICE DEPARTMENT  
ACTIVITY REPORT / JANUARY 2022



J. Bennett, Chief of Police

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / JANUARY 2022

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**PERSONNEL UPDATE:**

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

CHIEF OF POLICE	(BENNETT)
LIEUTENANT	(GEISER)
SERGEANT	(BREEDLOVE)
SERGEANT	(ORTEGON)
PATROL OFFICER / DETECTIVE	(KRETLOW)
PATROL OFFICER	(MALKE)
PATROL OFFICER	(HARTIN)
PATROL OFFICER	(FLORES)
PATROL OFFICER	(WOMACK)
PATROL OFFICER	(RAMIRES)
PATROL OFFICER	(Recruit BRAVO) In police academy.
ADMINISTRATIVE ASSISTANT	(EMILY STARKEY)

\*We had four officers out multiple days with COVID. All officers have recovered and are back on duty.

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OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / JANUARY 2022

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1 – Felony Arrest

0 – Misdemeanor Arrests

212 Total Traffic Stops.

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

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

53 Total Citations issued.

Roughly 76% 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.

January 2022	TO	February 2022	MILEAGE	MAINTENANCE PERFORMED
Police Unit #	Begin	End	Accrued	
116	112,293	112,863	<b>570</b>	New Battery
117	115,997	116,864	<b>867</b>	Tune-Up: New Water Pump, & New Canister Purge Valve
216	36,964	37,224	<b>260</b>	
119	56,038	58,171	<b>2,133</b>	Fuel Treatment, Tune- Up: New Spark Plugs, & New Upper Intake Manifold Gasket
120	49,483	52,388	<b>2,905</b>	
220	48,420	50,557	<b>2,137</b>	

OVILLA POLICE DEPARTMENT

## MONTHLY REPORT / JANUARY 2022

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Subject: Police Department Monthly Activity Report

Calls For Service	January 2022	January 2022 YTD	January 2021	January 2021 YTD
Accident	6	6	6	6
Alarms	15	15	10	10
Arrest	1	1	2	2
Assault/Assault FV	0	0	2	2
Assists	92	92	50	50
Building / House Security Check	322	322	638	638
Burglary	0	0	0	0
Burglary of Motor Vehicle	3	3	0	0
Criminal Mischief	1	1	0	0
Disturbance	10	10	9	9
Neighborhood Check	875	875	1283	1283
Other Calls for Service	112	112	74	74
Suspicious Person	3	3	7	7
Suspicious Vehicle	13	13	23	23
Theft	6	6	0	0
Traffic Assignment/School Enforcement	17	17	63	63
<b>TOTAL CALLS FOR SERVICE</b>	<b>1476</b>	<b>1476</b>	<b>2167</b>	<b>2167</b>

Volunteer and Reserve Officer Hours	0	0	26	26
Average Response Time (Minutes)	4.13	4.13	3.51	3.51

# Racial Profiling Report | Full

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Agency Name: OVILLA POLICE DEPT.

Reporting Date: 01/11/2022

TCOLE Agency Number: 139209

Chief Administrator: CHARLIE J. BENNETT II

Agency Contact Information:

Phone: (972) 617-7262

Email: jbennett@cityofovilla.org

Mailing Address:

105 SOUTH COCKRELL HILL ROAD  
OVILLA, TX 75154

This Agency filed a full report

OVILLA POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the OVILLA POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the OVILLA POLICE DEPT. if the individual believes that a peace officer employed by the OVILLA POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the OVILLA POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the OVILLA POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
  - a. the race or ethnicity of the individual detained;
  - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
  - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
  - e. the location of the stop;
  - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - a. the Commission on Law Enforcement; and
  - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The OVILLA POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: Charlie J Bennett II  
Chief of Police

Date: 01/11/2022

# Total stops: 2337

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## Street address or approximate location of the stop

City street	2093
US highway	0
County road	224
State highway	9
Private property or other	11

## Was race or ethnicity known prior to stop?

Yes	0
No	2337

## Race / Ethnicity

Alaska Native / American Indian	4
Asian / Pacific Islander	13
Black	834
White	1101
Hispanic / Latino	385

## Gender

Female	889
Alaska Native / American Indian	2
Asian / Pacific Islander	5
Black	342
White	425
Hispanic / Latino	115
Male	1448
Alaska Native / American Indian	2
Asian / Pacific Islander	8
Black	492
White	676
Hispanic / Latino	270

## Reason for stop?

Violation of law	26
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	11
White	13

Hispanic / Latino	2
<b>Preexisting knowledge</b>	<b>11</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	5
White	4
Hispanic / Latino	2
<b>Moving traffic violation</b>	<b>1744</b>
Alaska Native / American Indian	4
Asian / Pacific Islander	12
Black	632
White	832
Hispanic / Latino	264
<b>Vehicle traffic violation</b>	<b>556</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	186
White	252
Hispanic / Latino	117

#### Was a search conducted?

<b>Yes</b>	<b>44</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	31
White	6
Hispanic / Latino	7
<b>No</b>	<b>2293</b>
Alaska Native / American Indian	4
Asian / Pacific Islander	13
Black	803
White	1095
Hispanic / Latino	378

#### Reason for Search?

<b>Consent</b>	<b>2</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	1

Hispanic / Latino	0
<b>Contraband</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Probable</b>	<b>38</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	27
White	5
Hispanic / Latino	6
<b>Inventory</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Incident to arrest</b>	<b>4</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	0
Hispanic / Latino	1

#### Was Contraband discovered?

<b>Yes</b>	<b>30</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	18
White	7
Hispanic / Latino	5
<b>No</b>	<b>14</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	13
White	0
Hispanic / Latino	1

Did the finding result in arrest?	
(total should equal previous column)	
Yes 0	No 0
Yes 0	No 0
Yes 4	No 14
Yes 0	No 7
Yes 0	No 5

**Description of contraband**

<b>Drugs</b>	<b>21</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	13
White	4
Hispanic / Latino	4
<b>Weapons</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Currency</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Alcohol</b>	<b>1</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	0
<b>Stolen property</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Other</b>	<b>8</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	3
Hispanic / Latino	1

**Result of the stop**

<b>Verbal warning</b>	<b>1694</b>
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Alaska Native / American Indian	3
Asian / Pacific Islander	9
Black	600
White	814
Hispanic / Latino	268
<b>Written warning</b>	<b>56</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	24
White	21
Hispanic / Latino	10
<b>Citation</b>	<b>576</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	3
Black	202
White	266
Hispanic / Latino	104
<b>Written warning and arrest</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Citation and arrest</b>	<b>1</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	0
<b>Arrest</b>	<b>10</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	8
White	0
Hispanic / Latino	2
<b>Arrest based on</b>	
<b>Violation of Penal Code</b>	<b>6</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	6
White	0
Hispanic / Latino	0
<b>Violation of Traffic Law</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Violation of City Ordinance</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Outstanding Warrant</b>	<b>5</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	0
Hispanic / Latino	3

#### Was physical force resulting in bodily injury used during stop?

<b>Yes</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Resulting in Bodily Injury To:</b>	
Suspect	0
Officer	0
Both	0
<b>No</b>	<b>2337</b>
Alaska Native / American Indian	4
Asian / Pacific Islander	13
Black	834
White	1101
Hispanic / Latino	385

**Number of complaints of racial profiling**

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

**Comparative Analysis**

Use TCOLE's auto generated analysis

Use Department's submitted analysis

**Optional Narrative**

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

# Racial Profiling Analysis Report

## OVILLA POLICE DEPT.

01. Total Traffic Stops: 2337

02. Location of Stop:

a. City Street	2093	89.56%
b. US Highway	0	0.00%
c. County Road	224	9.58%
d. State Highway	9	0.39%
e. Private Property or Other	11	0.47%

03. Was Race known prior to Stop:

a. NO	2337	100.00%
b. YES	0	0.00%

04. Race or Ethnicity:

a. Alaska/ Native American/ Indian	4	0.17%
b. Asian/ Pacific Islander	13	0.56%
c. Black	834	35.69%
d. White	1101	47.11%
e. Hispanic/ Latino	385	16.47%

05. Gender:

a. Female	889	38.04%
i. Alaska/ Native American/ Indian	2	0.09%
ii. Asian/ Pacific Islander	5	0.21%
iii. Black	342	14.63%
iv. White	425	18.19%
v. Hispanic/ Latino	115	4.92%
b. Male	1448	61.96%
i. Alaska/ Native American/ Indian	2	0.09%
ii. Asian/ Pacific Islander	8	0.34%
iii. Black	492	21.05%
iv. White	676	28.93%
v. Hispanic/ Latino	270	11.55%

06. Reason for Stop:

a. Violation of Law	26	1.11%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%

# Racial Profiling Analysis Report

iii. Black	11	42.31%
iv. White	13	50.00%
v. Hispanic/ Latino	2	7.69%
b. Pre-Existing Knowledge	11	0.47%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	5	45.45%
iv. White	4	36.36%
v. Hispanic/ Latino	2	18.18%
 c. Moving Traffic Violation	 1744	 74.63%
i. Alaska/ Native American/ Indian	4	0.23%
ii. Asian/ Pacific Islander	12	0.69%
iii. Black	632	36.24%
iv. White	832	47.71%
v. Hispanic/ Latino	264	15.14%
 d. Vehicle Traffic Violation	 556	 23.79%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	0.18%
iii. Black	186	33.45%
iv. White	252	45.32%
v. Hispanic/ Latino	117	21.04%

## 07. Was a Search Conducted:

a. NO	2293	98.12%
i. Alaska/ Native American/ Indian	4	0.17%
ii. Asian/ Pacific Islander	13	0.57%
iii. Black	803	35.02%
iv. White	1095	47.75%
v. Hispanic/ Latino	378	16.48%
b. YES	44	1.88%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	31	70.45%
iv. White	6	13.64%
v. Hispanic/ Latino	7	15.91%

## 08. Reason for Search:

a. Consent	2	0.09%
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# Racial Profiling Analysis Report

i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	50.00%
iv. White	1	50.00%
v. Hispanic/ Latino	0	0.00%
b. Contraband in Plain View	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Probable Cause	38	1.63%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	27	71.05%
iv. White	5	13.16%
v. Hispanic/ Latino	6	15.79%
d. Inventory	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
e. Incident to Arrest	4	0.17%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	75.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	25.00%

## 09. Was Contraband Discovered:

YES	30	1.28%
i. Alaska/ Native American/ Indian	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iii. Black	18	60.00%

# Racial Profiling Analysis Report

Finding resulted in arrest - YES	4	
Finding resulted in arrest - NO	14	
iv. White	7	23.33%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	7	
v. Hispanic/ Latino	5	16.67%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	5	
b. NO	14	0.60%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	13	92.86%
iv. White	0	0.00%
v. Hispanic/ Latino	1	7.14%

## 10. Description of Contraband:

a. Drugs	21	0.90%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	13	61.90%
iv. White	4	19.05%
v. Hispanic/ Latino	4	19.05%
b. Currency	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Weapons	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Alcohol	1	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	100.00%
iv. White	0	0.00%

# Racial Profiling Analysis Report

v. Hispanic/ Latino	0	0.00%
e. Stolen Property	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
f. Other	8	0.34%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	4	50.00%
iv. White	3	37.50%
v. Hispanic/ Latino	1	12.50%

## 11. Result of Stop:

a. Verbal Warning	1694	72.49%
i. Alaska/ Native American/ Indian	3	0.18%
ii. Asian/ Pacific Islander	9	0.53%
iii. Black	600	35.42%
iv. White	814	48.05%
v. Hispanic/ Latino	268	15.82%
b. Written Warning	56	2.40%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	1.79%
iii. Black	24	42.86%
iv. White	21	37.50%
v. Hispanic/ Latino	10	17.86%
c. Citation	576	24.65%
i. Alaska/ Native American/ Indian	1	0.17%
ii. Asian/ Pacific Islander	3	0.52%
iii. Black	202	35.07%
iv. White	266	46.18%
v. Hispanic/ Latino	104	18.06%
d. Written Warning and Arrest	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	

# Racial Profiling Analysis Report

e. Citation and Arrest	1	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	100.00%
iv. White	0	0.00%
v. Hispanic/ Latino	0	0.00%
f. Arrest	10	0.43%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	8	80.00%
iv. White	0	0.00%
v. Hispanic/ Latino	2	20.00%
12. Arrest Based On:		
a. Violation of Penal Code	6	0.26%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	6	100.00%
iv. White	0	0.00%
v. Hispanic/ Latino	0	0.00%
b. Violation of Traffic Law	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Violation of City Ordinance	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Outstanding Warrant	5	0.21%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	40.00%
iv. White	0	0.00%
v. Hispanic/ Latino	3	60.00%

# Racial Profiling Analysis Report

## 13. Was Physical Force Used:

a. NO	2337	100.00%
i. Alaska/ Native American/ Indian	4	0.17%
ii. Asian/ Pacific Islander	13	0.56%
iii. Black	834	35.69%
iv. White	1101	47.11%
v. Hispanic/ Latino	385	16.47%
b. YES	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	0	
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	0	
b 3. YES: Physical Force Resulting in Bodily Injury to Both	0	

14. Total Number of Racial Profiling Complaints Received:	0
---	---

REPORT DATE COMPILED 01/11/2022

# OVILLA POLICE DEPARTMENT

105 S. Cockrell Hill Road, Ovilla, TX 75154 (972) 617-7262

---

To: P. Woodall, City Manager  
From: J. Bennett, Chief of Police  
RE: Police and Fire Dispatch Increase  
Date: 01-28-2022

---

Dear CM Woodall,

The following letter is to detail and recap some of our earlier discussions regarding the current CAD software system used by the police and fire department. Our current system is the CRIMES software package from Sam Houston State University. We began using the software in 2010, along with Midlothian and Red Oak PD and FD. As you know, we use Midlothian's N.E.E.D. center (Northern Ellis Emergency Dispatch) as our dispatch for police and fire.

To greatly improve the operation and capability of the N.E.E.D. center, Midlothian has decided to move away from the CRIMES software system and upgrade to a new state of the art Motorola software system. The City of Red Oak is also in support of the change. With the N.E.E.D. center changing, this obviously means we will be changing as well. The only realistic option is for us to remain partners with Midlothian and Red Oak.

The exact cost of all the upgrades has not been finalized, but we do have an idea of what our increase will be. Between police and fire the City of Ovilla currently pays about \$85-\$90K per year for dispatch service, radios, and CRIMES license. Our rough estimate is the new yearly fee would be somewhere around \$170-\$200k per year. This would be an increase of \$80-\$110k over what we currently pay. We are optimistic the increase will be on the lower end.

Midlothian has very graciously included us in this project at a much lower rate than what a percentage of our N.E.E.D. center usage would warrant. Midlothian and Red Oak are basically paying for the entire project of 1.7 to 2 million dollars. They are asking we pay a fee roughly 10% of the project cost to cover any unexpected and miscellaneous charges.

A truer breakdown by percentage of N.E.E.D. center usage would have Ovilla at about 17 to 20%. If held to that rate, we would be looking at an increase of up to \$400K per year. Fortunately, Chief Smith in Midlothian understood such an increase could potentially cripple our department's respective budgets.

The bottom line is we are anticipating an increase of between 80k to 110K per year for our dispatch, radios, and software fees. This will keep us in partnership with Midlothian and Red Oak on a system we could not afford on our own. The N.E.E.D. center itself currently has 19 full-time employees.

Please let me know any questions or thoughts you may have.

Thank You,

Joey Bennett  
Chief of Police

Alterations to  
**City of Ovilla Police Department**  
105 S. Cockrell Hill Rd.  
Ovilla, Texas 75154



Alterations to  
**City of Ovilla Police Department**  
105 S. Cockrell Hill Rd.  
Ovilla, Texas 75154

105 S. Cockrell Hill Rd.  
Ovilla, Texas 75154



308 East Marvin Avenue  
Waxahachie, TX 75165  
(972) 923-2269

Designed by: A. Motlla Date:

Drawn by: KR Date:

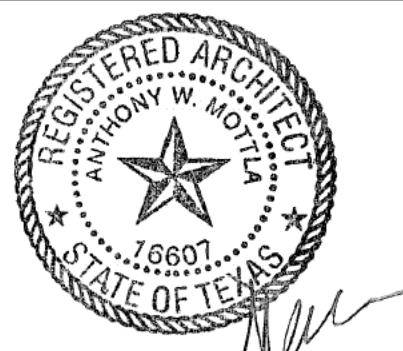
Checked by: A. Motlla Date:

O.A. by: A. Motlla Date:

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DRAWING TITLE:

[www.motllaarchitects.com](http://www.motllaarchitects.com)



PROJ. No: 3082022 DRAWING NUMBER:  
PHASE: PERMIT  
DATE: 1.25.22  
A0.0

FOR BID AND PERMIT- 2.1.22

Alterations to  
City of Ovilla Police Department  
105 S. Cockrell Hill Rd.



105 S. Cockrell Hill Rd.  
Ovilla, Texas 75154



308 East Main Street  
Waxahachie, TX 75165  
(972) 923-2269

Designed by: A. Mottla Date:  
Drawn by: KR Date:  
Checked by: A. Mottla Date:  
QA by: A. Mottla Date:

Ovilla PD

www.mottlaarchitects.com



A2.0

NO.	DATE	DESCRIPTION

### New Building Plan Notes

- ALL WORK TO CONFORM TO ALL PREVAILING CODES AND ORDINANCES
- SEE A2.1-DIMENSION PLAN FOR CRITICAL DIMENSIONS AND EXISTING CONTROL POINTS
- UNSHEDULED DOORS AND WINDOWS ON THIS PLAN ARE EXISTING AND ARE ASSUMED TO REMAIN
- SEE A2.2- FOR ENLARGED PLANS - AS INDICATED ON THIS SHEET
- SEE A1.2 FOR WALL TYPES INDICATED ON THIS SHEET
- SEE A3.0 FOR REFLECTED CEILING PLAN
- SEE A4.1 FOR FINISH PLAN AND SCHEDULES
- SEE A4.0 FOR WINDOW AND DOOR SCHEDULES
- SEE A5.0 FOR RECORDS ROOM PLAN AND ELEVATIONS
- SEE STRUCTURAL DWGS., DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION AND REQUIREMENTS NOT SHOWN ON THESE SHEETS
- SEE MEP DWGS., DETAILS AND SPECS. FOR ADDITIONAL INFORMATION AND REQUIREMENTS NOT SHOWN ON THESE SHEETS

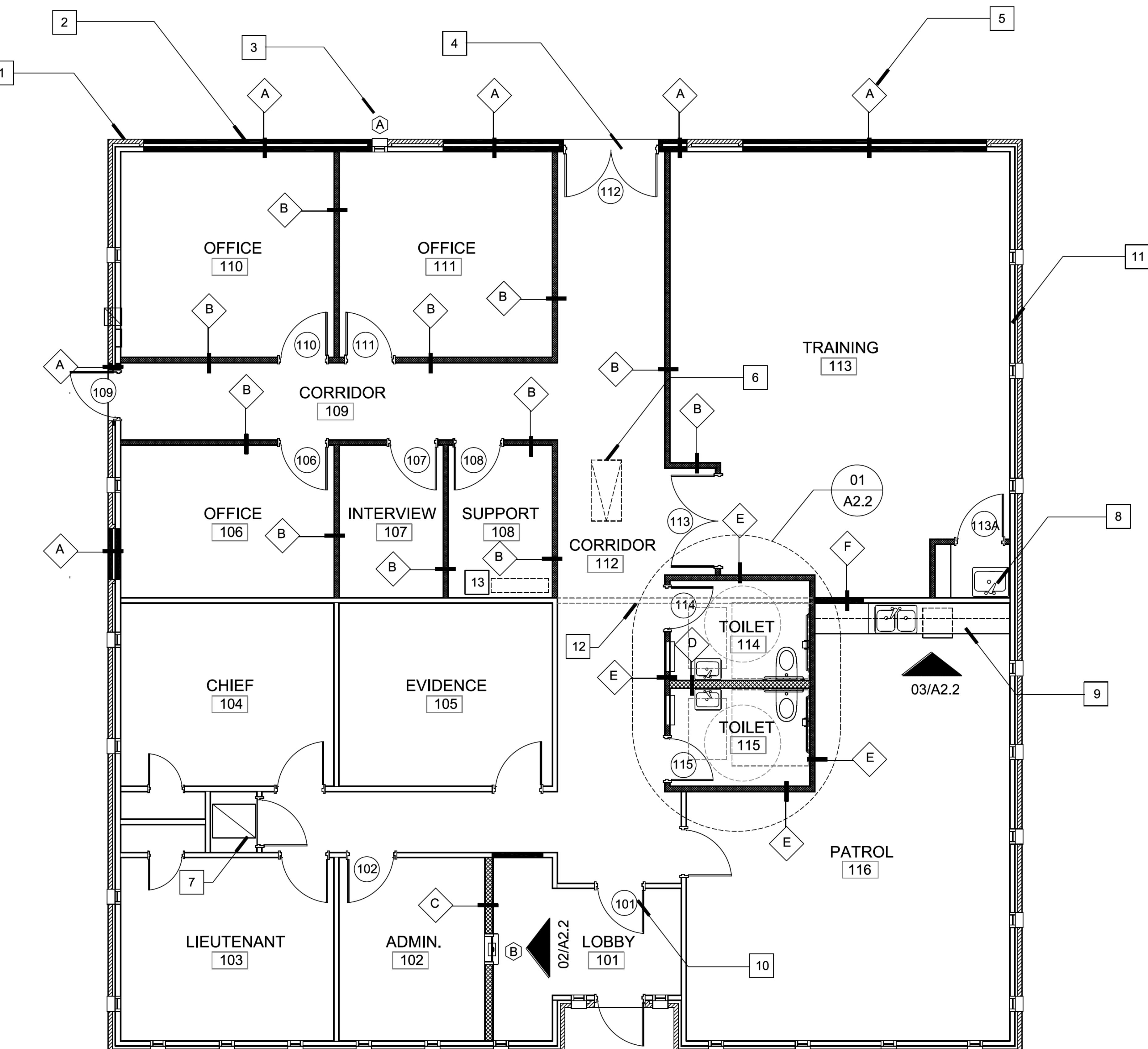
### New Building Plan Legend

- EXISTING BRICK VENEER WALL ASSEMBLY
- MATCH ADJACENT EXISTING BRICK VENEER WALL ASSEMBLY- SEE WALL TYPES- SHT. A1.2
- NEW WINDOW TO MATCH EXISTING WINDOWS- SEE DOOR & WINDOW SCHEDULE
- NEW ENTRANCE DOORS- SEE DOOR & WINDOW SCHEDULE
- WALL TAG- SEE WALL TYPES- SHEET A1.2
- NEW MIN. 24" X 48" FOLD-DOWN ACCESS STAIR TO ATTIC. SEE MEP DWGS. FOR NEW HVAC UNIT(S) PROVIDE CODE-REQUIRED SERVICE DECK
- EXISTING HVAC UNIT TO REMAIN
- NEW MOP SINK CLOSET WITH FRP TO 48" ON (3) WALLS- SEE MEP DWGS.
- NEW COUNTER AREA- SEE A2.2
- NEW ACCESS CONTROL DOOR- SEE DOOR SCHEDULE & MEP DWGS.
- ADD MIN. R13 TO EXISTING TO EXTERIOR WALLS AT GARAGE-IF REQ'D. FIELD VERIFY
- NEW FLUSH BEAM ABOVE AT REMOVED WALL IF REQUIRED- G.C. TO FIELD-VERIFY
- RELOCATED IT EQUIPMENT- SEE MEP

### Wall Legend

(SEE A1.2 WALL TYPE SHEET FOR MORE INFORMATION)

_____	EXISTING FRAMING TO REMAIN
_____	NEW 2 X 4 WALL FRAMING
_____	NEW 2 X 6 WALL FRAMING
_____	NEW INFILL WALL FRAMING TO MATCH



### NEW BUILDING PLAN

New Building Plan

A2.0

SCALE : 1/4" = 1'-0"

# Ovilla Fire Department

Ovilla, TX

This report was generated on 2/7/2022 2:04:10 PM



## Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 01/31/2022

INCIDENT COUNT			
INCIDENT TYPE	# INCIDENTS		
EMS		52	
FIRE		55	
<b>TOTAL</b>	<b>107</b>		
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
<b>TOTAL</b>			
PRE-INCIDENT VALUE		LOSSES	
\$425,000.00		\$30,000.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type	Total		
Aid Given	17		
Aid Received	3		
OVERLAPPING CALLS			
# OVERLAPPING	% OVERLAPPING		
2	1.87		
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 701	0:07:26	0:06:00	
<b>AVERAGE FOR ALL CALLS</b>			0:07:20
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 701	0:01:17	0:01:32	
<b>AVERAGE FOR ALL CALLS</b>			0:01:21
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Ovilla Fire Department		22:01	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

# Ovilla Fire Department

Ovilla, TX

This report was generated on 1/21/2022 8:42:15 AM

## Inspection Results by Inspection and Occupancy Types for Date Range

Inspection Result: All Inspection Results | Occupancy Type: All Occupancy Types | Start Date: 01/01/2021 | End Date: 12/31/2021

ID	OCCUPANCY	ADDRESS	DATE	RESULT	OCCUPANCY
Church05	Ovilla United Methodist Church	1403 Red Oak Creek DR Ovilla , TX 75154	01/12/2021	Pending	Church/Places of Worship
Med03	Shaw Family Dentistry	105 Ovilla Creek CT Ovilla, TX 75154	01/15/2021	Passed	Medical, Surgical, Psychiatric
	Tiverton Bakery	839 E Main ST Ovilla, TX 75154	03/12/2021	Passed	Restaurant
City02	Ovilla Fire Department	105 S Cockrell Hill RD #1 Ovilla , TX 75154	04/01/2021	Passed	Business Office
City01	Ovilla City Hall	105 S Cockrell Hill RD Ovilla , TX 75154	05/05/2021	Passed	Business Office
Merch13	Cassaro Winery and Vineyard, LLC	704 W Main ST Ovilla, TX 75154	05/07/2021	Passed	Mercantile
Rest03	Golden Chick	2887 Ovilla RD Ovilla, TX 75154	05/13/2021	Pending	Restaurant
	Pickard's House- Fig Tree Counseling	713 W Main ST #2 Ovilla, TX 75154	05/13/2021	Passed	Business Office
	Pickard's House- Campuzanos	713 Main #3 Ovilla, TX 75154	05/13/2021	Passed	Business Office
805	Pickard's House- Sonic	713 W Main ST #1 Ovilla, TX 75154	05/13/2021	Passed	Not Assigned
	Pickard's House- SNOW SHACK	713 Main #5 Ovilla, TX 75154	05/13/2021	Passed	Business Office
	Pickard's House- Insurance	713 Main #4 Ovilla, TX 75154	05/13/2021	Passed	Business Office
MED02	Animal Hospital of Ovilla	3357 Ovilla RD Ovilla, TX 75154	05/17/2021	Passed	Medical, Surgical, Psychiatric

Includes LOCKED inspections for both archived and unarchived occupancy records; report includes square footage.

Church03	Grace Church of Ovilla	519 N Westmoreland RD Ovilla , TX 75154	05/24/2021	Passed	Church/Places of Worship
School02	Ovilla Kidz Academy	204 S Cockrell Hill RD Ovilla, TX 75154	08/03/2021	Passed	Day Care
Merch06	Ovilla Auto Service	3322 Ovilla RD Ovilla, TX 75154	08/04/2021	Passed	Not Assigned
School01	Firehouse Kids Day Care	3325 Ovilla RD Ovilla, TX 75154	08/10/2021	Passed	Day Care
City 04	City of Ovilla Public Works	105 S Cockrell Hill RD Ovilla, TX 75154	12/01/2021	Passed	Business Office
City03	Ovilla Police Department	105 S Cockrell Hill RD #2 Ovilla, TX 75154	12/01/2021	Passed	Business Office
Merch09	Ovilla Car Wash	696 W Main ST Ovilla, TX 75154	12/01/2021	Passed	Not Assigned
Merch07	Exhibittrader.com	3324 Ovilla RD Ovilla, TX 75154	12/01/2021	Pending	Business Office
Merch14	Crouch Store	702 W Main ST Ovilla, TX 75154	12/20/2021	Passed	Business Office
Merch10	Ovilla Market Storage	3323 Ovilla RD #B Ovilla, TX 75154	12/20/2021	Passed	Low Hazard Storage
Merch05	Ovilla Market	3321 Ovilla RD Ovilla, TX 75154	12/20/2021	Passed	Mercantile
Merch04	Dollar General	2885 Ovilla RD Ovilla, TX 75154	12/20/2021	Passed	Mercantile
Rest02	Franks Holy Smoke BBQ	705 W Main ST Ovilla, TX 75154	12/20/2021	Pending	Restaurant

#### Inspection Type: Reinspection

	Legacy Nutrition	713 W Main ST #A Ovilla, TX 75154	05/05/2021	Passed	Mercantile
--	------------------	--------------------------------------	------------	--------	------------

Includes LOCKED inspections for both archived and unarchived occupancy records; report includes square footage.

Rest03	Golden Chick	2887 Ovilla RD Ovilla, TX 75154	12/01/2021	Pending	Restaurant
Rest03	Golden Chick	2887 Ovilla RD Ovilla, TX 75154	12/15/2021	Passed	Restaurant
Church05	Ovilla United Methodist Church	1403 Red Oak Creek DR Ovilla , TX 75154	12/15/2021	Passed	Church/Places of Worship

---



# Ovilla

## Fire Department

### February 2021 Winter Weather Situation Report

For Operational Period February 02, 2022 – February 08, 2022

**Date/Time of Report:** February 5, 2022 - 1000

#### Situation:

February 2, 2022, Winter Storm impacting North Texas with freezing rain, sleet, and snow moved into the area. Freezing temperatures are expected to impact the entire region and it is not expected to warm up until Saturday. The City of Ovilla Fire Department, Police Department, and Public Works will prepare, monitor, and mitigate the emergencies of the city throughout this event. The Fire Department will respond to emergencies as normal, Police will be patrolling the streets and responding as normal, and Public Works will be on standby for sanding roadways, removing debris from the roadway, monitor the city's water and sewer system, as well as respond to water shut off emergencies as needed.



#### Ovilla Emergency Operations Center (EOC) Update

- EOC has downgraded to a Level 4 operating status
- Fire is staffed for normal operation
- Police is staffed for normal operation with 2 officers during the day shift, 2 officers for most of the night shift and a few hours of overlapping between 1600 and 1800.
- Public Works is staffed with their normal on call weekend staff and had one extra this morning to assist with checking the roadways.
- City Hall is back to normal operation and closed for the weekend.
- Currently there are no unmet needs from any Department.

#### Update from the 10:00am NWS Weather Call February 5, 2022:

- High temperatures climb above freezing today but overnight lows will drop back below freezing the next several nights.
- Patchy freezing fog will be possible tonight across North Texas –low confidence that it will occur.
- Generally quiet weather into next week.
- Hard freeze warning in effect from midnight tonight to 9AM CST Saturday
- Single digit overnight wind chills are expected to last at least through Monday morning

#### Roadways:

- Roadways and bridges are clearing, and all hazards should be clear by end of day

#### City Facilities:

- All normal no issues

#### Warming Shelter:

- Still on standby no immediate need currently

#### Water/Sewer:

- No issues



# Ovilla

## Fire Department

### February 2021 Winter Weather Situation Report

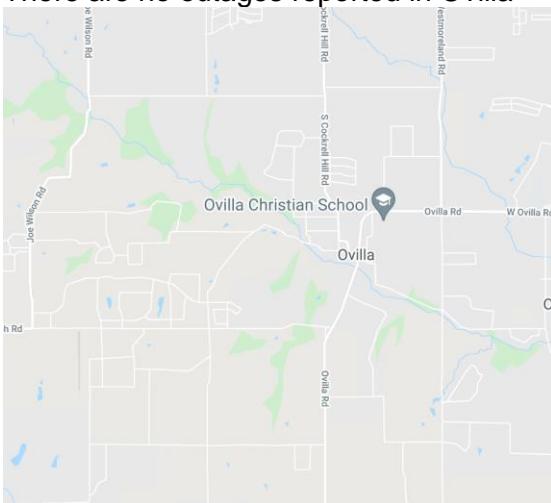
For Operational Period February 02, 2022 – February 08, 2022

#### Electrical Power Issues:

- Currently 9 (Oncor) Ellis Co. residents without power, 0 of those in Ovilla.
- ERCOT reporting normal conditions

#### ONCOR

There are no outages reported in Ovilla



#### ERCOT

##### Grid Conditions

Last Updated: Feb 5, 2022 14:33



NORMAL CONDITIONS

There is enough power for current demand.

## Ellis

County of Texas

**Customers Tracked**

84,316

**Customers Out**

1

**Outage %**

0%

#### Electric Providers for Ellis

Provider	Customers Tracked	Customers Out	Last Updated
HILCO Electric Cooperative	15,428	0	2/5/2022, 02:07:01 PM
Oncor	68,261	1	2/5/2022, 02:06:53 PM
Trinity Valley Electric Cooperative	5	0	10/30/2021, 01:16:08 PM
United Cooperative Services	622	0	2/4/2022, 09:27:23 AM



# Oville

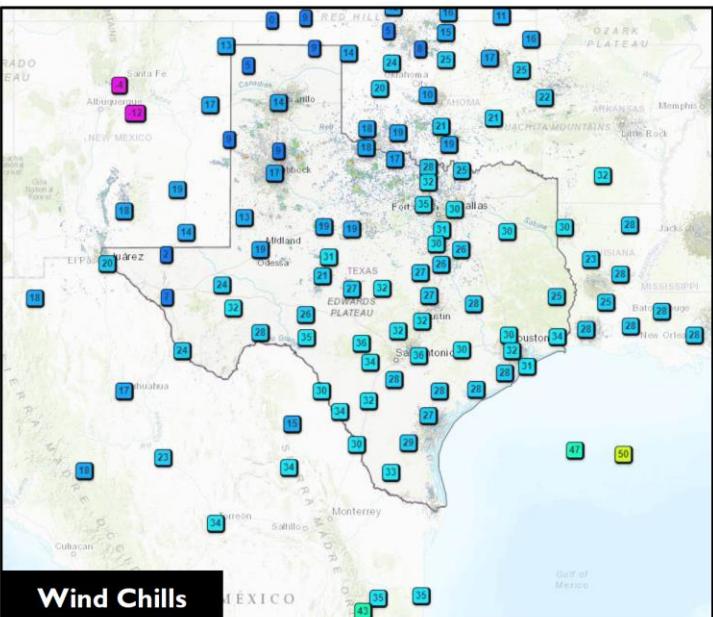
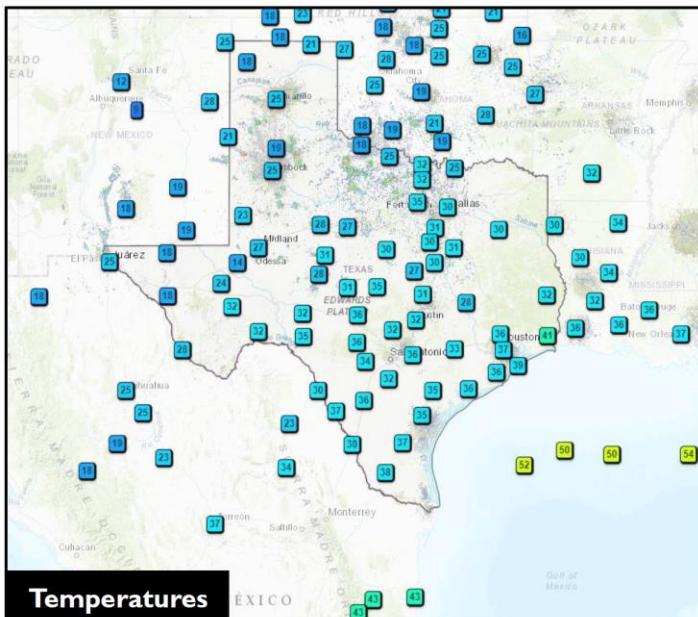
## Fire Department

### February 2021 Winter Weather Situation Report

For Operational Period February 02, 2022 – February 08, 2022

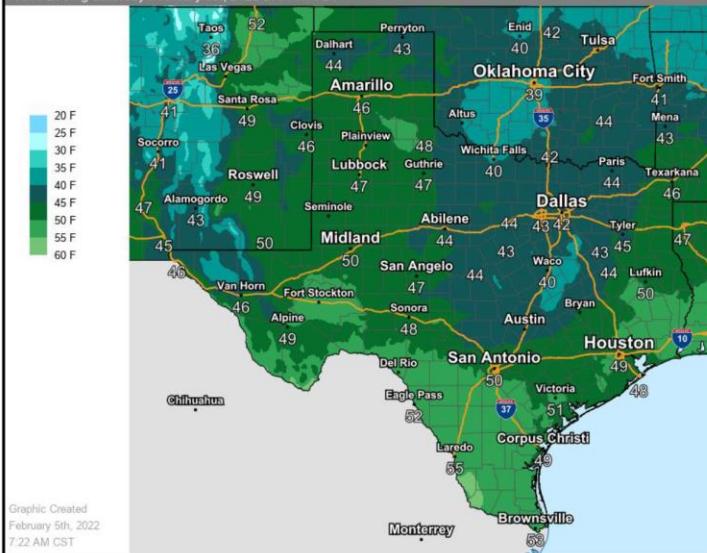
#### Areas of Concern & General Timing

Today



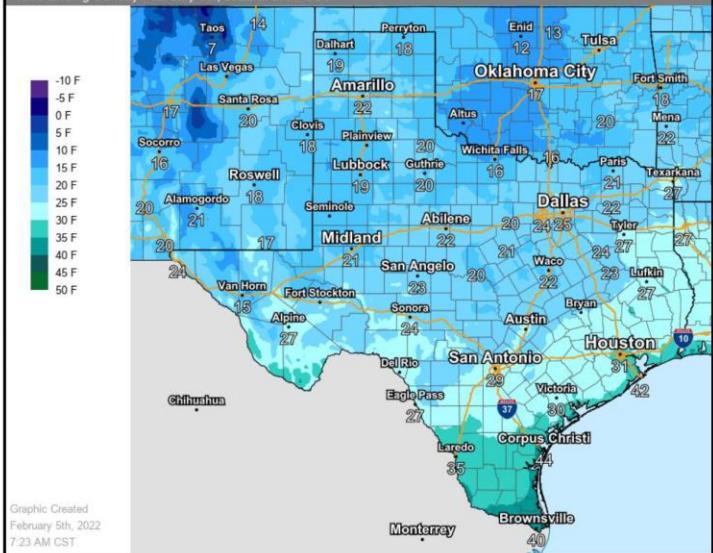
#### High Temperature Forecast

Valid Ending Saturday February 5th, 2022 at 6 PM CST



#### Low Temperature Forecast

Valid Ending Sunday February 6th, 2022 at 6 AM CST



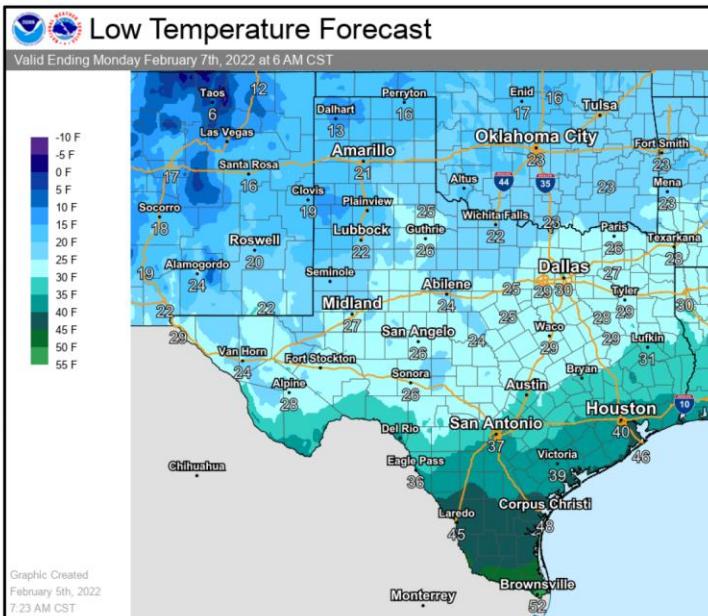
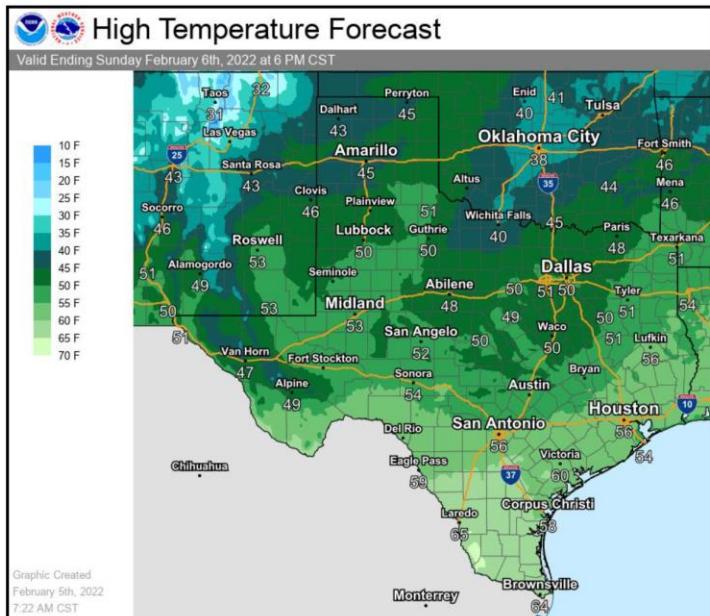


# Ovilla Fire Department

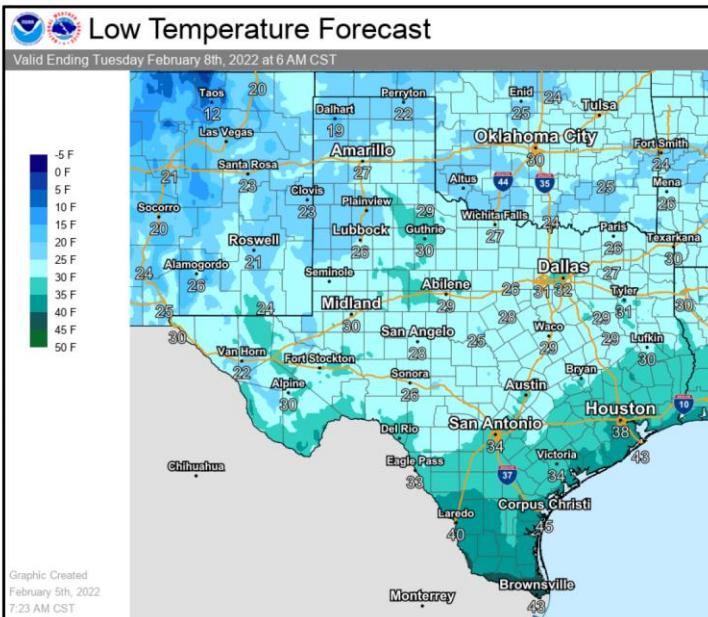
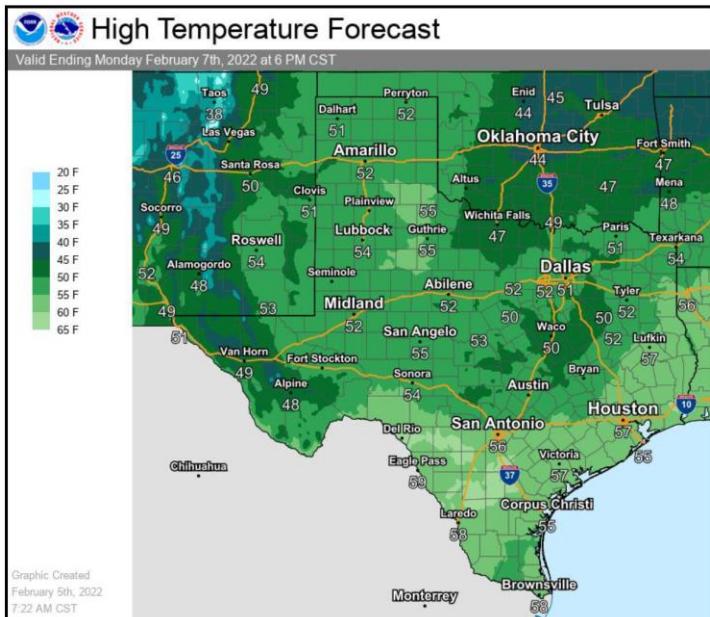
## February 2021 Winter Weather Situation Report

For Operational Period February 02, 2022 – February 08, 2022

Sunday



Monday



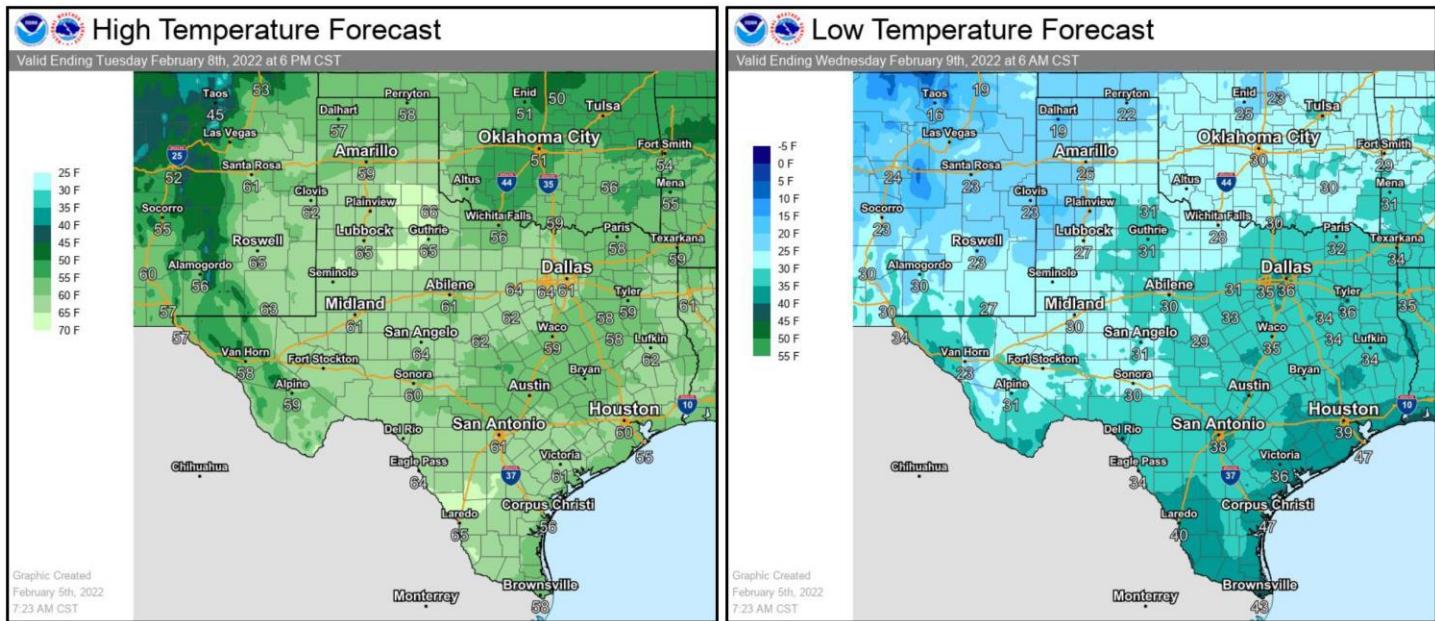


# Ovilla Fire Department

## February 2021 Winter Weather Situation Report

For Operational Period February 02, 2022 – February 08, 2022

Tuesday



### Additional Resources

NWS Fort Worth Homepage <http://www.weather.gov/fortworth>

Hourly Forecasts (Click your location) <https://www.weather.gov/forecastpoints>

NWS Fort Worth Weather Tabs <https://arcg.is/1S19nH>

NWS Fort Worth Hazard Pages <http://www.weather.gov/fwd/hazardplanner?nort,TODAY>

NWS Fort Worth Briefing Page

<https://noaa.maps.arcgis.com/apps/MapSeries/index.html?appid=fd06a2bea0a64f0c90842761191e985b>

\*\*\*\*\*THIS WILL BE THE FINAL REPORT FOR THIS EVENT\*\*\*\*\*

**Brandon Kennedy**

**Fire Chief City of Ovilla**

# PUBLIC WORKS DIRECTOR REPORT

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

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

**TOPIC: January 2022 Public Works Overview Report**

---

## **Employee report**

1 opening in Public Works. Offer letter has been sent.

## **Public Works Project Overview**

Construction on Founders Park has begun with the start of the pavilion. The small baseball field has been turned into a softball field and the new fence should go in next week. The restrooms will be started in March.

## **Equipment**

We are still waiting on a couple of pieces of equipment to be delivered, It is on delay due to the chip shortage.

## **Water Department**

Total work orders entered 21, total work orders complete 20

All regulatory samples completed and tested negative

Water quality tested

Total Work Orders Entered- 21

Total Work Orders Completed – 20

## **Water Wholesale Purchased & Pumped** **January ,2022**

Gallons pumped – 10.087.000MGD

Gallons Billed – 7.730.200MGD

Gallons Unbilled – 21.7k

# PUBLIC WORKS DIRECTOR REPORT

Builder Billed – 18.5k

Maintenance Flushing – 750K

**\*\*Flushing numbers are up due to winter and low water consumption\*\***

## **Sewer Department**

Highland lift station had the discharge piping replaced and valves added.

Cumberland lift station was damaged by an ATT contractor that cut wires and ruined a pump, they payed for the repairs.

## **Construction Manager**

23 House Plans were issued in January in Bryson Manor Phase 3 and Broadmoor Estates Phase 1.

## **Parks and Facilities Monthly Report**

All Parks are maintained and inspected monthly. Below are highlights for the Park Department.

Heritage Park – Removed Christmas Lights

Small Baseball Field – Scrapped infield and laid new field dirt using new John Deere drag machine to level

Founder's Park – Excavation for New Pavilion has started

## **Streets/Drainage**

Patched Westmoreland, Red Oak Creek, Johnson Lane, Shiloh Road, Bryson, and Cockrell Hill Road.

Crack sealing started on Cockrell Hill Rd.

# PUBLIC WORKS DIRECTOR REPORT

## Code Enforcement

Subject:Code Enforcement Monthly Report

Calls For Service	Jan.22	Jan.22 YTD	Jan 21
Complaint (Nuis 19 Permit 9 Parking 11)	39	39	23
Follow up (Nuis 19 Permit 9 Park 11)	39	39	23
Door Notice (Nui - 11 Permit 4 Parking 3)	17	17	7
Mail Notice ( Parking 2 nuisance 2 perm 2 )	6	6	14
Posted Property (nuisance 2 debris	2	2	4
Court(3 FTA - 3 Public Nuis)	\$0	\$0	\$211.00
Citizen Contacts	57	57	51
Permits Reviewed	10	10	0
Permits Issued	5	5	0
Inspections	11	11	0
Nuisance Abated by City	3	3	5
Nuisance Signs (Garage sale-8 business 26 )	34	34	35
BOA - 0	1	1	2

## Animal Control

Subject:Animal Control Monthly Report

Calls For Service	Jan.2022	Jan.22 YTD	Jan.2021
Complaint (Regist-14 At Large 11 Bark 3 )	28	28	21
Follow up	28	28	26
Door Notice (Regis-7, Bark 3 at large2	12	12	8
Impounded Animal (Dog 8 cat 1)	9	9	3
Animal welfare check	29	29	22
Impound Results (Transport 7 Ret own 2)	11	11	4
Impound fee collected	\$0.00	\$0.00	70
Court	\$0.00	\$0.00	0
Citizen Contacts	26	26	27
Animal registration	2	2	17
Registration Letter Mailed	0	0	18
Nuisance letter - barking 3 at large 3	6	6	3
Animals released 1 possum	1	1	1
Deceased removed	22	22	27
Oak Leaf - (1 bite)	1	1	2
Traps Checked Out	4	4	3



Greetings,

When figuring water usage there are many factors that come into play such as water storage, infrastructure, flushing, customer usage, inaccuracy of water meters, and undetectable water leaks. When reporting water usage here are some things to keep in mind. The gallons pumped will never reflect or align with gallons billed. This is because gallons pumped into the water system from Dallas begins on the 1<sup>st</sup> of each month and ends on the last day of every month.

**Gallons Pumped:**

Gallons pumped includes water in storage tanks and water infrastructure such as water lines and so forth. Ovilla keeps 1,250,000 gallons of water in storage and an estimated 1,500,000 gallons in water infrastructure/water lines. These numbers reflect gallons pumped. Maintenance flushing of fire hydrants and undetectable leaks are also included in gallons pumped. On average we use between 250,000 to 600,000 gallons a month flushing dead-end fire hydrants. Flushing of fire hydrants is required by the state of Texas. There is no way to give an exact usage amount lost to Undetectable leaks. The water system will always reflect water loss and unfortunately, there is no way to give an exact amount.

**Gallons Billed:**

Gallons Billed are calculated from the 15<sup>th</sup> of the previous month to the 15<sup>th</sup> of the current month which is why the number for gallons pumped and gallons billed will never reflect one another. Another thing to consider is the accuracy of the meters that are used to collect water usage for billing purposes. Our meters are mechanical and some of them have been in the ground for over 50 years. Even when new will never read at 100% accuracy.

Respectfully,

Ovilla Public Works

James Kuykendall / PW Director

Daniel Durham / Water Supervisor



**Date: February 14, 2022**

**To: Honorable Mayor and Council Members**

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

**This period covers 25% of the FY2022 Budget.**

**From:**

**Sharon Jungman – Finance Director**

## CITY-WIDE OPERATING FUND TOTALS

For FY2022 Thru December 2022



TOTAL REVENUES		2021	2022	2022	2022
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	1,419,988	797,832	4,957,367	16%
110	Leose	-	-	1,100	0%
120	Street Improvement	28,472	23,996	204,292	12%
130	Court Technology	343	571	2,000	29%
140	Court Security	397	667	1,800	37%
200	Water & Utilities	477,139	554,284	2,582,287	21%
250	WWW Infrastrucrture Improv.	16,553	17,354	65,000	27%
400	Debt Service Fund	346,962	105,551	562,950	19%
500	Municipal Devel. District	24,346	25,945	303,234	9%
600	4B Economic Devel. Fund	57,890	49,717	433,152	11%
700	Park Impact Fund	-	12,712	11,708	109%
800	Water & Utilities Impact Fund	1	280,384	150,450	186%
Total		\$ 2,372,090	\$ 1,869,013	\$ 9,275,340	20%

TOTAL EXPENDITURES		2021	2022	2022	2022
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
100	General Fund	1,085,114	1,033,896	4,957,367	21%
110	Leose	-	-	1,100	0%
120	Street Improvement	-	-	204,292	0%
130	Court Technology	-	-	2,000	0%
140	Court Security	160	240	1,800	13%
200	Water & Utilities	308,061	316,716	2,582,287	12%
250	WWW Infrastrucrture Improv.	-	-	65,000	0%
400	Debt Service Fund	-	-	562,950	0%
500	Municipal Devel. District	155,869	4,350	303,234	1%
600	4B Economic Devel. Fund	-	6,255	433,152	1%
700	Park Impact Fund	-	-	11,708	0%
800	Water & Utilities Impact Fund	-	-	150,450	0%
Total		\$ 1,549,204	\$ 1,361,455	\$ 9,275,340	15%

City of Ovilla  
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100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	346,995.53	246,667.12	100,328.41	526,680.70	2,961,190.00	17.79%	2,434,509.30
Licenses-Permits-Fees	112,493.38	12,170.13	100,323.25	120,599.69	146,100.00	82.55%	25,500.31
Services	1,018.00	58,532.67	(57,514.67)	1,931.30	702,631.00	0.27%	700,699.70
Fines & Forfeitures	6,075.43	6,385.18	(309.75)	20,857.59	76,650.00	27.21%	55,792.41
Other Revenue	8,335.29	26,077.07	(17,741.78)	27,414.10	313,000.00	8.76%	285,585.90
Intergovernmental	18,334.04	0.00	18,334.04	100,348.77	0.00	0.00%	(100,348.77)
Transfers	0.00	63,212.17	(63,212.17)	0.00	757,796.00	0.00%	757,796.00
Revenue Totals	<b>493,251.67</b>	<b>413,044.34</b>	<b>80,207.33</b>	<b>797,832.15</b>	<b>4,957,367.00</b>	<b>16.09%</b>	<b>4,159,534.85</b>
<b>Expense Summary</b>							
Personnel	170,607.29	182,797.30	(12,190.01)	491,193.50	2,194,158.00	22.39%	1,702,964.50
Employee Benefits	32,882.70	38,872.54	(5,989.84)	91,959.89	466,635.00	19.71%	374,675.11
Special Services	10,576.90	14,051.34	(3,474.44)	12,516.21	168,632.00	7.42%	156,115.79
Contractual Services	927.02	22,839.89	(21,912.87)	53,704.80	274,188.00	19.59%	220,483.20
Operating Services	11,385.61	7,367.27	4,018.34	22,686.04	88,420.00	25.66%	65,733.96
Special Expenses	857.64	2,720.22	(1,862.58)	1,199.55	32,650.00	3.67%	31,450.45
Supplies	4,766.17	5,627.84	(861.67)	13,132.18	67,550.00	19.44%	54,417.82
Professional Development	1,296.42	2,384.47	(1,088.05)	6,231.88	28,625.00	21.77%	22,393.12
Software & Computer Equipment	2,123.47	6,839.48	(4,716.01)	38,436.31	82,100.00	46.82%	43,663.69
Printing Expense	1,207.08	1,470.41	(263.33)	2,946.49	17,650.00	16.69%	14,703.51
Repairs - Bldg & Machinery	9,100.58	12,562.36	(3,461.78)	92,899.29	150,803.00	61.60%	57,903.71
Other Expense	57,733.43	7,262.08	50,471.35	62,811.32	87,165.00	72.06%	24,353.68
Minor Capital Outlay	3,387.16	10,711.86	(7,324.70)	7,976.84	128,088.00	6.23%	120,111.16
Utilities	12,231.62	34,145.07	(21,913.45)	15,652.96	409,855.00	3.82%	394,202.04
Insurance	0.00	4,199.83	(4,199.83)	10,963.88	50,398.00	21.75%	39,434.12
Vehicle Expenses	6,160.17	3,940.50	2,219.67	12,054.71	47,300.00	25.49%	35,245.29
Capital Outlay	96,986.04	54,987.34	41,998.70	96,986.04	659,850.00	14.70%	562,863.96
Rentals	271.91	274.89	(2.98)	543.82	3,300.00	16.48%	2,756.18
Expense Totals	<b>422,501.21</b>	<b>413,054.69</b>	<b>9,446.52</b>	<b>1,033,895.71</b>	<b>4,957,367.00</b>	<b>20.86%</b>	<b>3,923,471.29</b>

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<b>110 - LEOSE</b>	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>

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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	7,601.17	6,507.39	1,093.78	23,995.91	78,120.00	30.72%	54,124.09
Transfers	0.00	10,514.33	(10,514.33)	0.00	126,172.00	0.00%	126,172.00
Revenue Totals	<u>7,601.17</u>	<u>17,021.72</u>	<u>(9,420.55)</u>	<u>23,995.91</u>	<u>204,292.00</u>	<u>11.75%</u>	<u>180,296.09</u>
<b>Expense Summary</b>							
Capital Outlay	0.00	17,017.52	(17,017.52)	0.00	204,292.00	0.00%	204,292.00
Expense Totals	<u>0.00</u>	<u>17,017.52</u>	<u>(17,017.52)</u>	<u>0.00</u>	<u>204,292.00</u>	<u>0.00%</u>	<u>204,292.00</u>

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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	125.36	166.60	(41.24)	571.32	2,000.00	28.57%	1,428.68
Revenue Totals	125.36	166.60	(41.24)	571.32	2,000.00	28.57%	1,428.68
<b>Expense Summary</b>							
Software & Computer Equipment	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
Expense Totals	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00

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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	149.80	149.94	(0.14)	667.28	1,800.00	37.07%	1,132.72
Revenue Totals	<u>149.80</u>	<u>149.94</u>	<u>(0.14)</u>	<u>667.28</u>	<u>1,800.00</u>	<u>37.07%</u>	<u>1,132.72</u>
<b>Expense Summary</b>							
Other Expense	79.95	83.30	(3.35)	239.85	1,000.00	23.99%	760.15
Reserve	0.00	66.64	(66.64)	0.00	800.00	0.00%	800.00
Expense Totals	<u>79.95</u>	<u>149.94</u>	<u>(69.99)</u>	<u>239.85</u>	<u>1,800.00</u>	<u>13.33%</u>	<u>1,560.15</u>

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200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Services	140,106.16	114,856.12	25,250.04	480,416.50	1,378,825.00	34.84%	898,408.50
Other Revenue	116.58	6,668.16	(6,551.58)	117.58	80,050.00	0.15%	79,932.42
Transfers	73,750.00	93,601.13	(19,851.13)	73,750.00	1,123,412.00	6.56%	1,049,662.00
Revenue Totals	<u>213,972.74</u>	<u>215,125.41</u>	<u>(1,152.67)</u>	<u>554,284.08</u>	<u>2,582,287.00</u>	<u>21.46%</u>	<u>2,028,002.92</u>
<b>Expense Summary</b>							
Personnel	27,349.74	30,239.83	(2,890.09)	76,668.50	362,760.00	21.13%	286,091.50
Employee Benefits	7,235.62	8,875.41	(1,639.79)	18,587.37	106,544.00	17.45%	87,956.63
Special Services	0.00	16,312.60	(16,312.60)	0.00	195,752.00	0.00%	195,752.00
Contractual Services	0.00	2,082.83	(2,082.83)	3,135.00	25,000.00	12.54%	21,865.00
Operating Services	6,030.22	2,701.49	3,328.73	9,708.78	32,420.00	29.95%	22,711.22
Supplies	2,367.60	816.39	1,551.21	5,724.54	9,800.00	58.41%	4,075.46
Professional Development	0.00	458.15	(458.15)	693.80	5,500.00	12.61%	4,806.20
Software & Computer Equipment	476.80	1,083.02	(606.22)	1,152.70	13,000.00	8.87%	11,847.30
Printing Expense	0.00	316.67	(316.67)	0.00	3,800.00	0.00%	3,800.00
Other Expense	2,192.01	3,312.51	(1,120.50)	3,763.88	39,754.00	9.47%	35,990.12
Capital Outlay	0.00	55,042.83	(55,042.83)	11,707.94	660,562.00	1.77%	648,854.06
Rentals	0.00	124.95	(124.95)	0.00	1,500.00	0.00%	1,500.00
Vehicle Expenses	429.94	724.75	(294.81)	1,114.28	8,700.00	12.81%	7,585.72
Utilities	110,243.08	78,629.38	31,613.70	168,686.79	943,910.00	17.87%	775,223.21
Repairs - Bldg & Machinery	4,025.97	3,640.80	385.17	12,828.47	43,700.00	29.36%	30,871.53
Minor Capital Outlay	89.99	624.92	(534.93)	458.19	7,500.00	6.11%	7,041.81
Reserve	0.00	9,196.32	(9,196.32)	0.00	110,400.00	0.00%	110,400.00
Insurance	0.00	973.75	(973.75)	2,485.29	11,685.00	21.27%	9,199.71
Expense Totals	<u>160,440.97</u>	<u>215,156.60</u>	<u>(54,715.63)</u>	<u>316,715.53</u>	<u>2,582,287.00</u>	<u>12.26%</u>	<u>2,265,571.47</u>

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250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Services	5,626.42	5,414.50	211.92	17,354.41	65,000.00	26.70%	47,645.59
Revenue Totals	<u>5,626.42</u>	<u>5,414.50</u>	<u>211.92</u>	<u>17,354.41</u>	<u>65,000.00</u>	<u>26.70%</u>	<u>47,645.59</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>

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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	0.57	8.33	(7.76)	1.73	100.00	1.73%	98.27
Transfers	0.00	9,196.32	(9,196.32)	0.00	110,400.00	0.00%	110,400.00
Taxes	78,424.51	37,689.08	40,735.43	105,548.95	452,450.00	23.33%	346,901.05
Revenue Totals	<u>78,425.08</u>	<u>46,893.73</u>	<u>31,531.35</u>	<u>105,550.68</u>	<u>562,950.00</u>	<u>18.75%</u>	<u>457,399.32</u>
<b>Expense Summary</b>							
Long Term Debt	0.00	46,893.73	(46,893.73)	0.00	562,950.00	0.00%	562,950.00
Expense Totals	<u>0.00</u>	<u>46,893.73</u>	<u>(46,893.73)</u>	<u>0.00</u>	<u>562,950.00</u>	<u>0.00%</u>	<u>562,950.00</u>

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500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	8,250.86	6,610.68	1,640.18	25,460.82	79,360.00	32.08%	53,899.18
Other Revenue	168.41	249.90	(81.49)	483.81	3,000.00	16.13%	2,516.19
Transfers	0.00	18,406.17	(18,406.17)	0.00	220,874.00	0.00%	220,874.00
Revenue Totals	<u><u>8,419.27</u></u>	<u><u>25,266.75</u></u>	<u><u>(16,847.48)</u></u>	<u><u>25,944.63</u></u>	<u><u>303,234.00</u></u>	<u><u>8.56%</u></u>	<u><u>277,289.37</u></u>
<b>Expense Summary</b>							
Special Services	0.00	181.92	(181.92)	0.00	2,184.00	0.00%	2,184.00
Supplies	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Insurance	0.00	37.48	(37.48)	49.50	450.00	11.00%	400.50
Reserve	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Capital Outlay	<u><u>4,300.00</u></u>	<u><u>25,000.00</u></u>	<u><u>(20,700.00)</u></u>	<u><u>4,300.00</u></u>	<u><u>300,000.00</u></u>	<u><u>1.43%</u></u>	<u><u>295,700.00</u></u>
Expense Totals	<u><u>4,300.00</u></u>	<u><u>25,269.40</u></u>	<u><u>(20,969.40)</u></u>	<u><u>4,349.50</u></u>	<u><u>303,234.00</u></u>	<u><u>1.43%</u></u>	<u><u>298,884.50</u></u>

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600 - 4B Economic Development Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Taxes	15,202.35	12,911.50	2,290.85	47,991.82	155,000.00	30.96%	107,008.18
Other Revenue	591.05	399.84	191.21	1,725.40	4,800.00	35.95%	3,074.60
Transfers	0.00	22,770.22	(22,770.22)	0.00	273,352.00	0.00%	273,352.00
Revenue Totals	<u><u>15,793.40</u></u>	<u><u>36,081.56</u></u>	<u><u>(20,288.16)</u></u>	<u><u>49,717.22</u></u>	<u><u>433,152.00</u></u>	<u><u>11.48%</u></u>	<u><u>383,434.78</u></u>
<b>Expense Summary</b>							
Grant Expense	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
Reserve	0.00	624.75	(624.75)	0.00	7,500.00	0.00%	7,500.00
Special Services	0.00	587.45	(587.45)	0.00	7,052.00	0.00%	7,052.00
Supplies	0.00	16.66	(16.66)	0.00	200.00	0.00%	200.00
Professional Development	0.00	416.50	(416.50)	0.00	5,000.00	0.00%	5,000.00
Printing Expense	0.00	33.32	(33.32)	0.00	400.00	0.00%	400.00
Repairs - Bldg & Machinery	0.00	0.00	0.00	6,200.00	0.00	0.00%	(6,200.00)
Insurance	0.00	41.65	(41.65)	54.74	500.00	10.95%	445.26
Other Expense	0.00	624.75	(624.75)	0.00	7,500.00	0.00%	7,500.00
Capital Outlay	0.00	33,333.33	(33,333.33)	0.00	400,000.00	0.00%	400,000.00
Expense Totals	<u><u>0.00</u></u>	<u><u>36,095.08</u></u>	<u><u>(36,095.08)</u></u>	<u><u>6,254.74</u></u>	<u><u>433,152.00</u></u>	<u><u>1.44%</u></u>	<u><u>426,897.26</u></u>

City of Ovilla  
 Financial Statement  
 As of December 31, 2021

2/7/2022 3:05 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	12,711.76	975.27	11,736.49	12,711.76	11,708.00	108.57%	(1,003.76)
Revenue Totals	<u>12,711.76</u>	<u>975.27</u>	<u>11,736.49</u>	<u>12,711.76</u>	<u>11,708.00</u>	<u>108.57%</u>	<u>(1,003.76)</u>
<b>Expense Summary</b>							
Minor Capital Outlay	0.00	975.67	(975.67)	0.00	11,708.00	0.00%	11,708.00
Expense Totals	<u>0.00</u>	<u>975.67</u>	<u>(975.67)</u>	<u>0.00</u>	<u>11,708.00</u>	<u>0.00%</u>	<u>11,708.00</u>

City of Ovilla  
 Financial Statement  
 As of December 31, 2021

2/7/2022 3:05 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	280,383.69	12,524.15	267,859.54	280,383.69	150,350.00	186.49%	(130,033.69)
Other Revenue	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Revenue Totals	<u>280,383.69</u>	<u>12,532.48</u>	<u>267,851.21</u>	<u>280,383.69</u>	<u>150,450.00</u>	<u>186.36%</u>	<u>(129,933.69)</u>
<b>Expense Summary</b>							
Reserve	0.00	12,532.48	(12,532.48)	0.00	150,450.00	0.00%	150,450.00
Expense Totals	<u>0.00</u>	<u>12,532.48</u>	<u>(12,532.48)</u>	<u>0.00</u>	<u>150,450.00</u>	<u>0.00%</u>	<u>150,450.00</u>



**Date: February 14, 2022**

**To: Honorable Mayor and Council Members**

**Subject: Analysis of Sales Tax Received**

**From:**

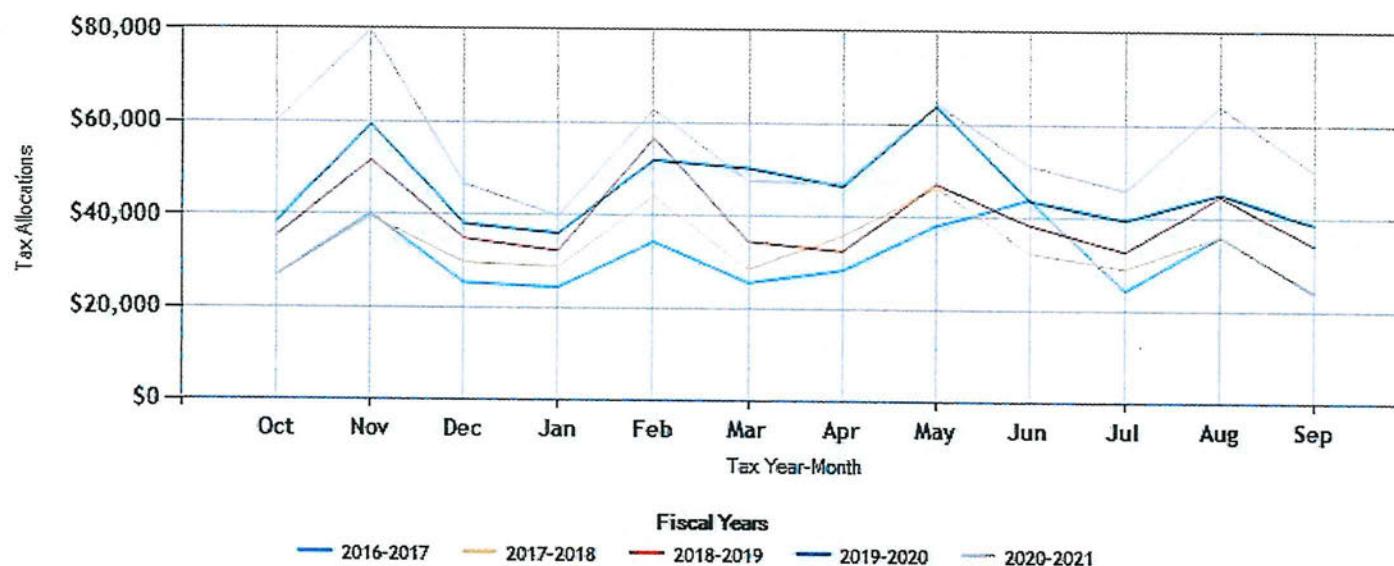
**Sharon Jungman – Finance Director**

By Fiscal Year 10/01 - 09/30

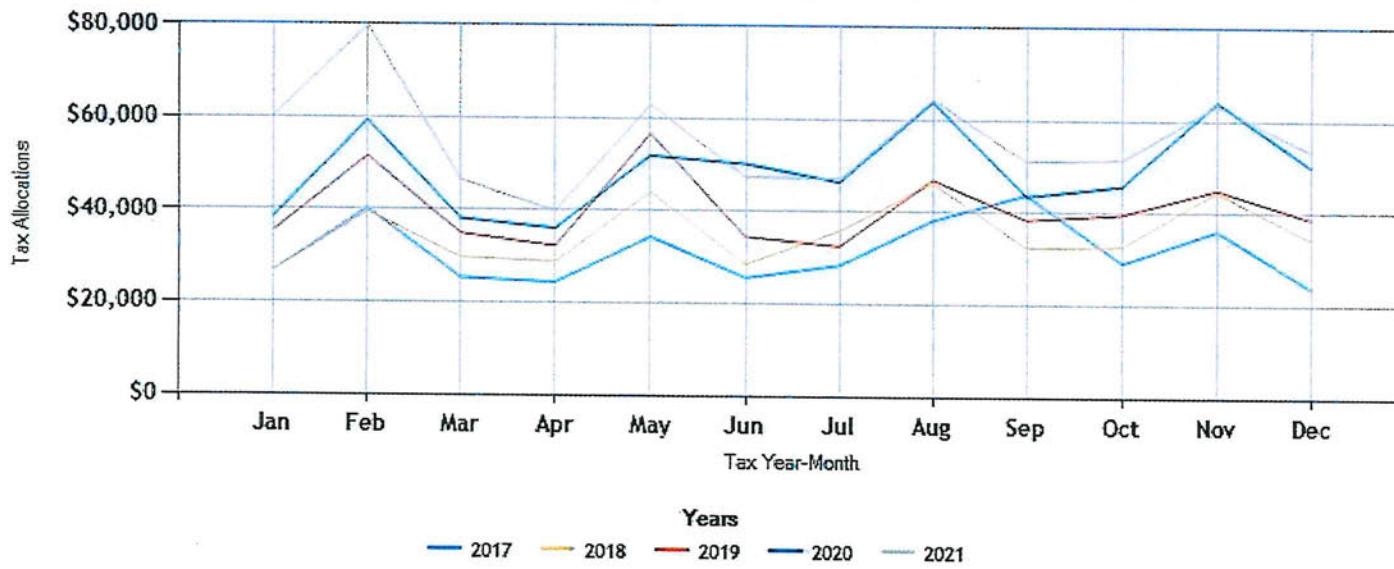
Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2022	\$51,406	\$63,357	\$53,208	\$58,988	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$226,959
2021	\$45,726	\$64,070	\$49,935	\$60,141	\$79,903	\$46,510	\$39,794	\$62,872	\$47,381	\$47,061	\$64,377	\$51,057	\$658,827
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

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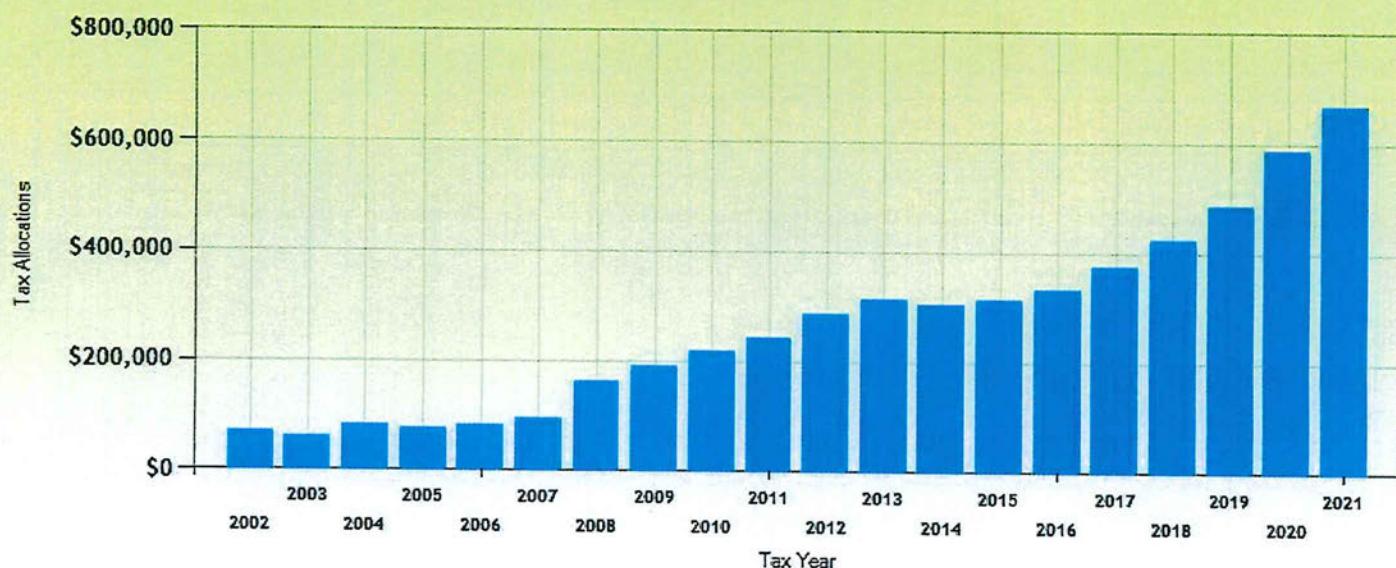
Monthly - Sales Tax Allocations - By Fiscal Year 10/01 - 09/30



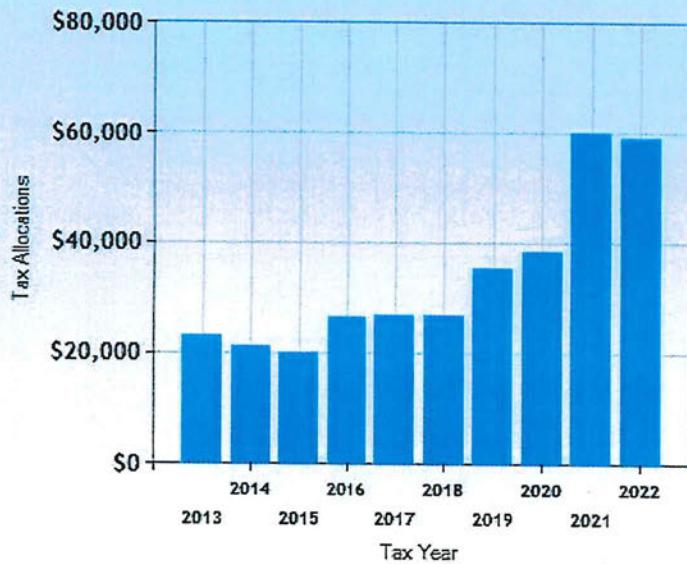
Monthly - Sales Tax Allocations - By Calendar Year



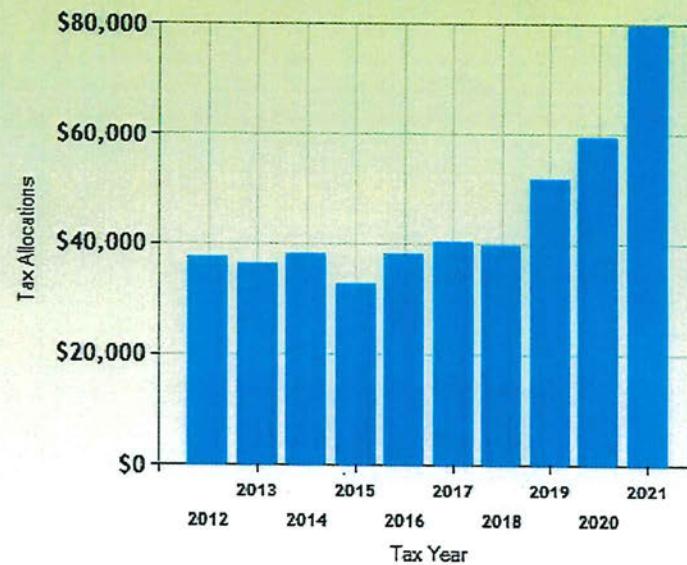
### Yearly - Sales Tax Allocations - Past 20 Years

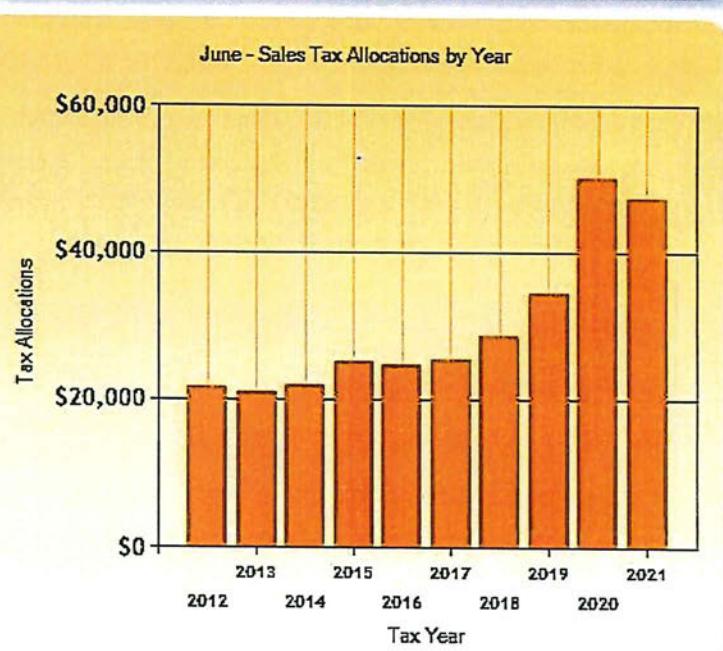
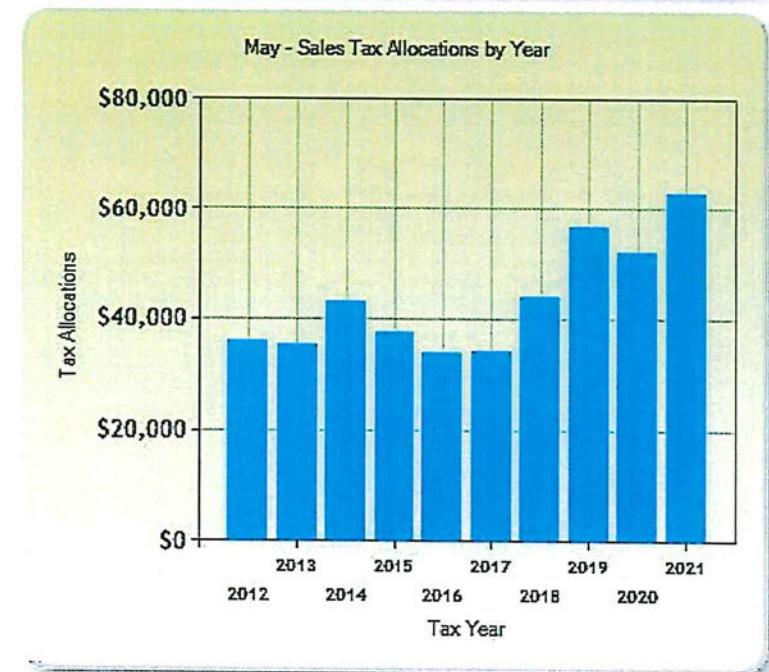
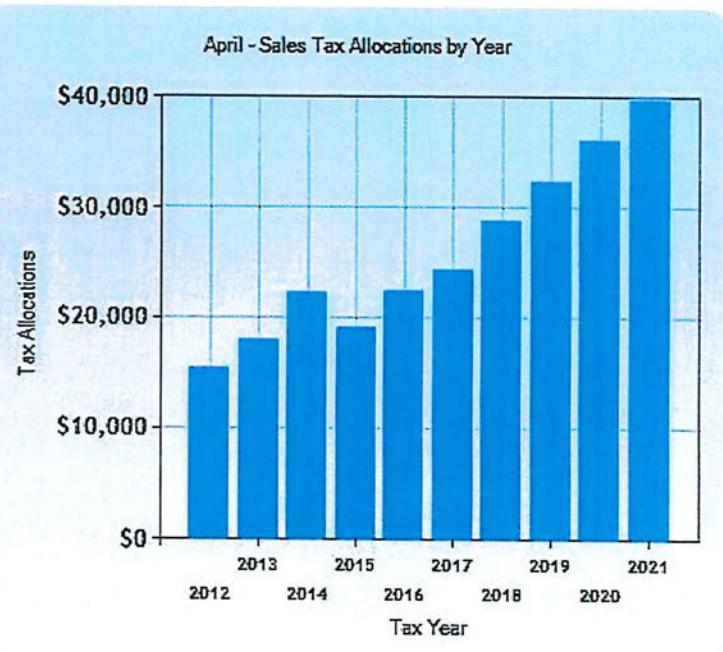
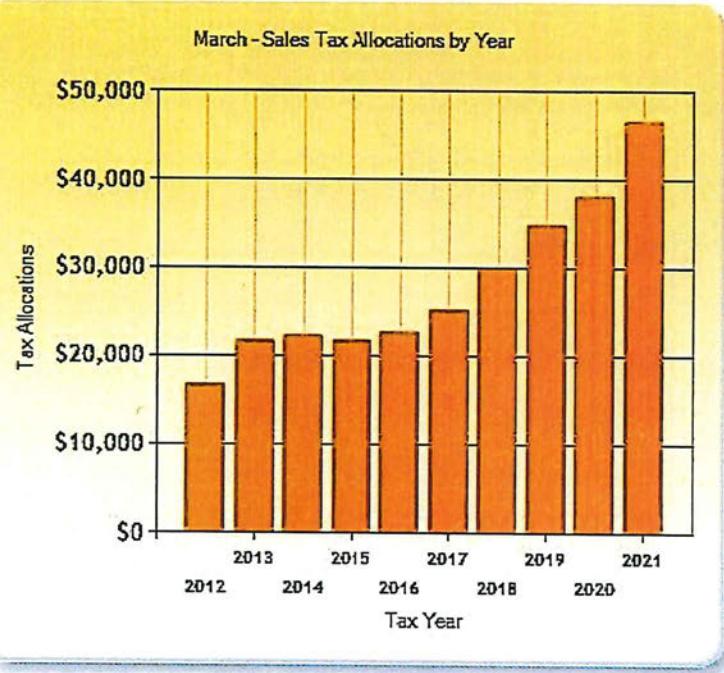


### January - Sales Tax Allocations by Year

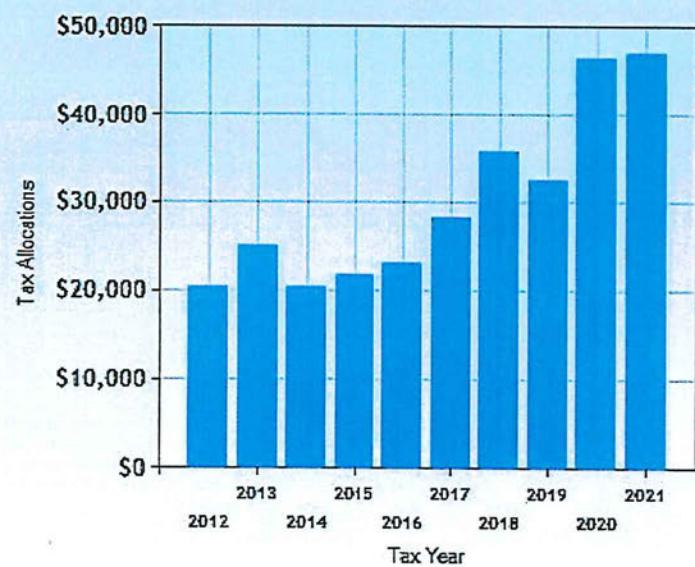


### February - Sales Tax Allocations by Year

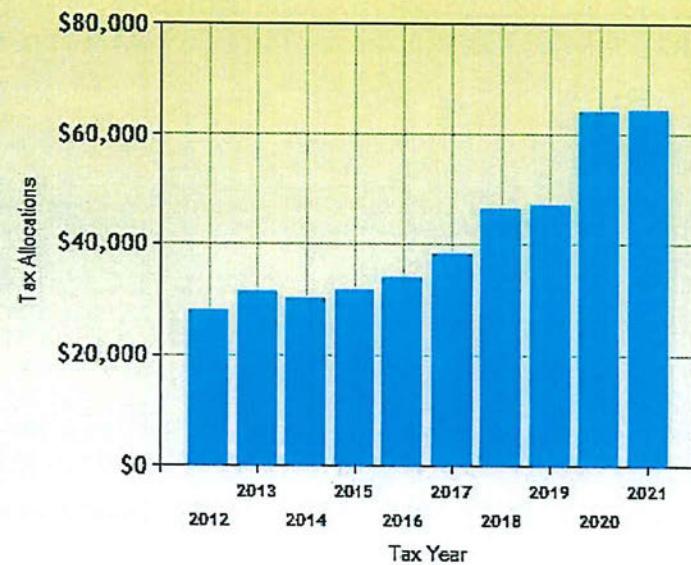




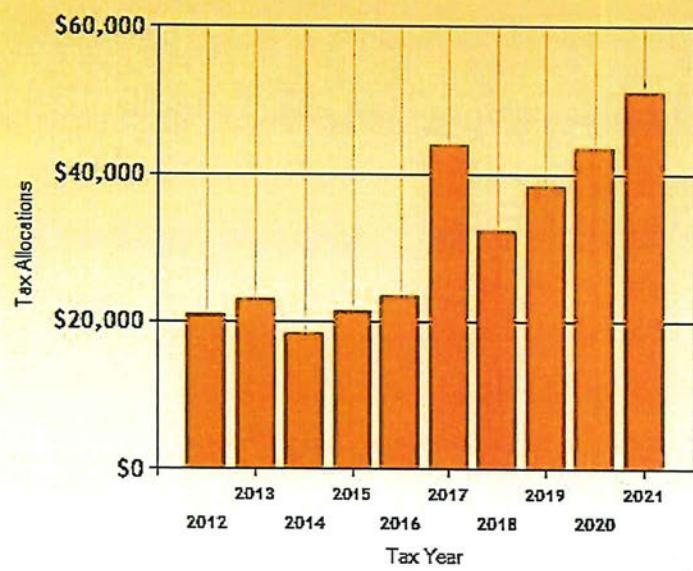
July - Sales Tax Allocations by Year



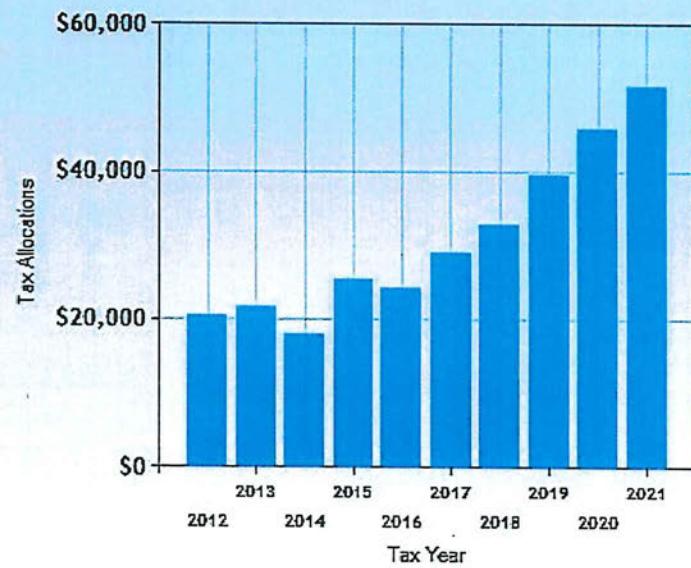
August - Sales Tax Allocations by Year



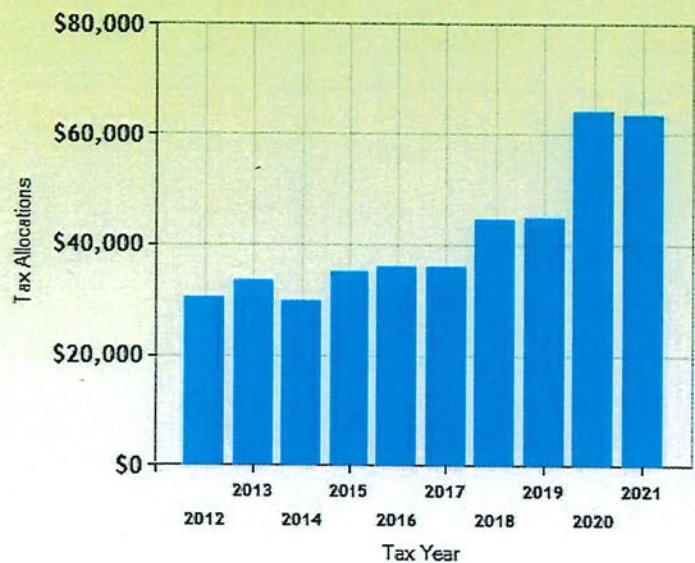
September - Sales Tax Allocations by Year



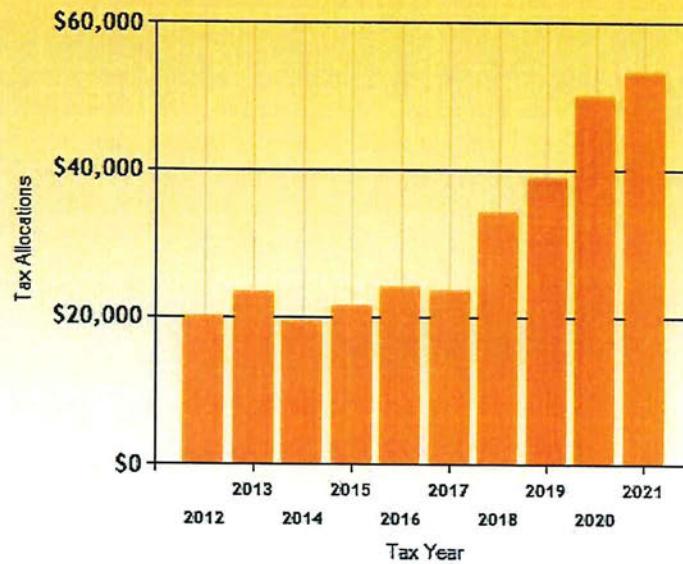
October - Sales Tax Allocations by Year



November - Sales Tax Allocations by Year



December - Sales Tax Allocations by Year





**Date: February 14, 2022**

**To: Honorable Mayor and Council Members**

**Subject: Investment Report for  
October thru December 2021**

**From:**

**Sharon Jungman – Finance Director**

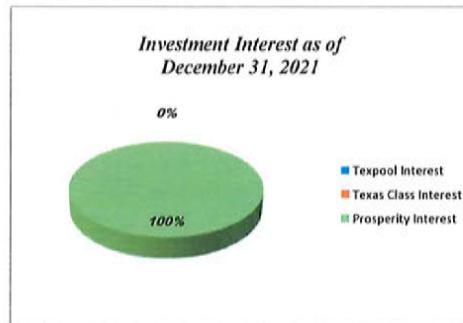
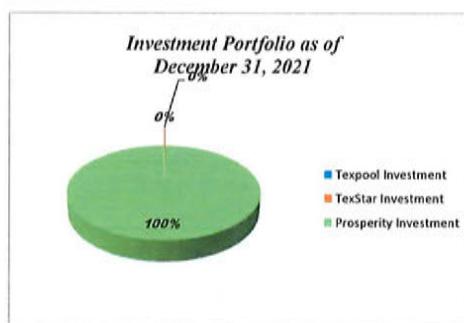
**City of Ovilla**  
**Investment Portfolio Summary - As of December 31, 2021**

Investment Types	% of Total Investments	Amount
<b>TexPool Investment</b>		
Water Fund- 8761	0.01%	\$ 324.45
<b>Texpool Total</b>	<b>0.01%</b>	<b>\$ 324.45</b>
<b>TexStar Investment</b>		
Gen. Fund 1110	0.08%	3,948.12
Gen. Fund Reserve 1120	0.02%	983.73
Sewer Impact Fee 3540	0.07%	3,340.73
Water Fund 5340	0.03%	1,478.40
Water Fund 5350	0.03%	1,212.15
<b>TexStar Total</b>	<b>0.23%</b>	<b>10,963.13</b>
<b>Prosperity Investment</b>		
CD GF Reserve 0608	1.22%	58,530.33
CD GF Reserve -0694	5.42%	260,226.24
Debt Fund 0291	0.00%	0.00
Water Impact 2322	0.00%	0.48
4B EDC 3691	20.86%	1,001,120.51
Water Money Mkt. 4323	0.00%	0.00
MDD 7451	5.96%	285,832.40
Water Credit Card Acct. 7531	0.00%	0.00
GF Reserve 7583	0.00%	0.00
GF Designated Cash 7605	0.00%	0.00
Park Improvement 7613	0.00%	57.54
Capital Projects 7648	0.00%	0.00
Police - Lease 8220	0.00%	1.79
Bryson Manor 8662	6.38%	306,407.57
Sewer Impact 8699	0.00%	0.00
Employee Benefit Trust 8777	0.03%	1,341.84
General Acct. 9437	59.89%	2,874,366.81
Public Works 9445	0.00%	0.00
<b>Prosperity Total</b>	<b>93.12%</b>	<b>4,787,885.51</b>
<b>Total Investment</b>	<b>93.36%</b>	<b>4,799,173.09</b>

Investment Interest Types	% of Total Interest	Amount of Interest earned from Oct. Thru Dec. 2021
<b>Tex Pool Interest</b>		
Water Fund- 8761	0.00%	0.00
<b>TexPool Qtr. Interest Total</b>	<b>0.00%</b>	<b>0.00</b>
<b>TexStar Class Interest</b>		
Gen. Fund 1110	0.00%	0.02
Gen. Fund Reserve 1120	0.00%	0.00
Sewer Impact Fee 3540	0.00%	0.02
Water Fund 5340	0.00%	0.00
Water Fund 5350	0.00%	0.00
<b>Texas Class Qtr. Interest Total</b>	<b>0.00%</b>	<b>0.04</b>
<b>Prosperity Interest</b>		
CD GF Reserve 0608	0.39%	29.49
CD GF Reserve -0694	1.75%	131.12
Debt Fund 0291	0.02%	1.73
Water Impact 2322	0.00%	0.00
4B EDC 3691	23.00%	1,725.40
Water Money Mkt. 4323	0.00%	0.03
MDD 7451	6.45%	483.81
Water Credit Card Acct. 7531	0.00%	0.00
GF Reserve 7583	0.43%	32.63
GF Designated Cash 7605	0.78%	58.67
Park Improvement 7613	0.00%	0.00
Capital Projects 7648	0.00%	0.00
Police - Lease 8220	0.00%	0.00
Bryson Manor 8662	7.20%	539.98
Sewer Impact 8699	0.00%	0.00
Employee Benefit Trust 8777	0.11%	7.93
General Acct. 9437	59.85%	4,490.15
Public Works 9445	0.02%	1.46
<b>Prosperity Quarterly Interest Total</b>	<b>97.84%</b>	<b>7,502.40</b>
<b>Total Quarterly Interest</b>	<b>97.84%</b>	<b>\$ 7,502.44</b>

Investment Types	% of Total Investments	Amount
Texpool Investment	0.01%	\$ 324.45
TexStar Investment	0.23%	\$ 10,963.13
Prosperity Investment	99.76%	4,787,885.51
<b>Total Investment</b>	<b>100.00%</b>	<b>\$ 4,799,173.09</b>

Investment Interest Types	% of Total Interest	Amount
Texpool Interest	0.00%	0.00
Texas Class Interest	0.00%	0.04
Prosperity Interest	100.00%	7,502.40
<b>Total Interest</b>	<b>100.00%</b>	<b>\$ 7,502.44</b>



**COMPLIANCE STATEMENT**

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

  
Sharon Jungman - Director of Finance

  
Pam Woodall - City Manager

  
Date

  
Date

<b>Interest Earned in every Bank Account for Oct.thru Dec. 2021</b>				
	<b>October</b>	<b>November</b>	<b>December</b>	<b>Total</b>
<b>TexPool Investment</b>				
Water Fund- 8761	0.00	0.00	0.00	0.00
<b>TexStar Investment</b>				
Gen. Fund 1110	0.00	0.00	0.02	0.02
Gen. Fund Reserve 1120	0.00	0.00	0.00	0.00
Sewer Impact Fee 3540	0.00	0.00	0.02	0.02
Water Fund 5340	0.00	0.00	0.00	0.00
Water Fund 5350	0.00	0.00	0.00	0.00
	0.00	0.00	0.04	0.04
<b>Prosperity Investment</b>				
CD GF Reserve 0608	29.49	0.00	0.00	29.49
CD GF Reserve -0694	0.00	131.12	0.00	131.12
Debt Fund 0291	0.59	0.57	0.57	1.73
Water Impact 2322	0.00	0.00	0.00	0.00
4B EDC 3691	572.28	562.07	591.05	1,725.40
Water Money Mkt. 4323	0.01	0.01	0.01	0.03
MDD 7451	158.30	157.10	168.41	483.81
Water Credit Card Acct. 7531	0.00	0.00	0.00	0.00
GF Reserve 7583	11.11	10.76	10.76	32.63
GF Designated Cash 7605	19.99	19.34	19.34	58.67
Park Improvement 7613	0.00	0.00	0.00	0.00
Capital Projects 7648	0.00	0.00	0.00	0.00
Police - Lease 8220	0.00	0.00	0.00	0.00
Bryson Manor 8662	181.84	176.08	182.06	539.98
Sewer Impact 8699	0.00	0.00	0.00	0.00
Employee Benefit Trust 8777	2.98	2.89	2.06	7.93
General Acct. 9437	1,581.05	1,384.06	1,525.04	4,490.15
Public Works 9445	0.50	0.48	0.48	1.46
<b>Prosperity Total</b>	<b>2,558.14</b>	<b>2,444.48</b>	<b>2,499.78</b>	<b>7,502.40</b>
<b>Total Interest</b>	<b>2,558.14</b>	<b>2,444.48</b>	<b>2,499.82</b>	<b>7,502.44</b>

## Ovilla Municipal Court Report

FY-2021- 2022	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	71	0	\$13,069.50	\$8,205.41	\$4,864.09	28	14	19	8	36	1	0
November	55	0	\$13,942.90	\$8,659.64	\$5,283.26	21	10	31	6	10	1	0
December	83	0	\$9,407.90	\$6,580.12	\$2,827.78	58	5	12	17	22	0	0
January	60	0	\$15,474.63	\$10,349.82	\$5,124.81	9	24	31	9	14	0	0
February												
March												
April												
May												
June												
July												
August												
September												
<b>Totals</b>	<b>269</b>	<b>0</b>	<b>\$51,894.93</b>	<b>\$33,794.99</b>	<b>\$18,099.94</b>	<b>116</b>	<b>53</b>	<b>93</b>	<b>40</b>	<b>82</b>	<b>2</b>	<b>0</b>

### 2020-2021 FY

January	46	1	\$7,019.60	\$4,305.42	\$2,714.18	0
<b>FY Totals</b>	<b>110</b>	<b>4</b>	<b>\$27,560.17</b>	<b>\$16,835.29</b>	<b>\$10,724.88</b>	<b>0</b>

### Staffing

Full Time Court Clerk	1
Full Time Deputy Court Clerk	2
Judge	1
Prosecutor	1
Alternate Judge	1

## BUILDING

PERMITS JANUARY

2022

Date Issued	Applicant First Name	Applicant Last Name	Property Address	Proposed Use	Valuation Bldg	Valuation Bldg w Land	Fee Building Permit	Fee Capital Recovery	Fee Fire Meter	Fee Park Impact	Fee Plan Review	Fee Sewer Connection	Fee Sewer Impact	Fee Water Impact	Water Meter Cost	Fees Due	Living Sq Ft	Total Sq Ft
1/27/2022	JOHN HOUSTON HOMES		7441 BALD CYPRESS DR	NEW SINGLE FAMILY RESIDENTIAL	455698	535698	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2829	3595
1/5/2022	BILL	HILEMAN	417 MONTPELIER LN	SWIMMING POOL	55000	0	736.53	0	0	0	0	0	0	0	0	736.5	0	0
1/5/2022	BILL	HILEMAN	417 MONTPELIER LN	ELECTRICAL	10000	0	100	0	0	0	0	0	0	0	0	100	0	0
1/5/2022	BILL	HILEMAN	417 MONTPELIER LN	PLUMBING	4000	0	125	0	0	0	0	0	0	0	0	125	0	0
1/11/2022	ELMWOOD CUSTOM HOMES		7211 PERSIMMON DR	NEW SINGLE FAMILY RESIDENCE	332610	480990	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2857	3835
1/27/2022	JOHN HOUSTON HOMES		3760 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	464563	529563	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2652	3413
1/24/2022	JOHN HOUSTON HOMES		3770 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	506799	571799	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3241	4117
1/25/2022	ANTARES HOMES		3910 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	371327.48	0	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2798	3440
1/12/2022	ANTARES HOMES		3920 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	304183.6	379183.6	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2587	3134
1/12/2022	ANTARES HOMES		3921 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	298196.96	373196.96	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2550	3078
1/12/2022	ANTARES HOMES		3931 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	332042.85	407042.85	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2935	3663
1/6/2022	FIRST TEXAS HOMES		410 CHEYENNE MOUNTAIN DR	NEW SINGLE FAMILY RESIDENTIAL	507950	586950	2400	2500	0	334.52	480	0	5475.5	5267.4	575	17032	4321	5781
1/6/2022	FIRST TEXAS HOMES		331 CHEYENNE MOUNTAIN DR	NEW SINGLE FAMILY RESIDENTIAL	457950	536950	2400	2500	0	334.52	480	0	5475.5	5267.4	575	17032	3871	4852
1/6/2022	FIRST TEXAS HOMES		411 CHEYENNE MOUNTAIN DR	NEW SINGLE FAMILY RESIDENTAIL	459950	538950	2400	2500	0	334.52	480	0	5475.5	5267.4	575	17032	3861	5089
1/6/2022	FIRST TEXAS HOMES		421 CHEYENNE MOUNTAIN DR	NEW SINGLE FAMILY RESIDENTIAL	457950	536950	2400	2500	0	334.52	480	0	5475.5	5267.4	575	17032	3587	4284
1/6/2022	FIRST TEXAS HOMES		311 BROADMOOR LN	NEW SINGLE FAMILY RESIDENTIAL	507950	586950	2400	2500	0	334.52	480	0	5475.5	5267.4	575	17032	4286	5734
1/11/2022	ELMWOOD CUSTOM HOMES		7811 BALD CYPRESS DR	NEW SINGLE FAMILY RESIDENTIAL	310578	468990	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2601	3460
1/11/2022	ELMWOOD CUSTOM HOMES		3920 CYPRESS STUMP CT	NEW SINGLE FAMILY RESIDENTIAL	374877	541990	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3413	4490
1/6/2022	MICHAEL ATER		105 NORTHWOOD ST	ACCESSORY BUILDING	4000	0	40	0	0	0	0	0	0	0	0	40	0	0
1/27/2022	JOHN HOUSTON HOMES		3740 MAPLE LN	NEW SINGLE FAMILY RESIDENTIAL	572201	647201	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3665	4684
1/27/2022	JOHN HOUSTON HOMES		3930 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	461765	526765	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3566	4430

1/24/2022	JESUS FRANCISCO	VASQUEZ	201 LARIAT TRL	NEW SINGLE FAMILY RESIDENTIAL	200000	240000	2400	1250	0	334.52	480	0	0	5267.4	575	10307	2672	3583
1/25/2022	ANTARES HOMES		3711 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	331268.05	406268.05	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2623	3210
1/25/2022	ANTARES HOMES		3720 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	311073.94	386073.94	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2609	3267
1/25/2022	ANTARES HOMES		3731 MONTERREY OAK WAY	NEW SINGLE FAMILY RESIDENTIAL	347100.4	422100.4	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3155	3686
1/10/2022	RONALD	UNRUH	120 SUBURBAN DR	FLATWORK	2000	2000	40	0	0	0	0	0	0	0	0	40	0	0
1/25/2022	ANTARES HOMES		3940 CHERRY LAUREL LN	NEW SINGLE FAMILY RESIDENTIAL	222324.24	297324.24	2400	1250	0	334.52	480	0	2190.2	0	0	6655	3438	4267
1/6/2022	DAVID R	GATTO	602 CREEK VIEW CIR	PLUMBING	2673	1	100	0	0	0	0	0	0	0	0	100	0	0
1/7/2022	MICHAEL	PENSABENE	301 COVINGTON LN	SOLAR PANELS	60719	0	325	0	0	0	0	0	0	0	0	325	0	0
1/13/2022	PAULA	TAYLOR	109 ASHBURNE GLEN LN	FLATWORK	5500	0	40	0	0	0	0	0	0	0	0	40	0	0
1/25/2022	ANTARES HOMES		3920 MAPLE LN	NEW SINGLE FAMILY RESIDENTIAL	328607.46	403607.46	2400	1250	0	334.52	480	0	2190.2	0	0	6655	2800	3359
1/12/2022	WENDELL	MCHAM	119 ROBIN GLEN LN	PLUMBING	1300	1	100	0	0	0	0	0	0	0	0	100	0	0
1/20/2022	FABIAN	HERNANDEZ	109 ELMWOOD DR	PLUMBING	0	0	25	0	0	0	0	0	0	0	0	25	0	0
1/28/2022	STEVE	POIROT	105 NOB HILL LN	ADD-ON REMODEL	66500	90000	0	0	0	0	0	0	0	0	0	0	0	0
1/24/2022	JUSTIN	SMITH	338 JOHNSON LN	FENCE	10000	0	25	0	0	0	0	0	0	0	0	25	0	0
1/25/2022	STACEY	ELSTON	201 WINDING WAY CT	MECHANICAL	8750	0	125	0	0	0	0	0	0	0	0	125	0	0
1/27/2022	STEFANI	MAUPIN	121 ASHBURNE GLEN LN	FENCE	9784.62	0	25	0	0	0	0	0	0	0	0	25	0	0
1/27/2022	ABRAHAM	SBYTI	219 WHITE ROCK CT	MECHANICAL	1820	1820	125	0	0	0	0	0	0	0	0	125	0	0
1/28/2022	MACY		115 CUMBERLAND DR	PLUMBING	1700	0	100	0	0	0	0	0	0	0	0	100	0	0

Date Entered	Concern Address	Concern Type	Concern Description	Department Assigned	Concern Status
1/6/2022	207 WILLOWWOOD LN	Animal at large	UNRESTRAINED DOGS	Animal Services	In Progress
1/6/2022	408 THORNTREE DR	Animal Bite	2 husky type dogs came on property jumped into pen, killed 1 goat, injured a second	Animal Services	Closed
1/6/2022	304 THORNTREE DR	Animal Bite	2 husky type dogs left property , went to 408 Thorntree jumped into goat pen, killed 1 goat ,injured another 1. Both dogs transported to quarantine,	Animal Services	Closed
1/10/2022	130 MEADOW GLEN LN	Barking Dog	Homeowners have dogs barking Monday-Friday from 7:00 a.m. until 7:00 p.m. daily. I have called Mike Dooly's office number almost 30 times beginning July 2021 through January 6, 2022, around 7:00 a.m. each time leaving voice mail messages with dogs barking in the background. I am of the understanding this is in violation of city ordinances involving noise which is not allowed between the hours of 11:00 p.m. and 8:00 a.m. One morning around 7:30 a.m. about 2 weeks ago I spoke with James who indicated he was Mike's supervisor to report the dogs barking and he confirmed he could hear the noise during our call. James stated he would pass the information on to Mike, yet no changes have occurred to date. I am curious to know if these neighbors have actually received any notices or fines from the city. It does appear that they have no fear of repercussion since it seems to be a deliberate and intentional act on their part to allow their dogs to bark at the specific days and times as noted above. Also see attachments of r calls having been made since July 2021 to city hall to report these offenses. I do look forward to your feedback in a timely fashion.	Animal Services	Open
1/18/2022	744A COCKRELL HILL RD	Animal Cruelty/Animal Hoarding	Horse at this location has an bad eye infection Just land- owners are not at location.	Animal Services	Open
1/21/2022	105 COCKRELL HILL RD	Animal at large	There is an increase of feral cats in the neighborhood living in the storm drains. Just 2 nights ago 2 large cats were having an aggressive and loud meowing standoff on my front porch keeping the kids awake. Can you trap them? One has already had a litter a couple months back adding to the problem. (quoted email complaint)  Not certain of the exact area but can offer that information with a phone call to the complainant. In the Bryson Manor subdivision.	Animal Services	Open
2/3/2022	1942 DUNCANVILLE RD	Barking Dog		Animal Services	In Progress
1/20/2022	103 WOODRIDGE CT	Junked Vehicle		Code Enforcement	In Progress

1/20/2022	804 COCKRELL HILL RD	Improper Signage	UNPERMITTED SIGN	Code Enforcement	In Progress
1/20/2022	600 CHRISTA ST	Construction Work Without Permits - Building	ROOF	Code Enforcement	In Progress
1/21/2022	105 COCKRELL HILL RD	High Grass	Brush and tree limbs need cleaning all along the ROW on Cockrell Hill Road just past the south Ashburne Glenn entrance at the location of the green tarp on the back fence of a homeowner.	Code Enforcement	Closed
1/31/2022	900 RED OAK CREEK DR	Abandoned Building/Home	Burned residence has been removed from property (after 2+ years), but an abandoned, run down mobile home has remained on the lot for years.	Code Enforcement	Open
1/4/2022	105 COCKRELL HILL RD	Other	The TV on the wall (hanging on the old PW Department side) is not working. Can you determine if it is something that may have been disconnected/harmed while Asbestos construction was done.  If not we will need to contact IT	Facilities	Closed
1/5/2022	105 COCKRELL HILL RD	Other	Front office needs painting	Facilities	Closed
1/6/2022	105 COCKRELL HILL RD	Other	i have one book to deliver today - it is ready	Facilities	Closed
1/11/2022	105 COCKRELL HILL RD	Other	The City Council mtg needs to come down. BOA Mtg TUESDAY January 18 @ 7 thank you so much	Facilities	Closed
1/12/2022	105 COCKRELL HILL RD	Other	I have one book to deliver before 4:30 today for Barbara Betik on the BOA. Thank you	Facilities	Closed
1/31/2022	105 COCKRELL HILL RD	Other	PLEASE UPDATE THE MARQUEE TO READ: FEB 14 CC MTG 6:30 AND FEB 20 CITY OFFICES CLOSED PRESIDENTS` DAY	Facilities	Closed
1/1/2022	623 EDGEWOOD LN	Trash/Litter	Garbage (trash) was not picked up on 12/31 in our cul de sac. 619 Edgewood, 623 Edgewood, 622 Edgewood, and the house on the corner of Nob Hill and Edgewood (north side with garage in cul de sac) were missed. Will they pick up Monday?  The attached pictures show all 4 trash piles  PS: i was working outside almost all day. I did seen them going down one of the east-west streets in the neighborhood.	Garbage	Open
1/26/2022	200 SPLIT ROCK TER	Other	BULK MISSED	Garbage	Closed

1/31/2022	101 WILLOW CREEK LN	Other	Trash missed yesterday, please collect & advise.	Garbage	Closed
1/31/2022	101 RIMROCK CT	Other	His trash was missed Thursday. He noticed all his neighbors had been collected and he called CWD and was told they would come back that day. He called twice Friday and was told it would be collected and he should get a call from a supervisor. His trash is still sitting out and he never received a call back	Garbage	Closed
1/31/2022	703 OVILLA OAKS DR	Other	his trash has been out since yesterday (about 6am) and has not been collected. Several houses he sees cans left out.	Garbage	Closed
1/31/2022	703 OVILLA OAKS DR	Other	Truck came down and got his neighbors trash at 102 but missed him. He said he has a trash receptacle out and also two bags of limbs and a few bundles of limbs. I told him some of the limbs may not be collected as it is not bulk week, but the trash should have been picked up	Garbage	Closed
1/3/2022	105 COCKRELL HILL RD	Other	Please update marquee: Council meeting 01/10/2022 6:30 pm Offices closed 01/17/2022 Martin Luther King Day	Parks	Open
1/7/2022	300 BURTONWOOD CIR	Drainage/Culvert clean out	Received a phone call from Mr. Keith Longino regarding the drainage ditch at his home.	Street Department	Closed
1/14/2022	105 COCKRELL HILL RD		run wire and install winch for asphalt drag box Ford Dump Truck	Street Department	Closed
1/19/2022	105 COCKRELL HILL RD	Garbage in Street	Received complaints and have myself noticed that there is a lot of debris and trash along Cockrell Hill Road. It is not necessarily in the street but all along the side of the roadway.	Street Department	Open
1/20/2022	105 COCKRELL HILL RD		Start Crack Sealing Cockrell Hill Rd	Street Department	In Progress
1/20/2022	105 COCKRELL HILL RD		Street Sign down Shiloh @ Bryson Manor in front of entrance	Street Department	Closed
1/26/2022	400 BLUFF CRK	Street Light Out	owner called street light out, pole number L12 L 4639	Street Department	Closed
2/1/2022	625 CARDINAL DR	Tree Branches in Street	I'm at 625 Cardinal Dr. the upcoming subdivision cut down the trees and there are branches on the power lines since last Friday. With the winter storm coming, I'm worried about it and wanted to let y'all know.	Street Department	Closed
2/2/2022	623 EDGEWOOD LN	Drainage/Culvert clean out	Please check this area behind the house to avoid a possible flooding issue.	Street Department	Open
2/2/2022	403 COCKRELL HILL RD	Other	Some type of safety or warning reflectors aong the curve.	Street Department	Open

1/4/2022	111 WESTLAWN DR	Other	PLEASE GET REREAD CUSTOMER STATING OVERREAD AGAIN THIS MONTH. 12/15/21 LAST READ: 1389.8	Water/Wastewater	Closed
1/4/2022	303 E UNIVERSITY ST	Other	PLEASE GET FINAL OUT READING  LOCK BOX (IF POSSIBLE NO NEW APP/DEP REC'D)	Water/Wastewater	Closed
1/4/2022	204 LARIAT TRL	Water Leak - Possible	NEIGHBOR CALLED STATING WATER WAS FLOODING INTO HIS YARD FROM 204 LARIAT. PER CHRIS B. SHUT WATER OFF DUE TO LEAK.	Water/Wastewater	Closed
1/4/2022	371 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/4/2022	351 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/4/2022	311 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/4/2022	280 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/4/2022	320 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/5/2022	341 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/5/2022	361 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/5/2022	370 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/5/2022	401 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/7/2022	601 GEORGETOWN RD	Water Quality	Flush entire area of Georgetown and Buckboard and check for water quality and residuals	Water/Wastewater	Closed
1/10/2022	105 COCKRELL HILL RD	Other	METER BOOKS IN PW BASKET-PLEASE START READS WEDNESDAY JAN. 12TH	Water/Wastewater	Closed
1/11/2022	310 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/11/2022	330 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/11/2022	421 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/12/2022	624 CARDINAL DR	Other	CUSTOMER CALLED REQUESTING TO TURN OFF WATER WHILE THEY REPAIR FAUCET SINK.	Water/Wastewater	Closed

1/13/2022		Other	SEE ATTACHED JANUARY 2022	Water/Wastewater	Closed
1/13/2022	105 COCKRELL HILL RD	Other	SEE ATTACHED JANUARY 2022 REPAIR LIST	Water/Wastewater	Closed
1/14/2022	104 SILVERWOOD DR	Other	PLEASE GET REREAD- CUSTOMER STATING HIGH BILL	Water/Wastewater	Closed
1/19/2022	310 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/19/2022	331 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	421 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	411 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	410 CHEYENNE MOUNTAIN DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	370 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	371 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	381 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	411 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/19/2022	311 BROADMOOR LN	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	270 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/19/2022	361 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	Closed
1/19/2022	370 PENROSE DR	Water Meter - Install	NEED TO INSTALL 1` METER	Water/Wastewater	In Progress
1/20/2022	105 COCKRELL HILL RD	Other	I have a plat that needs to be filed with the County - Once filed please return both copies to me - Tax Certificate's are already included.	Water/Wastewater	Closed
1/25/2022	106 BROOKWOOD CT	Other	HIGH BILL-CUSTOMER STATING METER WAS OVERREAD.	Water/Wastewater	Closed
1/26/2022	384 JOHNSON LN	Other	CUSTOMER CALLED DITCH WAS FULL OF WATER/OVERFLOWING AT THE METER	Water/Wastewater	Open

1/31/2022	703 GEORGETOWN RD	Water Leak - Possible	Possible water main break at this address. Standing water for several days now and will not drain.	Water/Wastewater	Closed
2/2/2022	906 COCKRELL HILL RD	Service line leak repair	Please repair service line leak by the meter box on city side.	Water/Wastewater	Closed
2/7/2022	750 COCKRELL HILL RD	Other	CUSTOMER STATING HIGH BILL-PLEASE GET READING	Water/Wastewater	Closed
2/7/2022	101 OAKWOOD	Other	FINAL OUT READING DO NOT LOCK BOX-APP/DEP REC'D	Water/Wastewater	Closed

**HONORABLE MAYOR AND CITY COUNCIL OF OVILLA**  
**Administration Monthly January Activity Report**  
**Presented at the February 2022 Council Meeting**  
**City Manager - City Secretary**

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

1. Staff conducted bid openings for AMI meters are due January 24.
  - o Committee reviewed and prepared recommendation to Council for chosen AMI vendor.
2. Accountant interviews conducted with conditional offer to Mr. Christopher Reeves. Effective start date is February 14, 2022.
3. Working on Comprehensive Land Use Plan
4. Working in certain sections of the Code for review and possible updates to bring to Council in future.
5. Beginning review of design manuals.
6. City Secretary, Finance Director and CM working on Comptroller “STARS” for financial transparency updates.

**BOARDS AND COMMISSIONS –**

**Board of Adjustment:**

1. BOA regular meeting of Tuesday, January 18, 2022.
  - o 203 Willow Creek – fence at property line.

**Planning and Zoning Commission:**

1. P&Z Regular meeting of January 03, 2022
  - o Forest Creek Preliminary Plat

**CURRENT AND PLANNED RESIDENTIAL DEVELOPMENT PROJECTS-**

**Residential:**

- Broadmoor Estates Phase I
  - o 5 residential permits in January 2022
- Bryson Manor III
  - o 17 residential permits in January 2022.
- One other residential new home permit in town during January (Lariat)
- Total collected for January in residential permits: \$208,600

**2022 GENERAL ELECTION:**

- Candidate Packet has been completed and posted on the website.
- Notice of candidate filing period posted
- The city called the 2022 General Election by Resolution at the January Meeting
- Last Day to file for a place on the ballot February 18, 2022

